

**Board of Commissioners
Meeting
January 3, 2023**



WASHINGTON COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
JANUARY 3, 2023

**COOPERATIVE EXT. CONFERENCE ROOM & LIVESTREAMED ON FACEBOOK
128 E. WATER STREET, PLYMOUTH, NC**

- 6:00 PM Call to Order—Chair Walker
6:01 PM Invocation / Pledge
Additions / Deletions
- Item 1 6:05 PM Consent Agenda
a) Approval of Minutes for December 5, 2022
b) Tax Refunds & Releases and Insolvent Accounts
c) EIC Community Services Block Grant for 2023
- Item 2 6:10 PM Public Forum (3-minute limit per speaker)
- Item 3 6:20 PM Joint Meeting: Washington County Board of Commissioners & Washington County Board of Education
1) Call to Order
2) Discussion on the Demolition of the Pines Elementary School
3) Approval of the Pines Elementary School Demolition/Change Order 001
4) Washington County Board of Education Adjourn
- Item 4 6:50 PM Planning Board Recommendations: Special Use Permit for Fertilizer Storage Tank (as an extension of Helena site): Mr. Allen Pittman, Planning Director & Mr. David Clifton, Planning Board Director
- Item 5 7:00 PM Public Hearing: Special Use Permit for Fertilizer Storage Tank (as an extension of Helena site)
- Item 6 7:30 PM Departmental Presentation: Tax Office, Ms. Sherri Wilkins, Tax Administrator
- Item 7 7:50 PM Boards & Committees, Ms. Julie J. Bennett, Clerk to the Board
- Item 8 8:00 PM Finance Officer's Report, Budget Amendments/Budget Transfers, Ms. Missy Dixon, Finance Officer
- Item 9 8:10 PM Other Items by Chair, Commissioners, CM/CA, Finance Officer or Clerk
a) Draft Capital Improvement Plan (CIP), Mr. Curtis Potter, CM/CA
- Item 10 8:20 PM Closed Session has been scheduled according 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) (personnel)

Recess/Adjourn

WASHINGTON COUNTY BOARD OF COMMISSIONERS
AGENDA STATEMENT

ITEM NO: 1

DATE: January 3, 2023

ITEM: Consent Agenda

SUMMARY EXPLANATION:

- a) Approval of Meeting Minutes for December 5, 2022. See attachment at the end of the Agenda Package.
- b) Tax Refunds & Releases and Insolvent Accounts
See attachment.
- c) Each year the EIC is required to submit a copy of their Grant Application to the Board of Commissioners. Attached is their grant application for 2023.

This document is for information only –no action is needed.



North Carolina Vehicle Tax System

Dec-22

NCVTS Pending Refund report

Report Date
12/28/2022
12:03:46 PM

Payee Name	Primary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax	Levy	Change	Interest Change	Total Change
GODARD, CYNTHIA MCNAIR	GODARD, CYNTHIA MCNAIR	PO BOX 1154	PLYMOUTH, NC 27962	Proration	0062216257	EEP3658	PENDING	88528618	Refund Generated due to proration on Bill #0062216257-2021-2021-0000-00	Tag Surrender	12/07/2022	W Tax		(\$11.84)	\$0.00	(\$11.84)
															Refund	\$11.84
HARRELL, ESSIE MARIE	HARRELL, ESSIE MARIE	984 NC HIGHWAY 32 S	PLYMOUTH, NC 27962	Proration	0068061829	TFS5867	PENDING	88491230	Refund Generated due to proration on Bill #0068061829-2022-2022-0000-00	Vehicle Totalled	12/05/2022	W Tax		(\$26.97)	\$0.00	(\$26.97)
															Refund	\$26.97
LONG, JAMES CECIL	LONG, JAMES CECIL	5330 MACKEYS RD	ROPER, NC 27970	Proration	0008001432	PVT1194	PENDING	88417348	Refund Generated due to proration on Bill #0008001432-2021-2021-0000-00	Tag Surrender	12/02/2022	W Tax		(\$7.30)	\$0.00	(\$7.30)
															Refund	\$7.30
MANNING, SUSAN HARRIS	MANNING, SUSAN HARRIS	6414 HWY 99 SOUTH	PANTEGO, NC 27860	Adjustment >= \$100	0069754142	S872A	PENDING	266223993	Refund Generated due to adjustment on Bill #0069754142-2022-2022-0000	Situs error	12/16/2022	W Tax		\$0.00	\$0.00	\$0.00
												P Tax		(\$274.97)	\$0.00	(\$274.97)
												P Vehi		(\$15.00)	\$0.00	(\$15.00)
															Refund	\$289.97
TIPPING, MARGARET ANN	TIPPING, MARGARET ANN	1207 BARBER RD	ROPER, NC 27970	Proration	0034165368	JBN5908	PENDING	88558553	Refund Generated due to proration on Bill #0034165368-2021-2021-0000-00	Tag Surrender	12/08/2022	W Tax		(\$14.85)	\$0.00	(\$14.85)
															Refund	\$14.85
															Refund	\$350.93



North Carolina Vehicle Tax System

Dec-22

NCVTS Pending Refund report

Report Date
12/28/2022
12:03:46 PM

Sam Luby

Requested Tax Administrator

12/28/22

Date

"Approved by the Washington County Board of
Commissioners Meeting held _____, 2022"

Clerk to the Board of Commissioners

North Carolina Department of Health and Human Services

Division of Social Services



Community Services Block Grant Program

Fiscal Year 2023-24 Application for Funding

Project Period July 1, 2023– June 30, 2024

Application Due Date: **January 13, 2023**

Agency Information			
Agency:	Economic Improvement Council, Inc.		
Agency:	Economic Improvement Council, Inc.		
Federal I.D.	560857026		
DUNS Number:	081423030		
Administrative Office Address:	712 Virginia Road, Edenton, NC 27932		
Mailing Address (include the 4-digit zip code extension):	Post Office Box 549 Edenton, NC 27932		
Telephone Number:	(252) 482-4458		
Fax Number:	(252) 482-8227		
Proposed Funding:	CSBG: \$ 323,101	Additional Resources: \$ 20,830,358	Agency Total Budget: \$ 21,153,459
Application Period:	Beginning: July 1, 2023	Ending: June 30, 2024	
Board Chairperson:	Dr. William Sawyer		
Board Chairperson's Address: (where communications should be sent)	533 North Trotman Road Camden, NC 27921		
Board Chairperson's Term of Office (enter beginning and end dates):	07/2022 – 07/2027		
Executive Director:	Dr. Landon B. Mason, Sr.		
Executive Director Email Address:	Dr.Landon.Mason@eicca.org		
Agency Fiscal Officer:	Ms. Jose Faye Taylor		
Fiscal Officer Email Address:	jose.taylor@eicca.org		
CSBG Program Director:	Mrs. Reta Blair		
CSBG Program Director Email Address:	reta.blair@eicca.org		
Counties Served with CSBG funds:	Camden, Chowan, Currituck, Dare, Gates, Hyde, Perquimans, Pasquotank, Tyrrell, Washington		
Agency Operational Fiscal Year:	July - June		

North Carolina Department of Health and Human Services
Office of Economic Opportunity –
2420 Mail Service Center / Raleigh, North Carolina 27699-2420

Proposed Funding

CSBG: \$323,101

Additional Resources: \$20,830,358

Agency Total Budget: \$21,153,459

Checklist to Submit a Complete Community Services Block Grant (CSBG) Application

Please put a check mark in the appropriate box to show that you have included the completed document with your application. All documents are required with the exception of those that say "if applicable."

Item	Included (√)
Signed Application Certification (blue ink only)	
Signed Board Membership Roster (blue ink only)	
Board of Directors Officers and Committees	
Board of Directors Community Needs Assurance	
Planning Process Narrative	
Form 210 – Agency Strategy for Eliminating Poverty	
Form 212 – One-Year Work Program	
Monitoring, Assessment and Evaluation Plan	
Form 212A – CSBG Administrative Support Worksheet (if applicable)	
Form 225 – Agency Budget Information	
Form 225N-Budget Narrative	
<u>Appendices (to be attached by the Applicant):</u>	
▪ Organizational Chart (do not include names)	
▪ Job Description and Resume for the Agency’s Executive Director	
▪ Job Description and Resume for the Agency’s Chief Financial Officer	
▪ Job Descriptions for all CSBG employees (do not include names)	
▪ Affirmative Action Plan	
▪ Documentation of Public Hearings for Initial Planning Process:	
Copy of Public Notice(s) from Newspaper(s)	
Agenda of Public Meeting(s)	
Copy of Attendance Sheet(s)	
Minutes of Public Meeting(s)	
▪ Documentation for Notice of Intent to Apply:	
Copy of advertisement(s)	
▪ Documentation of Submission to County Commissioners:	
Notarized document from county clerk	
Commissioners’ comments or minutes (if applicable)	
▪ Cognizant-Approved Indirect Cost Agreement	
▪ Copy of the Proposal Application submitted to the cognizant agency for approval of the Indirect Cost Rate	
▪ Cost Allocation Plan (if applicable)	
▪ Vehicle Registrations (<i>must be up-to-date and after July 1, 2021</i>)	
▪ State Certification-No Overdue Tax Debts	
▪ State Certification-Contractor Certification required by N.C. Law	
▪ Federal Certifications	
▪ Cost Allocation Plan Certification	
▪ Federal Funding Accountability and Transparency Act (FFATA)	
▪ Central Contractor Registration (CCR) (<i>must be up-to-date and after July 1, 2021</i>)	

**Checklist to Submit a Complete Community Services Block Grant (CSBG) Application
(continued)**

Item	Included (✓)
▪ IRS Tax Exemption Verification- verifies the agency's 501 (c) (3) status <i>(must be dated after July 1, 2016)</i>	
▪ Conflict of Interest Policy <i>(must have been approved within the past 5 years and must be notarized)</i>	
▪ Contractual Agreements/leases <i>(must be current within contract period)</i>	

**Community Services Block Grant Program
Fiscal Year 2023-24 Application for Funding
Certification and Assurances**

Public Hearing on the Initial Plan

We herein certify that a public hearing as required by 10A NCAC 97B .0402 Citizen Participation in the Application Process occurred on November 16 – 18, 2021 for the initial planning process for the agency's current project plan and the agency has maintained documentation to confirm the process of the public hearing.

For multi-county providers, indicate the date and the county the hearing was held.

Date	County	Date	County
November 16, 2021	Camden	November 17, 2021	Chowan
November 16, 2021	Currituck	November 17, 2021	Gates
November 16, 2021	Dare	November 18, 2021	Washington
November 17, 2021	Pasquotank	November 18, 2021	Tyrrell
November 17, 2021	Perquimans	November 18, 2021	Hyde

County Commissioners' Review

We herein certify that the application for this project period was submitted to the Board of County Commissioners for review and comment on December 13, 2022 as required by 10A NCAC 97C .0111 and 10A NCAC 97C .0307(9).

For multi-county providers, indicate the county and date the application for funding was presented to the Board of County Commissioners as required by 10A NCAC 97C .0111(B).

Date	County	Date	County
December 13, 2022	Camden	December 13, 2022	Chowan
December 13, 2022	Currituck	December 13, 2022	Gates
December 13, 2022	Dare	December 13, 2022	Washington
December 13, 2022	Pasquotank	December 13, 2022	Tyrrell
December 13, 2022	Perquimans	December 13, 2022	Hyde

Board of Directors Approval of the Application

I hereby certify that the information contained in the attached application is true and the Board of Directors has reviewed and approved this application for the Community Services Block Grant Program.

Date of Board Approval: _____

Board Chairperson: _____
(Signature) (Date)

Finance Committee Chairperson: _____
(Signature) (Date)

Board of Directors' Membership Roster

Total Seats Per Agency Bylaws	15		Total Current Vacant Seats	0		
Total Number of Seats Reserved for Each Sector	Poor	6	Public	5	Private	4
Total Number of Vacant Seats Per Each Sector	Poor	0	Public	0	Private	0

Name	County of Residence	Community Group/ Area Represented	Date Initially Seated [month/year]	Number of Terms Served [completed]	Current Term Expiration [month/year]
Representatives of the Poor					
1. Sheila Gregory	Currituck	Currituck County Community	6-2012	2	5-2027
2. Jakeema Spencer	Hyde	Hyde County Community	5-2019	0	5-2024
3. Jessica Davenport	Dare	Dare County Community	7-2012	2	6-2027
4. Mayor Fred Yates	Perquimans	Perquimans County Community	9-2015	1	11-2025
5. Wanda W. Harvey	Beaufort	Beaufort County Community	8-2017	1	1-2027
6. Precious Diaz	Pitt	Pitt County Community	11-2017	0	10-2024
Public Elected Officials					
1. Dr. William Sawyer	Camden	County Commissioner	7-2015	1	7-2027
2. Glorious Elliott	Chowan	County Commissioner	5-2019	0	7-2024
3. Robert Williams	Gates	County Commissioner	9-2014	1	8-2024
4. Nina Griswell	Tyrrell	County Commissioner	11-2015	1	11-2025
5. Mayor Jerry McCrary	Martin	County Commissioner	9-2018	1	9-2027
6.					
Representatives of Private Organizations					
1. Richard Bunch	Chowan	Chowan County Community	5-2021	0	4-2026
2. Melvin Norman	Washington	Washington County Community	7-2013	1	7-2023
3. Pearl Sutton	Pasquotank	Pasquotank County Community	7-2019	0	7-2024
4. Attorney Thomas Wood	Chowan	Chowan County Community	11-2015	1	11-2025
5.					
6.					

The signature of the Board of Directors Chairperson certifies that the persons representing the poor were selected by a democratic process and that there is documentation on file that confirms the selection of all board members. In addition, by signing below, the Board of Directors Chairperson confirms that the selection of all board members coincides with the directives outlined in the agency's bylaws and that a current Board of Directors Member Profile is on file for each member.

Board of Directors Chairperson

Board of Directors' Membership Contact Listing

Board Member	Physical Address	Email Address
Precious Diaz	2884 Little Gem Circle Winterville, NC 28590	diamondiaz63@gmail.com
Melvin Norman	743 Marriner Road Roper, NC 27970	normann23@mchsi.com
Sheila Gregory	108 South Gregory Road Shawboro, NC 27973	sheila.gregory@ncsu.edu
William Sawyer	533 North Trotman Road Camden, NC 27921	nb.77347@yahoo.com
Robert Williams	119 US Hwy. 158 Business W Gatesville, NC 27938	robertewilliams46@hotmail.com
Jessica Davenport	PO Box 669 Manteo, NC 27954	davenportj@dcdss.org
Fred Yates	147 Winfall Boulevard Winfall, NC 27985	fred@inteliport.com
Nina Griswell	175 Travis School Road Columbia, NC 27925	ngriswell@tyrrellcounty.net
Thomas Wood	105 West King Street Edenton, NC 27932	thomas@godwinandgodwin.net
Jerry McCrary	PO Box 98 Parmele, NC 27861	mayorjerrym@gmail.com
Wanda Harvey	809 Boston Avenue Washington, NC 27889	cnellrae@gmail.com
Glorious Elliott	342 Sandy Ridge Road Edenton, NC 27932	joy@hughes.net
Pearl Sutton	1222 Soundneck Road Elizabeth City, NC 27909	pearljos71@gmail.com
Jakeema Spencer	PO Box 25 Engelhard, NC 27824	sjakeema@yahoo.com
Richard Bunch	954 Sandy Ridge Road Edenton, NC 27932	rbunch54@gmail.com

Board of Directors' Officers and Committees

Note: All committees of the board should fairly reflect the composition of the board (10A NCAC 97C .0109). Be sure to identify the chairperson and other committee positions.

Name	Office	Sector Represented	County Represented*
Officers of the Board			
William Sawyer	Chairperson	Public	Camden
Melvin Norman	Vice Chairperson	Private	Washington
Nina Griswell	Secretary	Public	Tyrrell
Pearl Sutton	Treasurer	Private	Pasquotank
Committee Name: Executive Committee			
William Sawyer	Chairperson	Public	Camden
Melvin Norman		Private	Washington
Nina Griswell		Public	Tyrrell
Pearl Sutton		Private	Pasquotank
Committee Name: Personnel Committee			
Fred Yates	Chairperson	Poor	Perquimans
Sheila Gregory		Poor	Currituck
Jerry McCrary		Public	Martin
Thomas Wood		Private	Chowan
Committee Name: Planning / Evaluation Committee			
Precious Diaz	Chairperson	Poor	Pitt
Jessica Davenport		Poor	Dare
Committee Name: Audit Committee			
Wanda Harvey	Chairperson	Poor	Beaufort
Jakeema Spencer		Poor	Hyde
Richard Bunch		Private	Chowan
Committee Name: Finance Committee			
Pearl Sutton	Chairperson	Private	Pasquotank
Glorious Elliott		Public	Chowan
Robert Williams		Public	Gates
Committee Name:			
	Chairperson		

*To be completed by agencies serving multiple counties.

Community Service Block Grant Board of Directors Contractual Certifications

I, _____ (board chairperson name and name of applicant) certify the information in the following categories by initialing each certification and signing below:

- A. Conflict of Interest:** I certify that a Conflict of Interest Policy is in place and that a copy of the policy can be found in the Employee Policy Manual and in the Board Member Handbook. I also certify that all members of the Board of Directors and all staff annually sign "Conflict of Interest" forms and that copies of Board member signatures are kept in the Board Minutes Book while copies of employee signatures are retained in the personnel files.

- B. Board of Director Orientation/Training:** I certify that a Board Member Orientation Policy is in place and that it is utilized as new Board members are assigned to the Board. I also certify that all Board members attend an annual Board Training each year and record of such is reflected in the Board minutes. The most recent Board Training occurred on January 25 – 27, 2022.

- C. Agency-wide Audit:** I certify that PETWAY MILLS & PEARSON, PA performs an audit annually. The audit is completed each year and submitted for review by the Board. The most recent audit for program year July 1, 2020 – June 30, 2021 was submitted and accepted by the Board at the December 9, 2022 meeting and is on record in said minutes.

Certification (Original Signature)

Signature of Chairperson/President

Date

Community Service Block Grant Certification of Community Assessment

The Economic Improvement Council, Inc. (applicant) has conducted a Community Assessment of its service area within the past three (3) years utilizing the following method(s):

(Check one or more of the following methods)

- Surveys of the community(s) - door to door, telephone, etc.
- Review of Records - agency intake forms, program participant records, etc. (may be used with at least one other type of needs assessment; will not meet compliance on its own)
- Review of demographical information - U.S. Census, welfare statistics, unemployment statistics, etc.
- Discussions/information/testimony provided by individuals and community members - social service professionals, agency staff, program participants, etc.
- Public meetings to solicit input on community needs
- Other (Describe) _____

The most recent Community Assessment was completed on: October 12, 2022
(date)

The Community Assessment was completed by: Economic Improvement Council, Inc.
(agency or contractor)

It is expressly understood that this Community Assessment should include community and consumer input. It is to be used as a basis for prioritizing the needs of the low-income population in the service area and for planning the applicant's projects to meet those needs.

It is further understood that documentation validating that a Community Assessment was completed and is to be retained by the applicant and is subject to review by the Office of Economic Opportunity.

Please provide a 4-5 sentence summary of your most recent Community Needs Assessment:

The Economic Improvement Council Inc. implemented the grass-roots approach toward engaging the community-at-large in our ten (10) county service area to assess the needs therein. As a participant in the survey, individuals willingly shared their earnest opinions about the needs of their respective communities while accentuating its strengths. This, in turn, reaffirmed that the community resources and partnerships are vital toward helping families thrive.

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(continue to next page)

The following is a list of needs as prioritized, with community input, through the need assessment process.

1. Access to Primary Education	4. Safety
2. Access to Secondary Education	5. Adequate Housing
3. Adequate Nutrition	6. Affordable Child Care

Certification (Original Signature)

Signature of Chairperson/President

Date

**Community Services Block Grant Program
Fiscal Year 2023-24 Application for Funding
Planning Process Narrative**

1. Explain in detail how each of the following was involved in the planning and development of this strategic plan.
 - a. Low-Income Community: The low-income community participated in communities and their local County Commissioners meetings to determine the priorities, needs, and resources that were available to assist them. The result of the meeting indicated that the Self-Sufficiency Project would be the number one priority for the Community Services Block Grant Program.
 - b. Agency Staff: The Community Services Block Grant staff served as resource providers and facilitators during the planning process. The staff did not influence the low-income families of their decisions. They offered recommendations and provided technical assistance as requested by the target communities and residents.
 - c. Agency's Board Members: The Economic Improvement Council Board approved the Anti-Poverty planning process as presented by the Community Services Block Grant Director.
2. Describe how and what information was gathered from the following key sectors of the community in assessing needs and resources during the community assessment process and other times. These should ideally be from each county within your agency's service area:
 - a. Community-based organizations:
 - b. Faith-Based Organizations:
 - c. Private Sector:
 - d. Public Sector:
 - e. Educational Sector:

Our Community Needs Assessment was done through our Community Collaboration Partners, Agency Customers, and our Faith-Based Partners. Survey conversations were held with our Educational Partners and Leaders. The needs assessment provided an increased understanding of the needs in the community and why they existed. Community members had the opportunity to share how the need impacted their quality of life. The needs assessment further allows for strategic: Planning Priority, Setting, Program Outcomes and Improvements. The six most important needs in our communities based on our assessments are:

1. Access to Primary Education
2. Access to Secondary Education
3. Adequate Nutrition
4. Safety
6. Adequate Housing
7. Affordable Child Care

3. Describe your agency's method and criteria for identifying poverty causes including how the agency collected and analyzed qualitative and quantitative data in identifying those causes.

- a. The agency's method of identifying poverty causes was through the Census Statistics, County Assessments, and the Poor Sectors Representation of the Economic Improvement Council (EIC) Board. The Department of Health and Human Services (NCDHHS) Poverty Guidelines are also used to determine the enrollment of families into the Limited Opportunities to Family Self-Sufficiency Program.

Identifying poverty varies among different groups and family conditions. The following is a list of poverty causes in our Northeastern area:

- Lack of Education
- Lack of Industrial Development
- High incidence of single-family households
- Lack of job training and adequate skill development
- Lack of adequate public and private transportation
- High incidence of job lay off
- Health and Mental Health conditions
- Lack of cost-of-living increases

- b. The methods and criteria used to determine priorities and strategies is through an application process which will include income, employment skills, education, health, and resource availability.

4. Describe activities that your agency has undertaken to advocate for and empower low-income individuals and families to achieve economic independence and security.

EIC advocates and empowers low-income individuals to achieve a greater sense of authority over their lives through the Limited Opportunities to Family Self-Sufficiency Program. Family enrollment coupled with positive guidance will give individuals and families the opportunity to make lifelong decisions in determining their own lives and future. To achieve independence and security, families will identify their own strengths and weakness. Case Managers will offer a guide to financial planning, provide supportive services when needed, and recommend ways to handle future challenges.

5. Describe how your agency plans to make more effective use of, coordinate and form partnerships with other organizations and programs including: State welfare reform efforts; public and private resources; religious organizations, charitable groups, and community organizations.

The Economic Improvement Council, Inc. will maintain a relationship with organizations serving low-income families and individuals. The agency's Board of Directors solicits representation from the community organizations including religious and charitable groups to comprise the private sectors of the Board. The CSBG Case Managers will work with local churches, schools, teachers, health care providers, public housing organizations, community-based organizations, and job training agencies for welfare recipients to help move toward family-sufficiency.

- State Welfare Reform: Maintain established rapport with Social Services
- Public and Privates Resources: Attend meetings, support and attend events, provide, and accept referrals and follow-ups.
- Religious Organizations: Extend notifications to churches and organizations on EIC Agency Activities.
- Charitable Groups: EIC Partners with Good 360 a 501(c)3 non-profit charitable organization where access to product donations of quality goods from major brands are accessible to our agency to assist in meeting the day-to-day needs of families in addition

to helping during disaster-impacted communities. Further, our services are donated as needed.

- Community Organizations: Attend meetings, maintain rapport, establish new partnerships as new organizations arrive in our regions, and maintain seats on various community boards.

6. Describe how your agency will establish linkages between governmental and other social services programs to assure the effective delivery of such services to low-income individuals, to avoid the duplication of such services and to fill identified gaps in services, through the provision of information, referrals, case management and follow-up consultations.

EIC has a satellite office in each of the ten (10) counties. These offices are primarily "One Stop Centers" that provide information and services on all EIC programs, and all other programs in the surrounding area. Services provided through the satellite offices include: eligibility determination, referrals to other agencies to meet customer needs, and follow-up consultations. These satellite offices are shared by other agencies to meet customer needs, and follow-up consultations. These satellite offices are shared by other agencies and programs to help fill in service gaps and prevent duplication of services. Additionally, they provide an incentive for other public and private agencies to utilize our offices for their information and referral activities.

7. Provide a description of how your agency will support innovative community and neighborhood-based initiatives related to the purposes of the Community Services Block Grant (fatherhood initiatives and other initiatives with the goal of strengthening families and encouraging effective parenting).

The mission and philosophy of the Economic Improvement Council, Inc. since inception is to assist families to become self-sufficient. The Family Self-Sufficient Program as proposed is designed to support innovative community and neighborhood initiatives aimed toward removing barriers to self-sufficiency.

The Community Services Block Grant staff will support innovative community and neighborhood-based initiatives by promoting advertisement and serving as volunteers and encouraging community support. In the wake of the COVID-19 Pandemic, Center for Disease Control (CDC) Guidelines will be adhered to: The 3 W's, Wear, Wait, and Wash to assist in slowing the spread of the virus when in-person support is provided. Virtual platforms such as Zoom, Conference Call, or Microsoft Teams are other methods the agency will utilize.

8. Describe activities that your agency has undertaken or plans to undertake, on an emergency basis, for the provision of such supplies and services, nutritious foods and related services, as may be necessary to counteract conditions of starvation and malnutrition among low-income individuals.

The agency collaborates with food banks, churches, and other organizations such as the Department of Social Services, local Head Start Programs, Cooperative Extension Programs, and various local Food and Nutrition Programs assist with the conditions of starvation and malnutrition among low-income individuals.

**Community Services Block Grant Program
Fiscal Year 2023-24 Application for Funding
Planning Process Narrative (continued)**

9. Describe how your agency will coordinate the provision of employment and training activities with entities providing activities through statewide and local workforce investment systems under the Workforce Innovation and Opportunity Act. Provide the dollar amount of your allocation that will go towards employment training.

EIC will coordinate provision of employment and training activities through a job screening process. They agency will collaborate with other state and local employment agencies such as: NCWorks, temporary agencies, regional job fairs, colleges, universities, and other businesses to provide referrals for employment and training activities. Collaboratively, all agencies will promote the development and implementation to a more unified system of measuring accountability and performances. Funding in the amount of \$5000 annually will be utilized in support of these efforts.

10. Describe how your agency will ensure coordination with the emergency energy crisis intervention program under title XXVI (relating to low-income home energy assistance).

EIC has established partnership and rapport with the county Department of Social Services. Other community partnering agencies such as: Catholic Social Ministries, Salvation Army, United Way, and NC 2-1-1 serve as vital resources to mitigate emergency crisis intervention needs. The agency will make referrals to families and individuals that are in need of emergency services to an energy crisis intervention program. Through consistent coordination with the county Social Services and partnering agencies information will be disseminated to other departments within their agencies.

11. Describe the needs of low-income youth and your agency's efforts to promote increased community coordination and collaboration in meeting the needs of low-income youth.

Involvement with youth is an integral part of the fabric of EIC and the CSBG Programs. EIC plans and coordinates activities regularly with other programs and partnering agencies such as: the National Youth Sports Program, local schools, colleges, and universities. The needs of our youth differs and largely reflects the needs of the greater community. Several needs that have been identified are:

- Transient Families
- Family Isolation
- Lack of Recreational Facilities
- School Dropout Rate
- Child Abuse and Neglect
- High Delinquency Rate

EIC partners in collaboration with a multitude of public and private resources to combat the needs for youth.

- Public Schools
- Department of Social Services
- Albemarle Rehabilitation Center
- Albemarle Speech and Hearing
- Trillium Health Resources
- Homeless Coalition
- NCWorks NextGen Program

- Private Physicians
- Partnership for Children Centers
- Partnership for Children (Smart Start)
- Good360

To ensure coordination in meeting the above needs, EIC provided expertise and guidance in the development of youth programs and setting priorities for youth involvement.

12. Describe your agency's method for informing custodial parents in single-parent families that participate in CSBG programming about the availability of child support services. In addition, describe your method for referring eligible parents to the child support office[s].

During the initial contact assessment custodial parents in single-parent families are made aware of child support services. If a custodial parent participating in the CSBG Program is not receiving support benefits the case manager will inquire whether they are interested in applying and will provide agency contact information to complete the application.

13. Describe activities that your agency has undertaken or plans to undertake, to address the Department's priorities which includes:
- Combat the **Opioid Crisis** by focusing on policies and practices that prevent opioid misuse, addiction and overdose;
 - EIC has representation serving on various boards or committees who address these challenges such as: Child Protection Teams, Housing Committees, and Social Services. Staff attend trainings to become a resource to our communities along with Law Enforcement and Emergency Medical Technician Staff.
 - Develop better outcomes for **Early Childhood** learners to ensure that they are healthy, safe and nurtured, learning and ready to succeed;
 - EIC's Head Start and Early Head Start has a Child Nutrition Program takes pride in Continual Training on Safety, and Certified Staff to ensure all aspects of health, safety, and an excellent learning environment.
 - In the wake of a global pandemic, Center for Disease Control Guidelines are adhered to when in-person learning is engaged: Temperature checks and protective personal equipment is provided for staff and children. The practice of the "3 W's, Wear, Wait, and Wash" assist in slowing the spread of the virus. Further, each facility is treated with "Lastgerm" an EPA Registered (#82972-1), NSF Approved, Non-Toxic Hospital Grade, Deep Disinfection Service kills 999.999% of viruses, bacteria and pathogens. The EPA has approved "Lastgerms" use against SAR-CoV-2, the Corona Virus that causes the Corona Virus Disease 2019 (COVID-19).
 - Expand **NCCARE360**, a statewide database that provides resource information for medical providers and human services professionals in response to social determinants of health like housing stability, food security, transportation access and interpersonal safety; and
 - EIC will continue to collaborate and participate in training sessions with the network team of professionals.

- Implement **Healthy Opportunities** that improve the health, safety and well-being of North Carolinians by addressing conditions in which people live that directly impacts health.
 - In Partnership with EIC's Section VIII Housing Choice Voucher Program and Weatherization Program instances of mold and other hazardous conditions may be addressed to assist families to live a better quality of life.
 - In partnership with local Homeless Coalition, local Housing Committee's, and Trillium Health Resources circumstances of overcrowded units, eviction, and homelessness are mitigated to assist families, in particular amid a global health related pandemic.

**Community Services Block Grant Program
Fiscal Year 2023-24 Application for Funding
OEO Form 210**

Agency Strategy for Eliminating Poverty

Planning Period: 2023 - 2024

Section I: Identification of the Problem (use additional sheets if necessary)

1. Give the Poverty Cause name(s), rank the poverty cause(s) and identify which one(s) the agency will address.
 - The Poverty Cause Name: Limited Opportunities to Family Self-Sufficiency
 - The Economic Improvement Council, Inc. ranks the #1 Priority Employment and the #2 Priority Housing.
2. Describe the poverty cause(s) in detail in the community with appropriate statistical data (include data sources).

EMPLOYMENT PRIORITY I:

In Northeastern North Carolina, more than 20% of the population is living in poverty. A major problem of poverty within this area is that two-thirds of all poor people in the area have at least one family member working full-time. Recent surveys in the region support the fact that poverty remains high due to the high incidence of unemployment, low wage rate, and female heads of households. The chart listed below provides a breakdown of labor force statistics of the ten counties in the Northeast Region of North Carolina as reported by the North Carolina Department of Commerce – Labor and Economic Analysis Division, Local Area Unemployment Statistics.

2022 September Labor Force Estimates

COUNTY	LABOR FORCE	UNEMPLOYMENT	UNEMPLOYMENT RATE
Camden	4,593	145	3.2
Chowan	5,615	210	3.7
Currituck	14,584	413	2.8
Dare	21,122	630	3.0
Gates	5,100	167	3.3
Hyde	1,818	72	4.0
Pasquotank	16,444	650	4.0
Perquimans	4,881	186	3.8
Tyrrell	1,375	63	4.6
Washington	4,327	204	4.7

The lack of job opportunities continues to be one of the major causes of high unemployment rate. Commuting to the Hampton Roads area of Virginia for employment continues to be a high priority for area workers. The Northeastern part of the State has also experienced economic exclusion and underinvestment. Mandated employer shutdowns during the global pandemic served as a large contributing factor during this funding period.

HOUSING PRIORITY II:

As stated in the aforementioned paragraph, the Northeastern Region of North Carolina represents more than 20% of the population is living in poverty. The rate of unemployment on the statistical chart above establishes the bases of affordability of housing in the Economic Improvement Council, Inc.'s service area. Lack of adequate resources in housing and low-income households exceeds the affordable housing units available. In an article posted July 2022 by the North Carolina Low Income Housing Coalition www.nlihc.org, 25% (347,827) represent renter households that are extremely low-income. The number of affordable and available rental homes per 100 extremely low-income renters is 44 with 69.2% of these homes severely cost burdened. Renter households whose income is at or below 30% of the poverty guideline are more likely than other renters to sacrifice other necessities like nutrition, healthcare, and experience unpredictable housing conditions. In addition, more than half their income is spent on housing and utility costs. Lack of affordable housing units weighs heavily on the population of job ratio to housing.

(A) Explain why the problem exists.

Lack of Economic Resources: The northeast region is the poorest region in the State of North Carolina. Over eighty percent of the economy is based upon agriculture or farm related resources. The economy is driven by large mechanized farms that employ very few workers. Workers that are able to be employed are usually under-employed and seasonal workers.

Limited Economic Development: The region is slow to develop factories or other employment opportunities to support over 8,700 low-income families with over 25,000 low-income individuals. A large majority of this population are considered the working poor, underemployed or not working in the workforce.

Limited Job Opportunity: Considering the two statements, adequate job opportunities continue to plague the region. The northeast region consists of only ten percent urban population. Much of this population consists of Pasquotank and Dare counties. Approximately forty percent of this population travels out of the region to Hampton Roads (VA) for work in the tourist industry.

(B) Identify the segment of the population and give the number of people experiencing the problem. According to the July 1, 2021 U.S. Census Quick Facts Dashboard (see chart below) the northeast region is composed of approximately 173,998 citizens within the ten rural counties. Population estimates as of July 1, 2021 an average 13.4% are in poverty. The vast region and sparse population coupled with limited economic development causes the poor and near poor to be impacted by the problem.

COUNTY	POPULATION	% IN POVERTY
Camden	10,835	7.4
Chowan	13,722	17.3
Currituck	29,653	9.6
Dare	36,826	8.8
Gates	10,366	13.2
Hyde	4,508	20.0
Pasquotank	40,821	14.0
Perquimans	13,130	14.4
Tyrrell	3,245	20.8
Washington	10,892	24.3

(C) Provide demographic information of those adversely effected inclusive of:

- (a) Gender
- (b) Age
- (c) Race/Ethnicity for the agency's service area

In accordance with the July 1, 2021 reporting of the U.S. Census Bureau Quick Facts Dashboard www.census.gov Camden (CA), Chowan (CH), Currituck (CU), Dare (DA), Gates (GA), Hyde (HY), Pasquotank (PA), Perquimans (PE), Tyrrell (TY), and Washington (WA) are as indicated below.

CATEGORY	CA	CH	CU	DA	HY
Female	49.4%	52.2%	49.6%	50.7%	45.6%
Under 5	5.3%	4.9%	5.3%	4.2%	3.4%
Under 18	23.2%	19.8%	22.1%	18.5%	16.0%
65+	16.5%	25.5%	17.3%	23.4%	24.0%
White	83.1%	63.2%	89.7%	93.5%	69.1%
Black	11.1%	33.5%	5.8%	2.8%	27.0%
2 or More Races	3.74%	1.7%	2.5%	1.9%	1.8%
Hispanic / Latino	3.8%	3.9%	5.1%	7.6%	10.2%

CATEGORY	GA	PA	PE	TY	WA
Female	50.3%	51%	52%	44.9%	52.8%
Under 5	4.5%	5.8%	4.4%	4.9%	5.2%
Under 18	19.8%	21.6%	18.7%	19.5%	20.1%
65+	21.9%	17.8%	27.8%	21.6%	26.7%
White	65.3%	58.3%	75%	59.8%	47.5%
Black	30.5%	36.2%	21.8%	34.1%	48.5%
2 or More Races	2.8%	3.3%	2.1%	3.0%	2.3%
Hispanic / Latino	2.4%	6.3%	3.4%	10.5%	6.2%

(D) Explain how the persons are adversely affected.

Persons residing in poverty conditions reside without a decent wage, which causes them to have to live in conditions such as substandard housing, lack of education, no health insurance, non-traditional childcare and other necessities afforded to the non-poor.

Section II: Resource Analysis (use additional sheets if necessary)

(E) Resources Available:

- a. Agency Resources: The Economic Improvement Council, Inc. – Section VIII Housing Choice Voucher Program currently operates in the ten (10) county region with slots at a funding level annually of \$7,227,313.
- b. Community Resources: Four (4) local housing authorities serve the municipalities of Elizabeth City, Hertford, Plymouth, and Edenton. These authorities have subsidized housing available for low-income.

(F) Resources Needed:

- c. Agency Resources: The Economic Improvement Council, Inc. – More funding for HUD Housing to be able to service more customers from the waiting list.
- d. Community Resources: Affordable Fair Market Rent for those who are just at the threshold of low and medium income.

Section III: Objective and Strategy

- (G) Objective Statement: To enroll 50 low-income families in the Family Self-Sufficiency Program with four (4) rising above the poverty guideline by June 30, 2024.

Strategies for Objective: To qualify and employ comprehensive case management that would include community services providers such as: NCWorks, Department of Social Services and Base Entities.

OEO Form 210 (continued)

Section IV: Results Oriented Management and Accountability Cycle (use additional sheets if necessary)

Organizational Standard 4.3 requires that an agency's strategic plan and Community Action Plan document the continuous use of the ROMA cycle and use the services of a ROMA trainer.

- (H) Community Needs Assessment: Please summarize the primary needs of your community as determined through the Community Needs Assessment, and explain which of those are Family, Agency, or Community Needs, and why.

The following is a list of needs as prioritized:

- Family: Primary and Secondary Education, Adequate Nutrition, Housing
- Community: Safety
- Agency: Affordable Child Care

- (I) Achievement of Results and Evaluation: Please discuss your agency's achievement of results from last year. What were the successes and why were those areas successful? What areas did not meet targets or expectations and why were those areas not as successful? What Improvements or changes will be made for this year's work plan to achieve desired results and better meet the needs of the community?

The Economic Improvement Council, Inc. was successful in tripling our goal at 300% of assisting its targeted customers to rise above the poverty level. The goal of gaining employment was achieved at 71%, and better employment was 150%, with the success of 100% jobs with medical benefits obtained. The global COVID-19 pandemic continued to pose it challenges supporting customers over the past year. This provided customers multiple resources for assistance in emergency situations. EIC provided support as requested in accordance with program guidelines whenever needed. We were successful in doubling our goal at 200% or greater in families securing standard housing and furthering their education.

Flexibility in providing comprehensive case management through the pandemic has challenged us to explore greater ways to collaborate and meet the needs of our customers to assist them in meeting and / or exceeding their goals. Developing impactful partnerships during this time has streamlined our ability to better service our customers in any given situation. Strong emphasis will be placed on ensuring supportive services are rendered.

- (J) Please name the ROMA trainer who provided services used in developing this community Action Plan and describe what specific services were provided.

Dr. Landon B. Mason, Sr., NCRT, CCAP, the ROMA trainer provided training and insight on various areas of services dealing with Family, Community, and Agency. He highlighted the six National ROMA goals. Programmatic lead on Housing, Employment, Child Care, Safety, and Education in a combined effort to bring each service area together.

**Community Services Block Grant Program
Fiscal Year 2023-24 Application for Funding
One-Year Work Program
OEO Form 212**

Section I: Project Identification				
1. Project Name:	Family Opportunity to Self-Sufficiency			
2. Mission Statement:	It is the mission of the Economic Improvement Council, Inc. in partnership with the communities to promote the economic, physical, and social well-being of its customers by providing high quality services to assist low-income people to become self-sufficient.			
4. Objective Statement:	To enroll 50 low-income families in the Family Self-Sufficiency Program with four families rising above the poverty guidelines by June 30, 2024.			
5. Project Period:	July 1, 2023 – June 30, 2024			
6. CSBG Funds Requested for this Project:	July 1, 2023	To	June 30, 2024	
7. Total Number Expected to Be Served:	50			
a. Expected Number of New Clients	0			
b. Expected Number of Carryover Clients	50			

**One-Year Work Program
OEO Form 212 (continued)**

Section II: One-Year CSBG Program Objective and Activities				
Identified Problem	Service or Activity	Outcome Expected	NPIs (List all NPIs applicable to activity)	Position Title(s)
Underemployed	Screening applicants, determine eligibility, and complete enrollment and family contract agreement. Coordinate with private sector businesses and public sector programs to assist with skills development and training to gain employment. Assist program participants to facilitate job advancement and/or better employment paying higher than minimum wages.	3	1a., 1b., 1c., 1d., 1e., 1f., 1g., 1h.1., 1h.2., 1h.3, 2g., 2h., 2i., 2j., 3a., 3b.	CSBG Case Managers
Unemployed	Screening applicants, determine eligibility, and complete enrollment and family contract agreement. Coordinate with private sector businesses and public sector programs to assist with skills	5	1a., 1b., 1c., 1d., 1e., 1f., 1g., 1h.1., 1h.2., 1h.3, 2g., 2h., 2i., 2j., 3a., 3b.	CSBG Case Managers

	development and training to gain employment.			
Standard Housing	Screen applicants, assessment needs determine eligibility, and complete enrollment and family contract agreements. Partner with Section VIII Housing Choice Voucher Program, Public Housing Authorities, and Landlords to help families secure safe standard housing.	5	4a., 4b., 4c., 4d., 4e., 4g., 4h., 5a., 5b.	CSBG Case Managers

**One-Year Work Program
OEO Form 212 (continued)**

Section III: Program Administration and Operations					
Administration, Services, Operations Outcome Expected	Position Title(s)	Implementation Schedule			
		First Quarter	Second Quarter	Third Quarter	Fourth Quarter
Greet customers and directing them to the CSBG Director or Case Manager. Answer questions regarding the CSBG Program. Complete clerical duties such as typing and mailing, Correspondence to customers.	Receptionist	07/01/2023 09/30/2023	10/01/2023 12/31/2023	01/01/2024 03/31/2024	04/01/2024 06/30/2024
Conduct intakes, interviews, and assessments for all customers	Case Managers, Case Manager/AR4CA Administrator	07/01/2023 09/30/2023	10/01/2023 12/31/2023	01/01/2024 03/31/2024	04/01/2024 06/30/2024
Forward discharge letters to customers, provide referrals, support, and follow-ups within 30 days of acceptance date.	Case Managers, Case Manager/AR4CA Administrator	5			
Review applications, approve case management procedures and accept families / individuals for program participation.	Case Managers, Case Manager/AR4CA Administrator	07/01/2023 09/30/2023	10/01/2023 12/31/2023	01/01/2024 03/31/2024	04/01/2024 06/30/2024
Develop and monitor each customer action plans to ensure progress goal completion.	Case Managers, Case Manager/AR4CA Administrator	45 (5)	50 (5)	50	50
Conduct 25 home visits to customers as needed to provide ongoing support in case development and goal achievement.	Case Managers, Case Manager/AR4CA Administrator	7	13 (6)	19 (6)	25 (6)
Facilitate in office meetings with customers as well as provide case management sessions via phone and email as needed.	Case Managers, Case Manager/AR4CA Administrator	07/01/2023 09/30/2023	10/01/2023 12/31/2023	01/01/2024 03/31/2024	04/01/2024 06/30/2024
Keep daily and weekly progress data to determine success problems or resources needed for customers. Complete case notes, assessments and other related data entry.	Case Managers, Case Manager/AR4CA Administrator	07/01/2023 09/30/2023	10/01/2023 12/31/2023	01/01/2024 03/31/2024	04/01/2024 06/30/2024
Support 15 customers with employability skills and address needs and 8 in gaining employment.	Case Managers, Case Manager/AR4CA Administrator	5	10 (5)	12 (2)	15 (3)

a. Assess customer experiences and skills in order to tailor job searches.	Case Managers	2	4 (2)	6 (2)	8
b. Assist with cover letter creation and resume.	Case Manager	2	4 (2)	6 (2)	8
c. Facilitate mock interviews d. Refer customers to job fairs and available positions.	Case Manager	3	6 (3)	9 (3)	12 (3)
e. Notify customers about job positions in the newspaper and internet. f. Provide job-related transportation as needed.	Case Manager	5	5	5	5
g. Direct financial support (i.e. work clothing, transportation, child care, etc.) to eliminate employment barriers.	Case Manager	5	5	5	5
Provide education support to 10 customers. a. Assist with enrollment in General Education Development (GED), College/University	CSBG Director Case Manager/AR4CA Administrator	2	3 (2)	7 (3)	10
b. Provide direct financial support to customers for tuition, transportation to eliminate educational barriers.	Case Manager	1	2	1	1
c. Refer to resources to assist with financial aid, school applications, internship, placement, etc.	Case Manager	3	8 (5)	13 (5)	15 (2)
Provide direct financial crisis assistance to 50 customers with rent, utilities, (water and electric), childcare and transportation fuel and repair.	CSBG Director Case Manager/AR4CA Administrator	10 (10)	25 (15)	35 (15)	50 (10)
Collaborate with Section VIII Program to ensure families with safe standard housing.	Case Managers, Case Manager/AR4CA Administrator	07/01/2023 09/30/2023	10/01/2023 12/31/2023	01/01/2024 03/31/2024	04/01/2024 06/30/2024
Engage 5 customers to free Volunteer Income Tax Program (VITA) to save money by receiving free tax preparation by certified staff.	Case Managers, Case Manager/AR4CA Administrator	0	0	5	0
Make necessary referrals to appropriate agencies, organizations, and support groups to meet family stabilization.	Case Managers, Case Manager/AR4CA Administrator	07/01/2023 09/30/2023	10/01/2023 12/31/2023	01/01/2024 03/31/2024	04/01/2024 06/30/2024
Promote computer literacy via participation in local NC Works Offices and local Libraries.	Case Managers, Case Manager/AR4CA Administrator	07/01/2023 09/30/2023	10/01/2023 12/31/2023	01/01/2024 03/31/2024	04/01/2024 06/30/2024

Assess customer's progress towards meeting short / long term goals and ultimately rising above the poverty guidelines.	Case Managers, Case Manager/AR4CA Administrator	07/01/2023 09/30/2023	10/01/2023 12/31/2023	01/01/2024 03/31/2024	04/01/2024 06/30/2024
Ensure the correct documentation is obtained during the intake process and properly calculate income.	Case Managers, Case Manager/AR4CA Administrator	07/01/2023 09/30/2023	10/01/2023 12/31/2023	01/01/2024 03/31/2024	04/01/2024 06/30/2024
Maintain hard copies of files on each customer.	CSBG Director Case Manager/AR4CA Administrator	07/01/2023 09/30/2023	10/01/2023 12/31/2023	01/01/2024 03/31/2024	04/01/2024 06/30/2024
Maintain accurate records on each customer in the Accountable Results for Community Action (AR4CA) including case notes, financial data, and assessments.	Case Managers, Case Manager/AR4CA Administrator	07/01/2023 09/30/2023	10/01/2023 12/31/2023	01/01/2024 03/31/2024	04/01/2024 06/30/2024
Assess AR4CA performance reports and assess customer records to ensure supporting documents are present to validate outcomes as well as accurate case notes action plan, financial data and assessments.	Case Managers, Case Manager/AR4CA Administrator	07/01/2023 09/30/2023	10/01/2023 12/31/2023	01/01/2024 03/31/2024	04/01/2024 06/30/2024
Complete discharge process on customers when applicable.	Case Managers, Case Manager/AR4CA Administrator	07/01/2023 09/30/2023	10/01/2023 12/31/2023	01/01/2024 03/31/2024	04/01/2024 06/30/2024
Prepare all reports and proposals required by the funder and submit in a timely matter.	CSBG Director, Case Manager/AR4CA Administrator	07/01/2023 09/30/2023	10/01/2023 12/31/2023	01/01/2024 03/31/2024	04/01/2024 06/30/2024
Approve and process requisitions submitted by Case Managers / AR4CA Administrator for customer assistance.	CSBG Director, Case Managers, Case Manager/AR4CA Administrator	07/01/2023 09/30/2023	10/01/2023 12/31/2023	01/01/2024 03/31/2024	04/01/2024 06/30/2024
Conduct staff supervision, determining training opportunities, complete performance plans and evaluations	CSBG Director	07/01/2023 09/30/2023	10/01/2023 12/31/2023	01/01/2024 03/31/2024	04/01/2024 06/30/2024
Sweep and mop all floors and perform small plumbing jobs. Vacuum all carpet floors and clean bathrooms. Clean doors, windows and all glass areas and empty trash cans. Replace light bulbs and balance as needed. Install smoke and carbon monoxide detectors where needed. Replace batteries in hallways and conference rooms.	Facility Coordinator	07/01/2023 09/30/2023	10/01/2023 12/31/2023	01/01/2024 03/31/2024	04/01/2024 06/30/2024

**Community Services Block Grant Program
Fiscal Year 2023-24 Application for Funding
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OEO Form 212 (continued)**

9. Use the tables below to enter your agency's targeted outcome results. The performance measures will be included in the agency's CSBG contract.

All CSBG grantees operating self-sufficiency projects are required to enter program targets in Table 1. Please refer to *Performance Measures and Outcomes Definitions* on page 7 of the Fiscal Year 2023-24 CSBG Application Instructions. If your agency operates more than one project, you will also need to complete Table 2 on the following page and also enter specific program targets. There should be one table of outcome measures per project.

Table 1 Outcome Measures for Project 1 (enter project name)	
Measure	Expected to Achieve the Outcome in Reporting Period (Target)
The number of participant families served.	50
The number of low-income participant families rising above the poverty level.	4
The number of participant families obtaining employment.	5
The number of participant families who are employed and obtain better employment.	3
The number of jobs with medical benefits obtained.	2
The number of participant families completing education/training programs.	3
The number of participant families securing standard housing.	5
The number of participant families provided emergency assistance.	25
The number of participant families provided employment supports.	15
The number of participant families provided educational supports.	10
The average change in the annual income per participant family experiencing a change.	This measure does not require a target but must be reported.
The average wage rate of employed participant families.	This measure does not require a target but must be reported.

Community Services Block Grant Program
Fiscal Year 2023-24 Application for Funding
One-Year Work Program
OEO Form 212 (continued)

Table 2 Outcome Measures for Project 2 (enter project name)	
Measure	Expected to Achieve the Outcome in Reporting Period (Target)
The number of participant families served.	

Community Services Block Grant Program
 Fiscal Year 2023-24 Application for Funding
 One-Year Work Program
 OEO Form 212 (continued)

CSBG Expenditure by Service Category					
A.2. CSBG Expenditures Domains	Target CSBG Funds	Actual Q1	Actual Q2	Actual Q3	Final
A.2a. Employment					
A.2b. Education and Cognitive Development					
A.2c. Income, Infrastructure, and Asset Building					
A.2d. Housing					
A.2e. Health and Social/Behavioral Development <i>(includes nutrition)</i>					
A.2f. Civic Engagement and Community Involvement					
A.2g. Services Supporting Multiple Domains	32,310			32,310	
A.2h. Linkages <i>(e.g. partnerships that support multiple domains)</i>					
A.2i. Agency Capacity Building					
A.2j. Other <i>(e.g. emergency management/disaster relief)</i>					
A.2k. Total CSBG Expenditures (auto calculated)					

Community Services Block Grant Program
 Fiscal Year 2023-24 Application for Funding
 One-Year Work Program
 OEO Form 212 (continued)

10. For Community Action Agencies that serve multiple counties, provide a breakdown of the expected *number of persons served* in each designated county in the table below. Show the total *number of persons served* in the table.

Number of Families to be Served Per County											
Agency Name: Economic Improvement Council, Inc.											
Project Name: Family Opportunity to Self-Sufficiency											
County	Camden	Chowan	Currituck	Dare	Gates	Hyde	Pasquotank	Perquimans	Tyrrell	Washington	Total
Total Planned	4	5	5	4	5	4	7	5	5	6	50
Project Name:											
County											Total
Total Planned											

**Community Services Block Grant Program
Fiscal Year 2023-24 Application for Funding
Monitoring, Assessment and Evaluation Plan**

1. Describe the role and responsibilities of the following in the assessment and evaluation of agency programs.
 - a. Board of Directors: The Board of Directors participates in the development, planning, implementation, and evaluation of the Community Services Block Grant program which serves the low-income community. The Board delegates the responsibility of the day-to-day operation of the agency to Executive Director who then assigns authority to the CSBG Director to operate and make sure the program is managed effectively. The Board of Directors receives reports periodically to ensure that the goals established are being properly implemented. They also make the necessary adjustments to redirect or modify the program when necessary.
 - b. Low-Income Community: The low-income community receives reports on a regular basis via local community organizations and the CSBG staff. The low-income community will have the opportunity to make suggestions regarding the implementation of the program. They are also given the opportunity to appear before the Board of Directors and express their concerns regarding the administering of the program and its evaluation.
 - c. Program Participants: Through a chain of command, program participants may express their concerns regarding the CSBG Program. Participants may request to meet with the Executive Director of the Board of Directors. The agency will conduct surveys to assess the quality of the program as a means of involving participants and obtaining their opinion regarding CSBG standards and the quality of service being offered.
 - d. Others: Other citizens of community groups may express concerns regarding the implementation of the CSBG Program by contacting the Executive Director. Any citizen not satisfied with the implementation of the program may appeal to the agency's Board of Directors. These individuals can also express their concerns or ask for clarification regarding any and all program implementation standards.

2. Describe the systematic approach for collecting, analyzing and reporting customer satisfaction data to the Board of Directors.

The Case Managers provided customers with a Satisfaction Survey form that was completed for quality services.

3. Describe how administrative policies and procedures are monitored by the Board of Directors.

The Board of Directors are responsible for approving all modifications and / or final amendments to the administrative policies and procedures. Any recommendations for changes to the policies must be submitted to the Executive Director for approval. If approved, the Executive Director has the responsibility of presenting the changes to the Board for approval. Amendments to the policies will go into effect following the Board's approval or at a time specified by the Board. The Board consists of five committees: Executive, Personnel, Planning, Evaluation, Finance, and Special that are responsible for carrying out activities such as evaluating and monitoring the agency's policies and procedures, programs and projects offered by the agency, and the fiscal operations of the agency.

4. Describe how the Board acts on monitoring, assessment, and evaluation reports.

The Board of Directors will receive monitoring, assessment, and evaluation reports during each regular meeting. The purpose of these reports will be to advise the Board if the project is meeting the targeted goals, or if the project is encountering problems. The Board will suggest and recommend program adjustments to correct any necessary problems.

5. Describe the Board's procedure for conducting the agency self-evaluation.

The Board conducts self-evaluation utilizing three basic evaluation tools. These tools consist of Formative Evaluation, Quality Assurance, and Outcome Evaluation.

Formative Evaluation: This is done on a regular basis during official Board meetings. The operation and development of programs are measured based upon the progress of meeting and / or exceeding targeted goals, short and long-term program achievements and expected outcomes. Financial information and participant data are compared to determine the level of achievement for each program. Programs that are not meeting the minimum achievement levels based upon time schedules are cited and recommendations for improvement are made.

Quality Assurance: the form of evaluation is used to determine if the process of involvement with low-income families is appropriate, timely and well documented. To accomplish this, the Board relies upon staff documentation, surveys and outside monitoring reports. Low-income families and individuals may also be allowed to appear before the Board to voice their concerns, problems, or expectations.

Outcome Evaluation: This is achieved by employing the Result Oriented Management and Accountability cycle (ROMA). During this evaluation stage, data will be analyzed and compared to benchmarks that have been set in place. The outcomes will be used to determine the effectiveness of the program, update annual and long-range planning, support agency advocacy, funding, and community partnership activities.

6. Summarize the results of the Board's most recent self-evaluation. Describe how the information has been or will be used to develop the agency's next Strategy for Eliminating Poverty. Indicate the timeframe and planned activities for the next evaluation.

The Board's most recent self-evaluation involved the Board reviewing a CSBG Quarterly Report and 2022 Year End Report. The following outcomes were presented:

- The number of participants served
- The number of low-income families rising above the poverty level
- The average change in annual income per participant
- The number of participants obtaining employment and / or better employment
- The number of participants obtaining jobs with medical benefits
- The number of participants average wage rate
- The number participants completing education / training programs
- The number of participants securing standard housing
- The number of participants provided emergency assistance

In an effort of eliminating poverty, after the Board has completed self-evaluation, the agency will draw from the strengths of those areas that proved to be effective and eliminate areas that proved to be weak and less effective.

The next time frame evaluation will begin July 1, 2023.

CONTRACT BUDGET NARRATIVE
STATE OF NORTH CAROLINA DIVISION OF SOCIAL SERVICES
OFFICE OF ECONOMIC OPPORTUNITY
Form 6844N

Name of Agency: Economic Improvement Council, Inc.

Section A – Salaries and Wages

CSBG Director: 100%, 1 Case Manager / AR4CA Administer – 100%, 2 Case Managers – 100%

Section B – Fringe Benefits

Director and Case Managers receive fringe benefits – Disability and Life Insurance; Vision, Health Insurance, Retirement – 7% @ of salary.

Section C – Supplies and Materials

Paper, ink pens, pencils, ink cartridges, folders (\$800) Postage (\$300 - Metered Pitney Bowes)

Section D – Equipment

OTHER: Vehicle Registration (\$38.75) Tax (\$356.25) Maintenance (\$65 x 4 = \$260 – Oil Change) Inspection (\$13)

Section E – Travel

Contractor's Staff: \$13,338.00
Program Vehicle: 300 per month @ 0.585 – 10 Counties
Program Director: 400 miles per month @ 0.585 – 10 Counties
Case Manager: 300 miles per month @ 0.585 – Chowan, Pasquotank
Case Manager: 300 miles per month @ 0.585 – Camden, Currituck, Gates, Perquimans
Case Manager: 300 miles per month @ 0.585 – Dare, Hyde, Tyrrell, Washington

Section F – Utilities

Utilities paid in the following counties: Chowan, Pasquotank, Tyrrell, Washington for an average \$125 per month; Internet (\$1000), Cell Phones (\$391 x 12 = \$4692), Trash Pick-Up, Sanitation, Office Space Allocation (\$1100)

Section G – Repairs and Maintenance

Building Maintenance is paid in Chowan, Pasquotank, Tyrrell, and Washington Counties for an average \$100 per month (\$1200)

Section H – Staff Development (Contractor Staff Only)

NCCAA Annual Conference and Training, NCCAA Eastern District Annual Conference, NCWorks Conference, Staff Enrichment (\$6000)

Section I – Media Communications

Post Notice of Intent to Apply and Public Hearings in local newspaper (\$800)

Section J - Rent

Copier Lease \$199.44 x 12 months + \$120 Annual Anticipated Overage = \$2513.28

Section K – Dues and Subscriptions

AR4CA Subscription – Annual (\$3600)

Section L – Other

Incentives and Participants (\$1310): Gift Cards, Meals, Workshop Incentives (e.g. Financial Literacy Workshop, Housing Counseling).

Liability Insurance (\$1700)

Supportive Services (\$31,000): Client Education: Education for 5 clients @ \$1000 (\$5000); Client Transportation: Transportation for 20 clients @ \$100 per year in order to allow customers commute greater distance from very rural areas to gain employment (\$2000); Vehicle repairs for 2 clients @ \$1000 to eliminate employment and educations barriers and to keep customer safe (\$2000); Client Child Care: Support for 2 clients @ \$500 to eliminate employment and educations barriers (\$1000); Client Utilities: Utility support for 15 clients @ \$600 (\$9,000) per year with a goal of being able to assist more customers. Client Rent: Rent support for 15 clients @ \$700 with a goal of being able to assist more customers (\$10,500); Client Support Other: To assist clients with groceries, household items (laundry detergent, soap, dish liquid, hygiene products), host Community Resource Event (\$1500).

Section M – Indirect Costs

Indirect Cost at 15.4%

**Community Services Block Grant [CSBG]
Documentation of Submission to County Commissioners**

Background: The North Carolina Administrative Code [10A NCAC 97C.0111 (b)(1)(A)] requires that each CSBG grant recipient submit its Community Anti-Poverty Plan [grant application] to each County Commissioner Board that it serves.

Instructions: This form is to be completed and notarized by the Clerk to the Board.

Agency Name: _____

County: _____

Date of Application Submission: _____

[Note: This application should be submitted to the County Commissioners at least thirty [30] days prior to application submission to the Office of Economic Opportunity [OEO]. The grant application is due to OEO **January 13, 2023.**

Clerk to the Board should initial all items below.

_____ The agency submitted a complete grant application for Commissioner review.

_____ The Clerk to the Board will be responsible for assuring that the application is distributed to the Commissioners.

_____ Commissioners' comments provided those to the agency. (If applicable)

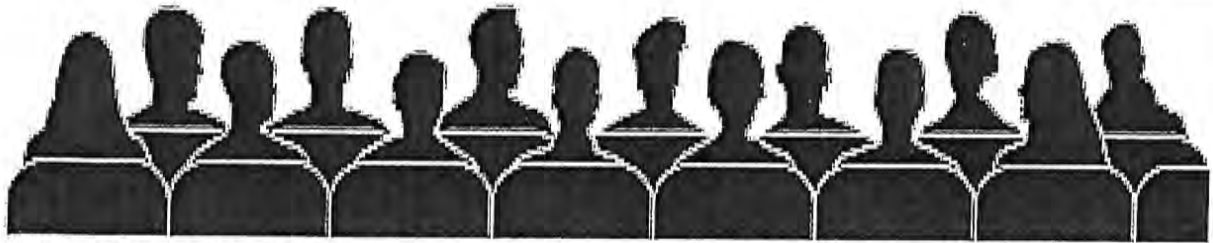
Clerk to the Board

Date

Notary

Date

NOTICE OF PUBLIC HEARINGS



THE ECONOMIC IMPROVEMENT COUNCIL, INC. will hold a Public Hearing in each of the ten counties: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington on the continuation of funds from the NC Department of Health and Human Services, Raleigh, NC. Funds will be used to alleviate the barriers of poverty for low-income families. **The Hearings will be held the Week of November 16-18, 2021, 2:00 PM – 4:00 PM via Zoom.** Please

reference the schedule below for meeting dates and time by county, login, and access code information. The 2022 Anti-Poverty Plan and supportive documents may be reviewed by the public at the EIC Resource Centers and the Edenton Administrative Office, 712 Virginia Road, Edenton, NC 27932 between 8:30 AM – 5:00 PM DAILY. FMI Contact: Mrs. Reta Blair, CSBG Director at (252) 482-4458 x 142 or reta.blair@eicca.org.

Tuesday, November 16, 2021
2:00 PM - Camden County
2:45 PM - Currituck County
3:15 PM - Dare County
Wednesday, November 17, 2021
2:00 PM - Pasquotank County
2:45 PM - Perquimans County
3:15 PM - Chowan County
3:45 PM - Gates County
Thursday, November 18, 2021
2:00 PM - Washington County
2:45 PM - Tyrrell County
3:15 PM - Hyde County

EIC Holds Public Hearings

The Economic Improvement Council, Inc. will hold a Public Hearing in each of the ten counties on the continuation of funds from the NC Department of Health and Human Services, Raleigh, NC. Funds will be used to alleviate the barriers of poverty for low-income families. The Hearings will be held the Week of November 16-18, 2021, 2:00 PM - 4:00 PM via Zoom. Please visit our website at www.eicca.org for login information. The 2022 Anti-Poverty Plan and supportive documents may be reviewed by the public at the EIC Resource Centers and the Edenton Administrative Office between 8:30 AM - 5:00 PM daily. FMI (252) 482-4458 x142.

CHOWAN HERALD, THURSDAY, NOVEMBER 4, 2021

EIC Holds Public Hearings

The Economic Improvement Council, Inc. will hold a Public Hearing in each of the ten counties on the continuation of funds from the NC Department of Health and Human Services, Raleigh, NC. Funds will be used to alleviate the barriers of poverty for low-income families. The Hearings will be held the Week of November 16-18, 2021, 2:00 PM - 4:00 PM via Zoom. Please visit our website at www.eicca.org for login information. The 2022 Anti-Poverty Plan and supportive documents may be reviewed by the public at the EIC Resource Centers and the Edenton Administrative Office between 8:30 AM - 5:00 PM daily. FMI (252) 482-4458 x142.

THE DAILY ADVANCE, THURSDAY, NOVEMBER 4, 2021



EIC HOLDS PUBLIC HEARINGS

The Economic Improvement Council, Inc. will hold a Public Hearing in each of the ten counties on the continuation of funds from the NC Department of Health and Human Services, Raleigh, NC. Funds will be used to alleviate the barriers of poverty for low-income families. The Hearings will be held the Week of November 16-18, 2021, 2:00 PM - 4:00 PM via Zoom. Please visit our website at www.eicca.org for login information. The 2022 Anti-Poverty Plan and supportive documents may be reviewed by the public at the EIC Resource Centers and the Edenton Administrative Office between 8:30 AM - 5:00 PM daily. FMI (252) 482-4458 x142.

WEDNESDAY, NOVEMBER 3, 2021

THE COASTLAND TIMES

EIC Holds Public Hearings

The Economic Improvement Council, Inc. will hold a Public Hearing in each of the ten counties on the continuation of funds from the NC Department of Health and Human Services, Raleigh, NC. Funds will be used to alleviate the barriers of poverty for low-income families. The Hearings will be held the Week of November 16-18, 2021, 2:00 PM - 4:00 PM via Zoom. Please visit our website at www.eicca.org for login information. The 2022 Anti-Poverty Plan and supportive documents may be reviewed by the public at the EIC Resource Centers and the Edenton Administrative Office between 8:30 AM - 5:00 PM daily. FMI (252) 482-4458 x142.

November 3, 2021

THE ROANOKE BEACON

EIC Holds Public Hearings

The Economic Improvement Council, Inc. will hold a Public Hearing in each of the ten counties on the continuation of funds from the NC Department of Health and Human Services, Raleigh, NC. Funds will be used to alleviate the barriers of poverty for low-income families. The Hearings will be held the Week of November 16-18, 2021, 2:00 PM - 4:00 PM via Zoom. Please visit our website at www.eicca.org for login information. The 2022 Anti-Poverty Plan and supportive documents may be reviewed by the public at the EIC Resource Centers and the Edenton Administrative Office between 8:30 AM - 5:00 PM daily. FMI (252) 482-4458 x142.

THE PERQUIMANS WEEKLY, THURSDAY, NOVEMBER 4, 2021

PUBLIC NOTICE

EIC Holds Public Hearings

The Economic Improvement Council, Inc. will hold a Public Hearing in each of the ten counties on the continuation of funds from the NC Department of Health and Human Services, Raleigh, NC. Funds will be used to alleviate the barriers of poverty for low-income families. The Hearings will be held the Week of November 16-18, 2021, 2:00 PM - 4:00 PM via Zoom. Please visit our website at www.eicca.org for login information. The 2022 Anti-Poverty Plan and supportive documents may be reviewed by the public at the EIC Resource Centers and the Edenton Administrative Office between 8:30 AM - 5:00 PM daily. FMI (252) 482-4458 x142.

Gates County Index:
Nov. 4, 2021

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Camden County Public Hearing

Tuesday November 16, 2021

2:00 PM

AGENDA

- CALL TO ORDER.....**Reta Blair, CSBG Director
- WELCOME.....**Reta Blair, CSBG Director
- INTRODUCTION OF STAFF.....** Reta Blair, CSBG Director
- ATTENDANCE.....**Reta Blair, CSBG Director
- PURPOSE OF MEETING.....**Shaquera Jordan, CSBG Case Manager
- QUESTIONS.....**Shaquera Jordan, CSBG Case Manager
- ADJOURNMENT.....** Reta Blair, CSBG Director

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Camden County Public Hearing

Tuesday November 16, 2021

2:00 PM

ATTENDANCE ROSTER

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Laura Sykes
6. Monta Robinson

Attendance recorded by:



Reta Blair, CSBG Director

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Camden County Public Hearing

Tuesday, November 16, 2021

2:00 PM

The Economic Improvement Council, Inc.'s Community Service Block Grant (CSBG) Program held a Public Hearing on Tuesday, November 16, 2021 via Zoom and Conference Call to adhere to CDC COVID-19 Pandemic Guidelines. Mrs. Reta Blair, CSBG Director extended a warm welcome to participants and called the hearing to order 2:00 PM.

WELCOME

Mrs. Reta Blair explained that in accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings for the Community Services Block Grant which is scheduled to be renewed for FY 2022-23. She provided the dates the hearing will be held this year and directed everyone to the agency's website (www.eicca.org) for login and access information.

ATTENDANCE

Staff: Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, and Laura Sykes

Participant(s): Monta Robinson

PURPOSE

After a brief introduction of the Team Members of CSBG, Mrs. Blair informed participants that Ms. Shaquera Jordan is the Case Manager serving Camden County and she will be providing the purpose of today's hearing.

Ms. Jordan stated that the purpose of today's public hearing is to inform the public that the Economic Improvement Council, Inc. (EIC) intends to re-apply for the funding of the Community Services Block Grant Program for FY 2022-2023. Further, EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

Ms. Jordan continued sharing the rich history of community action through President Lyndon B. Johnson's War on Poverty which launched more than 50 years ago in 1964. The Community Service Block Grant provides funds to alleviate the causes and conditions of poverty in communities. CSBG's funding is administered by the states and provides core funding to local agencies to reduce poverty, revitalize low-income communities, and to empower low-income families to become self-sufficient.

The CSBG Self-Sufficiency Program is designed to empower people to take control of their lives by providing quality and supportive services through comprehensive case management to assist participants toward setting attainable goals which will help change the condition of their lives with

the goal of rising above the Federal Anti-Poverty Guideline. The program offers assistance with crisis and emergency situations for enrolled participants, employment and training opportunities, assists with job searches, and acts as a resource in and for the community. The CSBG Program assists its participants with gaining a greater sense of freedom and greater control of their own life.

Ms. Jordan concluded that EIC will be applying for funding in the estimated amount of \$301,404. The program seeks to utilize funding to enroll 45-50 individuals and / or families in the program with the intent to focus on jobs, housing, and overall stability in that individuals household. In addition, referrals to community resources are offered as applicable.

In closing Ms. Jordan extended greetings on behalf of EIC's Executive Director, Dr. Landon B. Mason, Sr. in recognition of the community's continued support of the Community Services Block Grant and opened the floor questions.

Mr. Robinson stated he resides in Pasquotank County and would like to know more about how he could join the program. Mrs. Blair responded that Mrs. Lillian Dance serves as the Case Manager for Pasquotank County and she will contact you after today's hearing to set up an appointment to learn more about the program.

With no questions or further business to discuss the meeting was adjourned at 2:15 PM.



Meeting minutes recorded and prepared by Shaquera Jordan, CSBG Case Manager.

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Chowan County Public Hearing

Wednesday, November 17, 2021

3:15 PM

AGENDA

- CALL TO ORDER.....** Reta Blair, CSBG Director
- WELCOME.....** Reta Blair, CSBG Director
- INTRODUCTION OF STAFF.....** Reta Blair, CSBG Director
- ATTENDANCE.....**Reta Blair, CSBG Director
- PURPOSE OF MEETING.....**Lillian Dance, CSBG Case Manager
- QUESTIONS.....**Lillian Dance, CSBG Case Manager
- ADJOURNMENT.....** Reta Blair, CSBG Director

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Chowan County Public Hearing

Wednesday, November 17, 2021

3:15 PM

ATTENDANCE ROSTER

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Laura Sykes
6. Mary Criddle
7. Sadie Riddick
8. Jose Taylor
9. Councilman Frank Norman

Attendance recorded by:



Reta Blair, CSBG Director

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Chowan County Public Hearing

Wednesday, November 17, 2021

3:15 PM

The Economic Improvement Council, Inc.'s Community Service Block Grant (CSBG) Program held a Public Hearing on Wednesday, November 17, 2021 via Zoom and Conference Call to adhere to CDC COVID-19 Pandemic Guidelines. Mrs. Reta Blair, CSBG Director extended a warm welcome to participants and called the hearing to order 3:15 PM.

WELCOME

Mrs. Reta Blair explained that in accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings for the Community Services Block Grant which is scheduled to be renewed for FY 2022-23. She provided the dates the hearing will be held this year, and directed everyone to the agency's website (www.eicca.org) for login and access information.

ATTENDANCE

Staff: Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, and Laura Sykes
Participant(s): Mary Criddle, Sadie Riddick, Jose Taylor, and Councilman Frank Norman.

PURPOSE

After a brief introduction of the Team Members of CSBG, Mrs. Blair informed participants that Mrs. Lillian Dance is the Case Manager serving Chowan County and she will be providing the purpose of today's hearing.

Mrs. Dance stated that the purpose of today's public hearing is to inform the public that the Economic Improvement Council, Inc. (EIC) intends to re-apply for the funding of the Community Services Block Grant Program for FY 2022-2023. Further, EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

Mrs. Dance continued sharing the rich history of community action through President Lyndon B. Johnson's War on Poverty which launched more than 50 years ago in 1964. The Community Service Block Grant provides funds to alleviate the causes and conditions of poverty in communities. CSBG's funding is administered by the states and provides core funding to local agencies to reduce poverty, revitalize low-income communities, and to empower low-income families to become self-sufficient.

The CSBG Self-Sufficiency Program is designed to empower people to take control of their lives by providing quality and supportive services through comprehensive case management to assist participants toward setting attainable goals which will help change the condition of their lives with

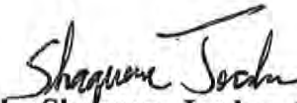
the goal of rising above the Federal Anti-Poverty Guideline. The program offers assistance with crisis and emergency situations for enrolled participants, employment and training opportunities, assists with job searches, and acts as a resource in and for the community. The CSBG Program assists its participants with gaining a greater sense of freedom and greater control of their own life.

Mrs. Dance concluded that EIC will be applying for funding in the estimated amount of \$301,404. The program seeks to utilize funding to enroll 45-50 individuals and / or families in the program with the intent to focus on jobs, housing, and overall stability in that individuals household. In addition, referrals to community resources are offered as applicable.

In closing Mrs. Dance extended greetings on behalf of EIC's Executive Director, Dr. Landon B. Mason, Sr. in recognition of the community's continued support of the Community Services Block Grant and opened the floor for questions.

Councilman Frank Norman asked if more information could be provided regarding the CSBG Family Self-Sufficiency Program to include homeownership and how the escrow account works. In response, Mrs. Dance provided detailed information of how program services are administered and provided to assist customers in moving toward self-sufficiency. Mrs. Reta Blair explained the difference between the agency's Family Self-Sufficiency Program in the Community Services Block Grant Program and Section VIII Housing Choice Voucher Program. She continued that Mrs. Bersada Matthews serves as the coordinator for the program housed in Section VIII. Participants enrolled in that program benefit from earning savings in an escrow while working toward their goal of become self-sufficient.

With no questions or further business to discuss the meeting was adjourned at 3:30 PM.



Meeting minutes recorded and prepared by Shaquerra Jordan, CSBG Case Manager.

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Currituck County Public Hearing

Tuesday, November 16, 2021

2:45 PM

AGENDA

- CALL TO ORDER**.....Reta Blair, CSBG Director
- WELCOME**.....Reta Blair, CSBG Director
- INTRODUCTION OF STAFF**..... Reta Blair, CSBG Director
- ATTENDANCE**.....Reta Blair, CSBG Director
- PURPOSE OF MEETING**.....Shaquera Jordan, CSBG Case Manager
- QUESTIONS**.....Shaquera Jordan, CSBG Case Manager
- ADJOURNMENT**..... Reta Blair, CSBG Director

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Currituck County Public Hearing

Tuesday November 16, 2021

2:45 PM

ATTENDANCE ROSTER

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Laura Sykes
6. Christy Edwards

Attendance recorded by:



Reta Blair, CSBG Director

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Currituck County Public Hearing

Tuesday, November 16, 2021

2:45 PM

The Economic Improvement Council, Inc.'s Community Service Block Grant (CSBG) Program held a Public Hearing on Tuesday, November 16, 2021 via Zoom and Conference Call to adhere to CDC COVID-19 Pandemic Guidelines. Mrs. Reta Blair, CSBG Director extended a warm welcome to participants and called the hearing to order 2:45 PM.

WELCOME

Mrs. Reta Blair explained that in accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings for the Community Services Block Grant which is scheduled to be renewed for FY 2022-23. She provided the dates the hearing will be held this year, and directed everyone to the agency's website (www.eicca.org) for login and access information.

ATTENDANCE

Staff: Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, and Laura Sykes

Participant(s): Christy Edwards

PURPOSE

After a brief introduction of the Team Members of CSBG, Mrs. Blair informed participants that Ms. Shaquera Jordan is the Case Manager serving Currituck County and she will be providing the purpose of today's hearing.

Ms. Jordan stated that the purpose of today's public hearing is to inform the public that the Economic Improvement Council, Inc. (EIC) intends to re-apply for the funding of the Community Services Block Grant Program for FY 2022-2023. Further, EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

Ms. Jordan continued sharing the rich history of community action through President Lyndon B. Johnson's War on Poverty which launched more than 50 years ago in 1964. The Community Service Block Grant provides funds to alleviate the causes and conditions of poverty in communities. CSBG's funding is administered by the states and provides core funding to local agencies to reduce poverty, revitalize low-income communities, and to empower low-income families to become self-sufficient.

The CSBG Self-Sufficiency Program is designed to empower people to take control of their lives by providing quality and supportive services through comprehensive case management to assist participants toward setting attainable goals which will help change the condition of their lives with

the goal of rising above the Federal Anti-Poverty Guideline. The program offers assistance with crisis and emergency situations for enrolled participants, employment and training opportunities, assists with job searches, and acts as a resource in and for the community. The CSBG Program assists its participants with gaining a greater sense of freedom and greater control of their own life.

Ms. Jordan concluded that EIC will be applying for funding in the estimated amount of \$301,404. The program seeks to utilize funding to enroll 45-50 individuals and / or families in the program with the intent to focus on jobs, housing, and overall stability in that individuals household. In addition, referrals to community resources are offered as applicable.

In closing Ms. Jordan extended greetings on behalf of EIC's Executive Director, Dr. Landon B. Mason, Sr. in recognition of the community's continued support of the Community Services Block Grant and opened the floor for questions.

With no questions or further business to discuss the meeting was adjourned at 2:52 PM.



Meeting minutes recorded and prepared by Shaquera Jordan, CSBG Case Manager.

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Dare County Public Hearing

Tuesday, November 16, 2021

3:15 PM

AGENDA

- CALL TO ORDER**..... Reta Blair, CSBG Director
- WELCOME**..... Reta Blair, CSBG Director
- INTRODUCTION OF STAFF**..... Reta Blair, CSBG Director
- ATTENDANCE**..... Reta Blair, CSBG Director
- PURPOSE OF MEETING**.....Wendy Hedgebeth, CSBG Case Manager
- QUESTIONS**.....Wendy Hedgebeth, CSBG Case Manager
- ADJOURNMENT**..... Reta Blair, CSBG Director

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Dare County Public Hearing

Tuesday November 16, 2021

3:15 PM

ATTENDANCE ROSTER

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Laura Sykes
6. Lilly Young

Attendance recorded by:



Reta Blair, CSBG Director

Funded By:



NC DEPARTMENT OF
HEALTH AND
HUMAN SERVICES



ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Dare County Public Hearing

Tuesday, November 16, 2021

3:15 PM

The Economic Improvement Council, Inc.'s Community Service Block Grant (CSBG) Program held a Public Hearing on Tuesday, November 16, 2021 via Zoom and Conference Call to adhere to CDC COVID-19 Pandemic Guidelines. Mrs. Reta Blair, CSBG Director extended a warm welcome to participants and called the hearing to order 3:15 PM.

WELCOME

Mrs. Reta Blair explained that in accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings for the Community Services Block Grant which is scheduled to be renewed for FY 2022-23. She provided the dates the hearing will be held this year, and directed everyone to the agency's website (www.eicca.org) for login and access information.

ATTENDANCE

Staff: Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, and Laura Sykes
Participant(s): Lilly Young

PURPOSE

After a brief introduction of the Team Members of CSBG, Mrs. Blair informed participants that Mrs. Wendy Hedgebeth is the Case Manager serving Dare County and she will be providing the purpose of today's hearing.

Mrs. Hedgebeth stated that the purpose of today's public hearing is to inform the public that the Economic Improvement Council, Inc. (EIC) intends to re-apply for the funding of the Community Services Block Grant Program for FY 2022-2023. Further, EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

Mrs. Hedgebeth continued sharing the rich history of community action through President Lyndon B. Johnson's War on Poverty which launched more than 50 years ago in 1964. The Community Service Block Grant provides funds to alleviate the causes and conditions of poverty in communities. CSBG's funding is administered by the states and provides core funding to local agencies to reduce poverty, revitalize low-income communities, and to empower low-income families to become self-sufficient.

The CSBG Self-Sufficiency Program is designed to empower people to take control of their lives by providing quality and supportive services through comprehensive case management to assist participants toward setting attainable goals which will help change the condition of their lives with

the goal of rising above the Federal Anti-Poverty Guideline. The program offers assistance with crisis and emergency situations for enrolled participants, employment and training opportunities, assists with job searches, and acts as a resource in and for the community. The CSBG Program assists its participants with gaining a greater sense of freedom and greater control of their own life.

Mrs. Hedgebeth concluded that EIC will be applying for funding in the estimated amount of \$301,404. The program seeks to utilize funding to enroll 45-50 individuals and / or families in the program with the intent to focus on jobs, housing, and overall stability in that individuals household. In addition, referrals to community resources are offered as applicable.

In closing Mrs. Hedgebeth extended greetings on behalf of EIC's Executive Director, Dr. Landon B. Mason, Sr. in recognition of the community's continued support of the Community Services Block Grant, and opened the floor for questions.

With no questions or further business to discuss the meeting was adjourned at 3:25 PM.



Meeting minutes recorded and prepared by Shaquera Jordan, CSBG Case Manager.

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Gates County Public Hearing

Wednesday, November 17, 2021

3:45 PM

AGENDA

- CALL TO ORDER.....**Reta Blair, CSBG Director
- WELCOME.....**Reta Blair, CSBG Director
- INTRODUCTION OF STAFF.....** Reta Blair, CSBG Director
- ATTENDANCE.....**Reta Blair, CSBG Director
- PURPOSE OF MEETING.....**Shaquera Jordan, CSBG Case Manager
- QUESTIONS.....**Shaquera Jordan, CSBG Case Manager
- ADJOURNMENT.....** Reta Blair, CSBG Director

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Gates County Public Hearing

Wednesday, November 17, 2021

3:45 PM

ATTENDANCE ROSTER

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Laura Sykes
6. Althea Riddick
7. Shirley Johnson

Attendance recorded by:



Reta Blair, CSBG Director

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Gates County Public Hearing

Wednesday, November 17, 2021

3:45 PM

The Economic Improvement Council, Inc.'s Community Service Block Grant (CSBG) Program held a Public Hearing on Wednesday, November 17, 2021 via Zoom and Conference Call to adhere to CDC COVID-19 Pandemic Guidelines. Mrs. Reta Blair, CSBG Director extended a warm welcome to participants and called the hearing to order 3:45 PM.

WELCOME

Mrs. Reta Blair explained that in accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings for the Community Services Block Grant which is scheduled to be renewed for FY 2022-23. She provided the dates the hearing will be held this year, and directed everyone to the agency's website (www.eicca.org) for login and access information.

ATTENDANCE

Staff: Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, and Laura Sykes

Participant(s): Althea Riddick and Shirley Johnson

PURPOSE

After a brief introduction of the Team Members of CSBG, Mrs. Blair informed participants that Ms. Shaquera Jordan is the Case Manager serving Gates County and she will be providing the purpose of today's hearing.

Ms. Jordan stated that the purpose of today's public hearing is to inform the public that the Economic Improvement Council, Inc. (EIC) intends to re-apply for the funding of the Community Services Block Grant Program for FY 2022-2023. Further, EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

Ms. Jordan continued sharing the rich history of community action through President Lyndon B. Johnson's War on Poverty which launched more than 50 years ago in 1964. The Community Service Block Grant provides funds to alleviate the causes and conditions of poverty in communities. CSBG's funding is administered by the states and provides core funding to local agencies to reduce poverty, revitalize low-income communities, and to empower low-income families to become self-sufficient.

The CSBG Self-Sufficiency Program is designed to empower people to take control of their lives by providing quality and supportive services through comprehensive case management to assist participants toward setting attainable goals which will help change the condition of their lives with

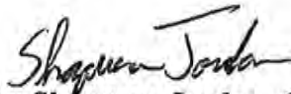
the goal of rising above the Federal Anti-Poverty Guideline. The program offers assistance with crisis and emergency situations for enrolled participants, employment and training opportunities, assists with job searches, and acts as a resource in and for the community. The CSBG Program assists its participants with gaining a greater sense of freedom and greater control of their own life.

Ms. Jordan concluded that EIC will be applying for funding in the estimated amount of \$301,404. The program seeks to utilize funding to enroll 45-50 individuals and / or families in the program with the intent to focus on jobs, housing, and overall stability in that individuals household. In addition, referrals to community resources are offered as applicable.

In closing Ms. Jordan extended greetings on behalf of EIC's Executive Director, Dr. Landon B. Mason, Sr. in recognition of the community's continued support of the Community Services Block Grant, and opened the floor for questions.

Dr. Althea Riddick asked how much is the grant and how many people do we serve. Mrs. Blair responded the estimated funding for this year is \$301,404 which includes the ten (10) counties we serve. During FY 2020-21 four (4) customers were served in each county. However, Gates serviced five (5). This year we anticipate serving five (5) customers per county. Mrs. Blair shares highlights of customer's accomplishments in Gates County to include: one became a homeowner and one rising above the poverty guideline. Lastly, Mrs. Blair stated she would provide both participants in today's hearing with the link to the latest CSBG promotional video on our website for viewing and sharing. Dr. Riddick was delighted to hear this news and informed Mrs. Blair that Gates County would be extending an invitation for her to present regarding the program in the future.

With no questions or further business to discuss the meeting was adjourned at 4:05 PM.



Meeting minutes recorded and prepared by Shaquera Jordan, CSBG Case Manager.

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Hyde County Public Hearing

Thursday, November 18, 2021

3:15 PM

AGENDA

- CALL TO ORDER**..... Reta Blair, CSBG Director
- WELCOME**..... Reta Blair, CSBG Director
- INTRODUCTION OF STAFF**..... Reta Blair, CSBG Director
- ATTENDANCE**.....Reta Blair, CSBG Director
- PURPOSE OF MEETING**.....Wendy Hedgebeth, CSBG Case Manager
- QUESTIONS**.....Wendy Hedgebeth, CSBG Case Manager
- ADJOURNMENT**..... Reta Blair, CSBG Director

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Hyde County Public Hearing

Thursday, November 18, 2021

3:15 PM

ATTENDANCE ROSTER

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Laura Sykes
6. Nancy Hamilton
7. Monta Robinson
8. Valerie Riddick
9. Chanta Rickard
10. Bria Spruill

Attendance recorded by:


Reta Blair, CSBG Director

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Hyde County Public Hearing

Thursday, November 18, 2021

3:15 PM

The Economic Improvement Council, Inc.'s Community Service Block Grant (CSBG) Program held a Public Hearing on Tuesday, November 16, 2021 via Zoom and Conference Call to adhere to CDC COVID-19 Pandemic Guidelines. Mrs. Reta Blair, CSBG Director extended a warm welcome to participants and called the hearing to order 3:15 PM.

WELCOME

Mrs. Reta Blair explained that in accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings for the Community Services Block Grant which is scheduled to be renewed for FY 2022-23. She provided the dates the hearing will be held this year, and directed everyone to the agency's website (www.eicca.org) for login and access information.

ATTENDANCE

Staff: Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, and Laura Sykes

Participant(s): Nancy Hamilton, Monta, Robinson, Valerie Riddick, Chanta Rickard, and Bria Spruill

PURPOSE

After a brief introduction of the Team Members of CSBG, Mrs. Blair informed participants that Mrs. Wendy Hedgebeth is the Case Manager serving Hyde County and she will be providing the purpose of today's hearing.

Mrs. Hedgebeth stated that the purpose of today's public hearing is to inform the public that the Economic Improvement Council, Inc. (EIC) intends to re-apply for the funding of the Community Services Block Grant Program for FY 2022-2023. Further, EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

Mrs. Hedgebeth continued sharing the rich history of community action through President Lyndon B. Johnson's War on Poverty which launched more than 50 years ago in 1964. The Community Service Block Grant provides funds to alleviate the causes and conditions of poverty in communities. CSBG's funding is administered by the states and provides core funding to local agencies to reduce poverty, revitalize low-income communities, and to empower low-income families to become self-sufficient.

Page Two

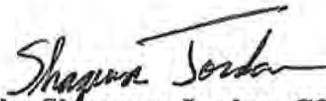
Meeting Minutes: Hyde County Public Hearing
November 18, 2021

The CSBG Self-Sufficiency Program is designed to empower people to take control of their lives by providing quality and supportive services through comprehensive case management to assist participants toward setting attainable goals which will help change the condition of their lives with the goal of rising above the Federal Anti-Poverty Guideline. The program offers assistance with crisis and emergency situations for enrolled participants, employment and training opportunities, assists with job searches, and acts as a resource in and for the community. The CSBG Program assists its participants with gaining a greater sense of freedom and greater control of their own life.

Mrs. Hedgebeth concluded that EIC will be applying for funding in the estimated amount of \$301,404. The program seeks to utilize funding to enroll 45-50 individuals and / or families in the program with the intent to focus on jobs, housing, and overall stability in that individuals household. In addition, referrals to community resources are offered as applicable.

In closing Mrs. Hedgebeth extended greetings on behalf of EIC's Executive Director, Dr. Landon B. Mason, Sr. in recognition of the community's continued support of the Community Services Block Grant, and opened the floor for questions.

With no questions or further business to discuss the meeting was adjourned at 3:24 PM.



Meeting minutes recorded and prepared by Shaquera Jordan, CSBG Case Manager.

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Pasquotank County Public Hearing

Wednesday, November 17, 2021

2:00 PM

AGENDA

- CALL TO ORDER**..... Reta Blair, CSBG Director
- WELCOME**..... Reta Blair, CSBG Director
- INTRODUCTION OF STAFF**..... Reta Blair, CSBG Director
- ATTENDANCE**..... Reta Blair, CSBG Director
- PURPOSE OF MEETING**.....Lillian Dance, CSBG Case Manager
- QUESTIONS**..... Lillian Dance, CSBG Case Manager
- ADJOURNMENT**..... Reta Blair, CSBG Director

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Pasquotank County Public Hearing

Wednesday, November 17, 2021

2:00 PM

ATTENDANCE ROSTER

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Laura Sykes
6. Lucy Beamon
7. Angela Kee
8. Oliver Jones
9. Dorothy Sanford
10. Lisa Felton
11. Monique Cowell
12. Pearl Sutton
13. Ladon Wallace
14. Brenda Rosa
15. Bobby Banks

Attendance recorded by:

Reta Blair, CSBG Director

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Pasquotank County Public Hearing

Wednesday, November 17, 2021

2:00 PM

The Economic Improvement Council, Inc.'s Community Service Block Grant (CSBG) Program held a Public Hearing on Wednesday, November 17, 2021 via Zoom and Conference Call to adhere to CDC COVID-19 Pandemic Guidelines. Mrs. Reta Blair, CSBG Director extended a warm welcome to participants and called the hearing to order 2:00 PM.

WELCOME

Mrs. Reta Blair explained that in accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings for the Community Services Block Grant which is scheduled to be renewed for FY 2022-23. She provided the dates the hearing will be held this year, and directed everyone to the agency's website (www.eicca.org) for login and access information.

ATTENDANCE

Staff: Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, and Laura Sykes

Participant(s): Lucy Beamon, Angela Kee, Oliver Jones, Dorothy Sanford, Lisa Felton, Monique Cowell, Pearl Sutton, Ladon Wallace, Brenda Rosa, and Bobby Banks.

PURPOSE

After a brief introduction of the Team Members of CSBG, Mrs. Blair informed participants that Mrs. Lillian Dance is the Case Manager serving Pasquotank County and she will be providing the purpose of today's hearing.

Mrs. Dance stated that the purpose of today's public hearing is to inform the public that the Economic Improvement Council, Inc. (EIC) intends to re-apply for the funding of the Community Services Block Grant Program for FY 2022-2023. Further, EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

Mrs. Dance continued sharing the rich history of community action through President Lyndon B. Johnson's War on Poverty which launched more than 50 years ago in 1964. The Community Service Block Grant provides funds to alleviate the causes and conditions of poverty in communities. CSBG's funding is administered by the states and provides core funding to local agencies to reduce poverty, revitalize low-income communities, and to empower low-income families to become self-sufficient.

The CSBG Self-Sufficiency Program is designed to empower people to take control of their lives by providing quality and supportive services through comprehensive case management to assist participants toward setting attainable goals which will help change the condition of their lives with

the goal of rising above the Federal Anti-Poverty Guideline. The program offers assistance with crisis and emergency situations for enrolled participants, employment and training opportunities, assists with job searches, and acts as a resource in and for the community. The CSBG Program assists its participants with gaining a greater sense of freedom and greater control of their own life.

Mrs. Dance concluded that EIC will be applying for funding in the estimated amount of \$301,404. The program seeks to utilize funding to enroll 45-50 individuals and / or families in the program with the intent to focus on jobs, housing, and overall stability in that individuals household. In addition, referrals to community resources are offered as applicable.

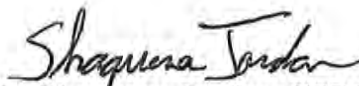
In closing Mrs. Dance extended greetings on behalf of EIC's Executive Director, Dr. Landon B. Mason, Sr. in recognition of the community's continued support of the Community Services Block Grant, and opened the floor for questions.

Mrs. Pearl Sutton asked how many people has the program helped. Mrs. Blair responded, in our last funding year we proudly serviced 78 and 68 the prior year. In addition, we were successful with five (5) customers rising above the poverty guideline. Mrs. Sutton it wonderful to hear all about the great accomplishments of the program.

Mr. Ladon Wallace asked when Section VIII would be accepting applications. Mrs. Blair stated that information has not been made available to us to date. However, a notice will be posted on our website.

Mr. Bobby Banks wanted a brief description of the program and Mrs. Dance provided him with that information.

With no questions or further business to discuss the meeting was adjourned at 2:19 PM.



Meeting minutes recorded and prepared by Shaquera Jordan, CSBG Case Manager.

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Perquimans County Public Hearing

Wednesday, November 17, 2021

2:45 PM

AGENDA

- CALL TO ORDER.....**Reta Blair, CSBG Director
- WELCOME.....**Reta Blair, CSBG Director
- INTRODUCTION OF STAFF.....** Reta Blair, CSBG Director
- ATTENDANCE.....**Reta Blair, CSBG Director
- PURPOSE OF MEETING.....**Shaquera Jordan, CSBG Case Manager
- QUESTIONS.....**Shaquera Jordan, CSBG Case Manager
- ADJOURNMENT.....** Reta Blair, CSBG Director

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Perquimans County Public Hearing

Wednesday, November 17, 2021

2:45 PM

ATTENDANCE ROSTER

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Laura Sykes
6. Anonymous Caller

Attendance recorded by:



Reta Blair, CSBG Director

Funded By:



NC DEPARTMENT OF
HEALTH AND
HUMAN SERVICES



ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Perquimans County Public Hearing

Wednesday, November 17, 2021

2:45 PM

The Economic Improvement Council, Inc.'s Community Service Block Grant (CSBG) Program held a Public Hearing on Wednesday, November 17, 2021 via Zoom and Conference Call to adhere to CDC COVID-19 Pandemic Guidelines. Mrs. Reta Blair, CSBG Director extended a warm welcome to participants and called the hearing to order 2:45 PM.

WELCOME

Mrs. Reta Blair explained that in accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings for the Community Services Block Grant which is scheduled to be renewed for FY 2022-23. She provided the dates the hearing will be held this year, and directed everyone to the agency's website (www.eicca.org) for login and access information.

ATTENDANCE

Staff: Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, and Laura Sykes

Participant(s): Anonymous Caller

PURPOSE

After a brief introduction of the Team Members of CSBG, Mrs. Blair informed participants that Ms. Shaquera Jordan is the Case Manager serving Perquimans County and she will be providing the purpose of today's hearing.

Ms. Jordan stated that the purpose of today's public hearing is to inform the public that the Economic Improvement Council, Inc. (EIC) intends to re-apply for the funding of the Community Services Block Grant Program for FY 2022-2023. Further, EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

Ms. Jordan continued sharing the rich history of community action through President Lyndon B. Johnson's War on Poverty which launched more than 50 years ago in 1964. The Community Service Block Grant provides funds to alleviate the causes and conditions of poverty in communities. CSBG's funding is administered by the states and provides core funding to local agencies to reduce poverty, revitalize low-income communities, and to empower low-income families to become self-sufficient.

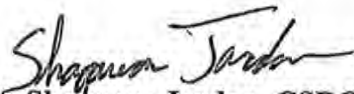
The CSBG Self-Sufficiency Program is designed to empower people to take control of their lives by providing quality and supportive services through comprehensive case management to assist participants toward setting attainable goals which will help change the condition of their lives with

the goal of rising above the Federal Anti-Poverty Guideline. The program offers assistance with crisis and emergency situations for enrolled participants, employment and training opportunities, assists with job searches, and acts as a resource in and for the community. The CSBG Program assists its participants with gaining a greater sense of freedom and greater control of their own life.

Ms. Jordan concluded that EIC will be applying for funding in the estimated amount of \$301,404. The program seeks to utilize funding to enroll 45-50 individuals and / or families in the program with the intent to focus on jobs, housing, and overall stability in that individuals household. In addition, referrals to community resources are offered as applicable.

In closing Ms. Jordan extended greetings on behalf of EIC's Executive Director, Dr. Landon B. Mason, Sr. in recognition of the community's continued support of the Community Services Block Grant, and opened the floor for questions.

With no questions or further business to discuss the meeting was adjourned at 2:51 PM.



Meeting minutes recorded and prepared by Shaquera Jordan, CSBG Case Manager.

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Tyrrell County Public Hearing

Thursday, November 18, 2021

2:45 PM

AGENDA

- CALL TO ORDER**..... Reta Blair, CSBG Director
- WELCOME**..... Reta Blair, CSBG Director
- INTRODUCTION OF STAFF**..... Reta Blair, CSBG Director
- ATTENDANCE**..... Reta Blair, CSBG Director
- PURPOSE OF MEETING**..... Wendy Hedgebeth, CSBG Case Manager
- QUESTIONS**..... Wendy Hedgebeth, CSBG Case Manager
- ADJOURNMENT**..... Reta Blair, CSBG Director

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Tyrrell County Public Hearing

Thursday, November 18, 2021

2:45 PM

ATTENDANCE ROSTER

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Laura Sykes
6. Cyrithia Kalonji
7. Pamela Hurdle
8. Gracie Felton

Attendance recorded by:



Reta Blair, CSBG Director

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Tyrrell County Public Hearing

Thursday, November 18, 2021

2:45 PM

The Economic Improvement Council, Inc.'s Community Service Block Grant (CSBG) Program held a Public Hearing on Tuesday, November 16, 2021 via Zoom and Conference Call to adhere to CDC COVID-19 Pandemic Guidelines. Mrs. Reta Blair, CSBG Director extended a warm welcome to participants and called the hearing to order 2:45 PM.

WELCOME

Mrs. Reta Blair explained that in accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings for the Community Services Block Grant which is scheduled to be renewed for FY 2022-23. She provided the dates the hearing will be held this year, and directed everyone to the agency's website (www.eicca.org) for login and access information.

ATTENDANCE

Staff: Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, and Laura Sykes
Participant(s): Cyrithia Kalonji, Pamela Hurdle, and Gracie Felton.

PURPOSE

After a brief introduction of the Team Members of CSBG, Mrs. Blair informed participants that Mrs. Wendy Hedgebeth is the Case Manager serving Tyrrell County and she will be providing the purpose of today's hearing.

Mrs. Hedgebeth stated that the purpose of today's public hearing is to inform the public that the Economic Improvement Council, Inc. (EIC) intends to re-apply for the funding of the Community Services Block Grant Program for FY 2022-2023. Further, EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

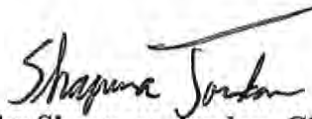
Mrs. Hedgebeth continued sharing the rich history of community action through President Lyndon B. Johnson's War on Poverty which launched more than 50 years ago in 1964. The Community Service Block Grant provides funds to alleviate the causes and conditions of poverty in communities. CSBG's funding is administered by the states and provides core funding to local agencies to reduce poverty, revitalize low-income communities, and to empower low-income families to become self-sufficient.

The CSBG Self-Sufficiency Program is designed to empower people to take control of their lives by providing quality and supportive services through comprehensive case management to assist participants toward setting attainable goals which will help change the condition of their lives with the goal of rising above the Federal Anti-Poverty Guideline. The program offers assistance with crisis and emergency situations for enrolled participants, employment and training opportunities, assists with job searches, and acts as a resource in and for the community. The CSBG Program assists its participants with gaining a greater sense of freedom and greater control of their own life.

Mrs. Hedgebeth concluded that EIC will be applying for funding in the estimated amount of \$301,404. The program seeks to utilize funding to enroll 45-50 individuals and / or families in the program with the intent to focus on jobs, housing, and overall stability in that individual's household. In addition, referrals to community resources are offered as applicable.

In closing Mrs. Hedgebeth extended greetings on behalf of EIC's Executive Director, Dr. Landon B. Mason, Sr. in recognition of the community's continued support of the Community Services Block Grant, and opened the floor for questions.

With no questions or further business to discuss the meeting was adjourned at 2:53 PM.



Meeting minutes recorded and prepared by Shaquera Jordan, CSBG Case Manager.

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Washington County Public Hearing

Thursday, November 18, 2021

2:00 PM

AGENDA

- CALL TO ORDER**..... Reta Blair, CSBG Director
- WELCOME**..... Reta Blair, CSBG Director
- INTRODUCTION OF STAFF**..... Reta Blair, CSBG Director
- ATTENDANCE**..... Reta Blair, CSBG Director
- PURPOSE OF MEETING**..... Wendy Hedgebeth, CSBG Case Manager
- QUESTIONS**..... Wendy Hedgebeth, CSBG Case Manager
- ADJOURNMENT**..... Reta Blair, CSBG Director

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Washington County Public Hearing

Thursday, November 18, 2021

2:00 PM

ATTENDANCE ROSTER

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Laura Sykes
6. Melvin Norman, Board of Directors
7. Mary Murray
8. Barbara Spencer

Attendance recorded by:



Reta Blair, CSBG Director

ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Washington County Public Hearing

Thursday, November 18, 2021

2:00 PM

The Economic Improvement Council, Inc.'s Community Service Block Grant (CSBG) Program held a Public Hearing on Tuesday, November 16, 2021 via Zoom and Conference Call to adhere to CDC COVID-19 Pandemic Guidelines. Mrs. Reta Blair, CSBG Director extended a warm welcome to participants and called the hearing to order 2:00 PM.

WELCOME

Mrs. Reta Blair explained that in accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings for the Community Services Block Grant which is scheduled to be renewed for FY 2022-23. She provided the dates the hearing will be held this year, and directed everyone to the agency's website (www.eicca.org) for login and access information.

ATTENDANCE

Staff: Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, and Laura Sykes
Participant(s): Board of Director, Melvin Norman, Mary Murray, and Barbara Spencer.

PURPOSE

After a brief introduction of the Team Members of CSBG, Mrs. Blair informed participants that Mrs. Wendy Hedgebeth is the Case Manager serving Washington County and she will be providing the purpose of today's hearing.

Mrs. Hedgebeth stated that the purpose of today's public hearing is to inform the public that the Economic Improvement Council, Inc. (EIC) intends to re-apply for the funding of the Community Services Block Grant Program for FY 2022-2023. Further, EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

Mrs. Hedgebeth continued sharing the rich history of community action through President Lyndon B. Johnson's War on Poverty which launched more than 50 years ago in 1964. The Community Service Block Grant provides funds to alleviate the causes and conditions of poverty in communities. CSBG's funding is administered by the states and provides core funding to local agencies to reduce poverty, revitalize low-income communities, and to empower low-income families to become self-sufficient.

Page Two

Meeting Minutes: Washington County Public Hearing
November 18, 2021


The CSBG Self-Sufficiency Program is designed to empower people to take control of their lives by providing quality and supportive services through comprehensive case management to assist participants toward setting attainable goals which will help change the condition of their lives with the goal of rising above the Federal Anti-Poverty Guideline. The program offers assistance with crisis and emergency situations for enrolled participants, employment and training opportunities, assists with job searches, and acts as a resource in and for the community. The CSBG Program assists its participants with gaining a greater sense of freedom and greater control of their own life.

Mrs. Hedgebeth concluded that EIC will be applying for funding in the estimated amount of \$301,404. The program seeks to utilize funding to enroll 45-50 individuals and / or families in the program with the intent to focus on jobs, housing, and overall stability in that individuals household. In addition, referrals to community resources are offered as applicable.

In closing Mrs. Hedgebeth extended greetings on behalf of EIC's Executive Director, Dr. Landon B. Mason, Sr. in recognition of the community's continued support of the Community Services Block Grant and opened the floor for questions.

Mrs. Barbara Spencer asked if there was an age limit in order to receive employment trainings. Mrs. Hedgebeth stated that there were no age restrictions for the services provided in the CSBG program and would notify her of as sessions become available.

With no questions or further business to discuss the meeting was adjourned at 2:10 PM.



Meeting minutes recorded and prepared by Shaquera Jordan, CSBG Case Manager.

Reta Blair

From: Patricia Wilkins <pwilkins@apgenc.com>
Sent: Thursday, December 8, 2022 1:14 PM
To: Reta Blair
Cc: Beverly Alexander
Subject: Re: CSBG: QUOTE for Non-Legal Advertisement to Run Week of December 12, 2022

Follow Up Flag: Follow up
Flag Status: Flagged

The Daily Advance I can run on Wed.. The CH and PW publish on Thursday 12/15

Thanks
Pat

From: "Reta Blair" <Reta.Blair@eicca.org>
To: "Patricia Wilkins" <pwilkins@apgenc.com>
Cc: "Beverly Alexander" <balexander@apgenc.com>
Sent: Thursday, December 8, 2022 1:03:11 PM
Subject: CSBG: QUOTE for Non-Legal Advertisement to Run Week of December 12, 2022

Good Afternoon Ms. Wilkins,

Hope your week is going well. Attached is a *Non-Legal Ad* for immediate release in the Chowan Herald, Perquimans, Weekly, and Daily Advance. Please provide a proof and quote—thank you. Contact and billing information is listed at the bottom of the page if you have any questions.

If you would be so kind and acknowledge receipt I would appreciate it.

Have a great week, *Mrs. Blair*

RETA BLAIR

Community Service Block Grant Director

Economic Improvement Council, Inc.

712 Virginia Road | PO Box 549 | Edenton, NC 27932

Phone: (252) 482-4458 x 142 | **Fax:** (252) 482-8227

Email: reta.blair@eicca.org | www.eicca.org

Notice of Confidentiality:

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--

Best Regards,

Patricia Wilkins
Customer Care Supervisor
Adams Publishing Group Eastern North Carolina
Customer Care email:
Customercare@apgenc.com
Customer Care Call Center:
252-329-9505

EIC - Community Services Block Grant Program Intent to Apply

The Economic Improvement Council, Inc. – Community Services Block Grant Program in Edenton, NC plans to apply for the continuation of funds from the N.C. Department of Health and Human Services, Raleigh, NC. Allocation of funds are anticipated in the amount of \$323,101.00 for the period of July 1, 2023 – June 30, 2024. Funds will be used to alleviate the barriers of poverty for low-income families through the provision of comprehensive case management which would include: employment, housing, budget counseling, education, job training, and referrals. FMI Contact EIC at (252) 482-4458 x142.

Reta Blair

From: Mary R. Wayt <editor@roanokebeacon.com>
Sent: Thursday, December 8, 2022 1:22 PM
To: Reta Blair
Subject: Re: CSBG: QUOTE for Non-Legal Advertisement to Run Week of December 12, 2022
Attachments: EIC - Intent to Apply.pdf

Importance: High

Follow Up Flag: Follow up
Flag Status: Flagged

A proof is attached. Cost would be \$45

Please let me know when approved, and I'll get it scheduled to publish as requested.

Mary R. Wayt
Publisher/Editor
Roanoke Beacon
(252) 793-2123

From: Reta Blair <Reta.Blair@eicca.org>
Date: Thursday, December 8, 2022 at 1:08 PM
To: David Rouse <editor@roanokebeacon.com>
Cc: "Dr. Landon B. Mason" <Dr.Landon.Mason@eicca.org>
Subject: CSBG: QUOTE for Non-Legal Advertisement to Run Week of December 12, 2022

Good Afternoon Ms. Wayt,

Hope your week is going well. Attached is a *Non-Legal Ad* for immediate release in the Roanoke Beacon. Please provide a proof and quote—thank you. Contact and billing information is listed at the bottom of the page if you have any questions.

If you would be so kind and acknowledge receipt I would appreciate it.

Have a great week, *Mrs. Blair*

RETA BLAIR

Community Service Block Grant Director

Economic Improvement Council, Inc.

712 Virginia Road | PO Box 549 | Edenton, NC 27932

Phone: (252) 482-4458 x 142 | **Fax:** (252) 482-8227

Email: reta.blair@eicca.org | www.eicca.org

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**EIC - Community Services Block Grant
Program Intent to Apply**

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Reta Blair

From: Hannah Russ <hannah.russ@thecoastlandtimes.com>
Sent: Thursday, December 8, 2022 2:38 PM
To: Reta Blair
Cc: Dr. Landon B. Mason
Subject: Re: CSBG: QUOTE for Non-Legal Advertisement to Run Week of December 12, 2022

Good afternoon Reta,

Thanks for reaching out, I have received this and will send a proof and invoice shortly. Is this okay to run in our Wednesday 12/14 edition?

Thanks,

Hannah Russ

[The Coastland Times](#)

252.473.2105 office

252.945.4820 mobile

Subscribe to the Coastland Times today!

On Thu, Dec 8, 2022 at 1:12 PM Reta Blair <Reta.Blair@eicca.org> wrote:

Good Afternoon Ms. Russ,

Hope your week is going well. Attached is a *Non-Legal Ad* for immediate release in The Coastland Times. Please provide a proof and quote—thank you. Contact and billing information is listed at the bottom of the page if you have any questions.

If you would be so kind and acknowledge receipt I would appreciate it.

Have a great week, *Mrs. Blair*

RETA BLAIR

Community Service Block Grant Director

Economic Improvement Council, Inc.

712 Virginia Road | PO Box 549 | Edenton, NC 27932

Phone: (252) 482-4458 x 142 | **Fax:** (252) 482-8227

Email: reta.blair@eicca.org | www.eicca.org

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**ECONOMIC
IMPROVEMENT
COUNCIL**

**EIC - COMMUNITY SERVICE
BLOCK GRANT PROGRAM
INTENT TO APPLY**

The Economic Improvement Council, Inc. – Community Service Block Grant Program in Edenton, NC plans to apply for the continuation of funds from the N.C. Department of Health and Human Services, Raleigh, NC. Allocation of funds are anticipated in the amount of \$323,101.00 for the period of July 1, 2023 – June 30, 2024. Funds will be used to alleviate the barriers of poverty for low-income families through the provision of comprehensive case management which would include: employment, housing, budget counseling, education, job training, and referrals. FMI Contact EIC at (252) 482-4458 x142.

Reta Blair

From: Judy Farmer <judy.farmer@roanoke-chowannewsheald.com>
Sent: Thursday, December 8, 2022 3:44 PM
To: Reta Blair
Subject: Ad Proof Attached - CSBG: QUOTE for Non-Legal Advertisement to Run Week of December 12, 2022
Attachments: 153757_RCPN1208226330.pdf
Follow Up Flag: Follow up
Flag Status: Flagged

Reta,
Your proof is attached. Confirm that I have the right date of 12/15/22 for the Gates County Index as well. They are a Thursday publication.
Thanks!

Judy Farmer
Print and Digital Marketing Consultant
Roanoke-Chowan Publications, LLC

**Roanoke-Chowan News Herald, Gates County Index
& www.roanoke-chowannewsheald.com*

- *Front Porch Living Magazine*
- *Crossroads Roanoke-Chowan*
- *FYI Magazine*
- *Targeted Digital Marketing*

Ahoskie, NC

Office 252-332-7217 • Mobile 252-642-4472

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On Thu, Dec 8, 2022 at 3:40 PM Reta Blair <Reta.Blair@eicca.org> wrote:

Hi Ms. Farmer,

BIG THANK YOU!.....Mrs. Blair

RETA BLAIR

Community Service Block Grant Director

Economic Improvement Council, Inc.

712 Virginia Road | PO Box 549 | Edenton, NC 27932

Phone: (252) 482-4458 x 142 | **Fax:** (252) 482-8227

Email: reta.blair@eicca.org | www.eicca.org

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From: Judy Farmer <judy.farmer@roanoke-chowannewsherald.com>

Sent: Thursday, December 8, 2022 1:45 PM

To: Anna Phipps <anna.phipps@roanoke-chowannewsherald.com>

Cc: Reta Blair <Reta.Blair@eicca.org>; Dr. Landon B. Mason <Dr.Landon.Mason@eicca.org>

Subject: Re: CSBG: QUOTE for Non-Legal Advertisement to Run Week of December 12, 2022

Reta,

I will schedule this for the 12/15 Gates County Index as a 2 col. x 5" ad. The cost will be 93.80. I'm sending this to our Design Team this afternoon and should have a proof back in the morning.

Judy Farmer

Print and Digital Marketing Consultant

Roanoke-Chowan Publications, LLC

**Roanoke-Chowan News Herald, Gates County Index*

& www.roanoke-chowannewsheald.com

• *Front Porch Living Magazine*

• *Crossroads Roanoke-Chowan*

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On Thu, Dec 8, 2022 at 1:33 PM Anna Phipps <anna.phipps@roanoke-chowannewsheald.com> wrote:

Good afternoon Reta,

I received your request and copied Judy Farmer who will assist you in placing the ad in the non legal section of the Gates County Index. Please let me know if you need anything further.

Thank you,

Anna Phipps

Multi-Media Consultant

Roanoke-Chowan Publications, LLC

PO Box 1325

Ahoskie, NC 27910

Phone: 252-332-7202

anna.phipps@roanoke-chowannewsherald.com

www.r-cnews.com

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----- Forwarded message -----

From: **Reta Blair** <Reta.Blair@eicca.org>

Date: Thu, Dec 8, 2022 at 12:54 PM

Subject: CSBG: QUOTE for Non-Legal Advertisement to Run Week of December 12, 2022

To: Anna Phipps <anna.phipps@roanoke-chowannewsherald.com>

Cc: Dr. Landon B. Mason <Dr.Landon.Mason@eicca.org>

Good Afternoon Ms. Phipps,

Hope your week is going well. Attached is a *Non-Legal Ad* for immediate release in the Gates County Index. Please provide a proof and quote—thank you. Contact and billing information is listed at the bottom of the page if you have any questions.

If you would be so kind and acknowledge receipt I would appreciate it.

Have a great week, *Mrs. Blair*

RETA BLAIR

Community Service Block Grant Director

Economic Improvement Council, Inc.

712 Virginia Road | PO Box 549 | Edenton, NC 27932

Phone: (252) 482-4458 x 142 | **Fax:** (252) 482-8227

Email: reta.blair@eicca.org | www.eicca.org

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**EIC - COMMUNITY SERVICES
BLOCK GRANT PROGRAM
INTENT TO APPLY**

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Funds will be used to alleviate the barriers of poverty for low-income families through the provision of comprehensive case management which would include: employment, housing, budget counseling, education, job training, and referrals.

**FMI Contact EIC at
(252) 482-4458 x142.**

WASHINGTON COUNTY BOARD OF COMMISSIONERS

AGENDA STATEMENT

ITEM NO: 2

DATE: January 3, 2023

ITEM: Public Forum (3-5 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: January 3, 2023

ITEM: Joint Meeting: Washington County Board of Commissioners & Washington County Board of Education

SUMMARY EXPLANATION:

- 1) Washington County Board of Education Call to Order
- 2) Discussion on the Demolition of the Pines Elementary School
- 3) Approval of the Pines Elementary School Demolition/Change Order 001
- 4) Washington County Board of Education Adjourn

See attachments.



Washington County School

Washington PK-12 School

GMP Deliverable - Phase I - Demo & Site Fencing



December 29, 2022

metcon
BUILDINGS ■ INFRASTRUCTURE

3050 Hammond Business Place, Suite 121, Raleigh, NC 27603

Washington County School and Metcon, Inc.

CM at Risk Contract

1. Executive Summary
2. Guaranteed Maximum Price(GMP) Cost Summary
3. Unit Prices for Addition & Deducts
4. Allowances Included in GMP
5. AIA Change Order Form
6. Clarifications & Assumptions
7. List of Bid Documents
8. List of Addenda

01. EXECUTIVE SUMMARY



December 21, 2022

Mr. Curtis Potter
Washington County, NC
County Manager & County Attorney
Washington County
116 Adam Street,
Plymouth, NC 27962
cpotter@washconc.org

RE: Washington County PK-12 School
Phase I – Demo and Site Fencing – GMP

Dear Curtis,

We are pleased to present Phase I GMP for the Washinton Pk-12 School project that is located in Plymouth, NC. To arrive at Phase I – Demo and Site Fencing GMP, we have reached out to the best subcontractors in our network and advertised in the local newspaper. We received multiple bids for each bid package to come up with competitive bids. Please see below for the inclusions in the GMP

- Phase 1 – Demolition of the existing building and the construction site fencing.
- Construction Contingency
- General Conditions
- CM Fees & bonds
- Alternates
- Unit Prices for Additions and Deducts
- Allowances

In conclusion, the GMP for Phase I is **Nine Hundred Fifty-Seven Thousand Four Hundred Twenty-Two Dollars and Eighty-Three Cents, \$957,422.83.**

We look forward to a very successful project.

Respectfully,

Tom Plant,

Vice President – Raleigh

CORPORATE

763 Comtech Drive
P.O Box 1149
Pembroke, NC 28372
Phone: 910.521.8013
Fax: 910.521.8014

FAYETTEVILLE

110 Anderson St.
Fayetteville, NC 28301
Phone: 910.849.4197

RALEIGH

3050 Hammond Business Place,
Suite 121
Raleigh, NC 27603
Phone: 919.322.2220
Fax: 919.322.2222

CHARLOTTE/COLUMBIA

2401 Whitehall Park Dr., Ste. 650
Charlotte, NC 28273
Phone: 980.209.9680
Fax: 980.209.9698

NATIONAL HARBOR

6170 Oxon Hill Rd. Suite 210
Oxon Hill, Maryland 20745
Phone: 301.276.0123

02. GMP COST SUMMARY



03. UNIT PRICES FOR ADDITION & DEDUCTS





Washington County School Washington PK-12 School - Unit Prices

Unit Price Number	Bid Package Number	Description	Unit Cost	Units
UP-1	BP024000	Remove Unsuitable Soil and haul off-site	\$ 16.50	CY
UP-4	BP024000	Import Suitable Fill and Compact	\$ 36.65	CY
UP-11	BP024000	Export Crushed Stone Off Site	\$ 16.50	CY
UP-13	BP024000	Silt Fence	\$ 20.00	LF

04. ALLOWANCES INCLUDED IN
GMP



Washington County School Washington PK-12 School - Allowances

Allowance No.	Bid Package Number	Description	Allowance Amount
1	BP024000	Allowance for Erosion Control for Demo Activities	\$ 30,000
2	Metcon	Additional Allowance for Erosion Control	\$ 10,000
3			
4			
5			
DESIGN DEVELOPMENT ALLOWANCE TOTAL			\$ 40,000

05. AIA CHANGE ORDER FORM





Document G701™ – 2017

Change Order

PROJECT: <i>(Name and address)</i> New Washington PK-12 School 3177 US-64 Plymouth NC 27962	CONTRACT INFORMATION: Contract For: Construction Manager as Constructor Date: October 15, 2022	CHANGE ORDER INFORMATION: Change Order Number: 001 Date: December 29, 2022
OWNER: <i>(Name and address)</i> Washington County Washington County 116 Adams Street Plymouth, NC 27962	ARCHITECT: <i>(Name and address)</i> SFL+A Architects 333 Fayetteville St. Suite 225 Raleigh, NC 27601	CONTRACTOR: <i>(Name and address)</i> Metcon Inc 763 Comtech Dr. Pembroke, NC 28372

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

This General Contract Change Order is for the award of demolition of building/site and temporary construction fencing. Included in this Change Order are General Conditions Costs of the Construction Manager for a period of four (4) months, from January 1, 2023 through April 30, 2023. This Change Order anticipates commencement of Sitework starting in May 2023 at which time General Conditions Costs will be developed and included in planned Change Order #2. Should the commencement of Sitework be delayed, staff carrying costs shall be include in a subsequent change order(s).

The original Contract Sum was	\$ 295,000.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 295,000.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 957,422.83
The new Contract Sum including this Change Order will be	\$ 1,252,422.83

The Contract Time will be increased by 120 (0) days.
The new date of Substantial Completion will be April 30, 2023

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>SFL+A Architects</u> ARCHITECT <i>(Firm name)</i>	<u>Metcon Inc</u> CONTRACTOR <i>(Firm name)</i>	<u>Washington County</u> OWNER <i>(Firm name)</i>
_____ SIGNATURE	_____ SIGNATURE	_____ SIGNATURE
<u>James CC Rice, Program Manager</u> PRINTED NAME AND TITLE	<u>Thomas A. Plant, Vice President</u> PRINTED NAME AND TITLE	<u>Curtis S. Potter, County Manager</u> PRINTED NAME AND TITLE
_____ DATE	_____ DATE	_____ DATE

06. Assumptions and Clarifications



Assumptions and Clarifications

- Assumptions

- Relocate Covid Testing Station by January 9, 2023
- Client to Contact All Utility Services to Make Safe for Demolition. Provide Construction Manager Confirmation by January 9, 2023, and Documentation
- Fuel Tanks to be Emptied by Owner
- The Client is to Close Out all Fuel Storage Tanks with the State of North Carolina
- Erosion Control Permit by Owner
- Any 3rd Party Inspections by The Owner
- CM Recommends the Owner to Carry an Independent 3rd Party Inspections Firm to Test for Back Fill Compactions and Contaminated Soils from Fuel Tank

- Clarifications

- Exclude Any Site Remediation for Contaminated Soils

07. List of Bid Documents



List of Bid Documents

Released Date: November 15, 2022

- WCS Demo Drawings Dated: 08/01/2022
- Pine Elementary School (Existing School Drawings) Dated: 11/28/2022
- WCS History Dated: 08/23/2022
- Asbestos PES Inspection Dated: 08/19/2013
- AHERA Plan Dated: 12/15/2019
- District Asbestos Letters Dated: 08/01/2022
- Bid Manual Dated: 11/15/2022

08. LIST OF ADDENDA



List of Addenda

- Addendum #1 Dated: November 22,2022
- Addendum #2 Dated: December 06,2022
- Addendum #3 Dated: December 07,2022
- Clarification #1 Dated: December 09,2022



Lump Sum General Conditions

EXHIBIT B

Based on 4 months schedule

Project: **Washington County Schools**

12/29/2022

GENERAL CONDITIONS

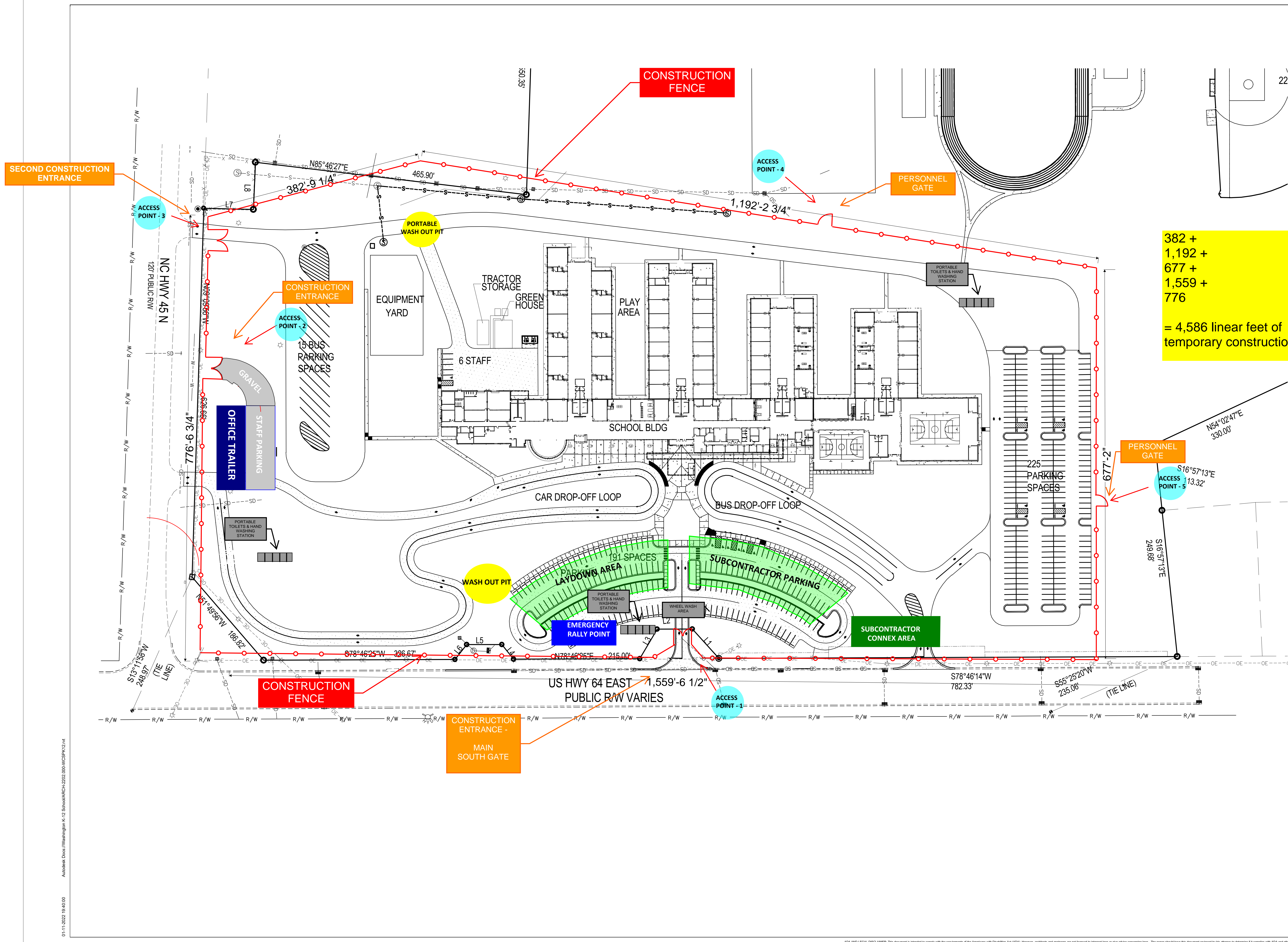
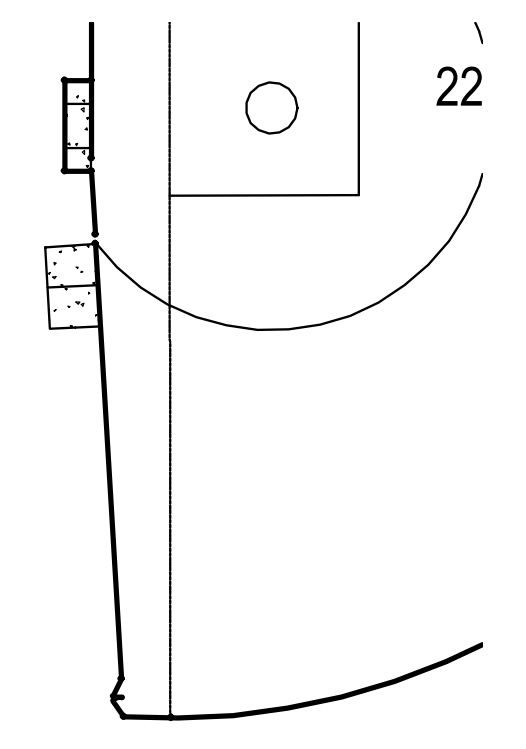
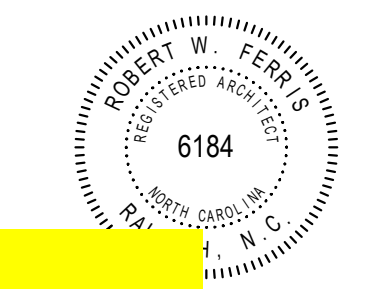
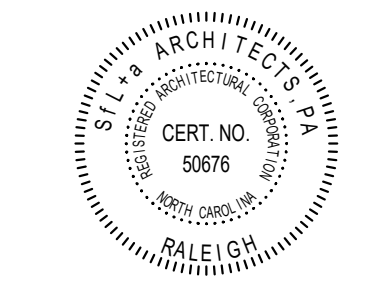
*Note - Listed Hourly Rates are Valid through 12/31/24

Average Cost/Month	\$ 82,971
General Personnel Related Cost	\$ 300,476
General Requirements	\$ 31,410
Total Lump Sum General Conditions	\$ 331,886

Description	Quantity	* Hourly Rate	Hours/Week	Labor Weekly		Material / Equipment		Subcontractor		Total
				Rate	Total	Unit Price	Total	Unit Price	Total	
PROJECT STAFF (Including OH, Taxes, Insurance and										
191000 Project Director	320 hours	\$ 128	40.00	\$ 5,135	\$ 41,082					\$ 41,082
191000 Project Manager	680 hours	\$ 108	40.00	\$ 4,322	\$ 73,478					\$ 73,478
191000 Project Engineer	680 hours	\$ 57	40.00	\$ 2,266	\$ 38,522					\$ 38,522
191000 Superintendent	680 hours	\$ 99	40.00	\$ 3,977	\$ 67,611					\$ 67,611
191000 Assistant Superintendent	0 hours	\$ -	40.00	\$ -	\$ -					\$ -
191000 Project Accountant	64 hours	\$ 52	40.00	\$ 2,060	\$ 3,296					\$ 3,296
Safety Coordinator	64 hours	\$ 66	40.00	\$ 2,652	\$ 4,243					\$ 4,243
Scheduling	64 hours	\$ 71	40.00	\$ 2,848	\$ 4,557					\$ 4,557
191000 Director of Safety	32 hours	\$ 82	40.00	\$ -	\$ 2,611					\$ 2,611
010150 Housing & Utilities	8 mo		40.00	\$ 1,300	\$ 10,400					\$ 10,400
010150 Per Diem	8 mo		40.00	\$ 400	\$ 3,200					\$ 3,200
019610 Superintendent	0 week	\$ 64.75	40.00	\$ 2,590	\$ -					\$ -
019610 Punch List Crew	0 week	\$ 300.00	40.00	\$ 12,000	\$ -					\$ -
011280 Office Trailers	0 ls			\$ 35,000	\$ -					\$ -
011310 Ramps and Stairs	0 ls			\$ 3,000	\$ -					\$ -
011320 Office Furniture	0 ls			\$ 1,200	\$ -					\$ -
011380 Security System	0 mo			\$ 100	\$ -					\$ -
012620 Jobsite Cellular Phones (All Employees)	16 mo			\$ 200	\$ 3,200					\$ 3,200
017100 Internet Service	0 mo			\$ 245	\$ -					\$ -
011480 Sanitary Facilities for Office	0 mo			\$ 250	\$ -					\$ -
012750 Office Equipment	0 mo			\$ 150	\$ -					\$ -
012650 Computer Equipment	0 ls			\$ 1,800	\$ -					\$ -
012750 Copier	0 mo			\$ 600	\$ -					\$ -
012730 Office Supplies	0 mo			\$ 250	\$ -					\$ -
012730 Miscellaneous Expenses	0 mo			\$ 400	\$ -					\$ -
012720 Bottled Water Service	0 wk.			\$ 50	\$ -					\$ -
012780 Postage and Fed Ex Charges	4 mo			\$ 50	\$ 200					\$ 200
012850 Travel Expenses	4 mo			\$ 750	\$ 3,000					\$ 3,000
012800 Drawings and Specifications	10 sets			\$ 250	\$ 2,500					\$ 2,500
012800 Submittal Printing	0 ls			\$ 550	\$ -					\$ -
012820 As-Built Drawing Material	0 ls			\$ 1,000	\$ -					\$ -
017050 Power Co. Fee for Temp. Service	0 ls			\$ 2,200	\$ -					\$ -
017100 Temporary Power Monthly Bill	0 mo			\$ 500	\$ -					\$ -
017300 Water	0 mo			\$ 350	\$ -					\$ -
017350 Meter Charge Credit Amend 1	0 ls			\$ 1,500	\$ -					\$ -
016050 Safety Startup Package	0 ls			\$ 850	\$ -					\$ -
016050 First Aid Supplies	4 mo			\$ 150	\$ 600					\$ 600
016050 Hard Hats, Raingear, Safety Glasses	0 mo			\$ 250	\$ -					\$ -
015450 Project Signs & Safety Signs	1 ls			\$ 750	\$ 750					\$ 750
012950 Aerial Photos	4 ea			\$ 240	\$ 960					\$ 960
017700 Fire Extinguishers	0 ea			\$ 60	\$ -					\$ -
017700 Recharge	0 ea			\$ 25	\$ -					\$ -
012830 Record Retention	0 box			\$ 250	\$ -					\$ -
014800 Daily Cleanup	0 week	\$ 20.00	20.00	\$ 400	\$ -					\$ -
014750 Dumpster Rental	0 mo			\$ 200	\$ -					\$ -
014750 Dumpster Pulls/Landfill/Tipping Fees	0 ea			\$ 550	\$ -					\$ -
015400 Temporary Toilets	4 mo			\$ 600	\$ 2,400					\$ 2,400
014600 Small Tools	4 mo			\$ 300	\$ 1,200					\$ 1,200
014220 All Terrain Vehicles	0 ea			\$ 15,000	\$ -					\$ -
014270 Equipment , Fuel and Repair	4 mo			\$ 750	\$ 3,000					\$ 3,000
Total GENERAL CONDITIONS				\$ 300,476	\$ 31,410			\$ -		\$ 331,886

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382 +
1,192 +
677 +
1,559 +
776

= 4,586 linear feet of
temporary construction fence

WASHINGTON COUNTY
NEW WASHINGTON PK-12 SCHOOL
3177 US-64, PLYMOUTH, NC 27962



No.	Date	Description
1	10/31/2022	ISSUE DATE
	02202.000	PROJECT #
	NCD	DRAWN BY
	JCR	CHECKED BY
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OVERALL SITE PLAN		

A-000

01-11-2022 19:40:00 Autodesk Docs/Washington NC-12 School/ARCH-2202-000-WCS/SPK12.rvt

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Washington PK-12 County Schools

EXHIBIT "A"

INITIAL 4 MONTHS OF CONSTRUCTION PHASE SERVICES

BASED ON 4 MONTH DURATION

DESCRIPTION	Unit	Quantity	Rate	Sub-Total	Total
MANAGEMENT					\$ 114,560
Project Director	Hours	320	\$ 128	\$ 41,082	
Senior Project Manager	Hours	0	\$ -	\$ -	
Project Manager	Hours	680	\$ 108	\$ 73,478	
				\$ -	
ENGINEERING					\$ 97,118
Senior Engineer (w/support)	Hours	0	\$ -	\$ -	
Project Controls Engineer	Hours	0	\$ -	\$ -	
Assistant Project Manager	Hours	680	\$ 86	\$ 58,596	
MEP Coordinator	Hours	0	\$ -	\$ -	
Project Engineer	Hours	0	\$ -	\$ -	
Project Engineer (MEP)	Hours	0	\$ -	\$ -	
Project Engineer	Hours	680	\$ 57	\$ 38,522	
Intern / Co-Op	Hours	0	\$ -	\$ -	
FIELD					\$ 74,090
Senior Superintendent	Hours	64	\$ 101	\$ 6,480	
Superintendent	Hours	680	\$ 99	\$ 67,611	
Assistant Superintendent	Hours	0	\$ -	\$ -	
Field Engineer	Hours	0	\$ -	\$ -	
Foreman	Hours	0	\$ -	\$ -	
Environmental QA/QC	Hours	0	\$ -	\$ -	
SUPPORT					\$ 14,707
Field Office Coordinator	Hours	0	\$ -	\$ -	
Project Accountant	Hours	64	\$ 52	\$ 3,296	
Safety Coordinator	Hours	64	\$ 66	\$ 4,243	
BIM Managing Director	Hours	0	\$ -	\$ -	
Scheduling	Hours	64	\$ 71	\$ 4,557	
Director of Safety	Hours	32	\$ 82	\$ 2,611	
BIM Support	Hours	0	\$ -	\$ -	
TOTAL STAFFING					\$ 300,476
REIMBURSABLES					
AS LISTED IN EXHIBIT B					
TOTAL REIMBURSABLES					\$ 31,410
TOTAL LUMP SUM CONSTRUCTION PROPOSAL					\$ 331,886



Washington PK-12 County Schools

Preliminary Construction Schedule and Staffing Plan (FIRST 4 MONTHS)

SCHEDULE	YEAR 2022												2023												2024												2025								
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	Mar	Apr	May	Jun			
ORIGINAL PLAN	Early Start		End Date																																										
DESIGN PERIOD																																													
100% Documents for Bidding			09/16/22																																										
PROCUREMENT																																													
Advertise for Pine Demo Bids 9/4/22	09/04/22																																												
Pines Site Walk Thru and Prebid 9/7/22	09/07/22																																												
Demo Bids Due 9/13/22	09/13/22																																												
Demo Bids Rebid if needed 9/20/22	09/20/22																																												
CONSTRUCTION																																													
Demo Pines	10/15/22		01/31/23																																										
Construction	02/01/23		07/30/23																																										
DD Estimate Review/STOP REDESIGN	09/26/22																																												
Redesign caused by over budget																																													
CM Contract Executed	11/09/22																																												
REVISED PLAN #1																																													
DESIGN PERIOD																																													
All Bid Documents But Sitework/Civil	11/03/22																																												
Sitework/Civil Bid Docs	11/27/22																																												
PROCUREMENT																																													
CONSTRUCTION																																													
Demo Pines	10/15/22		01/31/23																																										
Construction	04/01/23		09/30/23																																										
REVISED PLAN #2																																													
DESIGN PERIOD																																													
100% Documents for Bidding	01/15/23																																												
PROCUREMENT																																													
CONSTRUCTION																																													
Demo Pines	10/15/22		01/31/23																																										
Construction	04/01/23		09/30/23																																										
GMP Final Approval	05/01/23																																												
HOURS/MONTH	168	160	184	168	176	176	168	184	176	168	176	176	176	160	184	160	184	176	168	184	168	176	176	168	184	168	168	168	176	184	160	184	176	168	184	168	176								
STAFF PLAN	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun			
MANAGEMENT																																													
Designates Preconstruction	Designates Construction																																												
Project Director									24	24	60	80	80	80	80																														
Senior Project Manager									168	176	176	176	160	184	160																														
Project Manager									176	176	176	176	160	184	160																														
ENGINEERING																																													
Senior Engineer (w/support)																																													
Project Controls Engineer																																													
Assistant Project Manager									176	176	176	176																																	
MEP Coordinator																																													
Project Engineer																																													
Project Engineer (MEP)																																													
Project Engineer					176	160	184	160																																					
Intern / Co-Op																																													
ESTIMATING / PURCHASING																																													
Preconstruction Manager					21	22	22	21	23	22	21	22	22	22																															
Chief Estimator					84	88	88	84	92	88	84	88	88	88																															
Senior / Lead Estimator					23	22	21	22	22																																				
HUB Coordinator					28	29.3	29.3	28	30.7	29.3	28	29.3	29.3	29																															
MEP Estimators					28	29	29	28	31	29	28	29	29	29																															
Estimator					56	61.3	58.7	58.7	58.7	58.7	59																																		
Contract Administrator																																													
FIELD																																													
Senior Superintendent									50	40	40	8	8	8																															
Superintendent									176	176	176	160	184	160																															
Assistant Superintendent																																													
Field Engineer																																													
Foreman																																													
Environmental QA/QC																																													
SUPPORT																																													
Field Office Coordinator																																													
Project Accountant									16	16	16	16																																	
Safety Coordinator									16	16	16	16																																	
BIM Managing Director									16	16	16	16																																	
Scheduling									16	16	16	16																																	
Director of Safety									8	8	8	8																																	
BIM Support																																													
TOTAL STAFFING					161	169	169	217	261	273	446	927	937	1,129	800	872	800																												
SCHEDULE	YEAR 2022												2023												2024												2025								
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun			

WASHINGTON COUNTY BOARD OF COMMISSIONERS

AGENDA STATEMENT

ITEM NO: 4

DATE: January 3, 2023

ITEM: Planning Board Recommendations on Special Use Permit for Fertilizer Storage Tank (as an extension of Helena site), Mr. Allen Pittman, Planning Director and Mr. David Clifton, Planning Board Director

SUMMARY EXPLANATION:

On November 21, 2022, Director Pittman received a completed application and payment from Blackwell Engineering, PLC, acting as an agent for Helena Agri-Enterprises, LLC to construct a fertilizer storage tank as an extension of the existing Helena site located at 327 Folly Road in Plymouth. The zoning reference for this application is Article 3A, Section C.r. After review of the application alongside the ordinance, Mr. Pittman advertised a Public Hearing with the Planning Board for December 15, 2022, and advertised in the Roanoke Beacon, for two consecutive weeks announcing the date, time and place of the hearing. Further, he posted, on the property advertising the Public hearing Notice – for information call Washington County Planning and Inspections at 252-793-4114, with a copy of the notice inside the infotube attached to the sign.

After a public hearing on December 15, 2022, the Board offered a recommendation to the Board of Commissioners, acting as the Board of Adjustments, to approve the Special Use Permit as follows – an excerpt of minutes from the December 15 2022.

Discussion and Decision after the Hearing: Chair Clifton remarked that the public hearing just conducted was an evidentiary hearing, and only the information provided in the hearing today should be considered when making a decision to make a recommendation to the Board of Commissioners, acting as the Board of Adjustment, to approve or deny the application for a special use permit on behalf of Agri-Enterprises, LLC to construct a liquid fertilizer storage tank as an extension of the existing Helena site located at 327 Folly Road, which is allowable in the current Rural-Agricultural zone, but only with a Special Use Permit. Further, he stated the application meets the requirements for a completed application, is in accordance with the current land use plan,

and the Planning Director has no concerns about the project moving forward. Asking for further discussion, Estelle (Bunny) Sanders offered a motion to recommend approval of the application for a special use permit, based on the Zoning Ordinance, Article 3A, Section C.r in Zoning District R-A to the Board of Commissioners, to hold a Public Hearing at their January 3 meeting, which will be held in the Agriculture Extension Building at 6:00pm. Charles Weathersbee seconded the motion. Chair Clifton stated a written recommendation from the Planning Board be provided to the Clerk of the County Commissioners for inclusion in her Board packet, and for advertising the date and time of the hearing. The approval document was signed by each Board member present.

See attached minutes from the December 15, 2022 Planning Board Meeting, Public Hearing and Special Use Permit Application.

**Washington County
Planning Board
December 15, 2022
Commissioners' Room**

MINUTES

Present: Chair David Clifton; Keith Davenport; Vice-Chair Katie Walker; Charles Weathersbee; Mary Barnes; Estelle Sanders; Commissioner Representative, Ann Keyes; Planning Director, Allen Pittman; Recorder, Connie Barnes

Call to Order: Chair Clifton called the meeting of the Washington County Planning Board to order at 1:01pm.

Invocation: Chair Clifton offered the invocation.

Agenda – Review and Approve: A draft of the agenda was distributed via e-mail. Director Pittman asked for an amendment to the agenda to include discussion of replacement of member Steve Barnes due to more than three absences due to ongoing health issues. Mary Barnes offered a motion to approve the agenda with this addition, to be added after the Discussion and Decision after Hearing. Katie Walker seconded the motion, which was approved by unanimous consent.

Approval of Minutes: December 1, 2022 – a draft of minutes from the December 1, 2022 meeting was provided via e-mail prior to this meeting, and a paper copy was provided today. Chair Clifton called for discussion, or a motion to approve. Mary Barnes offered a motion to approve the minutes as presented; Katie Walker seconded the motion which passed by unanimous consent. The minutes are approved.

New Business: Public Hearing on the application by Helena Agri=Enterprises, LLC for a special use permit.

See attached: Public Hearing minutes

Discussion and Decision after the Hearing: Chair Clifton remarked that the public hearing just conducted was an evidentiary hearing, and only the information provided in the hearing today should be considered when making a decision to make a recommendation to the Board of Commissioners, acting as the Board of Adjustment, to approve or deny the application for a special use permit on behalf of Agri-Enterprises, LLC to construct a liquid fertilizer storage tank as an extension of the existing Helena site located at 327 Folly Road, which is allowable in the current Rural-Agricultural zone, but only with a Special Use Permit. Further, he stated the application meets the requirements for a completed application, is in accordance with the current land use plan, and the Planning Director has no concerns about the project moving forward. Asking for further discussion, Estelle (Bunny) Sanders offered a motion to recommend approval of the application for a special use permit, based on the Zoning Ordinance, Article 3A, Section C.r in Zoning District R-A to the Board of Commissioners, to hold a Public Hearing at their January 3 meeting, which will be held in the Agriculture Extension Building at 6:00pm.

Charles Weathersbee seconded the motion. Chair Clifton stated a written recommendation from the Planning Board be provided to the Clerk of the County Commissioners for inclusion in her Board packet, and for advertising the date and time of the hearing. The approval document was signed by each Board member present.

Board Seat Replacement Board member Steve Barnes has missed more than three meetings due to a serious health issue. Per our bylaws, this seat must be filled. In keeping with the geographical makeup of the Board, it is recommended we choose someone from the Creswell/Lake Phelps area. Kay Davenport has been asked, but has not committed. A motion was offered by Bunny Sanders to contact Mrs. Davenport to see if she is willing to serve. Mary Barnes seconded – The motion carried by unanimous consent. Staff will contact Mrs. Davenport and report back to the Board.

Charles Weathersbee, who was just approved and sworn in to the Board as a replacement for Mark Cagle, has an expiration date of December 31, 2022. Mr. Pittman has spoken to Julie Bennett about adding his re-appointment to the Board until December 31, 2025 – terms are for three years.

Unfinished Business: None

Administrative Report: Director Pittman stated he had provided the November statistics at the December 1, 2022 meeting. He reported staff is in the process of moving to the County Manager's office in space formerly occupied by the Board of Elections. The Board did a walk-through of the space.

Commissioner's Report: Commissioner Keyes reported that she is the Vice-Chair of the Board of Commissioners; Mr. Julius Walker was selected as Chair. John Spruill, from Roper, has been elected as the at-large Commissioner and joined the Board in January. Mrs. Keyes and Commissioner Phelps visited the Pocosin Wildlife Refuge and discussed the hydrological study being conducted. The contract bids for the demolition of Pines Elementary School are in and in the process of being let. The County closed on the Commerce Building today; that is a step toward progress. Mrs. Keyes expressed her appreciation to the Board, and staff for diligent work.

Open Discussion by the Board: None

Adjournment: With no further business being brought before the Board, Estelle (Bunny) Sanders offered a motion to adjourn; Mary Barnes seconded; Chair Clifton adjourned the meeting at 1:32pm.

Public Hearing:

At the December 15, 2022 meeting of the Washington County Planning Board, Chair Clifton called for a motion to move into a public hearing on the matter of a special use permit based on Article 3A, Section C.r. of the Washington County Zoning Ordinance. The hearing has been advertised in the Roanoke Beacon for two consecutive weeks, and a notice has been posted on the property at 327 Folly Road.

Charles Weathersbee offered a motion to open a Public Hearing for an evidentiary hearing on the application by Helena Agri-Enterprises, LLC for a special use permit. Bunny Sanders seconded the motion, which was approved by unanimous consent.

Chair Clifton stated the Board was in a public hearing to conduct a quasi-judicial hearing, which means the body must find facts and base its decision upon the application of the ordinance criteria and competent material evidence received during this hearing, and not through independent research or undisclosed ex-parte communications. The Chair asked each member individually if they had any disclosures regarding prior information, familial, business or other relationships with the applicant, or any affected person, or a financial interest in the outcome of the case. The following members of the Board replied NO to this question:

Mary Barnes
Charles Weathersbee
David Clifton, Chair
Estelle Bunny Sanders
Keith Davenport
Katie Walker

Speakers signed to speak at the hearing:

Ed Blackwell, representing Helena Agri
Stephen Burgess, representing Helena Agri.

There were no others present at the hearing.

Chair Clifton swore in the Body and all present, including those listed above, Ann Keyes, Commissioner Representative; Allen Pittman, Planning Director; Connie Barnes, Recorder for the Board, to tell the truth, the whole truth and nothing but the truth.

This hearing is based on a complete application dated November 8, 2022, with fees paid and received on November 21, 2022. Based on a review of the application packet, including references to the Zoning Ordinance, and Statement of Compatibility, along with site plans and a letter from the current landowner of the property cited, Director Pittman authorized a public hearing to be scheduled on December 15, 2022, so that all time frames would be met. This was advertised in the Roanoke Beacon On November 30, and again on December 7, 2022. Helena has requested a special use permit to expand their existing operation located at 327 Folly Road to a parcel across the rural paved road in the same location. A storage tank for liquid fertilizer, and a building for processing are in the plan.

The Chair recognized Mr. Blackwell, of Blackwell Engineering, PLC, acting as an agent for Helena Agri-Enterprises. Mr. Blackwell stated the project will expand the business to include liquid fertilizer. This is a 32,000 ground tank with a building beside the tank where the fertilizer is mixed and loaded into the trucks. This is not a chemical fertilizer, but natural products. There is a bio-retention basin with a filter in case of any issues with spilling, and the Department of Environmental Protection permits have been acquired. This is noted as a safe environmental site. The NCDOT requirements are met for traffic volume and ingress/egress to site.

Chair Clifton asked if the Planning Director was satisfied with the plans presented, and whether this application met the intent of the adopted Land Use Plan. Director Pittman responded yes to both questions.

Question: Are there combustible materials that will be a hazard?

Answer: No this is a natural form of liquid fertilizer; not a chemical substance

Question: Have the immediate neighbors been notified or asked?

Answer: The notices in the newspaper with this hearing date, time, and location, along with the sign in front of the property with the phone number for the Planning Director serves as notice to the neighbors.

Question: Is Helena a participant in the Local Emergency Planning Committee?

Answer: In so much as the company policy allows, and all Safety Data Sheets and the Tier II documents are provided to Emergency Management annually.

Chair Clifton asked if there were any further questions for Mr. Blackwell or Mr. Burgess from the Board. There were none. He asked if there were any questions from Mr. Blackwell or Mr. Burgess to the Board. They had none.

Chair Clifton asked for a motion to close the public hearing. Charles Weathersbee offered the motion to close, Mary Barnes seconded the motion. Chair Clifton closed the Public Hearing.



Blackwell Engineering, PLC

566 East Market St. - Harrisonburg, Virginia 22801 - (540) 432-9555 - www.BlackwellEngineering.com

Transmittal Letter

<i>Acknowledgement of Delivery</i>	
Date:	<i>Nov 21, 2022</i>
Signature:	<i>Cornie Barnes</i>

To: Allen Pittman	From: Brian Kinzie
Company: Washington County	Date: 11/17/2022
Address: 205 East Main Street, Plymouth, NC PO Box 1007 Plymouth, NC. 27962	Pages: See Below

Job Name: Helena Agri-Enterprises SUP	Job Number: 2992		
<input checked="" type="checkbox"/> Plans	<input type="checkbox"/> Specs	<input type="checkbox"/> Report	<input type="checkbox"/> Proposal
<input type="checkbox"/> Letter	<input type="checkbox"/> Shops	<input type="checkbox"/> Article	<input type="checkbox"/> Other

Items:

- \$150 SUP Application fee**

For Your:

<input type="checkbox"/> Approval	<input checked="" type="checkbox"/> Use	<input type="checkbox"/> Information	<input type="checkbox"/> Distribution
<input type="checkbox"/> Signature	<input type="checkbox"/> Review	<input type="checkbox"/> Per your request	

Comments:

Sent Via: US Mail Delivery Overnight Other



Blackwell Engineering, PLC

566 East Market St. - Harrisonburg, Virginia 22801 - (540) 432-8555 - www.BlackwellEngineering.com

November 8, 2022

Allen Pittman
Planning & Inspections Director
Washington County
205 East Main Street, Plymouth, NC
PO Box 1007
Statement of Proposed Project Compatibility

Dear Mr. Pittman,

The purpose of the proposed project is the construction of an approximately 11,600 SF liquid fertilizer storage and blending facility on NCPIN: 6798232252, which is located on Folley Rd., approximately 2000' north of Rte. 32. This is an extension of the existing Helena Agri-Enterprises building adjacent to the property. The existing store operates from 7-5 and currently employs 10 full time employees. With the addition of the fertilizer building, Helena Agri-Enterprises would hire 1-2 additional employees. In the current RA- zoning, the development of "on-site commercial operations for agriculture and forestry product sales and services" is allowed only by Special Use Permit. As such, we are requesting a Special Use Permit for this development.

Helena seeks to purchase 10.77± acres of NCPIN: 6798232252, which currently consists of approximately 63.47± acres. Only the portions of the property that are under contract (as shown in the attached SUP Plan drawing) will fall under the umbrella of the requested SUP. The remainder of the property will not be purchased or developed by Helena Agri-Enterprises.

As mentioned above, this development would be an extension of the existing Helena Chemical Building which lies across Folly Rd. from the proposed development. The surrounding area is all zoned RA, and, aside from Helena Agri-Enterprises, consists of a mix of residential, agricultural, and undeveloped properties. According to Washington County's Zoning Ordinance, the current RA zoning exists to "promote sustainable agricultural and forestry activities." Helena Agri-Enterprises seeks to expand it's warehouses and provide expanded services to local farmers. As the adjacent property is already owned and operated by Helena Agri-Enterprises, this proposed addition is consistent with adjacent activity.

Based off of NCDOT 2016 traffic data, Folly Rd. has an AADT of 740 vehicles. The proposed development would create an additional 11 trips during both the AM and PM peak hour. A turn analysis conducted showed that the site would have 9 vehicles entering the site during the AM peak hour, but would not warrant a left or right hand turn lane.

A small bathroom will be located on site and serviced through an on-site well and septic system.

If you have any additional questions about the project, please feel free to reach out to **Blake Shankle**, Manager, Safety, Health and Engineering for **Helena Agri-Enterprises, LLC** (901-483-7039) or myself (540-432-9555).

Respectfully,

A handwritten signature in black ink, appearing to read "Ed Blackwell", with a long horizontal flourish extending to the right.

Ed Blackwell

To Whom it May Concern,

I, Randy C. Lassiter, Sr., current landowner of the property recorded in Deed Book 533, Page 881 (Tax Pin 6798.00-23-2252), am selling 10 acres of my 63.5 acre parcel to Helena Agri-Enterprises, LLC (Helena). I am aware that Helena is allowed to operate in the current R-A zoning, but only with a Special Use Permit.

Sincerely,

A handwritten signature in black ink, appearing to read "Randy C. Lassiter, Sr.", written in a cursive style.

**Washington County Planning and Inspections
Application for Variance/Special Use Permit**

Date 11/8/2022

Applicant Information

Name:
Helcna Agri-Enterprises, LLC

Address:
225 Schilling Blvd.
Collierville, TN 38017

Telephone: **901-483-7039**

Owner Information

Name:
LASSITER, Randy C & Lynn

Address:
763 Sandy Cross Rd.
Belvidere, NC 27919

Telephone: () -

1. The building, or land is located at:

Street Address: **Folly Rd. across from 327 Folly Rd.**

Town: **Plymouth**

Zoning District: **R-A**

2. Application is submitted for a variance/special use permit from Article **3A** Section **C.r** of the Zoning Ordinance.

3. The Board is required to read three conclusions before it may issue a variance/special use permit, noted in A, B, and C, below. In the spaces below each conclusion, indicates the Evidence that is shown and the Arguments that are made to convince the Board that it can properly reach these three required conclusions.

A. There are practical difficulties or unnecessary hardships in the way of carrying out the strict letter of the ordinance.

- a. What evidence is presented to indicate that you can secure no reasonable re return or use the property if the ordinance is not complied with.
(Rendering the property less valuable is not sufficient).

The applicant desires to build a fertilizer storage tank as an extension of the existing Helena site located at 327 Foly Rd. The use is allowable in the cnrrent R-A zoning, but only with a SUP.

- b. What evidence is presented to indicate that the hardship results from unique circumstances to the land. (Personal or family hardships are irrelevant.) A variance/special use permit runs with the land.

N/A: The use is allowable in the current R-A zoning, but only with a SUP.

- c. What evidence is presented to indicate that the hardship is not a result of your own actions.

N/A: The use is allowable in the current R-A zoning, but only with a SUP.

- B. The variance/special use permit is in harmony with the general purpose and intent of the Ordinance and preserves its spirit.
- a. What evidence is presented to Indicate that the variance/special use requested is the least variation from the ordinance that will allow the reasonable use of property and which will not substantially detract from the character of the neighborhood.

The development will be an extension of the existing Helena facilities that currently exist across the street from the proposed development. The extension cannot be constructed without a SUP.

- C. The granting of the variance/special use permit secures the public and welfare and does substantial justice.
- a. What evidence is presented to indicate that if the variance/special use permit is denied the benefit to the public will not substantially outweigh the harm suffered by you.

The development will be an extension of the existing Helena facilities that currently exist across the street from the proposed development. The proposed storage will all be indoors, and, as such, the development does not create any new "harms" to the public.

- D. I certify that I, the applicant, have the consent of the owner and act in his behalf in applying for this variance/special use permit. I agree that this variance is granted, is authorized on the presentation made herein and my be revoked in the event of any breached of representation or conditions which may be attached. It is further understood that if said variance/special use permit is not exercised within twelve (12) months from the date of approval, it shall become invalid.

Applicant:  Date: 11/8/2022

Fee Paid \$ 150.00 rec'd 11/21/22 cash
CK 33150

Date Public Hearing Scheduled: 12/15/22 Time: 1:00pm

Date Public Hearing Advertised: 11-30-22 Roanoke Beacon
12-7-22 Roanoke Beacon

VARIANCE/SPECIAL USE PERMIT

Approved

Denied

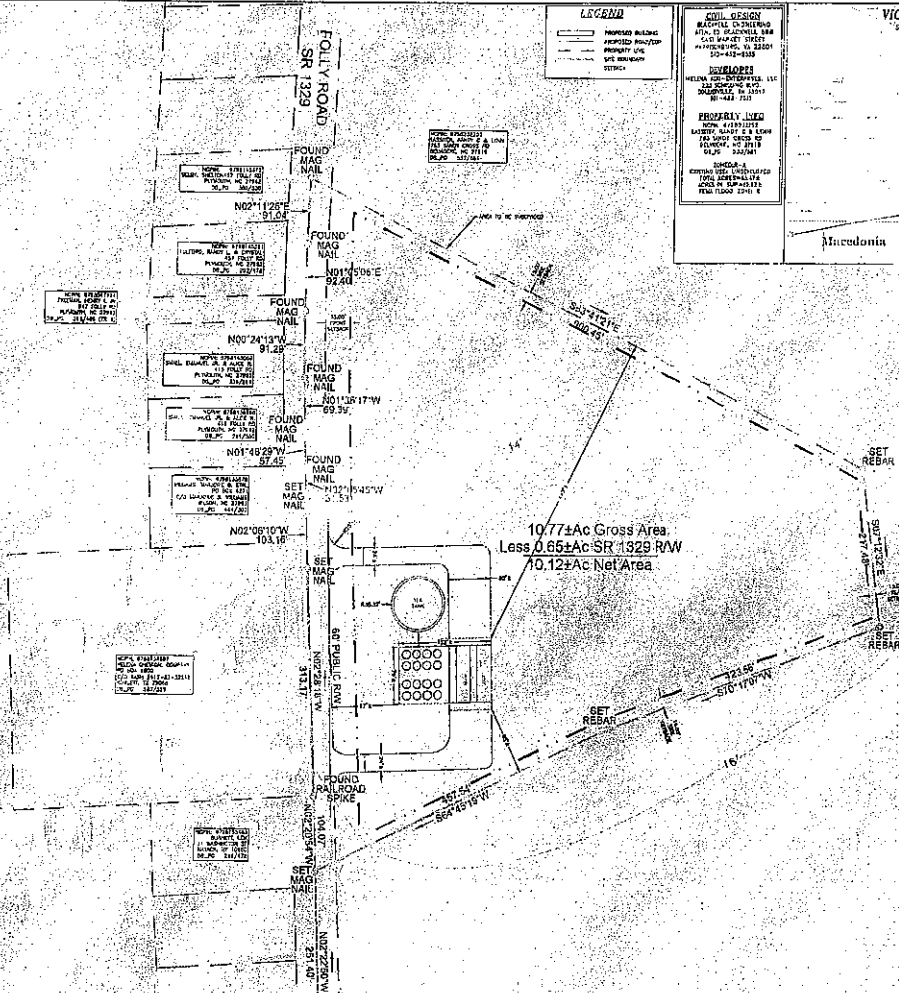
Reason:

Estelle W. Adams
Keith Dummit
Kate J. Walker
Jan V. [unclear]
Mary Bourne

Approved with the following conditions:

Chairperson: David Clift

Date: 12-15-2022



LEGEND

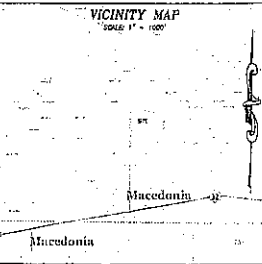
[Symbol]	PROPOSED BUILDING
[Symbol]	PROPOSED FOOTPRINT
[Symbol]	PROPERTY LINE
[Symbol]	SETBACK

COIL DESIGN
 BLACKWELL CONSULTING
 1124 S. MAIN STREET
 FARMINGDALE, VA 22024
 540-433-1533

DESIGNER
 HELENA AGRI-ENTERPRISES, LLC
 225 SCHULING BLVD
 COLLEENVILLE, TN 38017

PROPOSED LIVED
 TOTAL ACRES: 10.77
 EXISTING BLDG. & USES
 200 SQ. FT. CIRC. OF
 1000 GAL. TANK
 1000 GAL. TANK

SETBACKS
 EXISTING BLDG. UNDEVELOPED
 100' TO ALL SIDES
 100' TO RAILROAD
 100' TO SR 1329



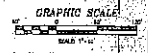
Date:	11-18-22
Scale:	AS NOTED
Designed by:	113
Drawn by:	294
Checked by:	813



Revised:	None
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REZONING PLAN
 HELENA AGRI-ENTERPRISES - PLYMOUTH, NC
 HELENA AGRI-ENTERPRISES, LLC
 225 SCHULING BLVD
 COLLEENVILLE, TN 38017

Sheet No.:	1
of 1 Sheets	
Job No.:	2192



10.77±Ac Gross Area
 Less 0.65±Ac SR 1329 RAW
 10.12±Ac Net Area

WASHINGTON COUNTY BOARD OF COMMISSIONERS

AGENDA STATEMENT

ITEM NO: 5

DATE: January 3, 2023

ITEM: Public Hearing on Special Use Permit for Fertilizer Storage Tank, Mr. Allen Pittman, Planning/Inspections Director & Mr. David Clifton, Planning Board Director

SUMMARY EXPLANATION:

There will be a Public Hearing regarding the recommendation from the Washington County Planning Board to approve the abovementioned Special Use Permit.

Please familiarize yourself with the attached quasi-judicial procedure required for this.

Procedures for Quasi-Judicial Hearing for Special Use Permit (“SUP”):

I. **MOTION** to go into Public Hearing to hold a quasi-judicial hearing on the following case:

SPECIAL USE PERMIT filed by HELENA AGRI-ENTERPRISES, LLC on NOVEMBER 8TH, 2022 seeking a Special Use Permit pursuant to Article 3A, Subsection C(r) of the Washington County Zoning Ordinance to: build a fertilizer storage tank as an extension of the existing Helena site located at 327 Foly Rd.

II. **INSTRUCTION RE QUASI-JUDICIAL PROCEDURE** (Attorney/Planning Director)

1. Special Use Permits are governed by NCGS 160D and Article 5 of the Washington County Zoning Ordinance. NCGS 160D-406 and 160D-705 require the use of quasi-judicial procedures during public hearings held to consider such matters.
2. Quasi-judicial proceedings are different than other public hearings in that not everyone has the right to present evidence before this Board and to become a party to this proceeding. A Quasi-judicial proceeding is much like a court proceeding where an individual’s rights and interests are being decided under specific rules of procedure. Parties to this case have the right to present evidence and cross examine witnesses. The burden of proof in these cases typically lies with the Applicant. The extent to which the Rules of Evidence used in courts apply is up to the discretion of the Board.
3. Only those who can demonstrate that they will be affected by the outcome of the hearing may become parties. After a description of the person’s interest in this case, the Board will determine whether they will be allowed to present evidence as a party. Please note, you do not have to be a party to testify if someone who is a party calls you as a witness. All parties and witnesses who intend to present evidence or testify before this Board must be sworn in.
4. As a quasi-judicial hearing, by law it must adhere to certain procedures, as there are legal standards that must be followed. To that end please consider the following:
 - A. The Board must base its decisions only on the evidence presented, including testimony given under oath or affirmation by any parties or witnesses called by a party.
 - B. Please limit testimony to facts relevant to the application and applicable legal standards for the Board’s decision, what you know personally; no opinion testimony or hearsay.

- C. Parties may cross-examine each testifying party or witness after their testimony if there are any questions. Cross-examination shall be limited to the matters testified about during the original testimony.
- D. If you want the Board to see written evidence such as reports and maps or exhibits, the witness who is familiar with the evidence should ask that it be introduced during or at the end of his/her testimony.
- E. In order for the testimony to be considered as evidence used in making the decision, it can only be given by persons in attendance at the meeting; otherwise, it is considered hearsay.

III. INSTRUCTION RE SPECIFIC REVIEW STANDARDS: (Attorney/Planning director)

Article 5 of the Washington County Zoning Ordinance is attached in its entirety for your reference while excerpts of relevant portions are pasted below for convenience:

1. Purpose and Intent: Special use permits add flexibility to the Zoning Ordinance by allowing uses which would otherwise be undesirable to be established in designated districts under conditions imposed by the Board of Commissioners. Such permits are authorized under the terms of this article to provide for certain uses which cannot be well adjusted to their environment in particular locations in Washington County with full protection offered to surrounding properties by only the application of the underlying zoning district regulations. Further, special permit uses are those uses which, if not specially regulated, can have an undue impact on or be incompatible with other uses of land within or adjacent to a given zoning district. Based on the recommendation of the Planning Board, and upon the granting of a special use permit by the Board of Commissioners, these uses may be allowed to be located or expanded within given designated zoning districts under the standards, controls, limitations, performance criteria, restrictions and other regulations of this article.
2. General Standards and Criteria for Special Use Permit Review: All applications for special use permit shall be reviewed using the following criteria:
 1. The proposed use shall be:
 - a. In harmony with the adopted Land Use Plan and the Growth Opportunities Plan;
 - b. In harmony with the intent and purpose of the zoning district in which the use is proposed to be located and
 - c. In harmony with the character of adjacent properties and the surrounding neighborhoods and also with existing and proposed development.
 2. The proposed use shall be adequately served by essential public services such as streets, drainage facilities, fire protection and public water, and sewer facilities, where applicable.

3. The proposed use shall not result in the destruction, loss or damage of any feature determined to be of significant ecological, scenic or historic importance.
 4. The proposed use shall be designed, sited and landscaped so that the use will not hinder or discourage the appropriate development or use of adjacent properties and surrounding neighborhoods.
 5. The proposed use does not affect adversely the general plans for the physical development of the County as embodied in these regulations and in any plan or portion thereof adopted by the Planning Board.
 6. The proposed use will not affect adversely the health and safety of residents and workers in the County
 7. The proposed use will not be adversely affected by the existing uses.
 8. The proposed use will be placed on a lot of sufficient size to satisfy the space requirements of said use.
 9. The proposed use will not constitute a nuisance or hazard because of the number of persons who will attend or use said facility, vehicular movement, noise or fume generation or any type of physical activity.
 10. The standards set forth for each particular use for which a permit may be granted have been met.
 11. The Planning Board or Board of Commissioners may impose or require such additional restrictions and conditions as may be necessary to protect the health and safety of workers and residents in the community and to protect the value and use of property in the general neighborhood.
 12. The proposed use will not be contrary to the purposes stated for these regulations.
 13. Whenever the Board of Commissioners shall find in the case of any permit granted pursuant to the provisions of the regulations that any of the terms, conditions or restrictions upon which such permit was granted are not being complied with, said Board shall rescind and revoke such permit after giving due notice to all parties concerned and granting full opportunity for a public hearing.
3. Special Conditions: In granting any special use permit, the Board of Commissioners may impose any conditions necessary to assure that the proposed use will conform with the requirements of this section and will continue to do so. The Board of Commissioners may take all necessary actions to ensure compliance with the conditions imposed.
 - A. Certain specific examples are listed in Article 5(c)(2) and include:
 4. Action by Planning Board: No special use permit shall be approved unless the proposal has been reviewed by the Planning Board. The Planning Board shall conduct at least one (1) public hearing in accordance with this Ordinance. Following the public hearing, the Planning Board shall prepare and by motion adopt its recommendations, which may include changes in the applicant's original proposal resulting from the hearing, and shall report such recommendations, together with any explanatory material, to the County Commissioners.

5. Action by Board of Commissioners: Before approving a special use permit, the Board of Commissioners shall hold at least one (1) public hearing in accordance with this Ordinance after which the Board of Commissioners may make appropriate changes to or impose appropriate conditions upon the proposed special use. Nothing herein shall preclude the Board of Commissioners from holding a joint public hearing with the Planning Board.
 - A. A concurring vote of a majority of the members of Board of Commissioners shall be required to approve a special use permit.

IV. **PARTY IDENTIFICATION/WITNESSES/OATH:** (Board Clerk)

At this time we will identify and swear in or affirm all of the parties and witnesses.

- A. **Call for and ID Parties- name, address, for/against applicant**
- B. **Call for and ID Witnesses- name, address, for/against applicant**
- C. All parties and witnesses should now stand and/or come forward to be sworn in or to affirm the truth of their testimony

[Administer the oath to all those who may testify, as a group] If anyone refuses to be sworn (or affirm), then inform them their statements must not be treated as evidence on which to base a decision, but merely as arguments]

V. **BOARD CONFLICTS OF INTEREST:** (Board Chair or designated Speaker)

It is also important that the members of the Board of Adjustment consider and make sure that they do not have any conflicts of interest with serving as a member of the decision-making body for purposes of hearing and ruling on this particular case. Therefore, the following questions should be considered by each member and any potential conflicts should be voiced, discussed, and resolved if possible or otherwise result in recusal of any member with such a conflict by the other members of the Board.

1. ***does any member of this body have any interest in the property or the application, or do they own property in close proximity to the subject property;***
2. ***does any member of this body stand to gain or lose any financial benefit as a result of the outcome of this hearing;***
3. ***does any member of this body feel they cannot hear and consider the application in a fair and objective manner;***
4. ***has any member of this body engaged in any ex parte communications with either proponents or opponents of the application, and, if so, I ask you to place on the record the substance of any such communications so that interested parties have the opportunity at this hearing to rebut the communications.***
5. ***Are there any members of the audience who wish to challenge on appearance of fairness grounds participation in the matter by any member of Council, including the reasons for the request?***

VI. PRESENTATION OF CASE/EVIDENCE:

A. County Staff Presentation of Case: ***Will County staff please come forward and describe the application being considered; and share the recommendation provided by the Planning Board concerning the proposal? [Commissioners should ask questions at this time]***

Cross Examination if applicable

B. Applicant: ***Will the applicant, please come forward at this time and present their testimony and evidence to support the application? Also, any expert witnesses you have should speak at this point, after you have spoken. [Commissioners should ask questions at this time.]***

Cross Examination if applicable

C. Other Parties (if applicable): ***please come forward at this time and present their testimony and evidence to support the application? Also, any expert witnesses you have should speak at this point, after you have spoken. [Commissioners should ask questions at this time.]***

Cross Examination if applicable

D. Closing or Rebuttal: Are there any closing or rebuttal comments from:

1. Staff
2. Applicant
3. Other Parties

E. Board Q&A: Are there any additional questions from the Board?

VII. DELIBERATION & DECISION:

- A. Review the applicable specific legal standard(s) again in Article 5(B)

- B. Discuss the evidence presented and make findings of fact relevant to meeting or failing to meet the applicable legal standard(s) including without limitation:
 - 1. Identify the specific and most relevant facts and pieces of evidence considered in this case to be included in the final written decision:

- C. Discuss and Identify any special conditions to be imposed upon the permit if granted:

- D. After careful and deliberate consideration of all the relevant facts and evidence presented in this matter, and subject to any special conditions to be imposed, **MOVE TO VOTE** on whether the proposed Special Use of the subject property
 GENERALLY MEETS/ or GENERALLY DOES NOT MEET
the General Standards and Criteria for Special Use Permit Review established under Article 5(B) of the Washington County Zoning Ordinance; and the Special Use Permit subject to the following special conditions/explanation if applicable:

is therefore GRANTED/ or DENIED

- E. Direct staff to prepare a written order reflecting the findings of fact, conclusions of law, and decision of the Board to be signed by the acting Chair of the hearing upon its completion, and to be circulated for approval by unanimous written consent of the participating Board members, or otherwise to be brought back to the next regular meeting of the Board for ratification and approval.

VIII. MOTION TO ADJOURN THE PUBLIC HEARING

WASHINGTON COUNTY BOARD OF COMMISSIONERS

AGENDA STATEMENT

ITEM NO: 6

DATE: January 3, 2023

**ITEM: Department Information Update: Tax Department, Ms. Sherri Wilkins,
Tax Administrator**

SUMMARY EXPLANATION:

This is a new item added to the monthly agenda. Each month a different Department Head will be asked to come and speak to the Commissioners about the work going on in their area. For the January 3, 2023 meeting, Ms. Sherri Wilkins, Tax Administrator, will give a presentation on what's going on in her Department including restructuring of duties.

WASHINGTON COUNTY BOARD OF COMMISSIONERS
AGENDA STATEMENT

ITEM NO: 7

DATE: January 3, 2023

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

SUMMARY EXPLANATION:

COMMISSIONER SEATS on various Boards and Committees

See attached. This time of year is when the Board takes the opportunity to change up who serves on certain Boards for the upcoming year. Please let the Clerk know if you would like to make changes.

ALBEMARLE COMMISSION—SENIOR TARHEEL DELEGATE

We received the following letter from the Albemarle Commission recommending that the Commissioners re-appoint Ms. Gail Spiewak to continue serving on the Senior Tar Heel Delegate representing Washington County.

Ms. Spiewak has agreed to serve if re-appointed.

Senate Bill 479 (G.S. 143 B-181.55) enacted on July 24, 1993 authorized creation of the Senior Tar Heel Legislature to provide information and education to senior citizens on the legislative process and matters being considered by the NC General Assembly. This body of individuals is made of up a Delegate and Alternate from each of the 100 counties in the State of North Carolina. The STHL meets three (3) times per year within North Carolina to discuss and advocate for issues or legislation effecting the senior population in North Carolina, additionally, they receive updates from the Governor's office and the Division of Aging and Adult Services (DAAS) on special initiatives or programs throughout the state.

*I am requesting that **Washington County** would reappoint Gail Spiewak to continue serving on the Senior Tar Heel Legislature Delegate representing **Washington County**. Travel expenses are paid by the county, which includes mileage,*

hotel stay for one night and meals, three times per year. The Area Agency on Aging will transport members from our Hertford office as needed. If this poses a problem for the county, please feel free to contact me to discuss further.

*I hope that you will agree that Ms. Spiewak has served as a great advocate for older adults residing in your county. I am requesting that the Board of Commissioners consider reappointing Ms. Spiewak as the Senior Tar Heel Legislature Delegate for **Washington County** for a two-year term.*

I truly believe that Ms. Spiewak would serve the county well in this capacity. Should you have any questions, please feel free to contact me via e-mail at jwilson@accog.org or via telephone at (252)426-8244.

*Most sincerely,
Jasmine S. Wilson, Aging Program Contract Specialist
Albemarle Commission Area Agency on Aging*

Washington County Boards & Committees
Commissioners Seats
January 3, 2022

Name	Board or Committee	Expiration Date
Carol V. Phelps	Lake Phelps Advisory Board	Indefinite
	Washington County Drainage	Indefinite
	Albemarle Commission RPO-Alternate	Indefinite
	Travel & Tourism Authority	Indefinite
Tracey A. Johnson	Albemarle Commission--Workforce Development Program Consortium Board	Indefinite
	Albemarle Commission--Executive Committee--COG	Indefinite
	Hospital Advisory Board	Indefinite
	Trillium Health Board	Indefinite
	Broadband Task Force Committee	Indefinite
	Employee of the Quarter Committee	Indefinite
Julius Walker, Jr.	Department of Social Services Board	Indefinite
	Hospital Advisory Board	Indefinite
	JCPC Board	Indefinite
	SmartStart Partnership for Children	Indefinite
	ARSWA	
Ann C. Keyes	Parks & Recreation Advisory Committee	Indefinite
	Fire Commission	Indefinite
	MTW Health Department Board	Indefinite
	Albemarle Commission--Washington County Alternate	Indefinite
	Safety Committee	Indefinite
	Local Emergency Planning Committee	Indefinite
	Planning Board	Indefinite
Bill Sexton	Washington County Drainage	Indefinite
	Lake Phelps Advisory Board	Indefinite
	Resource Conservation & Development	Indefinite
	Hospital Advisory Board	Indefinite
	Albemarle Commission RPO	Indefinite

WASHINGTON COUNTY BOARD OF COMMISSIONERS
AGENDA STATEMENT

ITEM NO: 8

DATE: January 3, 2023

ITEM: Finance Officer's Report

SUMMARY EXPLANATION:

NOTE FROM JULIE: DUE TO UNEXPECTED COMPUTER ISSUES ON MY END, MS. DIXON'S FINANCE REPORT & BUDGET AMENDMENTS/ TRANSFERS ARE NOT AVAILABLE IN THIS PACKAGE. WE WILL TRY TO EMAIL THEM TO YOU THIS WEEKEND, OR HAND THEM OUT TO YOU AT THE MEETING ON TUESDAY EVENING. PLEASE ACCEPT MY APOLOGY FOR THIS INCONVENIENCE. I'VE BEEN WORKING TO GET THE PROBLEM FIXED ON MY END, BUT IT IS NOT. (It is currently 7:20 PM and I need to send you your package!! Julie!)

~~Ms. Missy Dixon, Finance Officer will discuss the enclosed budget amendments/transfers to the Board for approval/disapproval and information.~~

~~See attached.~~

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2023 - 068

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

Date: December 5, 2022

RE: SS Economic Support/SS Admin

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

Account Code	Description	Old	+ or (-)	New
10-5380-379	SS Economic Support - Special Assistance	95,000.00	(15,000.00)	80,000.00
10-5380-381	SS Economic Support - Title IV-E Adoption	22,876.00	(5,000.00)	17,876.00
10-5380-384	SS Economic Support - Child Care (MOE-Part of \$65K Min)	30,000.00	(5,000.00)	25,000.00
10-5310-605	SS Admin - Security Contract	-	25,000.00	25,000.00
SS Economic Support/SS Admin		147,876.00	-	147,876.00

Justification:

This transfer is to move monies within the DSS Budget from various lines to a new line titled Security Contract. This is in preparation of a contract with a security company to assist with difficult youth in the agencies custody (or Adults if necessary). These costs will be all county dollar, they are not reimbursable.

Budget Officer's Initials CBP

Approval Date: 12/5/22

Initials: MD
Batch #: 2023-068
Date: 12/6/2022

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: December 5, 2022
RE: SS Admin

BT #: 2023 - 069

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

Account Code	Description	Old	+ or (-)	New
10-5310-310	SS Admin - Travel	15,000.00	(2,500.00)	12,500.00
10-5310-550	SS Admin - Capital Outlay - Equipment	104,000.00	2,500.00	106,500.00
SS Admin		119,000.00	-	119,000.00

Justification:

This transfer is to move monies from the DSS Travel line to the Capital Outlay Equipment line to pay for taxes and tags for the new vehicles that will come in March. The purchase of the vehicles was approved in the budget however the taxes and tags were inadvertently left out of the budget request.

Budget Officer's Initials CPD

Approval Date: 12/5/22

Initials:	<u>CPD</u>
Batch #:	<u>2023-069</u>
Date:	<u>12/6/2022</u>

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2023 - 070

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

Date: December 6, 2022

RE: GIS/Manager's Office/Soil & Water

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

Account Code	Description	Old	+ or (-)	New
10-4915-190	GIS - Training	2,000.00	(1,140.00)	860.00
10-4120-315	Manager's Office - Training	8,000.00	1,140.00	9,140.00
GIS/Manager's Office				
10-6060-040	Soil & Water - Longevity	341.00	(341.00)	-
10-6060-270	Soil & Water - Service Awards	50.00	(50.00)	-
10-6060-380	Soil & Water - Advertising	350.00	391.00	741.00
Soil & Water				
		10,741.00	-	10,741.00

Justification:

This transfer is to move the remaining monies from the GIS Training line to the Manager's Office Training line in order for Richard to attend the NCCMA Conference in February. It is also moving funds between lines in Soil & Water from the Longevity and Service Awards lines to the Advertising line in order to pay for unanticipated costs for advertising of the vacancy in this position.

Budget Officer's Initials *CDP*

Approval Date: 12/7/22

Initials:	<i>MD</i>
Batch #:	2023-070
Date:	12/7/2022

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: December 6, 2022
RE: EMS/Transport

BT #: 2023 - 071

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

Account Code	Description	Old	+ or (-)	New
37-4330-140	EMS - Workmans Comp	106,611.00	(8,581.00)	98,030.00
37-4330-540	EMS - Capital Outlay-Vehicles	207,883.00	(4,091.00)	203,792.00
37-4330-550	EMS - Capital Outlay-Equipment	143,014.00	(2,129.00)	140,885.00
37-4330-670	EMS - Designated for Future Appropriation	2,050.00	(2,050.00)	-
37-9100-003	EMS - Debt Principle-2017 Heart Monitors	44,182.00	(966.00)	43,216.00
37-4376-540	Transport - Capital Outlay-Vehicle	92,459.00	17,817.00	110,276.00
EMS/Transport		596,199.00	-	596,199.00

Justification:

This transfer is to move monies within the EMS and Transport Budget lines to cover the increased costs to purchase a new Transit Van to replace a current vehicle with over 170,000 miles on it. The purchase was budgeted however prices have increased since the original quote was given.

Budget Officer's Initials CPD

Approval Date: 12/7/22

Initials:	<u>CPD</u>
Batch #:	<u>2023-071</u>
Date:	<u>12/7/2022</u>

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: December 7, 2022
RE: School Capital Outlay

BT #: 2023 - 072

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

Account Code	Description	Old	+ or (-)	New
21-8000-600	Designated for Future Appropriation-BOE Cap Out	640,228.00	(19,850.00)	620,378.00
21-5912-690	Capital Outlay - Legal Services	40,000.00	15,000.00	55,000.00
21-5912-693	Capital Outlay - Engineering Services	45,143.00	4,850.00	49,993.00
School Capital Outlay		725,371.00	-	725,371.00

Justification:

This transfer is to move monies within the School Capital Outlay Budget. These monies will be moved from the Designated for Future Appropriations line to the Legal Services and Engineering Services lines. These funds will be used to pay for asbestos inspections related to the demolition of Pines as well as the anticipated legal fees that will be incurred when the attorney's process the next deed to combine the 2 parcels into a single tract.

Budget Officer's Initials CLP

Approval Date: 12/7/22

Initials: CLP
Batch #: 2023.072
Date: 12/7/2022

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2023 - 073

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

Date: December 12, 2022

RE: Emergency Management

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

Account Code	Description	Old	+ or (-)	New
10-4330-260	Emergency Management - Departmental Supplies	9,500.00	(1,000.00)	8,500.00
10-4330-250	Emergency Management - Maintenance & Repair-Vehicle	500.00	500.00	1,000.00
10-4330-350	Emergency Management - Maintenance & Repair -Equipment	3,500.00	500.00	4,000.00
Emergency Management		13,500.00	-	13,500.00

Justification:

This transfer is to move monies within the Emergency Management budget to cover maintenance & repair vehicle and equipment costs through fiscal year end. These costs have been higher than originally anticipated.

Budget Officer's Initials CSA

Approval Date: 12/12/22

Initials: MP
Batch #: 2023-0B
Date: 12/12/2022

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: December 14, 2022
RE: Airport

BT #: 2023 - 074

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

Account Code	Description	Old	+ or (-)	New
39-4530-200	Airport - Departmental Supplies	3,000.00	(131.00)	2,869.00
39-4530-390	Airport - Dues and Subscriptions	250.00	131.00	381.00
Airport		3,250.00	-	3,250.00

Justification:

This transfer is to move monies within the Airport Operations budget to cover the costs of the Bouncie Subscription for the remainder of the fiscal year and to pay for the NCDEQ Annual Permit that is required by the State.

Budget Officer's Initials CSF

Approval Date: 12/14/22

Initials:	<u>CSF</u>
Batch #:	<u>2023-074</u>
Date:	<u>12/15/2022</u>

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2023- 075

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

Date: January 3, 2023

RE: Fund Balance/Sheriff

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

Account Code	Description	Old	+ or (-)	New
10-3990-000	Appropriated Fund Balance - GF	(4,236,758.00)	1,260.00	(4,235,498.00)
10-4310-210	Sheriff - Uniforms	10,000.00	(1,260.00)	8,740.00
10-3540-081	Sheriff JAG Grants	(4,130.00)	4,130.00	-
10-4310-902	FY 22 Sheriff JAG Grant	4,130.00	(4,130.00)	-
Fund Balance/Sheriff				
Balanced:		(4,226,758.00)	-	(4,226,758.00)

Justification:

This amendment is to reduce the Sheriff Uniform budget and appropriated fund balance and to reduce the JAG Grant Revenue and Expenditure lines. This reduction is due to the failure to request reimbursement of all grant monies spent in a timely manner and the failure to request an extension until after the deadline. Therefore, these expenses must be moved to another Sheriff expenditure line.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:	
Batch #:	
Date:	

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2023- 076

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

Date: January 3, 2023

RE: Sheriff/Emergency Management/Senior Center/SS Admin

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

Account Code	Description	Old	+ or (-)	New
10-3540-020	Gun Permits Discretionary - County Portion	(3,010.00)	(315.00)	(3,325.00)
10-4310-611	Gun Permits Discretionary - County Portion	37,870.00	315.00	38,185.00
10-3540-030	Gun Permits - State Portion	(3,630.00)	(380.00)	(4,010.00)
10-4310-612	Gun Permits - State Portion	4,765.00	380.00	5,145.00
10-3540-040	Finger Printing	(650.00)	(40.00)	(690.00)
10-4310-613	Finger Printing	4,855.00	40.00	4,895.00
Sheriff				
10-3480-081	Donations - Emergency Management	-	(1,000.00)	(1,000.00)
10-4330-401	Donations - Emergency Management	-	1,000.00	1,000.00
Emergency Management				
10-3509-020	Senior Center Donations	(551.00)	(200.00)	(751.00)
10-5150-650	Senior Center Donations	4,846.00	200.00	5,046.00
Senior Center				
10-3500-081	DSS Community Donations - Christmas	(525.00)	(1,540.00)	(2,065.00)
10-5310-258	DSS Community Donations - Christmas	1,544.00	1,540.00	3,084.00
10-3500-082	DSS Community Donations - Foster Children	-	(109.00)	(109.00)
10-5310-259	DSS Community Donations - Foster Children	198.00	109.00	307.00
SS Admin				
Balanced:		45,712.00	-	45,712.00

Justification:

This amendment is to budget for additional revenues received for gun permitting and finger printing. It is to also budget for generous donations made to Emergency Management, Senior Center and DSS.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:	
Batch #:	
Date:	

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2023- 077

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

Date: January 3, 2023

RE: SS Economic Support

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

Account Code	Description	Old	+ or (-)	New
10-3490-000	DSS-Administration Reimbursement	(2,819,516.00)	74,839.00	(2,744,677.00)
10-5380-406	LIEAP Payments	103,821.00	(74,839.00)	28,982.00
SS Economic Support				
Balanced:		(2,715,695.00)	-	(2,715,695.00)

Justification:

This amendment is to reduce the budget for LIEAP (Low Income Energy Assistance) Payments. The state will now make certain direct deposit payments to registered vendors. In doing this, NCDHHS has reduced the County Allocation by the amount estimated to be paid directly to these vendors from them.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:	
Batch #:	
Date:	

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2023- 078

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

Date: January 3, 2023

RE: Drainage

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

Account Code	Description	Old	+ or (-)	New
30-3951-001	Watershed Restoration Project	(125,172.00)	125,172.00	-
30-8000-351	Watershed Restoration Project	125,172.00	(125,172.00)	-
Drainage				
Balanced:		-	-	-

Justification:

This amendment is to reduce the budget for the Watershed Restoration Project Grant that was received in a prior fiscal year. These monies were never spent and the grant has not been extended.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:	
Batch #:	
Date:	

Monthly Financial Summary

as of December 20, 2022

	Budget	YTD Activity
General Fund (10):		
Revenues	20,341,485.00	8,312,843.28
Expenditures	(20,341,485.00)	(8,277,485.18)
Balance:	-	35,358.10
<i>*Fund Balance Appropriation</i>		<i>4,236,758.00</i>
Capital Outlay-Washington Co Schools (21):		
Revenues	51,620,000.00	1,031,579.65
Expenditures	(51,620,000.00)	(917,411.40)
Balance:	-	114,168.25
<i>*Fund Balance Appropriation</i>		<i>1,000,000.00</i>
Drainage Fund (30):		
Revenues	249,333.00	57,475.40
Expenditures	(249,333.00)	(18,917.50)
Balance:	-	38,557.90
<i>*Fund Balance Appropriation</i>		<i>18,733.00</i>
Sanitation Fund (33):		
Revenues	1,431,906.00	902,120.19
Expenditures	(1,431,906.00)	(596,114.17)
Balance:	-	306,006.02
<i>*Fund Balance Appropriation</i>		-
<i>*Transfer from General Fund</i>		-
Water Fund (35):		
Revenues	2,163,700.00	1,139,182.17
Expenditures	(2,163,700.00)	(475,487.86)
Balance:	-	663,694.31
<i>*Transfer from General Fund</i>		<i>525,000.00</i>
EMS Fund (37):		
Revenues	2,776,902.00	1,254,350.95
Expenditures	(2,776,902.00)	(1,288,223.43)
Balance:	-	(33,872.48)
<i>*Fund Balance Appropriation</i>		<i>524,336.00</i>
<i>*Transfer from General Fund</i>		<i>468,066.00</i>
Airport TaxiLane Grant Fund (38):		
Revenues	945,000.00	-
Expenditures	(945,000.00)	(300,000.00)
Balance:	-	(300,000.00)
<i>*Fund Balance Appropriation</i>		<i>345,000.00</i>

	Budget	YTD Activity
Airport Fund (39):		
Revenues	189,976.00	146,282.68
Expenditures	(189,976.00)	(80,265.12)
Balance:	-	66,017.56
<i>*Fund Balance Appropriation</i>		<i>20,000.00</i>
<i>*Transfer from General Fund</i>		<i>92,016.00</i>
Opioid Settlement Distribution Fund (50):		
Revenues	59,186.00	59,268.31
Expenditures	(59,186.00)	-
Balance:	-	59,268.31
DSS Trust Fund Accounts (51):		
Revenues	130,000.00	79,032.41
Expenditures	(130,000.00)	(79,356.41)
Balance:	-	(324.00)
<i>*Fund Balance Appropriation</i>		-
American Rescue Plan Act (ARPA) of 2021 (55):		
Revenues	622,391.11	622,391.11
Expenditures	(622,391.11)	-
Balance:	-	622,391.11
Projects/Grants Fund (58):		
Revenues	4,734,357.00	1,161,501.29
Expenditures	(4,734,357.00)	(41,874.51)
Balance:	-	1,119,626.78
<i>*Fund Balance Appropriation</i>		<i>49,936.00</i>
<i>*Transfer from General Fund</i>		<i>610,000.00</i>
<i>*Transfer from Airport Fund</i>		<i>300,000.00</i>
Travel & Tourism Fund (63):		
Revenues	207,504.00	78,148.83
Expenditures	(207,504.00)	(55,413.70)
Balance:	-	22,735.13
<i>*Fund Balance Appropriation</i>		<i>62,504.00</i>
E-911 Fund (69):		
Revenues	209,020.00	33,832.45
Expenditures	(209,020.00)	(142,041.51)
Balance:	-	(108,209.06)
<i>*Fund Balance Appropriation</i>		<i>127,823.00</i>
Revaluation Fund (70):		
Revenues	40,000.00	41,132.56
Expenditures	(40,000.00)	-
Balance:	-	41,132.56
<i>*Transfer from General Fund</i>		<i>40,000.00</i>

Washington County
Statement of Revenue and Expenditures

Revenue Account Range: First to Last Include Non-Anticipated: Yes Year To Date As Of: 12/20/22
 Expend Account Range: First to Last Include Non-Budget: No Current Period: 12/01/22 to 12/20/22
 Print Zero YTD Activity: No Prior Year As Of: 12/20/22

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
10-3010-000	TAXES-AD VALOREM CURRENT YEAR	7,164,743.05	6,889,383.00	458,146.39	4,625,992.17	0.00	2,263,390.83-	67
10-3010-010	CURRENT YEAR TAX DISCOUNTS	63,252.11-	62,000.00-	0.00	50,042.26-	0.00	11,957.74	0
10-3011-000	TAXES-AD VALOREM 1ST PRIOR YR	168,147.12	210,000.00	6,824.86	155,690.06	0.00	54,309.94-	74
10-3012-000	TAXES-AD VALOREM ALL PRIOR YRS	142,270.79	133,596.00	1,425.88	64,725.79	0.00	68,870.21-	48
10-3018-000	NCVTS-WASHINGTON CO MOTOR VEH TAX	952,972.37	840,000.00	65,226.07	381,356.21	0.00	458,643.79-	45
10-3018-001	NCVTS-WASH CO BILL/CC CONTRA REV	31,858.11-	30,000.00-	0.00	0.00	0.00	30,000.00	0
10-3018-002	NCVTS-WASH CO REFUNDS-CONTRA REVENUE	5,502.45-	0.00	0.00	0.00	0.00	0.00	0
10-3018-003	NCVTS-WASH CO INTEREST	7,226.74	0.00	0.00	0.00	0.00	0.00	0
10-3030-000	PREPAYMENT-PROPERTY TAXES	78,479.33	42,000.00	1,375.65	13,296.61	0.00	28,703.39-	32
10-3080-000	GROSS TAX REC LEASED VEHICLES	688.69	800.00	0.00	241.39	0.00	558.61-	30
10-3090-000	PAYMENTS IN LIEU OF TAXES	12,704.00	13,000.00	0.00	0.00	0.00	13,000.00-	0
10-3120-000	REFUNDS-AD VALOREM TAXES	13,046.59-	0.00	0.00	591.13-	0.00	591.13-	0
10-3170-000	CURRENT YEAR TAX PENALTIES	7,540.44	7,500.00	1,288.46	4,822.92	0.00	2,677.08-	64
10-3170-010	PRIOR YEAR TAX PENALTIES	747.78	1,000.00	9.69	340.83	0.00	659.17-	34
10-3180-000	CURRENT YEAR TAX INTEREST	24,926.64	22,000.00	0.00	554.41	0.00	21,445.59-	3
10-3180-010	PRIOR YEAR TAX INTEREST	76,889.66	70,000.00	961.05	36,112.81	0.00	33,887.19-	52
10-3250-000	PRIVILEGE AND BEER LICENSES	705.00	600.00	0.00	30.00	0.00	570.00-	5
10-3260-000	ANIMAL ADOPTION FEES & FINES	53.00	0.00	0.00	40.00	0.00	40.00	0
10-3270-000	MOTEL OCCUPANCY TAX -6%	162,692.60	0.00	0.00	0.00	0.00	0.00	0
10-3280-000	FRANCHISE FEES-CABLE TV	10,198.03	10,000.00	2,338.22	2,338.22	0.00	7,661.78-	23
10-3290-000	INTEREST EARNED ON INVESTMENTS	29,797.13	30,000.00	0.00	86,736.06	0.00	56,736.06	289
10-3310-000	RENTS AND CONCESSIONS	12,499.20	12,000.00	985.00	5,810.00	0.00	6,190.00-	48
10-3312-000	JAIL CONCESSIONS	37,708.49	25,000.00	1,477.38	7,933.01	0.00	17,066.99-	32
10-3350-000	MISCELLANEOUS REVENUES	64,777.78	11,385.00	0.00	11,418.20	0.00	33.20	100
10-3350-001	JURY DUTY PAY	138.00	0.00	0.00	20.00	0.00	20.00	0
10-3352-000	ELECTIONS-TOWN REIMB & FILING	20,330.78	0.00	0.00	0.00	0.00	0.00	0
10-3352-004	2020 HAVA FUNDS-NC CFDA# 90-404	34,574.00	0.00	0.00	0.00	0.00	0.00	0
10-3353-000	INSURANCE PROCEEDS	19,128.01	7,102.00	0.00	7,102.20	0.00	0.20	100
10-3354-000	CRESWELL LEVY ADMINISTRATION FEE	4,037.48	4,000.00	0.00	0.00	0.00	4,000.00-	0
10-3360-000	RECREATION-DONATIONS	2,072.34	1,075.00	0.00	1,075.00	0.00	0.00	100
10-3360-013	RECREATION-VENDOR RENTS AND CONCESSIONS	200.00	250.00	0.00	150.00	0.00	100.00-	60
10-3361-013	NCDEQ GRANT-RECREATION-VOLKSWAGON SETTLE	0.00	110,098.00	0.00	0.00	0.00	110,098.00-	0
10-3410-000	WINE AND BEER TAX	27,567.28	40,000.00	0.00	0.00	0.00	40,000.00-	0
10-3415-000	ABC PROFIT DISTRIBUTION	0.00	25,000.00	0.00	0.00	0.00	25,000.00-	0
10-3420-000	SALES TAX-ONE HALF CENT-ART 44	46.31-	0.00	0.00	0.00	0.00	0.00	0
10-3430-000	SALES TAX-ONE HALF CENT-ST-A42	229,332.86	220,000.00	19,130.66	58,050.55	0.00	161,949.45-	26

Washington County
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
10-3440-000	SALES TAX-ONE-HALF CENT-ST-A40	733,471.73	700,000.00	64,806.94	197,686.11	0.00	502,313.89-	28
10-3450-000	SALES TAX ONE CENT LOCAL	1,070,649.43	1,020,000.00	89,448.34	269,984.79	0.00	750,015.21-	26
10-3460-000	SALES TAX - REDISTRIBUTION	350,720.55	345,000.00	33,344.28	100,032.84	0.00	244,967.16-	29
10-3470-020	ABC ALCOHOLISM BOTTLE TAX	3,867.22	3,800.00	0.00	104,383.38	0.00	100,583.38	***
10-3480-013	RAP LEPC TIER II GRANT	1,000.00	0.00	0.00	0.00	0.00	0.00	0
10-3480-020	EMERGENCY MANAGEMENT PROG FUND	39,285.88	39,000.00	0.00	0.00	0.00	39,000.00-	0
10-3480-028	EMPG-ARPA	0.00	11,068.00	0.00	11,067.51	0.00	0.49-	100
10-3480-029	GRANT-EM CAPACITY BLDG COMPETITIVE GRT	0.00	77,812.00	0.00	0.00	0.00	77,812.00-	0
10-3480-081	DONATIONS - EMERGENCY MANAGEMENT	0.00	0.00	1,000.00	1,000.00	0.00	1,000.00	0
10-3480-087	ARPA REVENUE REPLACEMENT	1,361,099.67	450,096.00	0.00	0.00	0.00	450,096.00-	0
10-3490-000	DSS-ADMINISTRATION REIMBURSE	2,640,199.34	2,819,516.00	192,536.55	1,029,953.38	0.00	1,789,562.62-	37
10-3500-050	DSS-FOSTER CARE/ADOPTIONRETURN	102,972.71	146,128.00	0.00	38,113.27	0.00	108,014.73-	26
10-3500-080	DSS-COMMUNITY DONATIONS-MEDICAL	188.00	0.00	0.00	0.00	0.00	0.00	0
10-3500-081	DSS COMMUNITY DONATIONS-CHRISTMAS	942.00	525.00	1,500.00	2,065.00	0.00	1,540.00	393
10-3500-082	DSS COMMUNITY DONATIONS-FOSTER CHILDREN	0.00	0.00	109.01	109.01	0.00	109.01	0
10-3500-090	DSS-CERTIFICATION FEES	0.00	2,500.00	0.00	0.00	0.00	2,500.00-	0
10-3500-120	DSS-TITLE IV-D CHILD SUPPORT	45,350.46	19,593.00	5,501.94	12,681.86	0.00	6,911.14-	65
10-3500-130	HOME & CC BLOCK GRANT-ALB COMM	48,237.87	78,133.00	4,210.64	18,026.22	0.00	60,106.78-	23
10-3500-140	DSS-TYRRELL IV-D CONTRACT	60,000.00	60,000.00	5,000.00	30,000.00	0.00	30,000.00-	50
10-3500-190	DSS-MEDICAID CAP	234,828.00	150,000.00	1,584.00	74,844.00	0.00	75,156.00-	50
10-3500-191	DSS MODIVCARE & ONECALL CONTRACTS	3,436.14	3,600.00	67.28	1,759.04	0.00	1,840.96-	49
10-3500-200	DOT - ROAP & CTS GRANTS	160,190.00	117,288.00	8,450.00	118,627.00	0.00	1,339.00	101
10-3500-202	DSS-RDC CONTRACT/TRANSPORTATION	0.00	500.00	0.00	0.00	0.00	500.00-	0
10-3500-270	SHIP-SENIOR HEALTH INS INF	3,700.00	5,129.00	0.00	5,129.00	0.00	0.00	100
10-3500-271	SHIP-SEN HLTH INS-PROG INC/SERV DELIV	100.00	0.00	0.00	0.00	0.00	0.00	0
10-3500-280	MIPPA GRANT-MEDICAID IMPROVEMENT FOR PAT	3,106.00	3,106.00	0.00	0.00	0.00	3,106.00-	0
10-3508-000	ALB COMM NUTRITION SITE DIRECTOR	0.00	7,882.00	0.00	0.00	0.00	7,882.00-	0
10-3508-001	ALB COMM GENERAL PURPOSE GRANT	10,693.00	10,963.00	0.00	0.00	0.00	10,963.00-	0
10-3508-002	ALB COMM TITLE III D GRANT	482.00	2,421.00	0.00	0.00	0.00	2,421.00-	0
10-3509-000	SENIOR CITIZENS FUNDS	1,648.50	1,500.00	95.00	545.00	0.00	955.00-	36
10-3509-010	SENIOR CENTER TRIPS	3,347.00	495.00	0.00	494.55	0.00	0.45-	100
10-3509-020	SENIOR CENTER DONATIONS	1,989.00	551.00	200.00	751.50	0.00	200.50	136
10-3510-010	COURT COST, FEES AND CHARGES	15,367.61	20,000.00	1,654.03	7,823.89	0.00	12,176.11-	39
10-3510-020	OFFICERS FEES	7,842.45	9,000.00	1,187.82	5,561.13	0.00	3,438.87-	62
10-3540-000	SHERIFF FEES	2,447.64	3,500.00	176.19	1,172.93	0.00	2,327.07-	34
10-3540-010	DRUG/DONATIONS/GRANT LEO	807.51	0.00	0.00	398.80	0.00	398.80	0
10-3540-020	GUN PERMITS DISCRETIONARY-COUNTY PORTION	7,790.00	3,010.00	245.00	3,325.00	0.00	315.00	110
10-3540-030	GUN PERMITS-STATE PORTION	9,430.00	3,630.00	300.00	4,010.00	0.00	380.00	110
10-3540-040	FINGER PRINTING	2,170.00	650.00	40.00	690.00	0.00	40.00	106
10-3540-061	SHERIFF GRANT - ICAC	0.00	19,286.00	0.00	0.00	0.00	19,286.00-	0

Washington County
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
10-3540-070	DONATIONS-ANIMAL CONTROL	122.00	580.00	0.00	580.00	0.00	0.00	100
10-3540-080	SHERIFF GRANT - BODY CAMS	21,326.44	0.00	0.00	0.00	0.00	0.00	0
10-3540-081	SHERIFF JAG GRANTS	0.00	4,130.00	0.00	0.00	0.00	4,130.00-	0
10-3540-082	SHERIFF ANKLE MONITORING FEES	1,037.25	0.00	0.00	0.00	0.00	0.00	0
10-3541-000	SHERIFF'S SERVICE FEES	13,803.19	12,000.00	300.00	5,133.55	0.00	6,866.45-	43
10-3541-010	SHERIFF-DONATIONS	1,547.50	1,505.00	0.00	1,505.00	0.00	0.00	100
10-3542-000	SHERIFF-ABC BOARD FUNDING	12,360.00	3,800.00	0.00	2,000.00	0.00	1,800.00-	53
10-3550-000	BUILDING PERMIT FEES - (GC)	42,401.42	42,500.00	1,937.12	13,707.26	0.00	28,792.74-	32
10-3550-010	PLANNING CONTRACTED SERVICES-BLDG INSP	8,294.50	0.00	0.00	0.00	0.00	0.00	0
10-3550-030	ZONING FEES	1,225.00	1,500.00	100.00	500.00	0.00	1,000.00-	33
10-3560-000	REGISTER OF DEEDS FEES	74,986.89	70,000.00	10,392.00	46,742.10	0.00	23,257.90-	67
10-3560-010	MARRIAGE LICENSES	2,640.00	2,500.00	60.00	1,320.00	0.00	1,180.00-	53
10-3580-000	JAIL FEES/STATE REIMBURSEMENTS	6,229.31	5,000.00	320.80	1,622.90	0.00	3,377.10-	32
10-3590-000	JAIL HOUS/TRANS/CO/US MARSHALL	87,218.84	50,000.00	520.00	51,165.83	0.00	1,165.83	102
10-3600-001	GRANT-DHHS CORRECTIONS COVID19	0.00	85,564.00	0.00	0.00	0.00	85,564.00-	0
10-3830-000	SALE OF FIXED ASSETS	53,252.34	625,000.00	524,350.00	526,995.00	0.00	98,005.00-	84
10-3830-001	SALE OF FORECLOSED PROPERTIES	40,237.39	0.00	0.00	0.00	0.00	0.00	0
10-3850-001	OTHER FINANCING SOURCE: LEASE FINANCING	33,085.51	0.00	0.00	0.00	0.00	0.00	0
10-3970-020	M-T-W COURT COORDINATOR GRANT	69,390.72	87,011.00	4,424.54	21,350.66	0.00	65,660.34-	25
10-3970-030	STATE AID VETERANS OFFICE	2,108.69	2,000.00	0.00	0.00	0.00	2,000.00-	0
10-3970-040	JCPC-ROANOKE AREA YOUTH	53,124.00	66,816.00	0.00	27,840.00	0.00	38,976.00-	42
10-3970-041	JCPC-WASHINGTON COUNTY YOUTH	23,182.00	19,124.00	0.00	7,973.00	0.00	11,151.00-	42
10-3970-042	JCPC-ADMINISTRATION	3,188.00	3,000.00	0.00	1,250.00	0.00	1,750.00-	42
10-3970-050	SCHOOL REIMB-WCU/CHS SRO	77,914.87	120,590.00	6,650.03	37,642.22	0.00	82,947.78-	31
10-3970-060	BALLGAME REIMBURSEMENTS FROM SCHOOLS	2,023.00	0.00	157.50	577.50	0.00	577.50	0
10-3970-090	CONTRI FROM SOIL & WATER DIST	23,562.00	21,136.00	0.00	0.00	0.00	21,136.00-	0
10-3970-120	COST ALLOCATION-WATERWORKS	90,000.00	108,000.00	0.00	108,000.00	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
10-3980-061	TRANSFER FROM SINGLE FAMILY REHAB (SFR)	25,293.12	0.00	0.00	0.00	0.00	0.00	0
10-3990-000	APPROPRIATED FUND BALANCE	0.00	4,236,758.00	0.00	0.00	0.00	4,236,758.00-	0
10-3999-900	CANCELLED PRIOR YEAR EXPENDITURES	1,393.00	0.00	0.00	0.00	0.00	0.00	0
	10 GENERAL FUND Revenue Total	16,881,249.71	20,341,485.00	1,519,858.32	8,312,843.28	0.00	12,028,641.72-	41

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	0.00	14,750.00	0.00	20,650.00	42
10-4110-020	SALARIES & WAGES-BOARD TRAVEL STIPEND	14,099.80	14,100.00	0.00	5,875.00	0.00	8,225.00	42
10-4110-030	SALARIES & WAGES-CELLPHONE STIPEND	3,000.00	3,000.00	0.00	1,250.00	0.00	1,750.00	42

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Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-4110-090	GOVERNING BOARD- FICA TAX EXPENSE	4,059.38	4,016.00	0.00	1,690.57	0.00	2,325.43	42
10-4110-140	GOVERNING BOARD- WORKMAN'S COMP	1,360.00	1,600.00	0.00	1,357.00	0.00	243.00	85
10-4110-200	GOVERNING BOARD- DEPT SUPPLIES	5,551.94	2,000.00	64.00	618.30	0.00	1,381.70	31
10-4110-310	GOVERNING BOARD- TRAVEL	7,646.17	13,000.00	0.00	4,558.89	0.00	8,441.11	35
10-4110-320	GOVERNING BOARD- COMMUNICATIONS	600.00	600.00	0.00	250.00	0.00	350.00	42
10-4110-350	POSTAGE	0.00	50.00	0.00	0.00	0.00	50.00	0
10-4110-370	GOVERNING BOARD- PRINTING	75.00	500.00	75.00	150.00	0.00	350.00	30
10-4110-380	ADVERTISING	757.50	750.00	206.50	651.75	0.00	98.25	87
10-4110-390	COMMISSIONERS-SPECIAL SPONSORED	4,043.58	10,000.00	1,183.03	4,217.74	0.00	5,782.26	42
10-4110-391	GOVERNING BOARD- DUES & SUBSCRIPTIONS	5,773.00	6,000.00	1,006.07	5,636.07	0.00	363.93	94
10-4110-392	OTHER COMMUNITY CONTRIBUTIONS	4,000.00	8,000.00	2,000.00	2,000.00	0.00	6,000.00	25
10-4110-442	CONTRACTED SERVICES	5,495.52	2,200.00	0.00	2,200.00	0.00	0.00	100
10-4110-443	CONTRACTED SERVICES - LOBBYING	0.00	17,004.00	0.00	0.00	0.00	17,004.00	0
4110 GOVERNING BOARD:		91,861.49	118,220.00	4,534.60	45,205.32	0.00	73,014.68	38
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	217,455.50	271,235.00	0.00	116,570.18	0.00	154,664.82	43
10-4120-040	SALARIES & WAGES-LONGEVITY	2,065.63	2,325.00	0.00	2,324.50	0.00	0.50	100
10-4120-090	MANAGERS OFFICE- FICA TAX EXPENSE	16,427.24	20,918.00	0.00	8,889.50	0.00	12,028.50	42
10-4120-100	MANAGERS OFFICE- RETIREMENT	39,179.87	49,788.00	0.00	22,649.42	0.00	27,138.58	45
10-4120-101	MANAGERS OFFICE 401 (K) CONTRIB	6,523.75	8,204.00	0.00	3,497.10	0.00	4,706.90	43
10-4120-130	MANAGERS OFFICE- UNEMPLOYMENT INS.	0.00	1,400.00	0.00	0.00	0.00	1,400.00	0
10-4120-140	MANAGERS OFFICE- WORKMAN'S COMP	680.00	1,803.00	0.00	1,586.00	0.00	217.00	88
10-4120-180	MANAGERS OFFICE- GROUP INS.	32,014.20	46,014.00	0.00	18,272.80	0.00	27,741.20	40
10-4120-190	LEGAL SERVICES	26.00	10,000.00	0.00	921.00	0.00	9,079.00	9
10-4120-191	MANAGERS OFFICE-UNCSOG LFNC INTERN PROG	12,100.00	14,000.00	2,500.00	5,000.00	0.00	9,000.00	36
10-4120-260	MANAGERS OFFICE- DEPARTMENTAL SUPPLIES	9,597.79	8,500.00	266.23	6,954.86	0.00	1,545.14	82
10-4120-270	MANAGERS OFFICE - SERVICE AWARDS	0.00	75.00	75.00	75.00	0.00	0.00	100
10-4120-310	MANAGERS OFFICE- TRAVEL	678.19	2,500.00	0.00	340.01	0.00	2,159.99	14
10-4120-315	TRAINING	2,813.68	9,140.00	0.00	3,347.35	0.00	5,792.65	37
10-4120-320	MANAGERS OFFICE- COMMUNICATIONS	1,321.97	3,500.00	47.20	901.06	0.00	2,598.94	26
10-4120-330	POSTAGE	29.78	100.00	0.00	3.77	0.00	96.23	4
10-4120-355	MAINT & REPAIR-VEHICLE	260.69	1,500.00	0.00	165.50	0.00	1,334.50	11
10-4120-370	MANAGERS OFFICE- PRINTING	0.00	250.00	0.00	0.00	0.00	250.00	0
10-4120-380	ADVERTISING	3,015.50	2,500.00	0.00	280.00	0.00	2,220.00	11
10-4120-390	MANAGERS OFFICE- DUES AND SUBSCRIPTIONS	5,497.22	2,000.00	1,078.00	1,575.85	0.00	424.15	79
10-4120-440	CONTRACTED SERVICES-ECONOMIC DEVELOPMENT	0.00	10,000.00	0.00	0.00	0.00	10,000.00	0
4120 MANAGERS OFFICE:		349,687.01	465,752.00	3,966.43	193,353.90	0.00	272,398.10	42

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
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	178,370.21	180,650.00	0.00	76,343.65	0.00	104,306.35	42
10-4130-040	SALARIES & WAGES-LONGEVITY	1,506.68	2,069.00	0.00	2,068.37	0.00	0.63	100
10-4130-090	FINANCE OFFICE- FICA TAX EXPENSE	13,001.66	13,973.00	0.00	5,682.35	0.00	8,290.65	41
10-4130-100	FINANCE OFFICE- RETIREMENT	32,079.44	33,259.00	0.00	14,937.47	0.00	18,321.53	45
10-4130-101	FINANCE OFFICE- 401(K) CONTRIB.	5,351.12	5,480.00	0.00	2,290.32	0.00	3,189.68	42
10-4130-130	FINANCE OFFICE- UNEMPLOYMENT INS.	0.00	1,120.00	0.00	0.00	0.00	1,120.00	0
10-4130-140	FINANCE OFFICE- WORKMAN'S COMP	1,044.00	1,205.00	0.00	1,060.00	0.00	145.00	88
10-4130-150	FINANCE OFFICE-BANK FEES	8,113.69	0.00	0.00	0.00	0.00	0.00	0
10-4130-180	FINANCE OFFICE- PROFESSIONAL SERVICES	81,989.96	92,000.00	0.00	57,076.41	0.00	34,923.59	62
10-4130-181	FINANCE OFFICE- GROUP INS.	30,620.29	35,146.00	0.00	13,957.10	0.00	21,188.90	40
10-4130-260	FINANCE OFFICE- DEPARTMENTAL SUPPLIES	4,860.45	5,000.00	112.19	3,188.23	0.00	1,811.77	64
10-4130-270	FINANCE OFFICE-SERVICE AWARDS	50.00	175.00	175.00	175.00	0.00	0.00	100
10-4130-280	FINANCE OFFICE- POSTAGE	1,849.36	2,500.00	0.00	809.88	0.00	1,690.12	32
10-4130-310	FINANCE OFFICE- TRAVEL	28.00	1,200.00	0.00	58.50	0.00	1,141.50	5
10-4130-315	TRAINING	1,018.08	2,000.00	0.00	355.00	0.00	1,645.00	18
10-4130-320	FINANCE OFFICE- COMMUNICATIONS	1,497.70	1,600.00	68.76	595.16	0.00	1,004.84	37
10-4130-390	FINANCE OFFICE- DUES & SUBSCRIPTIONS	1,047.76	700.00	224.00	444.00	0.00	256.00	63
10-4130-410	FINANCE OFFICE- LEASE EQUIPMENT	554.76	600.00	0.00	138.78	0.00	461.22	23
	4130 FINANCE OFFICE:	362,983.16	378,677.00	579.95	179,180.22	0.00	199,496.78	47
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	182,741.24	185,245.00	0.00	74,588.19	0.00	110,656.81	40
10-4140-030	TAX ADMIN.- S & W PARTTIME	0.00	6,031.00	0.00	308.84	0.00	5,722.16	5
10-4140-040	SALARIES & WAGES-LONGEVITY	2,130.18	2,183.00	0.00	2,070.06	0.00	112.94	95
10-4140-090	TAX ADMIN.- FICA TAX EXPENSE	13,071.63	14,807.00	0.00	5,468.31	0.00	9,338.69	37
10-4140-100	TAX ADMIN.- RETIREMENT	32,970.46	34,125.00	0.00	14,603.40	0.00	19,521.60	43
10-4140-101	TAX ADMIN.- 401(K) CONTRIB.	4,524.40	5,623.00	0.00	1,835.87	0.00	3,787.13	33
10-4140-130	TAX ADMIN.- UNEMPLOYMENT INS.	0.00	1,400.00	0.00	0.00	0.00	1,400.00	0
10-4140-140	TAX ADMIN.- WORKMAN'S COMP	6,285.00	3,349.00	0.00	2,946.00	0.00	403.00	88
10-4140-180	TAX ADMIN.- GROUP INS.	40,137.00	45,835.00	0.00	16,829.79	0.00	29,005.21	37
10-4140-260	TAX ADMIN.- OFFICE & DEPTAL SUPPLIES	7,356.27	9,000.00	365.07	3,677.84	0.00	5,322.16	41
10-4140-270	SERVICE AWARDS	100.00	0.00	0.00	0.00	0.00	0.00	0
10-4140-310	TAX ADMIN.- TRAVEL	0.00	500.00	0.00	112.40	0.00	387.60	22
10-4140-315	TRAINING	1,052.44	4,000.00	390.00	974.00	0.00	3,026.00	24
10-4140-320	TAX ADMIN.- COMMUNICATIONS	1,905.74	2,000.00	114.43	763.01	0.00	1,236.99	38
10-4140-325	TAX ADMIN-POSTAGE	9,328.42	13,000.00	0.00	5,795.31	0.00	7,204.69	45
10-4140-341	ADVERTISING	2,452.50	3,000.00	0.00	463.00	0.00	2,537.00	15

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10-4170-700	2020 HAVA FUNDS-NC CFDA# 90-404	34,574.00	0.00	0.00	0.00	0.00	0.00	0
	4170 BOARD OF ELECTIONS:	228,766.83	154,884.00	18,666.31	93,102.06	0.00	61,781.94	60
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	77,518.92	77,519.00	0.00	32,958.23	0.00	44,560.77	43
10-4180-030	REGISTER OF DEEDS- S & W- PART-TIME	0.00	8,000.00	0.00	1,799.31	0.00	6,200.69	22
10-4180-040	SALARIES & WAGES-LONGEVITY	1,007.78	1,034.00	0.00	1,033.74	0.00	0.26	100
10-4180-090	REGISTER- OF- DEEDS- FICA TAX EXPENSE	5,790.07	6,618.00	0.00	2,653.64	0.00	3,964.36	40
10-4180-100	REGISTER- OF- DEEDS- RETIREMENT	14,007.11	14,297.00	0.00	6,475.46	0.00	7,821.54	45
10-4180-101	REGISTER OF DEEDS- 401(K) CONTRIB.	2,325.48	2,356.00	0.00	988.75	0.00	1,367.25	42
10-4180-102	REGISTER OF DEEDS- REG DS SUPPLEMENTAL R	744.78	1,000.00	76.40	317.60	0.00	682.40	32
10-4180-130	REGISTER OF DEEDS- UNEMPLOYMENT INS.	0.00	560.00	0.00	0.00	0.00	560.00	0
10-4180-140	REGISTER OF DEEDS- WORKMAN'S COMP	503.00	570.00	0.00	502.00	0.00	68.00	88
10-4180-180	REGISTER- OF- DEEDS- GROUP INS.	15,255.93	17,529.00	0.00	6,950.50	0.00	10,578.50	40
10-4180-260	REGISTER-OF-DEEDS-DEPARTMENTAL SUPPLIES	2,625.63	5,500.00	37.87	2,289.55	0.00	3,210.45	42
10-4180-310	REGISTER- OF- DEEDS- TRAVEL	0.00	200.00	0.00	0.00	0.00	200.00	0
10-4180-315	TRAINING	1,039.21	3,000.00	0.00	300.00	0.00	2,700.00	10
10-4180-320	REGISTER- OF- DEEDS- COMMUNICATIONS	525.32	600.00	44.63	175.69	0.00	424.31	29
10-4180-330	POSTAGE	59.37	200.00	0.00	47.76	0.00	152.24	24
10-4180-350	REGISTER- OF- DEEDS- MAINT AND REPAIR EQ	203.38	2,500.00	0.00	240.60	0.00	2,259.40	10
10-4180-390	REGISTER- OF- DEEDS- DUES AND SUBSCRIPTI	422.68	425.00	325.00	375.00	0.00	50.00	88
10-4180-600	REGISTER OF DEEDS- CONTRACTED SERVICES	11,500.00	13,000.00	0.00	0.00	0.00	13,000.00	0
10-4180-611	ROD AUTOMATION FUND - CAPITAL OUTLAY	6,209.00	0.00	0.00	0.00	0.00	0.00	0
	4180 REGISTER OF DEEDS:	139,737.66	154,908.00	483.90	57,107.83	0.00	97,800.17	37
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	52,596.00	52,596.00	0.00	22,353.32	0.00	30,242.68	42
10-4210-040	SALARIES & WAGES-LONGEVITY	1,577.88	1,618.00	0.00	1,617.33	0.00	0.67	100
10-4210-090	INFO. TECH- FICA TAX EXPENSE	3,522.35	4,145.00	0.00	1,574.63	0.00	2,570.37	38
10-4210-100	INFO. TECH- RETIREMENT	9,665.74	9,863.00	0.00	4,566.42	0.00	5,296.58	46
10-4210-101	INFO. TECH- 401(K) CONTRIB.	1,577.88	1,625.00	0.00	670.61	0.00	954.39	41
10-4210-130	INFO. TECH- UNEMPLOYMENT INS.	0.00	280.00	0.00	0.00	0.00	280.00	0
10-4210-140	INFO. TECH- WORKMAN'S COMP	314.00	357.00	0.00	314.00	0.00	43.00	88
10-4210-180	INFO. TECH- CONTRACTED SERVICES	0.00	22,471.00	0.00	1,179.20	0.00	21,291.80	5
10-4210-181	INFO. TECH- GROUP INS.	9,666.25	10,762.00	0.00	4,330.50	0.00	6,431.50	40
10-4210-200	INFO. TECH- DEPARTMENTAL SUPPLIES	1,326.96	1,500.00	292.99	359.96	0.00	1,140.04	24
10-4210-310	INFO. TECH- TRAVEL	36.50	100.00	0.00	0.00	0.00	100.00	0
10-4210-315	TRAINING	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0

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10-4210-320	INFO. TECH- COMMUNICATIONS	2,865.01	3,200.00	27.73	1,229.46	0.00	1,970.54	38
10-4210-330	POSTAGE	46.00	100.00	0.00	0.00	0.00	100.00	0
10-4210-350	INFO. TECH- MAINT. & REPAIR- EQUIPMENT	24,577.70	32,000.00	127.00	10,304.96	0.00	21,695.04	32
10-4210-550	INFO. TECH- CAPITAL OUTLAY EQUIPMENT	48,816.50	25,608.00	0.00	14,622.04	0.00	10,985.96	57
4210 INFORMATION TECHNOLOGY:		156,588.77	168,225.00	447.72	63,122.43	0.00	105,102.57	38
10-4260-000	BUILDINGS:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4260-440	CONTRACT SERVICES-COURTHOUSE SECURITY	63,009.14	62,000.00	3,264.00	28,116.55	0.00	33,883.45	45
10-4260-550	BUILDINGS- PUBLIC DEFENDER HOUSING	4,452.00	4,452.00	0.00	0.00	0.00	4,452.00	0
10-4260-554	PROBATION & PAROLE-FORBES	1,753.93	16,900.00	1,250.00	10,439.33	0.00	6,460.67	62
10-4260-555	SMART START LEASE ASSISTANCE	4,200.00	4,200.00	1,050.00	1,050.00	0.00	3,150.00	25
10-4260-556	CIP ROOF REPAIRS/REPLACEMENT RESERVE	0.00	80,000.00	0.00	0.00	0.00	80,000.00	0
10-4260-557	CAPITAL OUTLAY-ROOF REPAIRS/REPLACEMENT	166,534.41	0.00	0.00	0.00	0.00	0.00	0
10-4260-558	CIP HVAC REPAIRS/REPLACEMENTS RESERVES	0.00	40,000.00	0.00	0.00	0.00	40,000.00	0
10-4260-560	CAPITAL OUTLAY - PAVING	0.00	90,000.00	0.00	0.00	0.00	90,000.00	0
10-4260-561	CAPITAL OUTLAY - GENERATORS	0.00	34,474.00	0.00	0.00	0.00	34,474.00	0
10-4260-563	EXPENDITURE: LEASE	33,085.51	0.00	0.00	0.00	0.00	0.00	0
10-4260-564	EXPENDITURE: LEASE FINANCING PRINCIPAL	14,484.36	0.00	0.00	0.00	0.00	0.00	0
10-4260-565	EXPENDITURE: INTEREST	140.64	0.00	0.00	0.00	0.00	0.00	0
4260 BUILDINGS:		287,659.99	332,026.00	5,564.00	39,605.88	0.00	292,420.12	12
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	161,858.50	174,346.00	0.00	74,779.49	0.00	99,566.51	43
10-4265-040	SALARIES & WAGES-LONGEVITY	2,127.55	2,235.00	0.00	2,234.95	0.00	0.05	100
10-4265-090	FACILITY SERVICES- FICA TAX EXPENSE	11,248.80	13,504.00	0.00	5,452.63	0.00	8,051.37	40
10-4265-100	FACILITY SERVICES- RETIREMENT	29,219.85	32,140.00	0.00	14,671.28	0.00	17,468.72	46
10-4265-101	FACILITY SERVICES- 401(K) CONTRIB.	3,601.85	5,296.00	0.00	1,688.92	0.00	3,607.08	32
10-4265-130	FACILITY SERVICES- UNEMPLOYMENT INS.	0.00	1,446.00	0.00	0.00	0.00	1,446.00	0
10-4265-140	FACILITY SERVICES- WORKMAN'S COMP	6,804.00	12,967.00	0.00	7,040.00	0.00	5,927.00	54
10-4265-181	FACILITY SERVICES- GROUP INS.	45,165.04	54,393.00	0.00	21,646.65	0.00	32,746.35	40
10-4265-200	FACILITY SERVICES- DEPT SUPPLIES & MATER	17,192.16	20,000.00	174.72	6,107.20	0.00	13,892.80	31
10-4265-201	CLERK OF COURT DEPARTMENTAL SUPPLIES	2,016.98	1,700.00	3.65	736.10	0.00	963.90	43
10-4265-202	CLERK OF COURT-MAINT & REPAIR-BUILDING	354.49	2,500.00	0.00	0.00	0.00	2,500.00	0
10-4265-203	CLERK OF COURT-CAPITAL OUTLAY	0.00	7,647.00	0.00	7,258.00	0.00	389.00	95
10-4265-215	FACILITY SERVICES- MAINT AND REPAIR BLDG	82,258.65	65,868.00	11,096.78	42,792.62	0.00	23,075.38	65
10-4265-230	FACILITY SERVICES- DEPT SUPPLIES-SAFETY	1,441.50	4,000.00	276.79	722.10	0.00	3,277.90	18
10-4265-250	FACILITY SERVICES-SUPPLIES-VEHICLE	2,765.55	4,000.00	148.52	1,071.04	0.00	2,928.96	27
10-4265-256	FACILITY SERVICES- INSURANCE CLAIMS	4,995.69	20,735.00	4,742.80	12,341.47	0.00	8,393.53	60

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-4265-270	SERVICE AWARDS	100.00	0.00	0.00	0.00	0.00	0.00	0
10-4265-320	FACILITY SERVICES- COMMUNICATIONS	7,560.74	8,000.00	397.20	2,702.81	0.00	5,297.19	34
10-4265-325	POSTAGE	0.00	50.00	0.00	0.00	0.00	50.00	0
10-4265-330	FACILITY SERVICES- UTILITIES-ELECTRICITY	95,262.80	110,000.00	282.05	43,550.87	0.00	66,449.13	40
10-4265-331	UTILITIES-FUEL/GAS	11,861.30	16,000.00	139.48	1,494.10	0.00	14,505.90	9
10-4265-332	UTILITIES-WATER	29,748.24	30,000.00	3,154.17	15,063.79	0.00	14,936.21	50
10-4265-355	MAINT & REPAIR-VEHICLES	197.40	2,000.00	0.00	604.10	0.00	1,395.90	30
10-4265-390	FACILITY SERVICES- DUES AND SUBSCRIPTION	201.00	0.00	0.00	0.00	0.00	0.00	0
10-4265-440	CONTRACTED SERVICES-MOWING	22,987.00	26,500.00	0.00	10,856.00	0.00	15,644.00	41
10-4265-540	FACILITIES- CAPITAL OUTLAY - EQUIPMENT	22,834.44	5,565.00	0.00	5,565.00	0.00	0.00	100
10-4265-551	MAINT AGREEMENTS-COMMANDER SOFTWARE	1,533.00	1,533.00	0.00	0.00	0.00	1,533.00	0
10-4265-601	CONTRACTED SERVICES-SECURITY SYSTEM	1,895.19	2,300.00	0.00	1,610.59	0.00	689.41	70
10-4265-602	CONTRACTED SERVICES-EXTERMINATING	6,684.80	7,144.00	0.00	6,859.00	0.00	285.00	96
10-4265-603	CONTRACTED SERVICES-ELEVATOR	12,625.00	51,146.00	40,526.00	46,134.50	0.00	5,011.50	90
10-4265-604	CONTRACTED SERVICES-REPUBLIC	9,083.70	11,571.00	708.77	3,543.85	0.00	8,027.15	31
10-4265-605	CONTRACTED SERVICES-FIRE EXT	3,126.85	5,709.00	0.00	855.50	0.00	4,853.50	15
10-4265-606	CONTRACTED SERVICES-HOUSE KEEPING	1,675.00	0.00	0.00	0.00	0.00	0.00	0
4265 FACILITY SERVICES:		598,427.07	700,295.00	61,650.93	337,382.56	0.00	362,912.44	48
10-4310-000	SHERIFF:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4310-010	SHERIFF- S & W- REGULAR	699,757.77	776,213.00	0.00	304,875.21	0.00	471,337.79	39
10-4310-030	SHERIFF- SALARIES AND WAGES PART-TIME	6,399.25	13,000.00	0.00	5,406.21	0.00	7,593.79	42
10-4310-031	SALARIES & WAGES-OVERTIME	128.30	5,000.00	0.00	4,010.82	0.00	989.18	80
10-4310-040	SALARIES & WAGES-LONGEVITY	2,870.04	3,403.00	0.00	3,384.66	0.00	18.34	99
10-4310-090	SHERIFF- FICA TAX EXPENSE	50,833.78	61,012.00	0.00	22,963.69	0.00	38,048.31	38
10-4310-100	SHERIFF- RETIREMENT	127,126.63	145,257.00	0.00	61,066.77	0.00	84,190.23	42
10-4310-101	SHERIFF- 401K CONTRIB.	32,534.86	37,501.00	0.00	14,556.19	0.00	22,944.81	39
10-4310-102	SHERIFF-SUPPLEMENTAL PENSION FUND	1,745.93	2,400.00	0.00	0.00	0.00	2,400.00	0
10-4310-130	SHERIFF- UNEMPLOYMENT INS.	4,988.12	5,600.00	0.00	0.00	0.00	5,600.00	0
10-4310-140	SHERIFF- WORKMAN'S COMP	41,262.00	50,996.00	0.00	49,275.00	0.00	1,721.00	97
10-4310-180	SHERIFF- PROFESSIONAL SERVICES	4,296.76	12,000.00	0.00	3,418.00	0.00	8,582.00	28
10-4310-181	SHERIFF- GROUP INS.	144,261.55	177,416.00	0.00	58,659.70	0.00	118,756.30	33
10-4310-210	SHERIFF- UNIFORMS	12,329.00	10,000.00	414.16	4,197.97	0.00	5,802.03	42
10-4310-250	SHERIFF- SUPPLIES-VEHCILE	72,114.24	65,000.00	6,201.89	33,301.49	0.00	31,698.51	51
10-4310-260	SHERIFF- DEPARTMENTAL SUPPLIES	37,312.32	10,000.00	752.34	7,912.39	0.00	2,087.61	79
10-4310-270	SERVICE AWARDS	50.00	50.00	50.00	50.00	0.00	0.00	100
10-4310-310	SHERIFF- TRAVEL	6,654.41	2,500.00	0.00	1,196.12	0.00	1,303.88	48
10-4310-315	TRAINING	911.00	3,000.00	1,425.23	1,425.23	0.00	1,574.77	48
10-4310-320	SHERIFF- COMMUNICATIONS	11,752.76	13,400.00	725.86	5,148.53	0.00	8,251.47	38

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-4310-330	POSTAGE	1,644.23	1,500.00	0.00	807.84	0.00	692.16	54
10-4310-350	SHERIFF- MAINT. & REPAIR EQUIPMENT	1,076.36	2,000.00	0.00	178.58	0.00	1,821.42	9
10-4310-355	SHERIFF- MAINT.- VEHICLE	30,815.92	30,000.00	1,172.69	12,981.64	0.00	17,018.36	43
10-4310-370	SHERIFF- PRINTING	0.00	200.00	0.00	0.00	0.00	200.00	0
10-4310-380	ADVERTISING	0.00	200.00	0.00	0.00	0.00	200.00	0
10-4310-390	SHERIFF- DUES & SUBSCRIPTIONS	370.07	400.00	0.00	218.01	0.00	181.99	54
10-4310-392	SHERIFF- UNDERCOVER INVESTIGATIONS	0.00	7,000.00	0.00	3,000.00	0.00	4,000.00	43
10-4310-412	MAINT AGREEMENT-FINGERPRINT MACHINE	3,473.00	3,750.00	0.00	0.00	0.00	3,750.00	0
10-4310-413	LEASE-BUILDING	825.00	840.00	0.00	825.00	0.00	15.00	98
10-4310-414	MAINT AGREEMENTS-HRMS & QTR MASTER	1,298.00	1,298.00	0.00	1,298.00	0.00	0.00	100
10-4310-415	MAINT AGREEMENTS-RMS & RAMBLER	4,878.00	4,878.00	0.00	4,878.00	0.00	0.00	100
10-4310-417	LEASE - ANKLE MONITORING DEVICES	3,968.50	3,000.00	117.75	779.50	0.00	2,220.50	26
10-4310-540	CAPITAL OUTLAY VEHICLES	195,429.12	125,000.00	0.00	0.00	0.00	125,000.00	0
10-4310-550	SHERIFF- CAPITAL OUTLAY - EQUIPMENT	9,224.64	175,000.00	0.00	0.00	0.00	175,000.00	0
10-4310-600	SHERIFF- ANIMAL CONTROL	3,351.72	8,000.00	373.96	4,527.17	0.00	3,472.83	57
10-4310-601	DONATIONS-ANIMAL CONTROL	0.00	1,391.00	0.00	0.00	0.00	1,391.00	0
10-4310-602	SHERIFF-ABC BOARD FUNDING	0.00	21,288.00	0.00	0.00	0.00	21,288.00	0
10-4310-603	SHERIFF DONATIONS-PURCHASE OF K-9	0.00	3,601.00	76.76	76.76	0.00	3,524.24	2
10-4310-604	SHERIFF-COUNTY CONTRIB-PURCHASE OF K-9	874.90	1,500.00	76.76	221.31	0.00	1,278.69	15
10-4310-611	GUN PERMITS DISCRETIONARY-COUNTY PORTION	0.00	37,870.00	0.00	0.00	0.00	37,870.00	0
10-4310-612	GUN PERMITS-STATE PORTION	9,565.00	4,765.00	950.00	3,840.00	0.00	925.00	81
10-4310-613	FINGERPRINTING	0.00	4,855.00	0.00	0.00	0.00	4,855.00	0
10-4310-650	SHERIFF-DONATIONS	3,412.00	2,271.00	231.00	231.00	0.00	2,040.00	10
10-4310-899	GRANT - ICAC	0.00	19,286.00	0.00	18,972.28	0.00	313.72	98
10-4310-902	FY 22 SHERIFF JAG GRANT	20,869.94	4,130.00	110.30	194.75	0.00	3,935.25	5
4310 SHERIFF:		1,548,405.12	1,857,771.00	12,678.70	633,877.82	0.00	1,223,893.18	34
10-4311-000	SRO - WASHINGTON COUNTY UNION:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4311-010	SRO- WASH CO UNION-S & W- REGULAR	35,618.39	36,494.00	0.00	15,308.26	0.00	21,185.74	42
10-4311-090	SRO- WASH CO UNION- FICA TAX EXPENSE	2,678.91	2,791.00	0.00	1,151.96	0.00	1,639.04	41
10-4311-100	SRO- WASH CO UNION- RETIREMENT EXPENSE	6,568.84	6,874.00	0.00	3,050.93	0.00	3,823.07	44
10-4311-101	SRO- WASH CO UNION- 401(K) CONTRIB.	1,780.94	1,825.00	0.00	765.40	0.00	1,059.60	42
10-4311-130	SRO - WASH CO UNION- UNEMPLOYMENT INS.	0.00	280.00	0.00	0.00	0.00	280.00	0
10-4311-140	SRO- WASH CO UNION- WORKMAN'S COMP EXPEN	2,330.00	2,428.00	0.00	2,388.00	0.00	40.00	98
10-4311-180	SRO- WASH CO UNION- GROUP INS.	7,641.49	8,769.00	0.00	3,482.25	0.00	5,286.75	40
10-4311-210	SRO- WASH CO UNION- UNIFORMS	275.56	500.00	0.00	0.00	0.00	500.00	0
10-4311-250	MAINTENANCE & REPAIR-VEHICLE	3,516.10	3,500.00	229.16	1,290.64	0.00	2,209.36	37
10-4311-260	SRO- WASH CO UNION-DEPARTMENTAL SUPPLIES	0.00	200.00	0.00	0.00	0.00	200.00	0
10-4311-310	SRO- WASH CO UNION- TRAVEL	0.00	1,252.00	0.00	1,250.84	0.00	1.16	100

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10-4311-315	TRAINING	0.00	33.00	0.00	0.00	0.00	33.00	0
	4311 SRO - WASHINGTON COUNTY UNION:	60,410.23	64,946.00	229.16	28,688.28	0.00	36,257.72	44
10-4313-000	SRO- CRESWELL:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4313-010	SRO- CRESWELL-S & W- REGULAR	0.00	33,460.00	0.00	0.00	0.00	33,460.00	0
10-4313-090	SRO- CRESWELL- FICA TAX EXPENSE	0.00	2,560.00	0.00	0.00	0.00	2,560.00	0
10-4313-100	SRO- CRESWELL- RETIREMENT	0.00	6,303.00	0.00	0.00	0.00	6,303.00	0
10-4313-101	SRO- CRESWELL- 401K CONTRIB.	0.00	1,673.00	0.00	0.00	0.00	1,673.00	0
10-4313-130	SRO - CRESWELL- UNEMPLOYMENT INS.	0.00	280.00	0.00	0.00	0.00	280.00	0
10-4313-140	SRO- CRESWELL- WORKMAN'S COMP	2,390.00	2,487.00	0.00	2,388.00	0.00	99.00	96
10-4313-180	SRO- CRESWELL- GROUP INS.S	0.00	8,759.00	0.00	0.00	0.00	8,759.00	0
10-4313-210	SRO- CRESWELL- UNIFORMS	0.00	500.00	0.00	0.00	0.00	500.00	0
10-4313-250	MAINTENANCE & REPAIR-VEHICLE	0.00	3,500.00	0.00	0.00	0.00	3,500.00	0
10-4313-260	SRO- CRESWELL- DEPARTMENTAL SUPPLIES	0.00	200.00	0.00	0.00	0.00	200.00	0
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
	4313 SRO- CRESWELL:	2,390.00	60,722.00	0.00	2,388.00	0.00	58,334.00	4
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	31,807.75	36,494.00	0.00	15,308.26	0.00	21,185.74	42
10-4314-090	SRO - PLYMOUTH HIGH- FICA TAX	2,384.56	2,791.00	0.00	1,151.96	0.00	1,639.04	41
10-4314-100	SRO - PLYMOUTH HIGH- RETIREMENT MATCH	5,855.51	6,874.00	0.00	3,050.93	0.00	3,823.07	44
10-4314-101	SRO - PLYMOUTH HIGH- 401K CONTRIBUTIONS	1,590.40	1,825.00	0.00	765.40	0.00	1,059.60	42
10-4314-130	SRO - PLYMOUTH HIGH- UNEMPLOYMENT INS.	0.00	280.00	0.00	0.00	0.00	280.00	0
10-4314-140	SRO - PLYMOUTH HIGH- WORKMAN'S COMP	2,274.00	2,428.00	0.00	2,189.00	0.00	239.00	90
10-4314-180	SRO - PLYMOUTH HIGH- GROUP INS.	7,075.82	8,769.00	0.00	3,482.25	0.00	5,286.75	40
10-4314-210	SRO - PLYMOUTH HIGH- UNIFORMS	0.00	500.00	0.00	0.00	0.00	500.00	0
10-4314-250	MAINT & REPAIR - VEHICLE	3,356.65	3,500.00	160.55	936.16	0.00	2,563.84	27
10-4314-260	DEPARTMENTAL SUPPLIES	0.00	190.00	0.00	0.00	0.00	190.00	0
10-4314-310	SRO- TRAVEL	0.00	1,295.00	0.00	1,286.48	0.00	8.52	99
	4314 SRO- PLYMOUTH HIGH:	54,344.69	64,946.00	160.55	28,170.44	0.00	36,775.56	43
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	283,250.41	372,027.00	0.00	113,959.76	0.00	258,067.24	31
10-4320-030	SALARIES & WAGE - OVERTIME	50,061.91	50,000.00	0.00	30,399.95	0.00	19,600.05	61
10-4320-031	DETENTION CENTER - S&W PARTTIME	34,343.21	31,000.00	0.00	9,667.92	0.00	21,332.08	31
10-4320-040	SALARIES & WAGES - LONGEVITY	1,807.25	2,349.00	0.00	2,348.65	0.00	0.35	100

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-4320-090	DETENTION CENTER- FICA TAX EXPENSE	27,233.99	34,834.00	0.00	11,514.50	0.00	23,319.50	33
10-4320-100	DETENTION CENTER- RETIREMENT	58,885.65	77,261.00	0.00	27,947.93	0.00	49,313.07	36
10-4320-101	DETENTION CENTER- 401(K) CONTRIB.	6,085.93	12,730.00	0.00	2,793.37	0.00	9,936.63	22
10-4320-130	DETENTION CENTER- UNEMPLOYMENT INS.	368.64	3,640.00	0.00	0.00	0.00	3,640.00	0
10-4320-140	DETENTION CENTER- WORKMAN'S COMP	29,931.00	33,846.00	0.00	29,784.00	0.00	4,062.00	88
10-4320-181	DETENTION CENTER- GROUP INS.	71,607.58	113,633.00	0.00	31,240.10	0.00	82,392.90	27
10-4320-185	TRAVEL	0.00	1,000.00	0.00	388.93	0.00	611.07	39
10-4320-190	DETENTION CENTER- TRAINING	936.65	7,000.00	18.97	1,938.36	0.00	5,061.64	28
10-4320-200	DETENTION CENTER- DEPARTMENTAL SUPPLIES	11,039.31	15,000.00	199.93	6,675.40	0.00	8,324.60	44
10-4320-210	DETENTION CENTER- UNIFORMS	5,600.24	7,500.00	0.00	0.00	0.00	7,500.00	0
10-4320-244	CONTRACTED SERVICES-SOUTHERN HEALTH PART	125,030.76	140,000.00	10,731.81	75,122.67	0.00	64,877.33	54
10-4320-247	DETENTION CENTER- FOOD & PROVISIONS	74,495.85	85,000.00	3,783.10	33,333.97	0.00	51,666.03	39
10-4320-270	SERVICE AWARDS	0.00	125.00	125.00	125.00	0.00	0.00	100
10-4320-290	SUPPLIES & MATERIALS-HYGIENE	1,090.58	3,000.00	0.00	1,171.90	0.00	1,828.10	39
10-4320-299	DETENTION CENTER- LAUNDRY & DRY CLEANING	6,344.00	6,500.00	357.00	2,982.42	0.00	3,517.58	46
10-4320-320	DETENTION CENTER- COMMUNICATIONS	681.45	1,000.00	21.27	285.20	0.00	714.80	29
10-4320-330	POSTAGE	121.06	200.00	0.00	50.47	0.00	149.53	25
10-4320-350	DETENTION CENTER- MAINT & REPAIR- EQUIP	5,733.50	20,000.00	0.00	4,268.66	0.00	15,731.34	21
10-4320-550	DETENTION CENTER- CAPITAL OUTLAY- EQUIPM	0.00	70,000.00	0.00	0.00	0.00	70,000.00	0
10-4320-600	DETENTION CENTER- CONTRACTED SERVICES	58,498.40	50,000.00	3,572.00	22,997.09	0.00	27,002.91	46
10-4320-601	CONTRACTED SERVICES-OPTUM	3,199.68	2,938.00	0.00	2,937.60	0.00	0.40	100
10-4320-602	MAINTENANCE AGREEMENTS-SOUTHERN SOFTWARE	3,742.00	3,800.00	0.00	3,778.00	0.00	22.00	99
10-4320-603	MAINTENANCE AGREEMENTS-TOP GUARD	99.00	100.00	0.00	99.00	0.00	1.00	99
10-4320-900	GRANT-DHHS CORRECTIONS COVID19	0.00	85,564.00	0.00	0.00	0.00	85,564.00	0
4320 DETENTION CENTER:		860,188.05	1,230,047.00	18,809.08	415,810.85	0.00	814,236.15	34
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	54,272.04	54,272.00	0.00	23,065.35	0.00	31,206.65	42
10-4330-090	EMERGENCY MGMT - FICA TAX EXPENSE	3,403.08	4,152.00	0.00	1,452.55	0.00	2,699.45	35
10-4330-100	EMERGENCY MGMT - RETIREMENT	9,678.75	9,881.00	0.00	4,393.97	0.00	5,487.03	44
10-4330-101	EMERGENCY MGMT - 401(K) CONTRIB.	1,628.16	1,628.00	0.00	691.96	0.00	936.04	42
10-4330-130	EMERGENCY MGMT - UNEMPLOYMENT INS.	0.00	280.00	0.00	0.00	0.00	280.00	0
10-4330-140	EMERGENCY MGMT - WORKMAN'S COMP	2,596.00	2,941.00	0.00	2,654.00	0.00	287.00	90
10-4330-180	EMERGENCY MGMT - GROUP INS.	7,687.09	8,828.00	0.00	3,505.85	0.00	5,322.15	40
10-4330-250	MAINTENANCE & REPAIR - VEHICLE	238.10	1,000.00	0.00	430.00	0.00	570.00	43
10-4330-260	EMERGENCY MGMT - DEPARTMENTAL SUPPLIES	7,571.78	8,500.00	0.00	674.27	0.00	7,825.73	8
10-4330-270	EMERGENCY MGMT - GENERATOR FUEL	0.00	2,084.00	0.00	2,084.00	0.00	0.00	100
10-4330-310	EMERGENCY MGMT - TRAVEL	3,354.64	2,000.00	206.94	1,714.64	0.00	285.36	86
10-4330-315	TRAINING	1,258.77	3,000.00	0.00	71.59	0.00	2,928.41	2

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10-4330-320	EMERGENCY MGMT - COMMUNICATIONS	2,686.93	3,100.00	177.24	889.03	0.00	2,210.97	29
10-4330-330	POSTAGE	93.53	150.00	0.00	3.43	0.00	146.57	2
10-4330-350	EMERGENCY MGMT - MAINT. & REPAIR- EQUI	3,121.12	4,000.00	563.69	3,490.94	0.00	509.06	87
10-4330-370	EMERGENCY MGMT - PRINTING	297.54	300.00	0.00	155.52	0.00	144.48	52
10-4330-380	ADVERTISING	220.41	300.00	0.00	155.53	0.00	144.47	52
10-4330-390	EMERGENCY MGMT - DUES & SUBSCRIPTIONS	2,083.53	2,800.00	0.00	1,500.00	0.00	1,300.00	54
10-4330-400	EM DONATIONS-EMERGENCY RESPONSE BANQUET	0.00	5,442.00	0.00	0.00	0.00	5,442.00	0
10-4330-540	EMERGENCY MGMT - CAPITAL OUTLAY- VEHIC	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0
10-4330-600	EMERGENCY MGMT - CONTRACTED SERVICES	0.00	1,200.00	0.00	0.00	0.00	1,200.00	0
10-4330-705	HAZARD MITIGATION - GENERATOR GRANT	33,700.00	0.00	0.00	0.00	0.00	0.00	0
10-4330-706	EMPG-ARPA	0.00	11,068.00	0.00	0.00	0.00	11,068.00	0
10-4330-707	GRANT-EM CAPACITY BLDG COMPETITIVE GRT	0.00	77,812.00	0.00	0.00	0.00	77,812.00	0
10-4330-995	MAINTENANCE AGREEMENTS - HYPER REACH	1,945.00	1,945.00	0.00	1,945.00	0.00	0.00	100
10-4330-996	MAINT AGREEMENTS - GENERATOR	852.87	875.00	0.00	0.00	0.00	875.00	0
4330 EMERGENCY MANAGEMENT:		136,689.34	212,558.00	947.87	48,877.63	0.00	163,680.37	23
10-4340-000	FIRE PROTECTION:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4340-991	PLYMOUTH VFD-OPERATIONAL	122,182.00	122,182.00	10,181.83	61,090.98	0.00	61,091.02	50
10-4340-992	ROPER VFD-OPERATIONAL	78,170.00	78,170.00	6,514.17	39,085.02	0.00	39,084.98	50
10-4340-993	CRESWELL VFD-OPERATIONAL	50,909.00	50,909.00	4,242.42	25,454.52	0.00	25,454.48	50
10-4340-994	MCVFD-OPERATIONAL	58,270.00	58,270.00	4,855.83	29,134.98	0.00	29,135.02	50
10-4340-995	LAKE PHELPS VFD-OPERATIONAL	45,996.00	45,996.00	3,833.00	22,998.00	0.00	22,998.00	50
10-4340-996	PUNGO VFD-OPERATIONAL	20,282.00	20,282.00	1,690.17	10,141.02	0.00	10,140.98	50
10-4340-997	PINETOWN/LONG ACRE VFD	8,178.00	8,178.00	681.50	4,089.00	0.00	4,089.00	50
10-4340-998	CRESWELL VFD-WELL-CIP	0.00	40,000.00	0.00	0.00	0.00	40,000.00	0
4340 FIRE PROTECTION:		383,987.00	423,987.00	31,998.92	191,993.52	0.00	231,993.48	45
10-4345-000	FORESTRY:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4345-991	FORESTRY MATCH (35%)	77,015.53	107,700.00	0.00	44,622.36	0.00	63,077.64	41
10-4350-000	INSPECTIONS & PLANNING:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4350-121	SALARIES & WAGES-REGULAR	97,545.00	97,545.00	0.00	41,456.75	0.00	56,088.25	42
10-4350-127	SALARIES & WAGES-LONGEVITY	690.18	1,020.00	0.00	707.43	0.00	312.57	69
10-4350-181	FICA TAX	6,101.88	7,515.00	0.00	2,637.97	0.00	4,877.03	35
10-4350-182	RETIREMENT	17,521.02	17,886.00	0.00	8,032.26	0.00	9,853.74	45
10-4350-183	GROUP INSURANCE	17,270.14	19,599.00	0.00	7,791.88	0.00	11,807.12	40
10-4350-184	401(K) CONTRIBUTIONS	2,926.32	2,947.00	0.00	1,243.70	0.00	1,703.30	42
10-4350-185	UNEMPLOYMENT INSURANCE	0.00	560.00	0.00	0.00	0.00	560.00	0

Washington County
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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-4350-186	WORKMAN'S COMP	4,183.00	5,135.00	0.00	4,520.00	0.00	615.00	88
10-4350-260	DEPARTMENTAL SUPPLIES	8,178.37	4,000.00	450.92	1,312.81	0.00	2,687.19	33
10-4350-311	TRAVEL	904.54	1,000.00	68.81	346.94	0.00	653.06	35
10-4350-320	COMMUNICATIONS	1,817.96	2,500.00	271.19	914.77	0.00	1,585.23	37
10-4350-330	INSPECTIONS - POSTAGE	0.00	250.00	0.00	0.00	0.00	250.00	0
10-4350-341	PRINTING	434.98	500.00	0.00	0.00	0.00	500.00	0
10-4350-352	MAINT & REPAIR-EQUIPMENT	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0
10-4350-353	MAINT & REPAIR-VEHICLE	70.14	1,000.00	0.00	0.00	0.00	1,000.00	0
10-4350-370	ADVERTISING	183.00	1,000.00	55.25	120.25	0.00	879.75	12
10-4350-395	TRAINING	932.00	3,000.00	0.00	1,046.00	0.00	1,954.00	35
10-4350-491	DUES & SUBSCRIPTIONS	822.41	0.00	0.00	0.00	0.00	0.00	0
10-4350-500	DECOMMISSIONING BOND-SOLAR FARMS	0.00	50,000.00	0.00	0.00	0.00	50,000.00	0
10-4350-540	CAPITAL OUTLAY-VEHICLE	0.00	10,000.00	0.00	0.00	0.00	10,000.00	0
10-4350-600	CONTRACTED SERV-ABANDONED PROPERTY DEMO	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0
10-4350-601	CONTRACTED SERVICES-BUILDING INSPECTOR	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0
10-4350-602	CONTRACTED SERVICES-LEGAL	0.00	10,000.00	0.00	0.00	0.00	10,000.00	0
4350 INSPECTIONS & PLANNING:		159,580.94	242,457.00	846.17	70,130.76	0.00	172,326.24	29
10-4915-000	GEOGRAPHIC INFORMATION SYSTEMS:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4915-010	GEOGRAPHIC INFO SYST-S & W- REGULAR	40,101.50	4,446.00	0.00	4,445.11	0.00	0.89	100
10-4915-040	GEOGRAPHIC INFO SYST - LONGEVITY	508.63	232.00	0.00	231.96	0.00	0.04	100
10-4915-090	GEOGRAPHIC INFO SYST- FICA TAX EXPENSE	3,052.75	355.00	0.00	354.95	0.00	0.05	100
10-4915-100	GEOGRAPHIC INFO SYST- RETIREMENT EXPENSE	7,295.39	896.00	0.00	895.74	0.00	0.26	100
10-4915-101	GEOGRAPHIC INFO SYST- 401(K) CONTRIB.	1,214.00	142.00	0.00	141.06	0.00	0.94	99
10-4915-140	GEOGRAPHIC INFO SYST- WORKMAN'S COMP	1,519.00	0.00	0.00	0.00	0.00	0.00	0
10-4915-180	GEOGRAPHIC INFO SYST- GROUP INS.	7,649.89	698.00	0.00	697.63	0.00	0.37	100
10-4915-190	GEOGRAPHIC INFO SYST- TRAINING	94.41	860.00	0.00	859.55	0.00	0.45	100
10-4915-260	DEPARTMENTAL SUPPLIES	123.82	1,000.00	0.00	458.12	0.00	541.88	46
10-4915-320	GIS- COMMUNICATIONS	603.43	630.00	0.00	78.11	0.00	551.89	12
10-4915-350	MAINT AGREEMENTS-ESRI SOFTWARE	1,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0
10-4915-351	MAINT AGREEMENTS-ATLAS DATA WEBSITE	4,800.00	4,800.00	0.00	0.00	0.00	4,800.00	0
4915 GEOGRAPHIC INFORMATION SYSTEMS:		68,462.82	16,559.00	0.00	8,162.23	0.00	8,396.77	49
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	0.00	0.00	0.00	0.00	0.00	0
10-5110-991	MTW HEALTH DEPARTMENT	219,281.00	219,281.00	18,273.42	109,640.52	0.00	109,640.48	50
10-5110-993	2ND DIST DRUG COURT COORDINATOR POSITION	69,390.72	87,011.00	0.00	21,350.66	0.00	65,660.34	25

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
5110 DISTRICT HEALTH		293,671.72	306,292.00	18,273.42	130,991.18	0.00	175,300.82	43
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	84,214.07	90,211.00	0.00	36,223.95	0.00	53,987.05	40
10-5150-040	SALARIES & WAGES-LONGEVITY	1,005.19	1,060.00	0.00	1,059.88	0.00	0.12	100
10-5150-090	SENIOR CITIZENS CENT- FICA TAX EXPENSE	6,290.88	6,979.00	0.00	2,749.31	0.00	4,229.69	39
10-5150-100	SENIOR CITIZENS CENT- RETIREMENT	15,206.23	16,610.00	0.00	7,102.56	0.00	9,507.44	43
10-5150-101	SENIOR CITIZENS CENT- 401(K) CONTRIB.	2,526.44	2,737.00	0.00	1,086.72	0.00	1,650.28	40
10-5150-130	SENIOR CITIZENS CTR- WORKMAN'S COMP	472.00	3,004.00	0.00	1,389.00	0.00	1,615.00	46
10-5150-131	SENIOR CENTER- UNEMPLOYMENT INS.	0.00	699.00	0.00	0.00	0.00	699.00	0
10-5150-180	SENIOR CITIZENS CENT- GROUP INS.	21,103.57	26,204.00	0.00	9,707.87	0.00	16,496.13	37
10-5150-247	APPROPRIATION-ALBEMARLE NUTRITION	47,807.00	47,807.00	0.00	23,903.50	0.00	23,903.50	50
10-5150-257	DEPARTMENT SUPPLIES-CRAFTS/CERAMICS	998.92	2,700.00	302.07	803.86	0.00	1,896.14	30
10-5150-260	DEPARTMENTAL SUPPLIES	1,474.33	2,200.00	315.74	1,535.58	0.00	664.42	70
10-5150-280	POSTAGE	56.54	300.00	0.00	25.50	0.00	274.50	8
10-5150-310	SENIOR CITIZENS CTR- TRAVEL	1,117.67	4,000.00	363.50	2,826.57	0.00	1,173.43	71
10-5150-315	TRAINING	411.06	1,000.00	0.00	150.00	0.00	850.00	15
10-5150-320	SENIOR CITIZENS CENT- COMMUNICATIONS	906.07	1,000.00	47.09	360.62	0.00	639.38	36
10-5150-330	UTILITIES-GAS	7,710.72	8,500.00	0.00	700.90	0.00	7,799.10	8
10-5150-350	SENIOR CENTER- MAINT & REPAIR- BUILDING	153.00	2,500.00	0.00	0.00	0.00	2,500.00	0
10-5150-351	SENIOR CENTER- MAINT & REPAIR - EQUIP	1,295.90	1,000.00	0.00	501.00	0.00	499.00	50
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	493.94	4,071.00	30.00	2,509.24	0.00	1,561.76	62
10-5150-390	SENIOR CENTER-DUES & SUBSCRIPTIONS	1,343.65	1,500.00	0.00	0.00	0.00	1,500.00	0
10-5150-550	CAPITAL OUTLAY-EQUIPMENT	0.00	8,500.00	0.00	0.00	0.00	8,500.00	0
10-5150-600	SENIOR CITIZENS CTR- CONTRACTED SERVICES	3,378.50	4,300.00	306.00	1,273.00	0.00	3,027.00	30
10-5150-601	CONTRACTED SERVICES - SCHEDULING SYSTEM	0.00	900.00	0.00	0.00	0.00	900.00	0
10-5150-650	SENIOR CENTER DONATIONS	0.00	4,846.00	405.57	432.57	0.00	4,413.43	9
10-5150-651	SUBARU DONATIONS-MEALS ON WHEELS	2,248.00	0.00	0.00	0.00	0.00	0.00	0
5150 SENIOR CITIZENS CENTER:		199,569.68	242,928.00	1,769.97	94,341.63	0.00	148,586.37	39
10-5155-000	VETERAN SERVICE:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-5155-030	SALARIES & WAGES-PARTTIME	7,887.37	9,963.00	0.00	0.00	0.00	9,963.00	0
10-5155-090	VETERAN SERVICE OFFC- FICA TAX EXPENSE	621.58	750.00	0.00	0.00	0.00	750.00	0
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	58.00	75.00	0.00	58.00	0.00	17.00	77
10-5155-260	DEPARTMENTAL SUPPLIES	61.04	500.00	0.00	0.00	0.00	500.00	0
10-5155-310	VETERAN SERVICE OFFC- TRAVEL	50.00	600.00	0.00	0.00	0.00	600.00	0
10-5155-320	VETERAN SERVICE OFFC- COMMUNICATIONS	677.69	900.00	21.18	105.90	0.00	794.10	12

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
5155 VETERAN SERVICE:		9,355.68	12,888.00	21.18	163.90	0.00	12,724.10	1
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	1,250.00	1,500.00	0.00	625.00	0.00	875.00	42
10-5310-011	SS ADMIN.- S & W- REGULAR	2,002,383.39	2,129,479.00	0.00	841,270.20	0.00	1,288,208.80	40
10-5310-013	SALARIES & WAGES-LONGEVITY	16,237.13	19,029.00	0.00	16,846.25	0.00	2,182.75	89
10-5310-030	LEGAL - IV-D	21,785.41	25,000.00	684.00	7,183.75	0.00	17,816.25	29
10-5310-090	SS ADMIN.- FICA TAX	147,372.51	164,430.00	0.00	62,870.36	0.00	101,559.64	38
10-5310-100	SS ADMIN.- RETIREMENT	358,727.43	391,064.00	0.00	163,410.30	0.00	227,653.70	42
10-5310-101	SS ADMIN.- 401(K) CONTRIB.	50,658.99	64,271.00	0.00	22,648.68	0.00	41,622.32	35
10-5310-130	HUMAN SERVICES- UNEMPLOYMENT INS.	0.00	15,944.00	0.00	0.00	0.00	15,944.00	0
10-5310-140	SS ADMIN.- WORKMAN'S COMP	48,907.00	50,705.00	0.00	46,456.00	0.00	4,249.00	92
10-5310-180	LEGAL-PROTECTIVE SERVICES	46,986.91	45,000.00	0.00	8,800.88	0.00	36,199.12	20
10-5310-181	SS ADMIN.- GROUP INS.	407,133.43	511,974.00	0.00	181,109.11	0.00	330,864.89	35
10-5310-250	MAINT & REPAIR - VEHICLE	12,852.66	7,500.00	170.00	4,238.60	0.00	3,261.40	57
10-5310-257	SS ADMIN.- COUNTY GENERAL ASSISTANCE	8,603.75	10,000.00	725.60	2,876.50	0.00	7,123.50	29
10-5310-258	DSS COMMUNITY DONATIONS-CHRISTMAS	2,050.88	1,544.00	950.80	950.80	0.00	593.20	62
10-5310-259	DSS COMMUNITY DONATIONS-FOSTER CHILDREN	36.00	198.00	48.02	198.00	0.00	0.00	100
10-5310-260	DEPARTMENTAL SUPPLIES	53,681.96	45,000.00	2,936.90	33,249.64	0.00	11,750.36	74
10-5310-268	FOOD STAMPS DIRECT CHARGE	2,463.73	5,500.00	361.12	1,580.36	0.00	3,919.64	29
10-5310-270	SERVICE AWARDS	670.00	885.00	885.00	885.00	0.00	0.00	100
10-5310-310	TRAVEL	5,394.68	12,500.00	0.00	1,482.58	0.00	11,017.42	12
10-5310-311	SS ADMIN - VEHICLE FUEL	7,725.78	10,000.00	679.80	3,710.98	0.00	6,289.02	37
10-5310-315	TRAINING	5,162.30	15,000.00	0.00	8,006.14	0.00	6,993.86	53
10-5310-320	SS ADMIN.- COMMUNICATIONS	21,128.28	25,000.00	1,236.02	8,992.03	0.00	16,007.97	36
10-5310-330	UTILITITES	23,063.40	25,000.00	2,250.60	10,787.52	0.00	14,212.48	43
10-5310-340	SS ADMIN.- POSTAGE	9,741.76	12,000.00	224.00	11,553.53	0.00	446.47	96
10-5310-350	SS ADMIN.- MAINT AND REPAIR- BLDG.	38,464.99	37,000.00	226.82	4,906.29	0.00	32,093.71	13
10-5310-351	SS ADMIN.- REPAIR AND MAINT- EQUIP.	2,260.15	2,500.00	0.00	200.00	0.00	2,300.00	8
10-5310-370	SS ADMIN.- ADVERTISING	2,718.30	1,250.00	48.64	1,030.16	0.00	219.84	82
10-5310-390	SS ADMIN.- DUES AND SUBSCRIPTION	16,143.69	14,500.00	50.00	5,446.96	0.00	9,053.04	38
10-5310-410	LEASE-EQUIPMENT	2,338.80	3,000.00	234.32	1,283.68	0.00	1,716.32	43
10-5310-550	SOCIAL SERVICES- CAPITAL OUTLAY- EQUIPMEN	0.00	106,500.00	0.00	0.00	0.00	106,500.00	0
10-5310-600	SOCIAL SERVICES- CONTRACTED SERVICES	101,208.23	98,542.00	7,941.43	59,396.86	0.00	39,145.14	60
10-5310-601	MAINT AGREEMENTS-NC CORRELS	1,217.00	1,300.00	0.00	0.00	0.00	1,300.00	0
10-5310-602	MAINT AGREEMENTS-INFO INC.	4,328.40	4,589.00	0.00	2,294.04	0.00	2,294.96	50
10-5310-605	SS ADMIN - SECURITY CONTRACT	0.00	25,000.00	0.00	0.00	0.00	25,000.00	0
10-5310-610	SS ADMIN.- VENDOR FEES	2,039.00	8,000.00	33.00	1,836.00	0.00	6,164.00	23
10-5310-611	SS FAMILY REUNIFICATION (PSYCH EVALS)	4,280.66	10,000.00	0.00	360.00	0.00	9,640.00	4

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
5310	SOCIAL SERVICES- ADMINISTRATION:	3,429,016.60	3,900,704.00	19,686.07	1,516,486.20	0.00	2,384,217.80	39
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%)	57,544.00	81,922.00	6,115.50	28,877.00	0.00	53,045.00	35
10-5380-030	SS ECONOMIC SUPPORT- CRISIS INTERVENTION	30,945.66	68,837.00	11,497.74	60,055.55	0.00	8,781.45	87
10-5380-190	WF EMPLOYMENT SERVICES	1,601.22	10,000.00	735.00	735.00	0.00	9,265.00	7
10-5380-370	TANF-EMERGENCY ASSISTANCE	14,794.70	20,000.00	2,231.55	17,445.22	0.00	2,554.78	87
10-5380-375	DSS COMMUNITY DONATIONS-MEDICAL SUPPORT	689.95	380.00	0.00	63.97	0.00	316.03	17
10-5380-376	TITLE IV-FOSTER CARE	107,339.58	140,385.00	2,094.00	27,692.77	0.00	112,692.23	20
10-5380-377	STATE FOSTER HOME CARE	42,782.08	50,000.00	0.00	11,810.08	0.00	38,189.92	24
10-5380-379	SS ECONOMIC SUPPORT- SPECIAL ASSISTANCE	71,280.50	80,000.00	5,838.50	37,752.50	0.00	42,247.50	47
10-5380-381	TITLE IV-E ADOPTION	14,774.39	17,876.00	1,428.89	7,240.41	0.00	10,635.59	40
10-5380-383	SPECIAL LINKS (100%)	40,706.17	5,500.00	0.00	2,565.55	0.00	2,934.45	47
10-5380-384	CHILD CARE (MOE-PART OF &65K MIN)	18,736.69	25,000.00	0.00	1,372.00	0.00	23,628.00	5
10-5380-403	SS ECONOMIC SUPPORT- BLIND COMMISSION	1,902.51	2,100.00	2,005.16	2,005.16	0.00	94.84	95
10-5380-405	LIHWAP-LOW INCOME HOUSEHLD WATER ASSIST	49,267.38	30,546.00	826.72	30,540.10	0.00	5.90	100
10-5380-406	LIEAP PAYMENTS	356,929.54	103,821.00	2,500.00	2,500.00	0.00	101,321.00	2
10-5380-407	ADOPTION PROMOTIONS	10.00	74,057.00	0.00	367.18	0.00	73,689.82	0
10-5380-408	SS ECON SUPPORT - MEDICAID PAYBACKS	0.00	12,500.00	0.00	0.00	0.00	12,500.00	0
10-5380-409	SS ECON SUPPORT - STATE PROGRAM RETURNS	0.00	12,500.00	0.00	0.00	0.00	12,500.00	0
5380	SOCIAL SERVICES-ECONOMIC SUPPORT:	809,304.37	735,424.00	35,273.06	231,022.49	0.00	504,401.51	31
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)	3,688.38	13,171.00	219.35	4,636.79	0.00	8,534.21	35
10-5400-202	DOT GRANT-CLEANING/OTHER SUPPLIES (85%)	4,215.04	7,500.00	180.15	1,904.22	0.00	5,595.78	25
10-5400-250	MAINT & REPAIR-VEHICLE	29,230.37	35,000.00	187.85	3,074.18	0.00	31,925.82	9
10-5400-260	- TRANSIT ADVERTISING	3,082.13	6,248.00	287.50	2,235.90	0.00	4,012.10	36
10-5400-310	SS TRANSPORTATION- WF TRANSPORTATION	2,037.00	9,040.00	1,940.60	8,958.30	0.00	81.70	99
10-5400-311	RIVERLIGHT TRANSIT VEHICLE FUEL	39,899.47	34,000.00	2,602.24	13,443.58	0.00	20,556.42	40
10-5400-315	DOT GRANT - TRAVEL/TRAINING (85% REIMB)	2,093.96	5,000.00	173.25	212.25	0.00	4,787.75	4
10-5400-320	SS TRANSPORTATION- COMMUNICATIONS	10,854.38	5,950.00	574.10	3,190.87	0.00	2,759.13	54
10-5400-347	GRANT-RDC TRANSPORTATION	3,941.00	6,000.00	0.00	0.00	0.00	6,000.00	0
10-5400-372	VOLUNTEER TRANSPORATION-MEDICAID	30,214.89	40,000.00	1,430.37	7,522.43	0.00	32,477.57	19
10-5400-390	DOT-DUES AND SUBSCRIPTIONS (85% REIMB)	400.00	750.00	0.00	400.00	0.00	350.00	53
10-5400-600	SS TRANSPORTATION- WORK FIRST DOT	1,995.98	3,354.00	95.40	3,354.00	0.00	0.00	100
10-5400-601	MAINT AGREEMENTS-CTS SOFTWARE	10,095.00	10,930.00	908.25	5,449.50	0.00	5,480.50	50
10-5400-603	DRUG TEST CONTRACT-SAFETY WORKS	0.00	1,000.00	0.00	215.00	0.00	785.00	22
10-5400-610	SENIOR CENTER TRANSPORTATION	0.00	6,000.00	0.00	0.00	0.00	6,000.00	0

Washington County
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-5400-998	SS TRANS- PR YR CARES GRANT REIMBURSEMEN	14,635.00	960.00	0.00	960.00	0.00	0.00	100
	5400 SOCIAL SERVICES TRANSPORTATION:	156,382.60	184,903.00	8,599.06	55,557.02	0.00	129,345.98	30
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	24,997.11	21,036.00	0.00	2,257.62	0.00	18,778.38	11
10-5830-250	JCPC - CBA	3,188.00	3,000.00	0.00	138.43	0.00	2,861.57	5
10-5830-299	JCPC - ROANOKE AREA YOUTH	58,436.14	73,498.00	5,431.25	23,037.76	0.00	50,460.24	31
	5830 JUVENILE SERVICE:	86,621.25	97,534.00	5,431.25	25,433.81	0.00	72,100.19	26
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	1,735,000.00	1,735,000.00	144,583.33	867,499.98	0.00	867,500.02	50
10-5910-995	PURCHASE OF EQUIPMENT-COMMUNITY COLLEGE	0.00	13,299.00	0.00	0.00	0.00	13,299.00	0
	5910 EDUCATION-SCHOOLS/COMMUNITY COLLEGE:	1,735,000.00	1,748,299.00	144,583.33	867,499.98	0.00	880,799.02	50
10-5911-000	COMMUNICATIONS:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-5911-010	COMMUNICATIONS-S & W- REGULAR	186,267.32	223,516.00	0.00	84,115.12	0.00	139,400.88	38
10-5911-030	SALARIES & WAGES-OVERTIME	47,587.38	40,000.00	0.00	21,590.30	0.00	18,409.70	54
10-5911-031	SALARIES & WAGES-PARTTIME	47,019.30	70,000.00	0.00	14,146.55	0.00	55,853.45	20
10-5911-040	SALARIES & WAGES-LONGEVITY	292.90	308.00	0.00	307.77	0.00	0.23	100
10-5911-090	COMMUNICATIONS- FICA TAX	21,116.95	25,537.00	0.00	9,060.55	0.00	16,476.45	35
10-5911-100	COMMUNICATIONS- RETIREMENT	42,168.67	48,034.00	0.00	19,921.68	0.00	28,112.32	41
10-5911-130	COMMUNICATIONS- 401(K) CONTRIB.	3,893.42	7,915.00	0.00	1,378.85	0.00	6,536.15	17
10-5911-131	COMMUNICATIONS - UNEMPLOYMENT	2,016.00	2,240.00	0.00	0.00	0.00	2,240.00	0
10-5911-140	COMMUNICATIONS- WORKERS' COMP	1,910.00	2,201.00	0.00	1,936.00	0.00	265.00	88
10-5911-180	COMMUNICATIONS- GROUP INS.	36,153.16	69,925.00	0.00	16,337.37	0.00	53,587.63	23
10-5911-210	UNIFORMS	2,414.23	1,500.00	0.00	0.00	0.00	1,500.00	0
10-5911-260	DEPARTMENTAL SUPPLIES	5,833.54	10,000.00	286.79	1,847.86	0.00	8,152.14	18
10-5911-270	SERVICE AWARDS	50.00	0.00	0.00	0.00	0.00	0.00	0
10-5911-310	TRAVEL	0.00	2,000.00	0.00	201.00	0.00	1,799.00	10
10-5911-315	TRAINING	567.58	5,000.00	0.00	337.50	0.00	4,662.50	7
10-5911-320	COMMUNICATIONS	14,576.10	17,000.00	150.41	856.00	0.00	16,144.00	5
10-5911-330	POSTAGE	29.54	100.00	0.00	12.04	0.00	87.96	12
10-5911-412	MAINT AGREEMENTS-DCI/OMINIX	1,500.00	1,500.00	0.00	750.00	0.00	750.00	50
10-5911-413	MAINT AGREEMENTS-SOUTHERN SOFTWARE	2,166.00	2,187.00	0.00	2,187.00	0.00	0.00	100
10-5911-414	MAINT & REPAIR-EQUIPMENT	10,921.47	0.00	0.00	0.00	0.00	0.00	0
10-5911-415	MAINTENANCE AGREEMENT - MOTOROLA	0.00	15,000.00	0.00	0.00	0.00	15,000.00	0
10-5911-540	CAPITAL OUTLAY EQUIPMENT-PRIMARY PSAP	57,151.00	57,151.00	0.00	57,151.00	0.00	0.00	100

Washington County
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
5911 COMMUNICATIONS:		483,634.56	601,114.00	437.20	232,136.59	0.00	368,977.41	39
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	13,500.00	0.00	13,500.00	50
10-5940-992	TRILLIUM-ABC BOTTLE TAX	3,000.00	3,000.00	750.00	1,500.00	0.00	1,500.00	50
10-5940-993	ALBEMARLE TIDELAND RET OPEB	0.00	13,240.00	0.00	13,239.97	0.00	0.03	100
5940 REHABILITATION:		30,000.00	43,240.00	7,500.00	28,239.97	0.00	15,000.03	65
10-6000-000	MEDICAL EXAMINER:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-6000-180	CONTRACT-MEDICAL EXAMINER	15,500.00	8,000.00	400.00	600.00	0.00	7,400.00	8
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	88,680.45	92,050.00	7,597.79	38,201.81	0.00	53,848.19	42
10-6050-090	COOPERATIVE EXT SERV- FICA TAX EXPENSE	6,481.43	7,042.00	557.85	2,801.61	0.00	4,240.39	40
10-6050-100	COOPERATIVE EXT SERV- RETIREMENT	20,297.80	24,855.00	1,861.46	9,359.48	0.00	15,495.52	38
10-6050-130	COOPERATIVE EXT SERV- UNEMPLOYMENT INS.	0.00	922.00	0.00	0.00	0.00	922.00	0
10-6050-140	COOPERATIVE EXT SERV- WORKMAN'S COMP	0.00	110.00	0.00	0.00	0.00	110.00	0
10-6050-180	COOPERATIVE EXT SERV- GROUP INS.	13,413.76	16,200.00	1,189.65	5,964.46	0.00	10,235.54	37
10-6050-260	DEPARTMENTAL SUPPLIES	1,775.50	1,800.00	281.60	892.52	0.00	907.48	50
10-6050-310	TRAVEL	0.00	200.00	0.00	175.00	0.00	25.00	88
10-6050-320	COOPERATIVE EXT SERV- COMMUNICATIONS	1,182.29	1,550.00	91.57	459.86	0.00	1,090.14	30
10-6050-340	COOPERATIVE EXT SERV- POSTAGE	75.00	150.00	0.00	0.00	0.00	150.00	0
10-6050-350	MAINT & REPAIR-EQUIPMENT	39.97	250.00	0.00	250.00	0.00	0.00	100
10-6050-390	DUES & SUBSCRIPTIONS	440.75	875.00	0.00	521.49	0.00	353.51	60
10-6050-410	LEASE-EQUIPMENT	2,125.00	2,125.00	0.00	0.00	0.00	2,125.00	0
10-6050-996	SHIIP-SEN HLTH INS-PROG INC/SERV DELIV	100.00	0.00	0.00	0.00	0.00	0.00	0
10-6050-998	MIPPA GRANT-MEDICAID IMPROVEMENT FOR PAT	3,106.00	3,106.00	0.00	0.00	0.00	3,106.00	0
10-6050-999	GRANT - SHIIP	3,700.00	5,129.00	2,080.00	4,569.95	0.00	559.05	89
6050 COOPERATIVE EXT SERVICE:		141,417.95	156,364.00	13,659.92	63,196.18	0.00	93,167.82	40
10-6060-000	SOIL & WATER:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-6060-030	SALARIES & WAGES-REGULAR	33,660.00	34,085.00	0.00	13,572.11	0.00	20,512.89	40
10-6060-090	SOIL & WATER- FICA TAX	2,574.96	2,633.00	0.00	1,036.29	0.00	1,596.71	39
10-6060-100	SOIL & WATER- RETIREMENT	6,002.88	6,268.00	0.00	2,585.48	0.00	3,682.52	41
10-6060-101	SOIL AND WATER- 401(K) CONTRIB.	1,009.80	1,033.00	0.00	407.18	0.00	625.82	39
10-6060-130	SOIL & WATER- UNEMPLOYMENT INS.	0.00	280.00	0.00	0.00	0.00	280.00	0
10-6060-140	SOIL & WATER- WORKMAN'S COMP	1,281.00	1,487.00	0.00	1,309.00	0.00	178.00	88

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-6060-180	SOIL & WATER CONSERV- GROUP INS.	7,641.49	8,761.00	0.00	3,482.25	0.00	5,278.75	40
10-6060-200	SOIL & WATER- DEPTAL SUPPLIES	1,101.28	1,000.00	5.08	19.05	0.00	980.95	2
10-6060-310	SOIL & WATER- TRAVEL	730.63	1,200.00	0.00	47.16	0.00	1,152.84	4
10-6060-315	TRAINING	220.00	2,400.00	0.00	0.00	0.00	2,400.00	0
10-6060-320	SOIL & WATER- COMMUNICATIONS	1,918.42	1,900.00	0.00	902.81	0.00	997.19	48
10-6060-330	SOIL & WATER - POSTAGE	8.61	250.00	0.00	1.69	0.00	248.31	1
10-6060-350	MAINT & REPAIR - EQUIPMENT	433.16	750.00	0.00	0.00	0.00	750.00	0
10-6060-380	SOIL & WATER - ADVERTISING	91.00	741.00	416.00	591.50	0.00	149.50	80
10-6060-390	DUES & SUBSCRIPTIONS	761.00	800.00	0.00	200.00	0.00	600.00	25
	6060 SOIL & WATER:	57,434.23	63,588.00	421.08	24,154.52	0.00	39,433.48	38
10-6110-000	CULTURAL/LIBRARY:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-6110-991	REGIONAL LIBRARY	192,479.00	199,183.00	16,598.58	99,591.48	0.00	99,591.52	50
10-6120-000	RECREATION:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-6120-010	RECREATION-S & W- REGULAR	43,059.96	43,597.00	0.00	18,340.65	0.00	25,256.35	42
10-6120-030	SALARIES & WAGES-PARTTIME	12,442.63	14,400.00	0.00	4,620.25	0.00	9,779.75	32
10-6120-040	SALARIES & WAGES-LONGEVITY	1,076.50	1,104.00	0.00	1,103.41	0.00	0.59	100
10-6120-090	RECREATION- FICA TAX EXPENSE	4,119.20	4,520.00	0.00	1,753.82	0.00	2,766.18	39
10-6120-100	RECREATION- RETIREMENT	7,874.31	8,136.00	0.00	3,696.46	0.00	4,439.54	45
10-6120-101	RECREATION- 401(K) CONTRIB.	1,291.80	1,341.00	0.00	549.01	0.00	791.99	41
10-6120-130	RECREATION- UNEMPLOYMENT INS.	0.00	280.00	0.00	0.00	0.00	280.00	0
10-6120-140	RECREATION- WORKMAN'S COMP	30.00	5,141.00	0.00	3,294.00	0.00	1,847.00	64
10-6120-180	RECREATION- GROUP INS.	7,622.33	8,779.00	0.00	3,472.35	0.00	5,306.65	40
10-6120-200	SUPPLIES & MATERIALS	4,957.48	5,000.00	194.79	2,473.64	0.00	2,526.36	49
10-6120-250	SUPPLIES - VEHICLES	3,216.26	5,000.00	149.78	1,306.57	0.00	3,693.43	26
10-6120-260	OFFICE SUPPLIES	2,543.93	2,500.00	630.17	1,233.47	0.00	1,266.53	49
10-6120-270	SPORTS EQUIPMENT	6,856.30	9,000.00	0.00	504.95	0.00	8,495.05	6
10-6120-310	TRAVEL	5,890.79	5,000.00	0.00	0.00	0.00	5,000.00	0
10-6120-315	TRAINING	0.00	1,500.00	0.00	0.00	0.00	1,500.00	0
10-6120-320	RECREATION- COMMUNICATIONS	2,416.62	3,000.00	247.94	1,500.86	0.00	1,499.14	50
10-6120-325	POSTAGE	48.52	100.00	0.00	17.05	0.00	82.95	17
10-6120-330	RECREATION- COUNTY RECREATION- UTILITIES	14,633.21	15,000.00	475.81	5,341.44	0.00	9,658.56	36
10-6120-350	MAINT & REPAIR - BUILDINGS	7,398.77	16,000.00	2,672.92	8,170.60	0.00	7,829.40	51
10-6120-355	MAINT & REPAIR - VEHICLE	1,814.36	4,000.00	0.00	690.55	0.00	3,309.45	17
10-6120-390	DEPARTMENTAL SUPPLIES - AWARDS	1,406.38	1,500.00	0.00	79.41	0.00	1,420.59	5
10-6120-450	INSURANCE AND BONDS	2,202.00	2,202.00	0.00	2,202.00	0.00	0.00	100
10-6120-491	DUES & SUBSCRIPTIONS-TOURNAMENT FEES	1,458.70	1,500.00	0.00	390.00	0.00	1,110.00	26
10-6120-550	CAPITAL OUTLAY - EQUIPMENT	0.00	80,000.00	0.00	0.00	0.00	80,000.00	0

Washington County
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-6120-553	MAINTENANCE/EQUIPMENT - SKINNERS	3,900.00	4,000.00	0.00	0.00	0.00	4,000.00	0
10-6120-610	CONTRACTED SERVICES-LEAD/ASST/OFFICIALS	3,100.00	5,000.00	60.00	2,010.00	0.00	2,990.00	40
10-6120-650	RECREATION-DONATIONS	696.43	3,987.00	0.00	292.79	0.00	3,694.21	7
10-6120-693	NCDEQ GRANT-RECREATION-VOLKSWAGON SETTLE	0.00	110,098.00	0.00	0.00	0.00	110,098.00	0
	6120 RECREATION:	140,056.48	361,685.00	4,431.41	63,043.28	0.00	298,641.72	17
10-6180-000	COMMUNITY ALTERNATIVE:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-6180-600	CONTRACTED SERVICES - IN HOME (100%)	2,714.88	5,000.00	282.80	1,244.32	0.00	3,755.68	25
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	250,430.00	0.00	0.00	0.00	250,430.00	0
10-8300-130	ADDITIONAL UNEMPLOYMENT INSURANCE	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0
10-8300-140	TOSHIBA COPIER MAINTENANCE AGREEMENT	8,576.00	9,900.00	859.23	4,707.06	0.00	5,192.94	48
10-8300-141	COPIER PURCHASE/LEASE	0.00	20,000.00	0.00	0.00	0.00	20,000.00	0
10-8300-321	CENTRAL SERVICES-COMMUNICATIONS-TELECOM	0.00	23,921.00	0.00	0.00	0.00	23,921.00	0
10-8300-391	CENTRAL SERVICES-SOFTWARE LICENSES	0.00	5,900.00	2,926.30	3,113.90	0.00	2,786.10	53
10-8300-451	INSURANCE-PROPERTY & LIABILITY	183,660.00	212,500.00	0.00	210,258.00	0.00	2,242.00	99
10-8300-452	INSURANCE-TRANSPORTATION (15 PASSENGER)	9,504.00	11,420.00	0.00	11,420.00	0.00	0.00	100
10-8300-491	APPROP-ALBEMARLE COMMISSION	11,513.30	12,487.00	0.00	9,683.00	0.00	2,804.00	78
	8300 CENTRAL SERVICES:	213,253.30	551,558.00	3,785.53	239,181.96	0.00	312,376.04	43
10-9800-000	TRANSFERS:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-9800-035	TRANSFER TO WATER	0.00	525,000.00	0.00	525,000.00	0.00	0.00	100
10-9800-039	TRANSFER TO AIRPORT FUND	95,997.00	92,016.00	0.00	92,016.00	0.00	0.00	100
10-9800-058	TRANSFER TO PROJECTS/GRANTS FUND	30,000.00	610,000.00	0.00	610,000.00	0.00	0.00	100
10-9800-070	TRANSFER TO RE-VAL FUND	40,000.00	40,000.00	0.00	40,000.00	0.00	0.00	100
10-9800-982	TRANSFER TO WASH CO EMS	45,904.64	468,066.00	0.00	468,066.00	0.00	0.00	100
	9800 TRANSFERS:	211,901.64	1,735,082.00	0.00	1,735,082.00	0.00	0.00	100
10-9990-000	CONTINGENCY	0.00	12,441.00	0.00	0.00	0.00	12,441.00	0
10-9999-999	OCCUPANCY TAXES REMITTED TO TTA-EXPEND	162,692.60	0.00	0.00	0.00	0.00	0.00	0
	10 GENERAL FUND Expend Total	14,609,717.10	20,341,485.00	535,109.85	8,277,485.18	0.00	12,063,999.82	41

10 GENERAL FUND

Prior

Current

YTD

Washington County
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
	Revenues:	<u>16,881,249.71</u>	<u>1,519,858.32</u>	<u>8,312,843.28</u>				
	Expended:	<u>14,609,717.10</u>	<u>535,109.85</u>	<u>8,277,485.18</u>				
	Net Income:	<u>2,271,532.61</u>	<u>984,748.47</u>	<u>35,358.10</u>				

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	314,345.03	300,000.00	27,774.40	84,722.62	0.00	215,277.38-	28
21-3230-321	SALES TAX-ARTICLE 42 (60%)/\$400,000	343,999.29	320,000.00	28,695.99	87,075.81	0.00	232,924.19-	27
21-3230-400	GRANT-NEEDS BASED PUBLIC SCHOOL CAP FUND	0.00	50,000,000.00	0.00	859,781.22	0.00	49,140,218.78-	2
21-3990-000	APPROPRIATED FUND BALANCE-WC SCHOOLS CO	0.00	1,000,000.00	0.00	0.00	0.00	1,000,000.00-	0
	21 CAPITAL OUTLAY-WASHINGT Revenue Total	658,344.32	51,620,000.00	56,470.39	1,031,579.65	0.00	50,588,420.35-	2

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
21-5912-690	CAPITAL OUTLAY-LEGAL SERVICES	4,905.50	55,000.00	0.00	13,723.50	0.00	41,276.50	25
21-5912-691	CAPITAL OUTLAY-WASHINGTON COUNTY SCHOOLS	400,000.00	400,000.00	33,333.33	199,999.98	0.00	200,000.02	50
21-5912-693	CAPITAL OUTLAY-ENGINEERING SERVICES	83,150.00	49,993.00	7,309.49	32,059.89	0.00	17,933.11	64
21-5912-694	CAPITAL OUTLAY-PURCHASE OF PROPERTY/LAND	0.00	494,629.00	0.00	494,628.03	0.00	0.97	100
21-5912-695	GRANT-NEEDS BASED PUB SC-PLANNING/DESIGN	0.00	5,338,583.00	0.00	0.00	0.00	5,338,583.00	0
21-5912-696	GRANT-NEEDS BASED PUB SC-CONSTRUCTION	0.00	44,661,417.00	59,000.00	177,000.00	0.00	44,484,417.00	0
	5912 CAPITAL OUTLAY-WASHINGTON CO SCHOOLS:	488,055.50	50,999,622.00	99,642.82	917,411.40	0.00	50,082,210.60	2
21-8000-600	DESIGNATED FOR FUTURE APPROP-BOE CO	0.00	620,378.00	0.00	0.00	0.00	620,378.00	0
	21 CAPITAL OUTLAY-WASHINGT Expend Total	488,055.50	51,620,000.00	99,642.82	917,411.40	0.00	50,702,588.60	2

	Prior	Current	YTD
21 CAPITAL OUTLAY-WASHINGTON CO SCHOOLS			
Revenues:	658,344.32	56,470.39	1,031,579.65
Expended:	488,055.50	99,642.82	917,411.40
Net Income:	170,288.82	43,172.43-	114,168.25

Washington County
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
30-3920-010	WATERSHED 1972 REFERENDUM TAX-CURRENT YR	84,739.59	92,016.00	5,427.01	54,344.00	0.00	37,672.00-	59
30-3920-020	WATERSHED 1972 REF TAX-CURR YR DISCOUNT	744.39-	725.00-	0.00	597.78-	0.00	127.22	0
30-3920-030	WATERSHED 1972 TAX REF-CURR YR PENALTIES	86.27	80.00	12.67	52.84	0.00	27.16-	66
30-3920-040	WATERSHED 1972 REF TAX-CURR YR INTEREST	1,248.13	1,000.00	0.00	6.41	0.00	993.59-	1
30-3921-010	WATERSHED 1972 REF TAX-1ST PRIOR YR	2,156.50	2,400.00	38.32	1,233.32	0.00	1,166.68-	51
30-3921-020	WATERSHED 1972 REF TAX-OTHER PRIOR YEARS	949.02	1,000.00	5.39	590.93	0.00	409.07-	59
30-3921-030	WATERSHED 1972 REF TAX-PRIOR YR PENALTIE	8.12	10.00	0.08	4.33	0.00	5.67-	43
30-3921-040	WATERSHED 1972 TAX REF-PRIOR YR INTEREST	3,850.29	3,500.00	114.34	1,841.43	0.00	1,658.57-	53
30-3930-000	DRAINAGE ASSESSMENT-EDDIE SMIT	0.00	6,147.00	0.00	0.00	0.00	6,147.00-	0
30-3951-001	WATERSHED RESTORATION PROJECT	0.00	125,172.00	0.00	0.00	0.00	125,172.00-	0
30-3990-000	APPROP WATERSHED RESERVE	0.00	18,733.00	0.00	0.00	0.00	18,733.00-	0
30 DRAINAGE Revenue Total		92,293.53	249,333.00	5,597.81	57,475.48	0.00	191,857.52-	23

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
30-7140-040	PROFESSIONAL SERVICES-EDDIE SMITH CANAL	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0
30-7140-600	EDDIE SMITH CANAL- DRAINAGE- CON SVC PR	260.00	15,000.00	0.00	0.00	0.00	15,000.00	0
30-7140-995	DESIGNATED FOR FUTURE APPR-EDDIE SMITH	0.00	6,161.00	0.00	0.00	0.00	6,161.00	0
7140 EDDIE SMITH CANAL:		260.00	23,161.00	0.00	0.00	0.00	23,161.00	0
30-8000-000	WATERSHED IMPROVEMENT:	0.00	0.00	0.00	0.00	0.00	0.00	0
30-8000-340	BEAVER CONTROL	27,070.00	30,000.00	3,290.00	7,090.00	0.00	22,910.00	24
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	11,970.00	30,000.00	0.00	11,827.50	0.00	18,172.50	39
30-8000-610	CLEARING & SNAGGING	0.00	30,000.00	0.00	0.00	0.00	30,000.00	0
30-8000-611	MAUL 7 KENDRICKS CREEKS PROJECT	0.00	11,000.00	0.00	0.00	0.00	11,000.00	0
8000 WATERSHED IMPROVEMENT:		39,040.00	226,172.00	3,290.00	18,917.50	0.00	207,254.50	8
30 DRAINAGE Expend Total		39,300.00	249,333.00	3,290.00	18,917.50	0.00	230,415.50	8

30 DRAINAGE

	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenues:	92,293.53	5,597.81	57,475.48
Expended:	39,300.00	3,290.00	18,917.50
Net Income:	52,993.53	2,307.81	38,557.98

Washington County
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
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Washington County
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
33-3350-001	CONSTR CONTRACTERS DISPOSAL FEES(BILLED)	61,040.36	75,000.00	5,400.75	45,245.92	0.00	29,754.08-	60
33-3400-000	METAL/WHITE GOODS REVENUE	0.00	5,000.00	0.00	0.00	0.00	5,000.00-	0
33-3400-001	NCDENR GRANT	3,723.00	2,500.00	0.00	0.00	0.00	2,500.00-	0
33-3501-000	RURAL SOLID WASTE FEE-COUNTY	1,151,358.68	1,127,232.00	66,017.14	763,028.68	0.00	364,203.32-	68
33-3501-001	RURAL SOLID WASTE FEE COUNTY(BILLED)	57,815.71	65,000.00	3,548.85	21,474.95	0.00	43,525.05-	33
33-3503-000	WHITE GOODS DISP FEE & GRANTS	5,772.44	6,000.00	0.00	1,594.26	0.00	4,405.74-	27
33-3504-000	SOLID WASTE DISPOSAL TAX	6,968.89	7,200.00	0.00	1,728.32	0.00	5,471.68-	24
33-3670-010	STATE TIRE TAX REVENUES	18,284.68	17,500.00	0.00	5,110.26	0.00	12,389.74-	29
33-3670-020	STATE TIRE TAX REVENUES(BILLED)	0.00	500.00	0.00	0.00	0.00	500.00-	0
33-3970-075	TOWN SOLID WASTE	125,973.63	125,974.00	10,497.80	62,986.80	0.00	62,987.20-	50
33-3999-900	CANCELLED PRIOR YEAR EXPENDITURES	0.00	0.00	0.00	951.00	0.00	951.00-	0
33 SANITATION Revenue Total		1,430,937.39	1,431,906.00	85,464.54	902,120.19	0.00	529,785.81-	63

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
33-0000-000	SANITATION FUND:	0.00	0.00	0.00	0.00	0.00	0.00	0
33-7400-000	LANDFILL & COLLECTION:	0.00	0.00	0.00	0.00	0.00	0.00	0
33-7400-010	LANDFILL & COLLECT-S & W- REGULAR	41,603.31	55,434.00	0.00	23,400.65	0.00	32,033.35	42
33-7400-031	LANDFILL & COLLECT - S & W PARTTIME	11,935.20	7,000.00	0.00	900.00	0.00	6,100.00	13
33-7400-040	LANDFILL & COLLECT- PROFESSIONAL SERVICE	15,725.75	22,500.00	0.00	7,278.70	0.00	15,221.30	32
33-7400-090	LANDFILL & COLLECT- FICA TAX EXPENSE	4,039.75	4,776.00	0.00	1,832.92	0.00	2,943.08	38
33-7400-100	LANDFILL & COLLECT- RETIREMENT EXPENSE	5,087.83	10,093.00	0.00	4,457.84	0.00	5,635.16	44
33-7400-101	LANDFILL & COLLECT- 401(K) CONTRIB.	351.23	1,663.00	0.00	325.70	0.00	1,337.30	20
33-7400-130	LANDFILL & COLLECTIO- UNEMPLOYMENT INS.	0.00	560.00	0.00	0.00	0.00	560.00	0
33-7400-140	LANDFILL & COLLECT- WORKMAN'S COMP	3,178.00	8,025.00	0.00	7,062.00	0.00	963.00	88
33-7400-180	LANDFILL & COLLECT- GROUP INS.	4,320.56	17,481.00	0.00	3,688.15	0.00	13,792.85	21
33-7400-200	SUPPLIES & MATERIALS	4,030.34	1,700.00	0.00	435.30	0.00	1,264.70	26
33-7400-210	LANDFILL & COLLECT - UNIFORMS	0.00	900.00	259.98	394.93	0.00	505.07	44
33-7400-250	SUPPLIES & MATERIALS-VEHICLE	4,103.84	4,000.00	37.37	2,837.12	0.00	1,162.88	71
33-7400-260	DEPARTMENTAL SUPPLIES	1,455.77	1,200.00	0.00	491.98	0.00	708.02	41
33-7400-310	TRAVEL	109.29	250.00	0.00	0.00	0.00	250.00	0
33-7400-315	TRAINING	563.00	2,000.00	0.00	0.00	0.00	2,000.00	0
33-7400-320	LANDFILL & COLLECT- COMMUNICATIONS	1,722.32	3,000.00	185.01	1,229.30	0.00	1,770.70	41
33-7400-330	LANDFILL & COLLECT- UTILITIES	1,323.46	1,800.00	66.08	769.31	0.00	1,030.69	43
33-7400-340	LANDFILL & COLLECT- POSTAGE	133.96	150.00	0.00	97.85	0.00	52.15	65
33-7400-350	MAINTENANCE AND REPAIR-EQUIPMENT	11,803.40	15,000.00	75.84	4,557.80	0.00	10,442.20	30
33-7400-370	LANDFILL & COLLECT- ADVERTISING	26.00	1,500.00	77.24	197.24	0.00	1,302.76	13
33-7400-390	LANDFILL & COLLECT-DUES & SUBSCRIPTIONS	0.00	6,000.00	0.00	5,813.00	0.00	187.00	97
33-7400-600	CONTRACTED SERVICES	74,850.16	20,000.00	0.00	960.00	0.00	19,040.00	5
33-7400-991	LANDFILL & COLLECTIO- NC DOR ASSESSMENT	1,772.12	2,600.00	0.00	546.44	0.00	2,053.56	21

Washington County
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
33-7400-999	LANDFILL POSTCLOSURE COSTS	151,720.53	0.00	0.00	0.00	0.00	0.00	0
	7400 LANDFILL & COLLECTION:	329,680.16	187,632.00	701.52	67,276.23	0.00	120,355.77	36
33-7401-600	CONTRACT-SCRAP TIRE	50,662.37	60,000.00	17,806.00	48,760.95	0.00	11,239.05	81
33-7402-600	CONTRACT-GARBAGE COLLECTIONS	824,575.44	859,320.00	65,170.80	364,347.60	0.00	494,972.40	42
33-7402-606	ARSWMA ADM FEES	3,782.00	3,877.00	0.00	3,877.00	0.00	0.00	100
33-7402-610	CONTRACT-REGIONAL LANDFILL	278,662.01	300,000.00	10,445.57	111,852.39	0.00	188,147.61	37
	7402 Total	1,107,019.45	1,163,197.00	75,616.37	480,076.99	0.00	683,120.01	41
33-7500-000	LANDFILL - DEPRECIATION	6,348.00	0.00	0.00	0.00	0.00	0.00	0
33-8100-000	CAPITAL PROJECTS:	0.00	0.00	0.00	0.00	0.00	0.00	0
33-8100-601	DESIGNATED FOR FUTURE APPROPRIATION	0.00	21,077.00	0.00	0.00	0.00	21,077.00	0
	33 SANITATION Expend Total	1,493,709.98	1,431,906.00	94,123.89	596,114.17	0.00	835,791.83	42

33 SANITATION

	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenues:	1,430,937.39	85,464.54	902,120.19
Expended:	1,493,709.98	94,123.89	596,114.17
Net Income:	62,772.59-	8,659.35-	306,006.02

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	7,223.50	2,000.00	0.00	3,827.31	0.00	1,827.31	191
35-3710-000	UTILITY BASE CHARGES	843,203.23	835,000.00	0.00	351,913.39	0.00	483,086.61-	42
35-3710-010	UTILITY CONSUMPTION CHARGES	521,408.30	535,000.00	21.64	241,700.10	0.00	293,299.90-	45
35-3730-000	TAP & CONNECTION FEES	10,478.00	7,200.00	0.00	5,580.00	0.00	1,620.00-	78
35-3750-000	RECONNECTION FEES	18,340.00	18,000.00	0.00	9,030.00	0.00	8,970.00-	50
35-3790-000	PENALTIES & INTEREST-UTIL BILL	5,250.49	4,500.00	0.00	2,342.73	0.00	2,157.27-	52
35-3790-020	NCDEQ GRANT-ASSET INVENTORY ASSESSMENT	0.00	237,000.00	0.00	0.00	0.00	237,000.00-	0
35-3821-000	FEES COLLECTED FOR METER TAMPERING	10.00	0.00	0.00	0.00	0.00	0.00	0
35-3980-000	TRANSFER FROM GENERAL FUND	0.00	525,000.00	0.00	525,000.00	0.00	0.00	100
35-9999-001	OVERPAYMENTS	0.56	0.00	0.00	211.36-	0.00	211.36-	0
	35 WATER Revenue Total	1,405,914.08	2,163,700.00	21.64	1,139,182.17	0.00	1,024,517.83-	53

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	205,378.10	206,670.00	0.00	89,646.38	0.00	117,023.62	43
35-7130-040	OPERATION&MAINT.- PROFESSIONAL SERVICES	3,346.66	82,000.00	2,775.00	9,881.81	0.00	72,118.19	12
35-7130-050	SALARIES & WAGES-LONGEVITY	1,290.31	2,219.00	0.00	1,121.19	0.00	1,097.81	51
35-7130-090	OPERATION&MAINT.- FICA TAX EXPENSE	14,898.11	15,912.00	0.00	6,706.27	0.00	9,205.73	42
35-7130-100	OPERATION&MAINT.- RETIREMENT EXPENSE	15,669.69-	37,869.00	0.00	17,471.97	0.00	20,397.03	46
35-7130-101	OPERATION- 401(K) CONTRIB.	5,253.57	6,240.00	0.00	2,355.58	0.00	3,884.42	38
35-7130-130	OPERATION&MAINT.- UNEMPLOYMENT INS.	0.00	1,680.00	0.00	0.00	0.00	1,680.00	0
35-7130-140	OPERATION&MAINT.- WORKMAN'S COMP	13,281.00	12,721.00	0.00	11,195.00	0.00	1,526.00	88
35-7130-180	OPERATION&MAINT.- GROUP INS.	44,925.59	52,575.00	0.00	20,597.52	0.00	31,977.48	39
35-7130-200	SUPPLIES & MATERIALS	9,968.47	32,500.00	1,511.90	10,225.01	0.00	22,274.99	31
35-7130-210	OPERATION&MAINT.- UNIFORMS	1,323.07	2,000.00	0.00	946.09	0.00	1,053.91	47
35-7130-250	VEHICLE SUPPLIES	15,672.86	16,500.00	1,030.79	9,057.10	0.00	7,442.90	55
35-7130-260	DEPARTMENTAL SUPPLIES	945.98	1,400.00	75.74	227.83	0.00	1,172.17	16
35-7130-298	MAINT & REPAIR-TANK	61,230.36	64,300.00	0.00	31,380.56	0.00	32,919.44	49
35-7130-315	TRAINING	526.48	4,000.00	0.00	0.00	0.00	4,000.00	0
35-7130-320	OPERATION&MAINT.- COMMUNICATIONS	2,719.50	3,800.00	98.68	900.11	0.00	2,899.89	24
35-7130-330	UTILITIES-ELECTRICITY	9,964.36	13,000.00	284.78	4,405.93	0.00	8,594.07	34
35-7130-340	OPERATION&MAINT.- POSTAGE	19,533.14	22,000.00	1,625.49	10,564.12	0.00	11,435.88	48
35-7130-350	MAINT & REPAIR-EQUIPMENT	17,814.64	24,900.00	0.00	5,426.96	0.00	19,473.04	22
35-7130-370	OPERATION&MAINT.- ADVERTISING	208.00	800.00	52.00	52.00	0.00	748.00	6
35-7130-390	OPERATION&MAINT.- DUES & SUBSCRIPTIONS	1,047.98	8,250.00	83.50	4,598.50	0.00	3,651.50	56
35-7130-410	LEASE COPIER FEES-CUSTOMER SERVICES	779.60	900.00	78.11	427.90	0.00	472.10	48
35-7130-550	CAPITAL OUTLAY-EQUIPMENT	0.00	250,000.00	0.00	0.00	0.00	250,000.00	0
35-7130-580	DEBT SERVICE-NCDENR	0.00	27,993.00	0.00	0.00	0.00	27,993.00	0

Washington County
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
35-7130-600	CONTRACTS-MOWING	15,427.00	21,750.00	0.00	10,856.00	0.00	10,894.00	50
35-7130-690	NCDEQ GRANT-ASSET INVENTORY ASSESSMENT	0.00	237,000.00	0.00	0.00	0.00	237,000.00	0
35-7130-800	DEPRECIATION-OTHER EQUIPMENT	258,924.12	0.00	0.00	0.00	0.00	0.00	0
35-7130-998	COST ALLOCATION-GENERAL FUND	60,000.00	72,000.00	0.00	72,000.00	0.00	0.00	100
7130 OPERATIONS & MAINTENANCE:		748,789.21	1,220,979.00	7,615.99	320,043.83	0.00	900,935.17	26
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	74,751.92	75,284.00	0.00	21,801.93	0.00	53,482.07	29
35-7135-040	SALARIES & WAGES-LONGEVITY	667.44	16.00	0.00	0.00	0.00	16.00	0
35-7135-090	TREATMENT PLANT- FICA TAX EXPENSE	5,272.79	5,830.00	0.00	1,605.02	0.00	4,224.98	28
35-7135-100	TREATMENT PLANT- RETIREMENT EXPENSE	13,450.48	13,873.00	0.00	4,181.52	0.00	9,691.48	30
35-7135-101	TREATMENT PLANT- 401(K) CONTRIB.	2,242.57	2,286.00	0.00	658.51	0.00	1,627.49	29
35-7135-130	TREATMENT PLANT- UNEMPLOYMENT INS.	0.00	560.00	0.00	0.00	0.00	560.00	0
35-7135-140	TREATMENT PLANT- WORKMAN'S COMP	5,373.00	6,166.00	0.00	5,426.00	0.00	740.00	88
35-7135-180	TREATMENT PLANT- GROUP INS.	17,233.76	19,525.00	0.00	5,219.11	0.00	14,305.89	27
35-7135-200	SUPPLIES & MATERIALS	9,815.44	9,000.00	0.00	1,493.20	0.00	7,506.80	17
35-7135-210	TREATMENT PLANT- UNIFORMS	1,022.94	2,000.00	0.00	1,073.32	0.00	926.68	54
35-7135-250	TREATMENT PLANT- FUEL	2,931.48	5,000.00	113.69	799.93	0.00	4,200.07	16
35-7135-270	SERVICE AWARDS	0.00	100.00	100.00	100.00	0.00	0.00	100
35-7135-298	CONTRACTS	18,026.86	18,000.00	9,876.63	14,788.48	0.00	3,211.52	82
35-7135-299	WATER TREATMENT CHEMICALS	30,062.32	35,000.00	3,364.00	17,748.80	0.00	17,251.20	51
35-7135-315	TRAINING	1,210.00	2,000.00	0.00	1,388.00	0.00	612.00	69
35-7135-320	TREATMENT PLANT- COMMUNICATIONS	2,178.54	2,700.00	0.00	1,169.70	0.00	1,530.30	43
35-7135-330	TREATMENT PLANT- UTILITIES	26,287.63	30,000.00	2,084.24	12,034.98	0.00	17,965.02	40
35-7135-340	TREATMENT PLANT- POSTAGE	49.50	250.00	0.00	0.00	0.00	250.00	0
35-7135-350	MAINT & REPAIR-EQUIPMENT	18,499.09	40,000.00	25,906.62	29,352.03	0.00	10,647.97	73
35-7135-370	TREATMENT PLANT- ADVERTISING	0.00	500.00	0.00	0.00	0.00	500.00	0
35-7135-390	TREATMENT PLANT- DUES & SUBSCRIPTIONS	759.65	3,200.00	156.70	603.50	0.00	2,596.50	19
35-7135-541	CAPITAL OUTLAY-EQUIPMENT	0.00	250,000.00	0.00	0.00	0.00	250,000.00	0
35-7135-600	DESIGNATED FOR FUTURE APPROPRIATION	0.00	60,303.00	0.00	0.00	0.00	60,303.00	0
35-7135-998	COST ALLOCATION-GENERAL FUND	30,000.00	36,000.00	0.00	36,000.00	0.00	0.00	100
7135 TREATMENT PLANT:		259,835.41	617,593.00	41,601.88	155,444.03	0.00	462,148.97	25
35-9100-000	DEBT PRINCIPAL	0.00	0.00	0.00	0.00	0.00	0.00	0
35-9100-030	2021 WATER REV REFUNDING BOND-PRINCIPAL	0.00	259,000.00	0.00	0.00	0.00	259,000.00	0
35-9200-000	DEBT INTEREST:	0.00	0.00	0.00	0.00	0.00	0.00	0
35-9200-020	OPERATION&MAINT.- '00 REV BOND INT	10,113.69	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
35-9200-030	2021 WATER REV REFUNDING BOND-INTEREST	63,268.13	66,128.00	0.00	0.00	0.00	66,128.00	0
35-9200-900	AMORTIZATION ON DEFERRED CHARGES	4,127.87	0.00	0.00	0.00	0.00	0.00	0
	9200 DEBT INTEREST:	77,509.69	66,128.00	0.00	0.00	0.00	66,128.00	0
	35 WATER Expend Total	1,086,134.31	2,163,700.00	49,217.87	475,487.86	0.00	1,688,212.14	22

35 WATER

	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenues:	1,405,914.08	21.64	1,139,182.17
Expended:	<u>1,086,134.31</u>	<u>49,217.87</u>	<u>475,487.86</u>
Net Income:	319,779.77	49,196.23-	663,694.31

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	2,072.85	0.00	0.00	1,203.30	0.00	1,203.30	0
37-3350-000	NCACC WASHINGTON EMS	0.00	150,000.00	0.00	13,341.00	0.00	136,659.00-	9
37-3490-000	EMS REVENUE	640,952.63	601,000.00	5,095.26	299,744.21	0.00	301,255.79-	50
37-3490-020	DUKE RACE-CARS GRANT	7,100.00	2,900.00	0.00	2,900.00	0.00	0.00	100
37-3490-021	UNC PECC+ PROGRAM GRANT	3,000.00	600.00	0.00	600.00	0.00	0.00	100
37-3491-001	ARPA REVENUE REPLACEMENT	338,082.36	0.00	0.00	0.00	0.00	0.00	0
37-3500-000	TRANSPORT SERVICE REVENUE	384,490.20	355,000.00	1,943.23	130,996.44	0.00	224,003.56-	37
37-3833-840	EMS DONATIONS	200.00	0.00	0.00	0.00	0.00	0.00	0
37-3901-000	TYRRELL-EMS CONTRACT	675,000.00	675,000.00	56,250.00	337,500.00	0.00	337,500.00-	50
37-3902-000	FUND BALANCE APPROPRIATED	0.00	524,336.00	0.00	0.00	0.00	524,336.00-	0
37-3980-010	TRANSFER FROM GENERAL FUND	45,904.64	468,066.00	0.00	468,066.00	0.00	0.00	100
	37 EMS Revenue Total	2,096,802.68	2,776,902.00	63,288.49	1,254,350.95	0.00	1,522,551.05-	45

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	704,007.29	697,144.00	0.00	288,777.50	0.00	408,366.50	41
37-4330-030	SALARIES & WAGES-OVERTIME	309,305.26	300,000.00	0.00	122,261.86	0.00	177,738.14	41
37-4330-040	SALARIES & WAGES-PARTTIME	32,128.31	36,000.00	0.00	7,952.67	0.00	28,047.33	22
37-4330-050	SALARIES & WAGES-LONGEVITY	3,512.12	4,396.00	0.00	4,395.13	0.00	0.87	100
37-4330-090	FICA TAXES	74,483.03	79,364.00	0.00	30,054.55	0.00	49,309.45	38
37-4330-100	- RETIREMENT EXPENSE	181,069.28	182,333.00	0.00	79,133.60	0.00	103,199.40	43
37-4330-101	- 401K CONTRIB.	25,407.87	30,043.00	0.00	10,712.49	0.00	19,330.51	36
37-4330-130	EMS OPERATIONS- UNEMPLOYMENT INS.	0.00	5,600.00	0.00	0.00	0.00	5,600.00	0
37-4330-140	- WORKMAN COMP	75,865.00	98,030.00	0.00	93,826.00	0.00	4,204.00	96
37-4330-180	GROUP INSURANCE	147,920.60	177,162.00	0.00	58,167.75	0.00	118,994.25	33
37-4330-190	TRAINING	3,945.20	6,000.00	0.00	991.48	0.00	5,008.52	17
37-4330-200	SUPPLIES & MATERIALS	44,956.76	55,000.00	3,735.01	23,239.11	0.00	31,760.89	42
37-4330-210	UNIFORMS	4,616.63	4,000.00	0.00	1,097.84	0.00	2,902.16	27
37-4330-250	FUEL	66,130.37	85,000.00	6,461.09	33,777.12	0.00	51,222.88	40
37-4330-260	DEPARTMENTAL SUPPLIES	9,949.51	15,000.00	722.59	2,731.50	0.00	12,268.50	18
37-4330-270	SERVICE AWARDS	0.00	425.00	425.00	425.00	0.00	0.00	100
37-4330-295	PORTABLE COMM HARDWARE	430.73	5,000.00	0.00	0.00	0.00	5,000.00	0
37-4330-320	- COMMUNICATIONS	5,244.69	5,100.00	530.20	3,150.66	0.00	1,949.34	62
37-4330-350	POSTAGE	24.17	100.00	0.00	28.20	0.00	71.80	28
37-4330-355	MAINT & REPAIR-EQUIPMENT	26,495.52	35,000.00	14,459.24	23,003.86	0.00	11,996.14	66
37-4330-390	WASH EMS - DUES & SUBSCRIPTIONS	6,786.40	8,000.00	585.67	3,920.20	0.00	4,079.80	49
37-4330-396	EMS-MEDICAID COST REPORT	21,820.00	12,000.00	0.00	1,000.00	0.00	11,000.00	8
37-4330-399	QUARTERLY INTERGOVERNMENTAL TRANSFER FEE	0.00	44,000.00	0.00	0.00	0.00	44,000.00	0

Washington County
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
37-4330-540	CAPITAL OUTLAY-VEHICLES	0.00	203,792.00	153,750.00	199,172.55	0.00	4,619.45	98
37-4330-550	WASH CO EMS- CAPITAL OUTLAY- EQUIPMENT	0.00	140,885.00	0.00	137,907.74	0.00	2,977.26	98
37-4330-600	CONTRACTS-MEDICAL DIRECTOR	23,248.00	23,250.00	1,937.50	11,625.00	0.00	11,625.00	50
37-4330-610	CONTRACTS-BILLING	36,349.98	35,459.00	3,231.27	16,644.00	0.00	18,815.00	47
37-4330-611	WASH EMS-CONTRACTS-DRUG SCREENING	0.00	5,180.00	0.00	0.00	0.00	5,180.00	0
37-4330-650	EMS DONATIONS	22.00	328.00	0.00	0.00	0.00	328.00	0
37-4330-652	DUKE RACE-CARS GRANT	0.00	10,000.00	0.00	0.00	0.00	10,000.00	0
37-4330-653	UNC PECC+ PROGRAM GRANT	0.00	3,600.00	0.00	0.00	0.00	3,600.00	0
4330 WASHINGTON COUNTY EMS:		1,803,718.72	2,307,191.00	185,837.57	1,153,995.81	0.00	1,153,195.19	50
37-4376-000	TRANSPORT SERVICE:	0.00	0.00	0.00	0.00	0.00	0.00	0
37-4376-010	SALARIES & WAGES-REGULAR	67,897.46	102,472.00	0.00	22,712.59	0.00	79,759.41	22
37-4376-030	SALARIES & WAGES-OVERTIME	14,418.30	18,000.00	0.00	5,250.74	0.00	12,749.26	29
37-4376-040	SALARIES & WAGES-PARTTIME	20,738.80	18,000.00	0.00	6,860.93	0.00	11,139.07	38
37-4376-090	FICA TAXES	7,560.51	10,593.00	0.00	2,621.19	0.00	7,971.81	25
37-4376-100	TRANSPORT SERVICE- RETIREMENT EXPENSE	14,387.58	21,934.00	0.00	5,325.30	0.00	16,608.70	24
37-4376-101	TRANSPORT SERVICE- 401K CONTRIB.	2,424.24	3,614.00	0.00	838.63	0.00	2,775.37	23
37-4376-130	TRANSPORT- UNEMPLOYMENT INS.	0.00	1,120.00	0.00	0.00	0.00	1,120.00	0
37-4376-140	TRANSPORT SERVICE- WORKMAN'S COMP	12,478.00	14,230.00	0.00	12,518.00	0.00	1,712.00	88
37-4376-180	GROUP INSURANCE	22,240.27	34,934.00	0.00	7,118.57	0.00	27,815.43	20
37-4376-200	SUPPLIES & MATERIALS	17,363.33	20,000.00	3,444.21	8,906.32	0.00	11,093.68	45
37-4376-210	TRANSPORT SERVICE- UNIFORMS	1,347.60	2,000.00	0.00	458.13	0.00	1,541.87	23
37-4376-250	FUEL	14,657.65	15,000.00	950.09	4,792.10	0.00	10,207.90	32
37-4376-260	TRANSPORT - DEPARTMENTAL SUPPLIES	2,471.72	6,000.00	143.63	167.63	0.00	5,832.37	3
37-4376-295	PORTABLE COMM HARDWARE	0.00	2,500.00	0.00	0.00	0.00	2,500.00	0
37-4376-320	TRANSPORT SERVICE- COMMUNICATIONS	1,663.79	1,700.00	0.00	0.00	0.00	1,700.00	0
37-4376-355	MAINT & REPAIR-EQUIPMENT	9,612.62	15,000.00	272.90	1,261.96	0.00	13,738.04	8
37-4376-370	ADVERTISING	0.00	2,500.00	0.00	800.92	0.00	1,699.08	32
37-4376-390	TRANSPORT - DUES & SUBSCRIPTIONS	4,575.60	4,700.00	349.77	2,363.97	0.00	2,336.03	50
37-4376-540	CAPITAL OUTLAY-VEHICLE	0.00	110,276.00	0.00	0.00	0.00	110,276.00	0
37-4376-610	CONTRACTS-BILLING	23,168.70	20,946.00	1,591.52	8,045.54	0.00	12,900.46	38
4376 TRANSPORT SERVICE:		237,006.17	425,519.00	6,752.12	90,042.52	0.00	335,476.48	21
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	28,983.61	0.00	0.00	0.00	0.00	0.00	0
37-9100-003	DEBT PRINC - 2017 HEART MONITORS(LGFCU)	42,261.52	43,216.00	0.00	43,215.42	0.00	0.58	100
9100 DEBT PRINCIPAL:		71,245.13	43,216.00	0.00	43,215.42	0.00	0.58	100

Washington County
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
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	657.92	0.00	0.00	0.00	0.00	0.00	0
37-9200-003	DEBT INT - 2017 HEART MONITORS (LGFCU)	1,923.16	976.00	5.33-	969.68	0.00	6.32	99
	9200 DEBT INTEREST:	2,581.08	976.00	5.33-	969.68	0.00	6.32	99
	37 EMS Expend Total	2,114,551.10	2,776,902.00	192,584.36	1,288,223.43	0.00	1,488,678.57	46

37 EMS

	Prior	Current	YTD
Revenues:	2,096,802.68	63,288.49	1,254,350.95
Expended:	2,114,551.10	192,584.36	1,288,223.43
Net Income:	17,748.42-	129,295.87-	33,872.48-

Washington County
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
38-3800-000	APPROPRIATED FUND BALANCE	0.00	345,000.00	0.00	0.00	0.00	345,000.00-	0
38-3800-082	PARALLEL TAXIWAY CA/RPR PROJ 4313	0.13	0.00	0.00	0.00	0.00	0.00	0
38-3800-090	NPE FEDERAL GRANT-FY 19-20	0.00	150,000.00	0.00	0.00	0.00	150,000.00-	0
38-3800-091	NPE FEDERAL GRANT-FY 20-21	0.00	150,000.00	0.00	0.00	0.00	150,000.00-	0
38-3800-092	NPE FEDERAL GRANT-FY 21-22	0.00	150,000.00	0.00	0.00	0.00	150,000.00-	0
38-3800-093	NPE FEDERAL GRANT-FY 22-23	0.00	150,000.00	0.00	0.00	0.00	150,000.00-	0
	38 AIRPORT PROJECTS Revenue Total	0.13	945,000.00	0.00	0.00	0.00	945,000.00-	0

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
38-8135-670	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	165,000.00	0.00	0.00	0.00	165,000.00	0
38-8135-672	NPE FEDERAL GRANT FY 21-22	0.00	165,000.00	0.00	0.00	0.00	165,000.00	0
38-8135-673	NPE FEDERAL GRANT FY 22-23	0.00	165,000.00	0.00	0.00	0.00	165,000.00	0
	8135 AIRPORT:	0.00	645,000.00	0.00	0.00	0.00	645,000.00	0
38-9800-058	TRANSFER TO PROJECTS/GRANT FUND	0.00	300,000.00	0.00	300,000.00	0.00	0.00	100
	38 AIRPORT PROJECTS Expend Total	0.00	945,000.00	0.00	300,000.00	0.00	645,000.00	32

38 AIRPORT PROJECTS

	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenues:	0.13	0.00	0.00
Expended:	0.00	0.00	300,000.00
Net Income:	0.13	0.00	300,000.00-

Washington County
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
39-3300-000	CARES ACT FUNDING - AIRPORT	0.00	0.00	0.00	15,242.00	0.00	15,242.00	0
39-3310-000	TIMBER SALES-AVIATION FUNDS	0.00	10,000.00	0.00	0.00	0.00	10,000.00-	0
39-3570-000	AIRPORT FUEL SALES	53,014.70	55,000.00	2,384.43	23,824.68	0.00	31,175.32-	43
39-3600-000	HANGER RENTAL	12,000.00	12,960.00	0.00	15,200.00	0.00	2,240.00	117
39-3980-010	TRANSFER FROM GENERAL FUND	95,997.00	92,016.00	0.00	92,016.00	0.00	0.00	100
39-3990-000	APPROPRIATED FUND BALANCE	0.00	20,000.00	0.00	0.00	0.00	20,000.00-	0
39 AIRPORT OPERATIONS Revenue Total		161,011.70	189,976.00	2,384.43	146,282.68	0.00	43,693.32-	69

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	40,001.04	41,001.00	0.00	17,000.42	0.00	24,000.58	41
39-4530-030	SALARIES & WAGES-LONGEVITY	600.02	616.00	0.00	615.02	0.00	0.98	100
39-4530-031	SALARIES & WAGES - OVERTIME	600.00	0.00	0.00	0.00	0.00	0.00	0
39-4530-032	SALARIES & WAGES - PARTTIME	5,000.00	12,000.00	0.00	0.00	0.00	12,000.00	0
39-4530-090	FICA TAX	3,504.47	4,023.00	0.00	1,324.62	0.00	2,698.38	33
39-4530-100	AIRPORT - RETIREMENT	7,242.46	7,392.00	0.00	3,355.74	0.00	4,036.26	45
39-4530-101	AIRPORT - 401K	1,200.00	1,218.00	0.00	510.00	0.00	708.00	42
39-4530-130	AIRPORT- UNEMPLOYMENT INS.	0.00	280.00	0.00	0.00	0.00	280.00	0
39-4530-140	AIRPORT- WORKMAN'S COMP	3,382.00	3,596.00	0.00	3,164.00	0.00	432.00	88
39-4530-180	AIRPORT - GROUP INSURANCE	7,577.10	8,781.00	0.00	3,448.95	0.00	5,332.05	39
39-4530-190	CONTRACTED SERVICES	0.00	2,535.00	0.00	2,535.00	0.00	0.00	100
39-4530-200	AIRPORT- DEPARTMENTAL SUPPLIES	1,488.68	2,869.00	130.00	179.31	0.00	2,689.69	6
39-4530-250	AIRPORT- AV GAS AND JET FUEL	48,479.75	50,000.00	0.00	31,778.35	0.00	18,221.65	64
39-4530-310	AIRPORT- TRAVEL	1,620.60	2,500.00	0.00	602.00	0.00	1,898.00	24
39-4530-320	AIRPORT- COMMUNICATIONS	1,539.51	1,700.00	80.41	640.55	0.00	1,059.45	38
39-4530-330	AIRPORT- UTILITIES	6,912.32	9,000.00	438.31	2,241.09	0.00	6,758.91	25
39-4530-331	POSTAGE	0.00	50.00	0.00	10.20	0.00	39.80	20
39-4530-350	MAINT & REPAIR-BUILDING	1,862.75	3,000.00	224.40	1,381.09	0.00	1,618.91	46
39-4530-351	MAINT & REPAIR-EQUIPMENT	4,950.10	7,000.00	1,382.51	4,998.03	0.00	2,001.97	71
39-4530-352	MAINT & REPAIR - FUELMASTER	550.00	550.00	0.00	550.00	0.00	0.00	100
39-4530-390	AIRPORT- DUES AND SUBSCRIPTIONS	279.32	381.00	113.40	287.00	0.00	94.00	75
39-4530-450	INSURANCE	3,850.00	3,850.00	0.00	3,850.00	0.00	0.00	100
39-4530-997	DESIGNATED FOR FUTURE APPROPRIATION	0.00	20,000.00	0.00	0.00	0.00	20,000.00	0
39-4530-998	AIRPORT- SALES TAX ON FUEL	2,949.69	3,500.00	42.77	1,793.75	0.00	1,706.25	51
39-4530-999	CONTINGENCY	0.00	4,134.00	0.00	0.00	0.00	4,134.00	0
4530 AIRPORT:		143,589.81	189,976.00	2,411.80	80,265.12	0.00	109,710.88	42
39 AIRPORT OPERATIONS Expend Total		143,589.81	189,976.00	2,411.80	80,265.12	0.00	109,710.88	42

Washington County
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
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39 AIRPORT OPERATIONS

	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenues:	161,011.70	2,384.43	146,282.68
Expended:	<u>143,589.81</u>	<u>2,411.80</u>	<u>80,265.12</u>
Net Income:	17,421.89	27.37-	66,017.56

Washington County
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
50-3000-001	OPIOID SETTLEMENT DISTRIBUTION	0.00	59,186.00	0.00	59,267.91	0.00	81.91	100
50-3290-000	INTEREST EARNED	0.00	0.00	0.00	0.40	0.00	0.40	0
	50 OPIOID SETTLEMENT FUND: Revenue Total	0.00	59,186.00	0.00	59,268.31	0.00	82.31	100

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
50-0000-000	OPIOID SETTLEMENT FUND:	0.00	0.00	0.00	0.00	0.00	0.00	0
50-4100-000	OPIOID SETTLEMENT FUND:	0.00	0.00	0.00	0.00	0.00	0.00	0
50-4100-001	2ND JUDICIAL DIST DRUG REC COURT CONTRIB	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0
50-9990-000	CONTINGENCY	0.00	54,186.00	0.00	0.00	0.00	54,186.00	0
	50 OPIOID SETTLEMENT FUND: Expend Total	0.00	59,186.00	0.00	0.00	0.00	59,186.00	0

50 OPIOID SETTLEMENT FUND:

	Prior	Current	YTD
Revenues:	0.00	0.00	59,268.31
Expended:	0.00	0.00	0.00
Net Income:	0.00	0.00	59,268.31

Washington County
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
51-3100-001	DSS TRUST FUND ACCOUNTS	257,102.67	130,000.00	10,154.41	79,032.41	0.00	50,967.59-	61
	51 TRUSTEES Revenue Total	257,102.67	130,000.00	10,154.41	79,032.41	0.00	50,967.59-	61
Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
51-0000-000	DSS TRUST FUND ACCOUNTS:	0.00	0.00	0.00	0.00	0.00	0.00	0
51-4000-000	DSS TRUST FUND ACCOUNTS:	0.00	0.00	0.00	0.00	0.00	0.00	0
51-4100-001	DSS TRUST ACCOUNTS	183,573.18	130,000.00	4,981.24	79,356.41	0.00	50,643.59	61
	51 TRUSTEES Expend Total	183,573.18	130,000.00	4,981.24	79,356.41	0.00	50,643.59	61

51 TRUSTEES

	Prior	Current	YTD
Revenues:	257,102.67	10,154.41	79,032.41
Expended:	183,573.18	4,981.24	79,356.41
Net Income:	73,529.49	5,173.17	324.00-

Washington County
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
52-3100-001	COLLECTIONS ON BEHALF OF INMATES	<u>77,103.32</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0</u>
	52 Fund 52 Revenue Total	<u>77,103.32</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0</u>
Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
52-4100-000	DETENTION TRUST ACCOUNT:	0.00	0.00	0.00	0.00	0.00	0.00	0
52-4100-001	PAYMENTS ON BEHALF OF INMATES	<u>83,009.28</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0</u>
	52 Fund 52 Expend Total	<u>83,009.28</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0</u>

52 Fund

	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenues:	<u>77,103.32</u>	<u>0.00</u>	<u>0.00</u>
Expended:	<u>83,009.28</u>	<u>0.00</u>	<u>0.00</u>
Net Income:	<u>5,905.96-</u>	<u>0.00</u>	<u>0.00</u>

Washington County
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
55-3000-001	AMERICAN RESCUE PLAN ACT (ARPA) OF 2021	1,699,182.03	550,096.97	0.00	550,096.97	0.00	0.00	100
55-3100-001	LOCAL ASSIST & TRIBAL CONSISTENCY(LACTF)	0.00	72,294.14	0.00	72,294.14	0.00	0.00	100
	55 Fund 55 Revenue Total	1,699,182.03	622,391.11	0.00	622,391.11	0.00	0.00	100

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
55-4100-000	AMERICAN RESCUE PLAN ACT (ARPA) OF 2021:	0.00	0.00	0.00	0.00	0.00	0.00	0
55-4100-001	AMERICAN RESCUE PLAN ACT (ARPA) OF 2021	0.00	550,096.97	0.00	0.00	0.00	550,096.97	0
55-4100-002	FIRST RESPONDER SERVICES	401,737.10	0.00	0.00	0.00	0.00	0.00	0
55-4100-003	GENERAL ADMINISTRATION SERVICES	1,297,444.93	0.00	0.00	0.00	0.00	0.00	0
	4100 AMERICAN RESCUE PLAN ACT (ARPA) OF 20	1,699,182.03	550,096.97	0.00	0.00	0.00	550,096.97	0
55-4200-001	LOCAL ASSIST & TRIBAL CONSISTENCY(LACTF)	0.00	72,294.14	0.00	0.00	0.00	72,294.14	0
	55 Fund 55 Expend Total	1,699,182.03	622,391.11	0.00	0.00	0.00	622,391.11	0

55 Fund

	Prior	Current	YTD
Revenues:	1,699,182.03	0.00	622,391.11
Expended:	1,699,182.03	0.00	0.00
Net Income:	0.00	0.00	622,391.11

Washington County
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
58-3101-000	DEPT OF COMM-AGAPE GRANT #2587	358,769.89	41,231.00	0.00	41,230.11	0.00	0.89-	100
58-3102-000	DEPT OF COMM - MOTORSPORTS GRANT	0.00	272,920.00	0.00	0.00	0.00	272,920.00-	0
58-3290-000	INTEREST EARNED	0.18	0.00	0.00	1.52	0.00	1.52	0
58-3300-000	EM BLDG DIRECT APPROP S.L. 2021.180	0.00	3,000,000.00	0.00	0.00	0.00	3,000,000.00-	0
58-3300-001	CAP PROJ DIR APPROP SL 2021-180 SEC 40.8	0.00	250,000.00	0.00	0.00	0.00	250,000.00-	0
58-3300-002	DPS-WCSO DIR APPROP S.L. 2021.180	0.00	84,270.00	0.00	84,269.66	0.00	0.34-	100
58-3300-004	HB103 LPR DIR APPROPRIATION	0.00	126,000.00	0.00	126,000.00	0.00	0.00	100
58-3980-010	TRANSFER FROM GENERAL FUND	30,000.00	610,000.00	0.00	610,000.00	0.00	0.00	100
58-3980-038	TRANSFER FROM AIRPORT GRANTS FUND	0.00	300,000.00	0.00	300,000.00	0.00	0.00	100
58-3990-000	APPROPRIATED FUND BALANCE	0.00	49,936.00	0.00	0.00	0.00	49,936.00-	0
58 PROJECTS/GRANTS FUND Revenue Total		388,770.07	4,734,357.00	0.00	1,161,501.29	0.00	3,572,855.71-	25

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	64.00	19,936.00	0.00	0.00	0.00	19,936.00	0
58-4201-002	AGAPE CLINIC PROJECT #2587	358,769.89	41,231.00	0.00	41,230.11	0.00	0.89	100
4201 Total		358,833.89	61,167.00	0.00	41,230.11	0.00	19,936.89	67
58-4202-000	DEPT OF COMMERCE - MOTORSPORTS GRANT	0.00	272,920.00	0.00	0.00	0.00	272,920.00	0
58-4300-001	EM BLDG DIRECT APPROP S.L. 2021.180	0.00	3,900,000.00	0.00	0.00	0.00	3,900,000.00	0
58-4300-002	CAP PROJ DIR APPROP SL 2021-180 SEC 40.8	0.00	250,000.00	0.00	0.00	0.00	250,000.00	0
58-4300-003	DPS-WCSO DIR APPROP S.L. 2021-180	0.00	84,270.00	0.00	0.00	0.00	84,270.00	0
58-4300-004	HB103 LPR DIR APPROPRIATION	0.00	126,000.00	644.40	644.40	0.00	125,355.60	1
4300 Total		0.00	4,360,270.00	644.40	644.40	0.00	4,359,625.60	0
58-6200-001	PARTF GRANT LOCAL MATCH	0.00	40,000.00	0.00	0.00	0.00	40,000.00	0
58 PROJECTS/GRANTS FUND Expend Total		358,833.89	4,734,357.00	644.40	41,874.51	0.00	4,692,482.49	1

58 PROJECTS/GRANTS FUND

	Prior	Current	YTD
Revenues:	388,770.07	0.00	1,161,501.29
Expended:	358,833.89	644.40	41,874.51
Net Income:	29,936.18	644.40-	1,119,626.78

Washington County
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	169,192.77	0.00	11,482.54	61,690.37	0.00	61,690.37	0
59-3010-212	PLYMOUTH NCVTS CONTRA REVENUE ACCOUNT	8,284.13-	0.00	0.00	0.00	0.00	0.00	0
59-3010-221	ROPER MOTOR VEHICLE TAX - NCVTS	20,770.79	0.00	1,195.66	8,999.26	0.00	8,999.26	0
59-3010-222	ROPER NCVTS CONTRA REVENUE ACCOUNT	711.56-	0.00	0.00	0.00	0.00	0.00	0
59-3010-241	CRESWELL MOTOR VEHICLE TAX - NCVTS	12,153.61	0.00	803.09	5,216.72	0.00	5,216.72	0
59-3010-242	CRESWELL NCVTS CONTRA REVENUE ACCOUNT	599.72-	0.00	0.00	0.00	0.00	0.00	0
59-3010-320	CRESWELL TAX LEVY	82,282.26	0.00	3,588.96	49,062.21	0.00	49,062.21	0
59-3010-350	DRAINAGE DISTRICT 5 LEVY	35,782.98	0.00	40.30	27,740.39	0.00	27,740.39	0
59-3010-360	ALBEMARLE DRAINAGE DISTRICT	114,086.96	0.00	17,515.17	87,537.50	0.00	87,537.50	0
59-3010-370	PUNGO RIVER DRAINAGE DISTRICT	40,613.01	0.00	1,917.24	22,375.42	0.00	22,375.42	0
59 DMV MUNICIPAL TAXES Revenue Total		465,286.97	0.00	36,542.96	262,621.87	0.00	262,621.87	0

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	35,782.98	0.00	1,102.98	27,700.09	0.00	27,700.09-	0
59-6900-404	CRESWELL TAX LEVY	76,711.92	0.00	3,424.98	43,199.59	0.00	43,199.59-	0
59-6900-411	PLYMOUTH MOTOR VEHICLE TAX - NCVTS	160,908.64	0.00	13,282.09	50,207.83	0.00	50,207.83-	0
59-6900-412	ROPER MOTOR VEHICLE TAX - NCVTS	20,059.23	0.00	1,569.91	7,803.60	0.00	7,803.60-	0
59-6900-413	CRESWELL MOTOR VEHICLE TAX - NCVTS	11,553.89	0.00	506.48	4,413.63	0.00	4,413.63-	0
59-6900-414	ALBEMARLE DRAINAGE DISTRICT	114,086.96	0.00	8,087.10	70,022.33	0.00	70,022.33-	0
59-6900-415	PUNGO RIVER DRAINAGE DISTRICT	40,613.01	0.00	5,932.58	20,458.18	0.00	20,458.18-	0
6900 Total		459,716.63	0.00	33,906.12	223,805.25	0.00	223,805.25-	0
59 DMV MUNICIPAL TAXES Expend Total		459,716.63	0.00	33,906.12	223,805.25	0.00	223,805.25-	0

59 DMV MUNICIPAL TAXES

	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenues:	465,286.97	36,542.96	262,621.87
Expended:	459,716.63	33,906.12	223,805.25
Net Income:	5,570.34	2,636.84	38,816.62

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	<u>419.53</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0</u>
	60 CRF PANDEMIC RECOVERY Revenue Total	419.53	0.00	0.00	0.00	0.00	0.00	0
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
60-4000-003	PUBLIC HEALTH EXPENSES	<u>419.53</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0</u>
	60 CRF PANDEMIC RECOVERY Expend Total	419.53	0.00	0.00	0.00	0.00	0.00	0

60 CRF PANDEMIC RECOVERY

	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenues:	<u>419.53</u>	<u>0.00</u>	<u>0.00</u>
Expended:	<u>419.53</u>	<u>0.00</u>	<u>0.00</u>
Net Income:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

Washington County
Statement of Revenue and Expenditures

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
61-8300-900	TRANSFER TO GENERAL FUND	25,293.12	0.00	0.00	0.00	0.00	0.00	0
	61 COMMUNITY DEVELOPMENT B Expend Total	<u>25,293.12</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0</u>

61 COMMUNITY DEVELOPMENT BLOCK GRANTS			
	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenues:	0.00	0.00	0.00
Expended:	25,293.12	0.00	0.00
Net Income:	25,293.12-	0.00	0.00

Washington County
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	162,692.60	145,000.00	11,290.79	78,148.83	0.00	66,851.17-	54
63-3990-000	TTA-FUND BALANCE APPROPRIATION	0.00	62,504.00	0.00	0.00	0.00	62,504.00-	0
	63 TRAVEL AND TOURISM Revenue Total	162,692.60	207,504.00	11,290.79	78,148.83	0.00	129,355.17-	38

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
63-0000-000	FUND 63:	0.00	0.00	0.00	0.00	0.00	0.00	0
63-4960-000	TRAVEL & TOURISM:	0.00	0.00	0.00	0.00	0.00	0.00	0
63-4960-010	MUSEUM/HISTORIC SOCIETY	14,000.00	14,000.00	1,166.67	7,000.02	0.00	6,999.98	50
63-4960-040	LIVING HISTORY	0.00	3,500.00	0.00	0.00	0.00	3,500.00	0
63-4960-100	BILLBOARD ADVERTISEMENTS	17,297.88	20,000.00	540.00	9,007.62	0.00	10,992.38	45
63-4960-140	CIVIL WAR TRAIL SIGNS MAINTENANCE	1,000.00	1,400.00	0.00	1,000.00	0.00	400.00	71
63-4960-180	HISTORIC ALBEMARLE TOUR DUES	0.00	1,000.00	0.00	175.00	0.00	825.00	18
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	25,000.00	30,000.00	0.00	0.00	0.00	30,000.00	0
63-4960-260	HISTORICAL SOCIETY OF WASHINGTON CO	0.00	2,244.00	0.00	0.00	0.00	2,244.00	0
63-4960-341	MARITIME MUSEUM & LIGHTHOUSE	10,000.00	10,000.00	833.33	4,999.98	0.00	5,000.02	50
63-4960-343	TOWN OF PLYMOUTH BOAT RACES	0.00	10,000.00	0.00	0.00	0.00	10,000.00	0
63-4960-344	RUMBLE ON THE ROANOKE	16,553.70	0.00	0.00	0.00	0.00	0.00	0
63-4960-345	LASER LIGHT SHOW	3,630.47	5,000.00	0.00	0.00	0.00	5,000.00	0
63-4960-346	AFRICAN AMERIC EXPERIENCE OF NE NC DUES	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0
63-4960-348	REHOBOTH CHURCH PRESERVATION SOCIETY	0.00	2,000.00	0.00	1,500.00	0.00	500.00	75
63-4960-370	CONTRACT-WEBSITE HOST & MAINT	1,200.00	1,200.00	100.00	600.00	0.00	600.00	50
63-4960-401	TRAVEL- BROCHURE REPRINT	0.00	10,000.00	0.00	0.00	0.00	10,000.00	0
	4960 TRAVEL & TOURISM:	90,182.05	113,844.00	2,640.00	25,782.62	0.00	88,061.38	23
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	25,000.00	0.00	9,999.99	0.00	15,000.01	40
63-4970-090	TRAVEL- FICA TAX	607.08	2,000.00	0.00	539.83	0.00	1,460.17	27
63-4970-100	TRAVEL- RETIREMENT	2,675.07	4,500.00	0.00	1,904.98	0.00	2,595.02	42
63-4970-131	TRAVEL - UNEMPLOYMENT	0.00	250.00	0.00	0.00	0.00	250.00	0
63-4970-140	TRAVEL- WORKER'S COMP	87.00	160.00	0.00	87.00	0.00	73.00	54
63-4970-180	TRAVEL- GROUP INS.S	9,562.06	11,500.00	0.00	4,271.10	0.00	7,228.90	37
63-4970-310	TRAVEL- TRAVEL & TRAINING	0.00	1,300.00	0.00	0.00	0.00	1,300.00	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	19,335.79	40,000.00	3,955.50	9,153.18	0.00	30,846.82	23
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
63-4970-602	PROFESSIONAL SERVICES-AUDIT	4,250.00	4,250.00	0.00	0.00	0.00	4,250.00	0

Washington County
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
	4970 TRAVEL & TOURISM:	<u>55,192.00</u>	<u>93,660.00</u>	<u>3,955.50</u>	<u>29,631.08</u>	<u>0.00</u>	<u>64,028.92</u>	<u>32</u>
	63 TRAVEL AND TOURISM Expend Total	<u>145,374.05</u>	<u>207,504.00</u>	<u>6,595.50</u>	<u>55,413.70</u>	<u>0.00</u>	<u>152,090.30</u>	<u>27</u>

63 TRAVEL AND TOURISM

	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenues:	162,692.60	11,290.79	78,148.83
Expended:	<u>145,374.05</u>	<u>6,595.50</u>	<u>55,413.70</u>
Net Income:	17,318.55	4,695.29	22,735.13

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)	93,614.23	81,197.00	6,766.49	33,832.45	0.00	47,364.55-	42
69-3990-000	APPROPRIATED PRIOR YR BALANCE	0.00	127,823.00	0.00	0.00	0.00	127,823.00-	0
	69 EMERGENCY TELECOMMUNICA Revenue Total	93,614.23	209,020.00	6,766.49	33,832.45	0.00	175,187.55-	16

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	22,835.31	15,675.00	80.99	388.31	0.00	15,286.69	2
69-9100-310	TRAINING	1,800.00	4,100.00	0.00	1,035.00	0.00	3,065.00	25
69-9100-320	COMMUNICATIONS	8,110.06	12,000.00	566.53	3,305.40	0.00	8,694.60	28
69-9100-350	MAINT & REPAIR-EQUIPMENT	153.00	2,100.00	0.00	840.00	0.00	1,260.00	40
69-9100-351	CONTRACTED SERVICES-SOUNDSIDE	12,600.00	13,000.00	0.00	12,978.00	0.00	22.00	100
69-9100-352	MAINT AGREEMENT-SOUTHERN SOFTWARE CAD	7,643.00	7,719.00	0.00	7,719.00	0.00	0.00	100
69-9100-354	MAINT AGREEMENT-SOUTHERN SOFT MAPPING	3,216.00	3,248.00	0.00	3,248.00	0.00	0.00	100
69-9100-355	MAINT AGREEMENT-SOUTHERN SOFT PAGING	798.00	805.00	0.00	805.00	0.00	0.00	100
69-9100-356	MAINT AGREEMENT-EDGE ONE RECORDER	0.00	5,500.00	0.00	5,300.00	0.00	200.00	96
69-9100-357	MAINT AGREEMENT-WIRELESS COMMUNICATIONS	14,603.78	15,000.00	0.00	0.00	0.00	15,000.00	0
69-9100-358	MAINT AGREEMENT-ESRI	1,500.00	2,800.00	0.00	0.00	0.00	2,800.00	0
69-9100-361	MAINT AGREEMENT-EMD	3,600.00	3,700.00	0.00	3,600.00	0.00	100.00	97
69-9100-550	- CAPITAL OUTLAY- EQUIPMENT	168,169.80	123,373.00	0.00	102,822.80	0.00	20,550.20	83
	9100 911:	245,028.95	209,020.00	647.52	142,041.51	0.00	66,978.49	68
	69 EMERGENCY TELECOMMUNICA Expend Total	245,028.95	209,020.00	647.52	142,041.51	0.00	66,978.49	68

69 EMERGENCY TELECOMMUNICATIONS	Prior	Current	YTD
Revenues:	93,614.23	6,766.49	33,832.45
Expended:	245,028.95	647.52	142,041.51
Net Income:	151,414.72-	6,118.97	108,209.06-

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	135.26	0.00	0.00	1,132.56	0.00	1,132.56	0
70-3980-010	TRANSFER FROM GENERAL FUND	40,000.00	40,000.00	0.00	40,000.00	0.00	0.00	100
	70 REAPPRAISAL Revenue Total	40,135.26	40,000.00	0.00	41,132.56	0.00	1,132.56	100

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
70-8600-000	RESERVE FOR REAPPRAISAL	0.00	40,000.00	0.00	0.00	0.00	40,000.00	0
	70 REAPPRAISAL Expend Total	0.00	40,000.00	0.00	0.00	0.00	40,000.00	0

70 REAPPRAISAL		<u>Prior</u>	<u>Current</u>	<u>YTD</u>
	Revenues:	40,135.26	0.00	41,132.56
	Expended:	0.00	0.00	0.00
	Net Income:	40,135.26	0.00	41,132.56

Grand Totals		<u>Prior</u>	<u>Current</u>	<u>YTD</u>
	Revenues:	25,910,860.22	1,797,840.27	15,181,763.23
	Expended:	23,175,488.46	1,023,155.37	12,496,396.04
	Net Income:	2,735,371.76	774,684.90	2,685,367.19

WASHINGTON COUNTY BOARD OF COMMISSIONERS

AGENDA STATEMENT

ITEM NO: 10

DATE: January 3, 2023

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

SUMMARY EXPLANATION:

- Department Head Reports from December 2022
- Statistics Reports from December 2022

Department Head Reports to the Commissioners
January 3, 2023
Board of Commissioners' In Person & Facebook Livestreamed Meeting

Geographic Information Systems & Other Projects

Richard Livingston

The GIS related work load for December has again been relatively low. I continue to verify PINS, maintain cadastral data, and answer citizen inquiries primarily related to property ownership.

I have been in touch with Tax Office staff to discuss the transition of GIS responsibilities upon my return to school. At this moment, we are putting together a plan to contract the provision of cadastral maintenance and 911 addressing to a third party that the County has a long history of working with and who manages these services for surrounding counties including Tyrrell and Perquimans. While it will be a significant change from a customer service standpoint, I feel confident that the contracting out of the bulk of the GIS workload to a trusted third party that is experienced and follows industry standards for data management will result in a system of geographic service provision that is both economical and efficient.

This planned change coincides with the implementation of the tax software that is currently out to bid. It is my hope that I can work with all parties involved to ensure that the proper workflows are in place for continued service provision before my departure.

I am happy to answer any questions you may have about these changes at any time.

Thank you for the time you took to read this update and I look forward to continued service to the people of Washington County.

EMS

Jennifer O'Neal

EMS STAFFING:

The EMS Division now has three Full Time Paramedic positions and two Full Time EMT positions available. The most recent Paramedic resigned from Full Time for an equivalent position in Hertford County for approximately \$10,000.00 more per year. She had 5 years of service with our agency and thankfully will remain part time with us. The Transport Division has two Full Time EMT positions available. We are also accepting applications for part time positions. The Basic EMT course at the BCCC Roper Campus is complete and those potential hires are preparing to take their state exams.

EMPLOYEE SAFETY:

PPE remains at a comfortable level and is sufficient to absorb a peak in call volume for approximately 45 days. EMS and Transport Providers continue to manage the daily disinfecting practices inside the bases and ambulances with intermittent deep decon of EMS units. We are seeing an upward trend in COVID positive patients.

OTHER SYSTEM BUSINESS:

UNC PECC+ Program : Nothing new to report

Duke RACE-CARS Trial Program: Nothing new to report

APPARATUS: The EMS Ambulance modifications are complete and the unit is scheduled for Telematics and Viper Radio installation the first week of January.



HOSPITAL: WRMC continues to be on very frequent CT/X-Ray diversion, with the highest percentage of time after 5pm and on weekends and holidays. This is significantly impacting our units turn-around time, fuel consumption and maintenance costs. Most concerning is the increase in hours that our units are outside of the county and not available or delayed from answering calls for service by our citizens.



Our sharp increase in call volume, increased transport times to outlying facilities and staffing stress didn't allow our crews to participate in many of the Christmas community events that bring them joy each year. We all missed this important time with our communities. We want you to know how special the citizens and visitors to our area are to us. We hope you all had a Merry Christmas and we are looking forward to a **HAPPY AND PROSPEROUS NEW YEAR!** Thank you for your continued support of EMS.

Recreation

Randy Fulford

No report submitted.

Elections

Dora Bell

No report submitted.

Library

Brandy Goodwin

Programming

- Santa Claus Program (12/15/22): Hosted at the Library from 5:30 – 7:00 PM and was free and open to the public. LOW ATTENDANCE NUMBER (4 participants). This was very discouraging and unexpected given the success of programs in the past.
- The Grassroots Program planning is underway and going strong. The Poet Laureate spoke with me on the telephone expressing her interest in hosting a program at WCHS. This will be hosted the first week of April; day and time TBD.
- The Bright Star Touring Company has also expressed an interest to perform a series of “Black History” shows in February in partnership with the school. Specifics are still being ironed out with superintendent on who will host and how many shows will be presented.
- We have been in correspondence with the Spanish Ballet Company and they have yet to respond to our emails about scheduling a day; holiday craziness may account for this delay in response.
- Storytime Sessions are still being presented virtually due to lack of community interest ☹️

Donations

- We have been receiving a lot of filthy book donations as of late and have had to remind patrons of what is an “acceptable” donation.
- We have several bags of unusable donations at the back of the library that will need to be carted off by the county as they are extremely heavy.

End of Year Preparations

- We are winding down the year by stalling large programs until the start of the New Year.

2022

Dairy Cow Takeover

Milk does the body good, but understanding where it comes from opens the mind to the world of agriculture. In eastern North Carolina, there is only one remaining dairy east of Interstate 95. With school resources limited for field trips, the Washington County Cooperative Extension team sought a way to bring the dairy experience to our students.

Response

Through extensive coordinating and logistics, the Southland Dairy Farmers Mobile Dairy Classroom was able to visit **approximately 1,000 Washington County students** in early March. Our trained instructor demonstrated how to milk a cow, described how milk goes from the farm to the consumer, and then answered questions from our students. The Southwest/Southland Dairy Farmers sponsor the program.

Results

Youth in grades kindergarten through eighth from Pines Elementary, Creswell Elementary, Pocosin Innovative Charter School, and Washington County Middle School could partake in this program. The enthusiasm expressed by students and gratitude by educators made this learning opportunity a significant success.



Established Contract Pricing at Local Doctor's Office

Farmers and truck drivers are required by law to have several different medical exams performed annually, including but not limited to respirator fit testing, routine physical exams, and drug screening. Without insurance, the cost of having these mandatory exams can add up quickly. To aid farmers with respirator fit testing, Washington County Extension generally hosts a respirator fit testing event for farmers; however, if the farmer cannot attend that event, it leaves them to drive an hour to Greenville or Elizabeth City to get tested on their own.

Response

Washington County Extension established a **working relationship with the director of our local Primary Care Physician and secured contract pricing for agriculture-related mandatory exams** for those that needed it. This contract can be canceled anytime and is renewable every two years.

Results

Respirator fit testing at our local Primary Care office is generally over \$130. With contract pricing, the cost is \$30 for the fitting and \$10 for the OSHA questionnaire. This contract also secures discount pricing for routine physicals, CDL Physicals, and drug screens. Now farmers can call and make appointments for these procedures at their convenience.



Knock Back Diabetes

North Carolina has the 12th highest rate of diabetes in the United States. More than 11 percent of our adult population is diabetic, and a third of the population is considered pre-diabetic (NC Diabetes Registry, 2018).

Response

To help address this problem, Cooperative Extension teamed up with MTW District Health to **teach a six-week series called "Knock Back Diabetes." The FCS Innovation Grant sponsored this program.** This series showcased low-carb, cost-effective recipes that can easily be made home. We also explored new kitchen tools and techniques.

Results

Each participant was given a cookbook of recipes and kitchen tools to encourage them on their kitchen journey. "This was one of the greatest classes I have ever attended. The cooking was fun, the recipes were easy to follow, and the instructors were knowledgeable. It was a great class."

Our Impacts

2022



Grant Dollars
\$39,606

Educational Sessions Conducted
606

Digital Reach
97,913 
8,313  

Program Participants
2,967 total
1489 white
1253 black
225 other

Contact Hours with Clients
3,110

Volunteers
39

Hours Worked by Volunteers
297

Dollar Value of Volunteers
@\$29.95/hr.
\$8,896

No. of Professional
Certifications Received by
Citizens
128

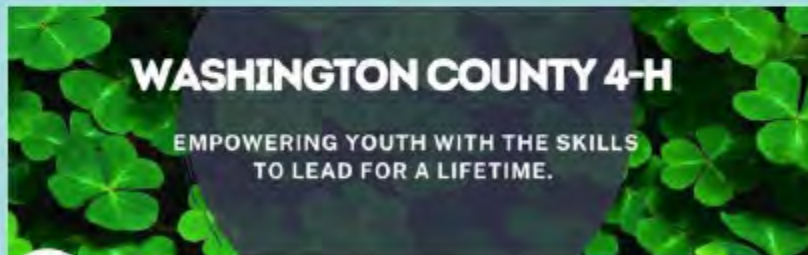


Washington County Extension - Food & Family



Washington County Extension - Agriculture

272 followers · 18 following



Washington County NC 4-H

@WashCoNC4H · 5 2 reviews · Youth Organization

Send Email



Veteran's Service Officers Report
Vacant

No report submitted

Tax Office
Sherri Wilkins

1. The listing forms and the files for the Business Personal Property and Personal Property listings were sent to BMS Printers for processing and mailing the end of this month. The listing period is January 1st to January 31st.
2. We continue to work every day with Zacchaeus Legal Services.
3. Refunds and Releases were presented to and approved by the Commissioners at the December meeting. We work to have these processed each month so any refunds are timely.
4. Assisted the taxpayers with the Tag & Tax program, handling adjustments, refunds, releases, and general questions in regards to motor vehicles.
5. Each Monday, as I can, I sit in on an Assessor's Town Hall Zoom meeting.
6. Continue to verify PINs for various reasons – usually for the filing of deeds – if Richard is out of the office. Corresponding with him, as needed, if there is a question or issue with a property or properties that includes GIS.
7. We continue to get calls for Republic Services, we direct the taxpayer to the county's website and Landfill.
8. The tax clerks – Christal and Hollie - are handling the day to day processing of payments, handling phone calls and emails as they can but also work is being delegated to them as it can be.
9. Felesha continues to work on transfers and preparing our system for the upcoming listing period of Jan 1 – Jan 31.
10. Darlene continues to work on debt setoff files, wage garnishment files and bank attachment files. She assists the other staff as needed.
11. Darlene prepared the Employer letters for mailing. Each year at this time we mail over 400 letters to area employers requesting a listing of their employees. Once received, Christal helps her by sorting them and looking up the names of the employees to see if any are delinquent. We then use this information to process wage garnishments.
12. I continue to work on transfers that have splits, assessment questions/issues and audits of our accounts. Performance evaluation of staff has had to be delayed until a later date. Several internal audits are in line to be completed over the next several months by Darlene and I.
13. Darlene and I rode to Tarboro to view Keystone tax software in use.
14. I contacted the Roanoke Beacon to advertise the listing notice as required by N.C.G.S. I also advertised the office closed dates and a notice to pay by Jan. 5th to avoid being delinquent on the 2022 taxes.
15. I posted listing notices throughout the county. I emailed the town offices and several of the county offices and requested that the listing notices be advertised in their facility.
16. Denise continues to work part-time to assist our office with NCVTS reports, processing the refunds and releases reports and estate files.

Planning/Inspections/Floodplain Management
Allen Pittman

November and December 2022

Permits Issued	November	15	December (through 20 th)	14
Inspections		38		31
Demolition permits				1
Permit Application Reviews		5		4
Flood Plain consults		3		4
Map and Plat Consults		2		1

Planning Board – had scheduling conflicts in November; met on December 1 and on December 15 – Public Hearing for special use application for Helena Agri expansion for fertilizer tank and building – recommended to the Board of Commissioners

- Citizen’s Academy – Presented to Academy on November 21
- Class on December 9 – Department of Insurance – Fire Department ratings and water supply
- Meeting with engineering and staff regarding school fire suppression November 2
- Department Head Meeting November 9 and December 7
- Conferences with potential buyers regarding zoning questions
- Worked on cleaning office to downsize into Adams Street space

Wishing you all a Very Merry Christmas!

Emergency Management
Lance Swindell

No report submitted.

Soil and Water
VACANT

No report submitted.

Register of Deeds
Tim Esolen

No report submitted.

Public Utilities
Lee Sasser

No report submitted.

Sheriff's Office/Detention/E911

Chief Deputy Arlo Norman/Clinta Blount/Anna Johnson

No report submitted.

Information Technology

Darlene Fikes

1. Work on IT CIP with Richard.
2. Troubleshoot issue with switch and ups in Investigator's office.
3. Troubleshoot issue with power button on Allen Pittman's pc and cd drive on Connie Barnes pc. Still under warranty, so able to have repaired.
4. Move Connie's new computer to Admin building. Make ethernet cables for Connie's pc and copier.
5. Setup new computer for Facilities. Install updates/office and setup admin profile and
6. desktop.
7. Setup new computer for Bank Scanning. Install updates/office and setup profiles and
8. desktop. Work with Southern Bank to install software and test.
9. Troubleshoot issue with Register of Deeds switch. New switch being purchased with VoIP
10. updates but has not been delivered. Borrowed switch from SSG until new switch delivered.
11. Review switches to be replaced in VC3 contract.
12. Review all invoices for Board of Elections move to verify accuracy.
13. Troubleshoot issue with Toshiba copier in Sheriff's office. Work with Michele.
14. Troubleshoot issue with email. Determine only emails being sent to gmail accounts were
15. affected. Possibility google made server changes. Work with SSG to resolve.
16. Conference call with Keystone, Sherri Wilkins and Darlene Harrison to discuss Tax software.
17. Conference call with credit card company, Knapp Brabble and Mary Moscato to discuss QTPod vs FuelMaster.
18. Attend County procurement training from Cameron Birtcher.
19. Troubleshoot issue with Jail pc (Clinta Blount).
20. Discuss with Southern Security Group issue with Jail cameras.
21. Discuss 911 fund balance with Missy.
22. Troubleshoot issue with 911 CAD sending text messages to EMS.
23. Troubleshoot issue with Sheriff office pc (Linda Dickson).
24. Submit ticket to NCDIT to disconnect 252-793-1033 and 252-791-0143 (used for security alarms at Commerce building) and remove from billing effective 01/01/23.
25. Work on exchange documentation for O365.
26. Attend Departmental meeting.
27. Attend County Manager group meeting.
28. Check postage machine during the month to determine when postage is needed.
29. Stamp, sign & copy invoices & take to Finance.
30. Reconcile Budget Statement.

Senior Center
Vanessa Joyner

No report submitted.

Airport
Knapp Brabble

1. Laser Light Show, Dec. 16, 17, 18, 19.
It was, in my opinion, a tremendous success. It was exciting to see the people that had never been to the airport and now have seen and know that there is a local airport.
2. Also, the Washington County Historical Committee had success selling concessions during the laser light show.
3. Replaced 2 runway lights, also had 1 broken runway light globe.
4. Found problem on Jet/A reel motor and fixed problem. Hose reel is now working.
5. Campbell Oil was here on Tuesday Dec. 6th and replaced fuel filter on Av/gas tank and also installed fuel filters on the Jet/a fuel tank. Took measurements on both fuel dispensers to replace iron piping with stainless steel piping (required by new FAA regulations). Said they have ordered the stainless steel pipe and will install soon as arrives. Campbell Oil will install and new dispenser filters (new FAA requirement) on both dispensers at same time.
6. Future Projects:
 - a. Replace Av/gas hose and jet fuel hose.
 - b. Clean debris around perimeter of airport.
 - c. Clean logging road overgrowth.
Replace fuel pump night light at fueling station, about 20' tall.
 - d. Find someone to contract installing sump pumps on Av/gas tank and sump pump on Jet/A fuel tank. (Hopefully can be done by Campbell Oil)
Have sump pumps for the Av/gas and jet fuel tanks. Will have to order piping (stainless steel) for each tank to be able to install sump pumps.
 - e. Have to add fill dirt in spots around runway lights, and fixtures that has sunken in or washed away to meet FAA safety standards.
 - f. Runway: Need to put weed killer in cracks on runway and taxiway.
 - g. Need to cut grass north end, south end of runway, entire airport.
 - h. Need to cut around runway and taxiway lights. Will have to remove trees north end and south end of runway RPZ zone to meet FAA safety standards. Remove rocks/stones around taxiway to improve mowing and save wear and tear on airport equipment.
 - i. Repair Beacon
 - j. Repair/replace PAPI lights (precision approach path indicator)
 - k. Repair/replace REIL (runway end identifier lights)
 - l. Replace underground phone line to FMU at refueling station.
And other items that are not on this list.

Facility Services

Louis Boone

No report submitted.

MTW Health District

Wes Gray

(Sends COVID-19 updates throughout the month when necessary)

Surplus Report

Renee' Collier

Surplus Update

Currently At Auction

Asset	List Price	End Date
H20 Dept- Caravan	500	3-Jan
Motorola Radios (911)	250	19-Jan

Sold (or pending sale)

Asset	Price	Status
Real Property x 2	Working on closing	

Preparing to be Listed

Asset	Status
SO Vehicles	holding on decals
EM Surplus	will begin advertising after new year

DSS

Clifton Hardison

No report submitted.

WASHINGTON COUNTY

STATISTIC REPORT



Reporting Period:

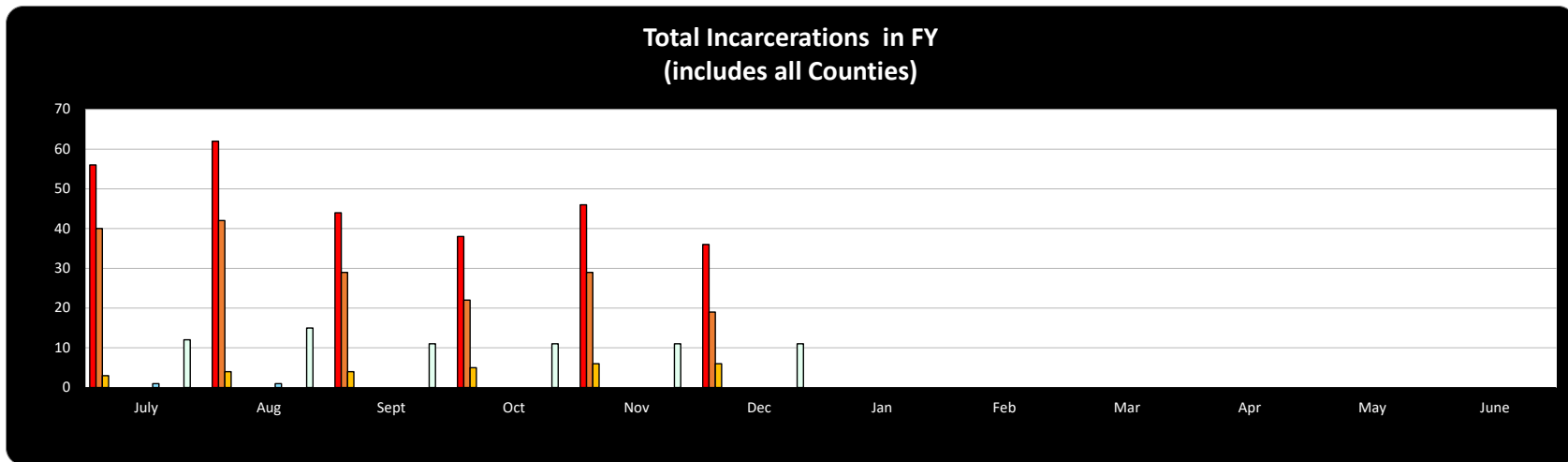
DECEMBER 2022

DETENTION

FY22-23

Incarcerations by County

		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total (by Gender)	Total Incarcerations
		56	62	44	38	46	36	0	0	0	0	0	0	282	282
WASHINGTON	Male	40	42	29	22	29	19							181	209
	Female	3	4	4	5	6	6							28	
CHOWAN	Male	0	0	0	0	0	0							0	0
	Female	0	0	0	0	0	0							0	
HYDE	Male	0	0	0	0	0	0							0	0
	Female	0	0	0	0	0	0							0	
MARTIN	Male	0	0	0	0	0	0							0	0
	Female	0	0	0	0	0	0							0	
BEAUFORT	Male	0	0	0	0	0	0							0	2
	Female	1	1	0	0	0	0							2	
PITT	Male	0	0	0	0	0	0							0	0
	Female	0	0	0	0	0	0							0	
HERTFORD	Male	0	0	0	0	0	0							0	0
	Female	0	0	0	0	0	0							0	
SMCP	Male	12	15	11	11	11	11							71	71
	Female	0	0	0	0	0	0							0	
SURRY		0	0	0	0	0	0							0	0
US PRISON TRANSPORT	Male	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Female	0	0	0	0	0	0	0	0	0	0	0	0	0	



EMERGENCY MEDICAL SERVICES (EMS)

FY22-23

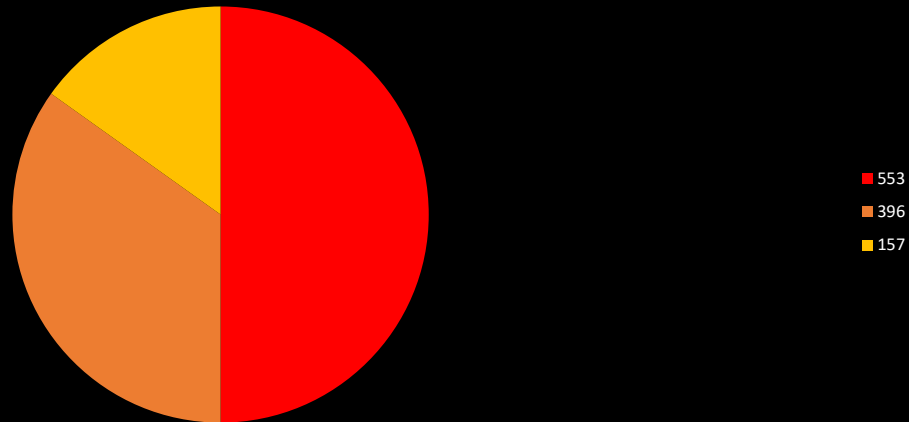
Washington County

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	YTD Totals
WC Dispatched	138	134	130	151									553
WC Transported	98	101	91	106									396
WC Refusals	40	33	39	45									157
Transport Washington													
Hospital to Hospitals	6	2	3	1									12
SNF to Doctors	85	65	98	136									384
Hospital Discharges	10	21	12	19									62
EMS Back Up	1	6	6	3									16

Tyrrell County

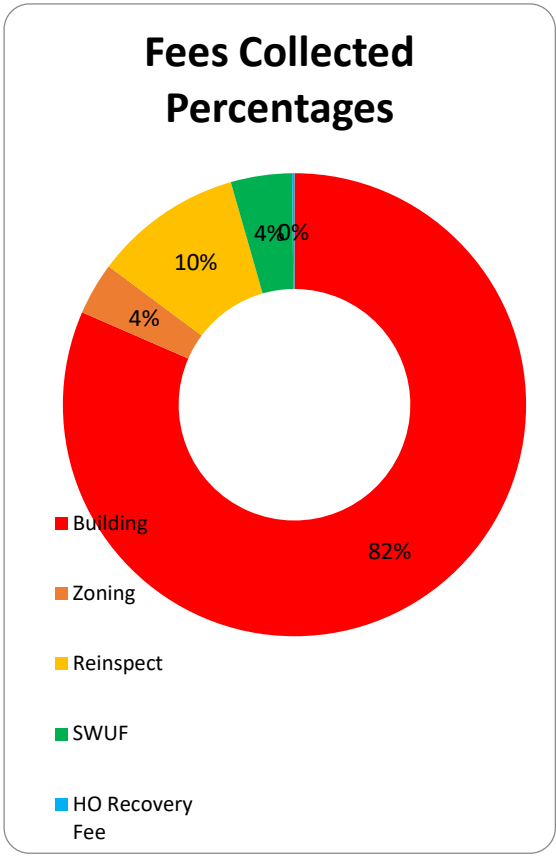
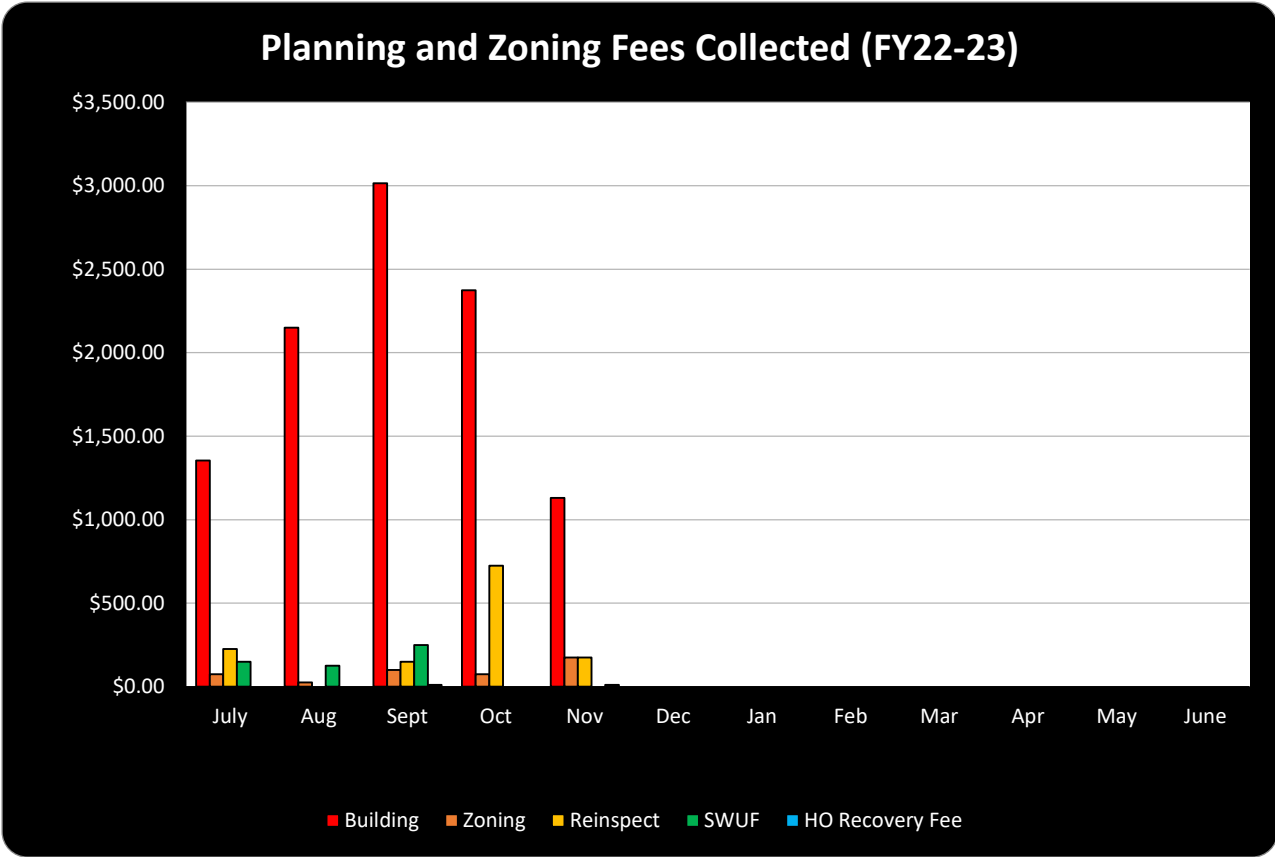
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	YTD Totals
TC Dispatched	60	61	69	71									261
TC Transported	49	41	48	44									182
TC Refusals	11	20	21	27									79
Mutual Aid Hyde													
HC Dispatched	0	0	0	2									2
HC Transported	0	0	0	0									0
HC Refusals	0	0	0	2									2

EMS Pickups FY23



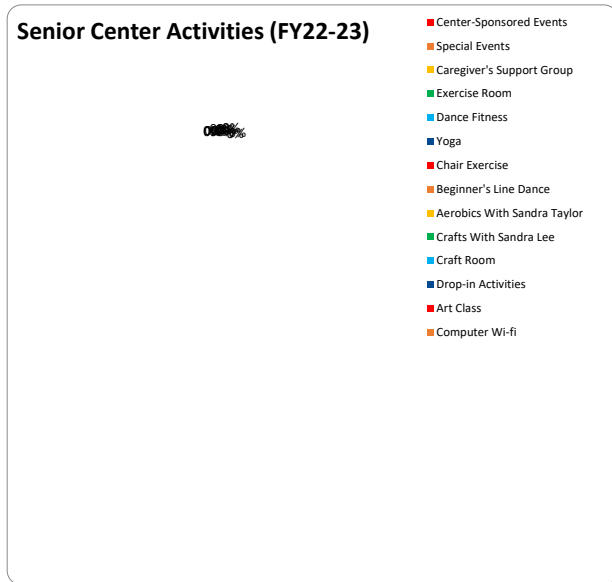
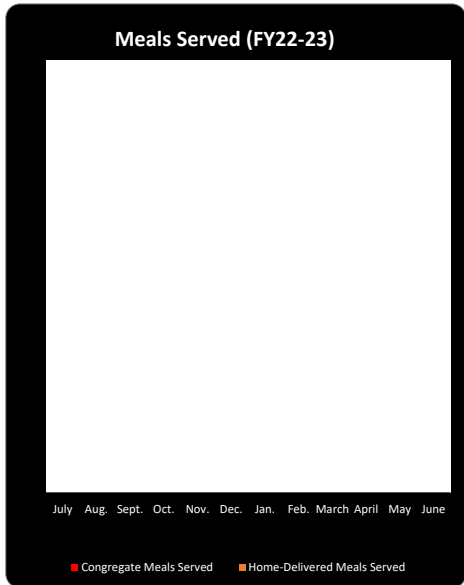
**PLANNING AND ZONING
FY22-23
Inspections and Fees**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	YTD Totals
Building	\$1,355.00	\$ 2,150.00	\$ 3,014.54	\$ 2,374.60	\$ 1,130.00								\$10,024.14
Zoning	\$ 75.00	\$ 25.00	\$ 100.00	\$ 75.00	\$ 175.00								\$450.00
Reinspect	\$ 225.00	\$ -	\$ 150.00	\$ 725.00	\$ 175.00								\$1,275.00
SWUF	\$150.00	\$ 125.00	\$ 250.00	\$ -	\$ -								\$525.00
HO Recovery Fee	\$0.00		\$ 10.00	\$ -	\$ 10.00								\$20.00
Total	\$1,805.00	\$2,300.00	\$3,524.54	\$3,174.60	\$1,490.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,294.14



SENIOR CENTER FY22-23

	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	YTD Total
PARTICIPANT DATA													0
Unduplicated Attendees													0
New Participants													0
Center-Sponsored Events													0
Special Events													0
Caregiver's Support Group													0
Exercise Room													0
Dance Fitness													0
Yoga													0
Chair Exercise													0
Beginner's Line Dance													0
Aerobics With Sandra Taylor													0
Crafts With Sandra Lee													0
Craft Room													0
Drop-in Activities													0
Art Class													0
Computer Wi-fi													0
													YTD Total
MEAL DATA	0	0	0	0	0	0	0	0	0	0	0	0	0
Congregate Meals Served													0
Home-Delivered Meals Served													0
Congregate Meals-Pick-Ups													0
													YTD Total
CONTRIBUTION DATA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Congregate Meals													\$ -
Home-Delivered Meals													\$ -
Activity Fees													\$ -
Donations													\$ -



**TAX
FY22-23**

	July	Aug.	Sept.	Oct.	Nov.	Dec	Jan	Feb	Mar	Apr	May	June	YTD Totals
Collections													
Amount*													\$ -
Current Year Tax	\$ 898,210.32	\$ 2,292,012.84	\$ 404,187.42	\$ 223,827.03	\$ 361,823.03								\$ 4,180,060.64
Current Yr Discount	\$ (16,983.97)	\$ (32,457.61)	\$ (600.68)	\$ -	\$ -								\$ (50,042.26)
Current Year Penalty	\$ 107.78	\$ 2,564.03	\$ 516.33	\$ 218.50	\$ 127.82								\$ 3,534.46
Current Year Interest	\$ -	\$ -	\$ -	\$ 554.41	\$ -								\$ 554.41
Watershed Tax Current Yr	\$ 10,162.47	\$ 27,388.25	\$ 4,764.97	\$ 2,666.75	\$ 3,961.14								\$ 48,943.58
Watershed Discount	\$ (203.16)	\$ (387.62)	\$ (7.00)	\$ -	\$ -								\$ (597.78)
Watershed Penalty	\$ 1.24	\$ 30.56	\$ 6.09	\$ 1.11	\$ 1.17								\$ 40.17
Watershed Interest	\$ -	\$ -	\$ -	\$ 6.41	\$ -								\$ 6.41
Prior Year Tax	\$ 44,247.58	\$ 89,391.99	\$ 42,863.52	\$ 33,593.45	\$ 42,599.81								\$ 252,696.35
Prior Year Penalty	\$ 154.44	\$ 72.04	\$ 12.85	\$ 58.08	\$ 33.73								\$ 331.14
Prior Year Interest	\$ 4,028.32	\$ 8,724.90	\$ 5,215.11	\$ 3,961.82	\$ 13,239.58								\$ 35,169.73
Prior Year Watershed	\$ 378.70	\$ 590.37	\$ 306.97	\$ 265.82	\$ 245.71								\$ 1,787.57
Prior Year WS Penalty	\$ 1.69	\$ 0.91	\$ 0.33	\$ 0.88	\$ 0.44								\$ 4.25
Prior Year WS Interest	\$ 333.37	\$ 468.29	\$ 271.88	\$ 289.19	\$ 364.36								\$ 1,727.09
Bad Checks	\$ -	\$ -	\$ (538.54)	\$ (1,425.85)	\$ -								\$ (1,964.39)
Prepayments	\$ 520.18	\$ 3,572.47	\$ 3,255.73	\$ 3,081.94	\$ 2,834.72								\$ 13,265.04
TOTAL	\$ 940,958.96	\$ 2,391,971.42	\$ 460,254.98	\$ 267,099.54	\$ 425,231.51	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,485,516.41
Advalorem Garnishments													
Initiated	1	5	0	9	10								25
Amount	\$ 1,338.48	\$ 3,763.76	\$ -	\$ 4,187.72	\$ 8,832.11								\$ 16,783.59
Satisfied/Cancelled	0	0	0	2	7								9
Amount	\$ -	\$ -	\$ -	\$ 787.64	\$ 4,174.69								\$ 4,962.33
* Bank Attachments are usually in/out the same month - the bank either pays or sends a notice that no funds are available.													
Tax and Tag		76,269.23	\$ 93,475.19	\$ 77,088.65	65,226.07								\$ 312,059.14
Solid Waste Fees													
Billed Current Yr	\$ 1,173,600.00												\$ 1,173,600.00
Collected Current Yr	\$ 171,230.20	\$ 329,298.44	\$ 73,561.83	\$ 54,369.74	\$ 69,541.33								\$ 698,001.54
Bad Checks	\$ -	\$ -	\$ (300.00)	\$ (340.00)	\$ -								\$ (640.00)
TOTAL	\$ 171,230.20	\$ 329,298.44	\$ 73,261.83	\$ 54,029.74	\$ 69,541.33	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 697,361.54
Drainage Fees -													
Billed Current Yr	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Collected Current Yr	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Prior Yrs Collected	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Drainage Fees - Other													
Collected Current Yr	\$ 8,733.79	\$ 62,366.75	\$ 20,645.48	\$ 11,311.92	\$ 15,122.66								\$ 118,180.60
Town Collections													
Creswell Levy	\$ 3,564.64	\$ 22,463.38	\$ 14,258.93	\$ 1,581.06	\$ 3,605.24								\$ 45,473.25
TOTAL TAX DEPOSIT	\$ 1,124,487.59	\$ 2,899,575.18	\$ 661,896.41	\$ 411,110.91	\$ 578,726.81	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,675,796.90

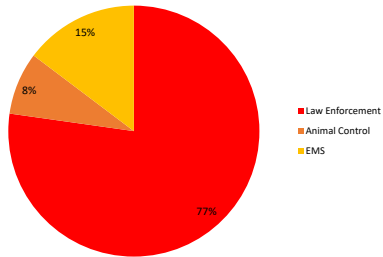
Oct Int - Def Tax Pmt

Oct Int - Def Tax Pmt

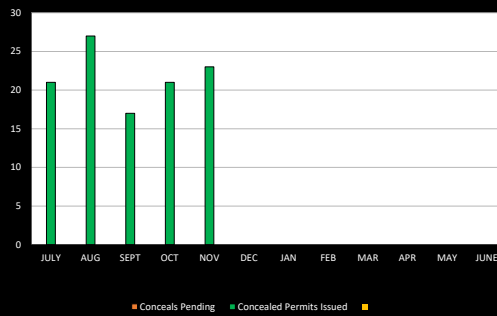
SHERRIFF FY22-23

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	YTD TOTALS
Total Number of Dispatched Calls	0	1187	1165	1129	1039	0	0	0	0	0	0	0	4520
Law Enforcement		927	894	874	796								3491
Animal Control		88	126	79	71								364
EMS		172	145	176	172								665
Reported Incidents	62	54	50	52	57								275
Total Arrests	14	16	11	10	11	0	0	0	0	0	0	0	62
Misdemeanor Arrests	5	6	9	8	5								33
Felony Arrests	9	10	2	2	6								29
Total Papers Served	64	79	66	75	48	0	0	0	0	0	0	0	332
Criminal Papers Served	10	2	0	3	3								18
Civil Papers Served	54	77	66	72	45								314
Total Papers Outstanding	15	27	32	16	20	0	0	0	0	0	0	0	110
Criminal Papers Outstanding	7	0	0	2	2								11
Civil Papers Outstanding	8	27	32	14	18								99
Gun Permits Issued	23	18	16	18	39								114
Conceals Pending	0	0	0	0	0								0
Concealed Permits Issued	21	27	17	21	23								109

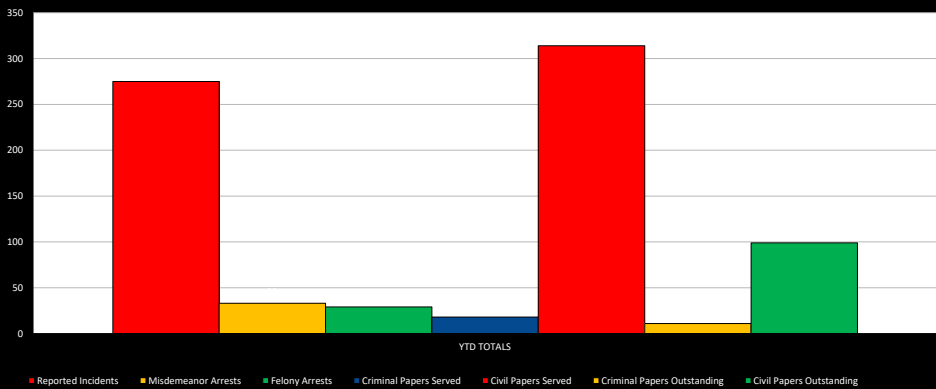
Dispatched Calls (FY22-23)



Gun Permits (FY22-23)

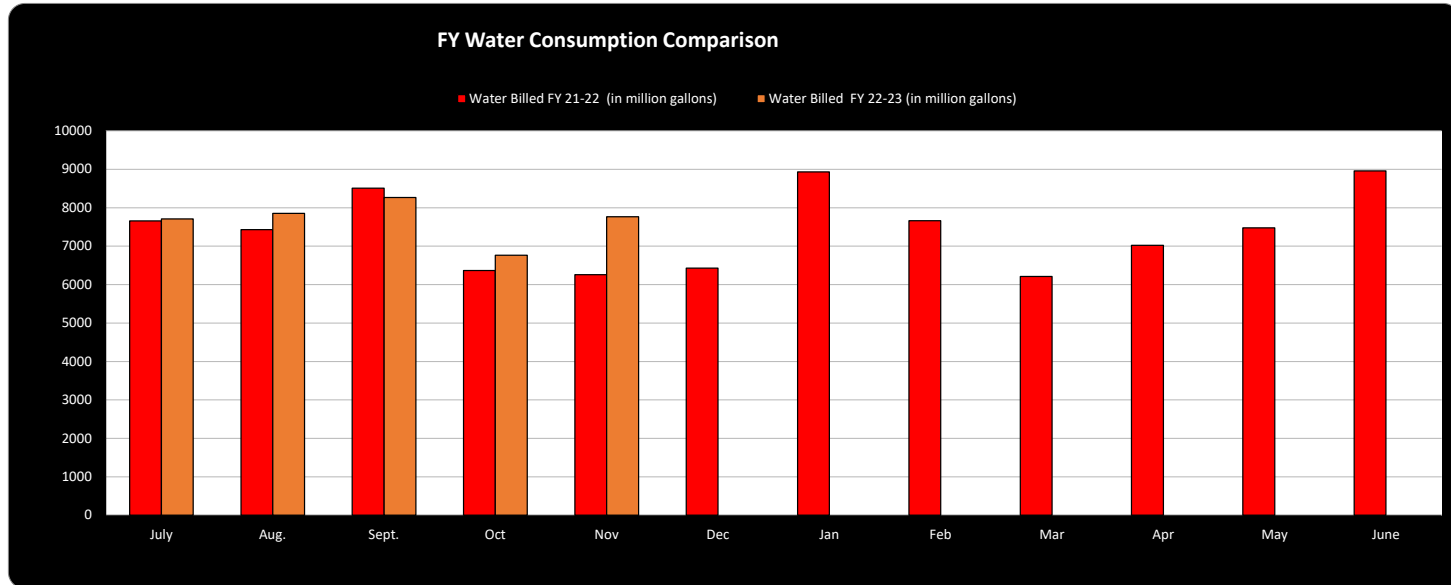


Total Arrests & Papers Processed/Served (FY22-23)



WATER AND SOLID WASTE FY22-23

	July	Aug.	Sept.	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	YTD Totals
Water Billed FY 21-22 (in million gallons)	7656	7432	8508	6369	6257	6428	8930	7660	6210	7022	7477	8956	88,905
Water Billed FY 22-23 (in million gallons)	7707	7855	8266	6766	7766								38,360
Base Charges	\$ 65,364	\$ 65,388	\$ 65,292	\$ 65,292	\$ 65,268								\$ 326,604
Consumption Charges	\$ 48,516	\$ 50,505	\$ 55,159	\$ 38,779	\$ 48,932								\$ 241,891
Reconnecton Charges	\$ 1,785	\$ 2,205	\$ 1,645	\$ 1,715	\$ 1,470								\$ 8,820
Number of Abatements	13	21	23	21	14								92
Dollar Amount of Abatements	\$ 1,547.00	\$ 2,697	\$ 3,146	\$ 3,452	\$ 1,794								\$ 12,636.00
Water Pumped (in million gallons)	13.9	15.6	14.5	14.5	12								70.100
Number of Customers	2657	2658	2654	2654	2653								13,276
New taps	0	0	2	0	0								2
Water Billed to Roper	\$ 4,844.65	\$ 4,844.65	\$ 4,844.65	\$ 4,844.65	\$4,844.65								\$ 24,223.25
													0

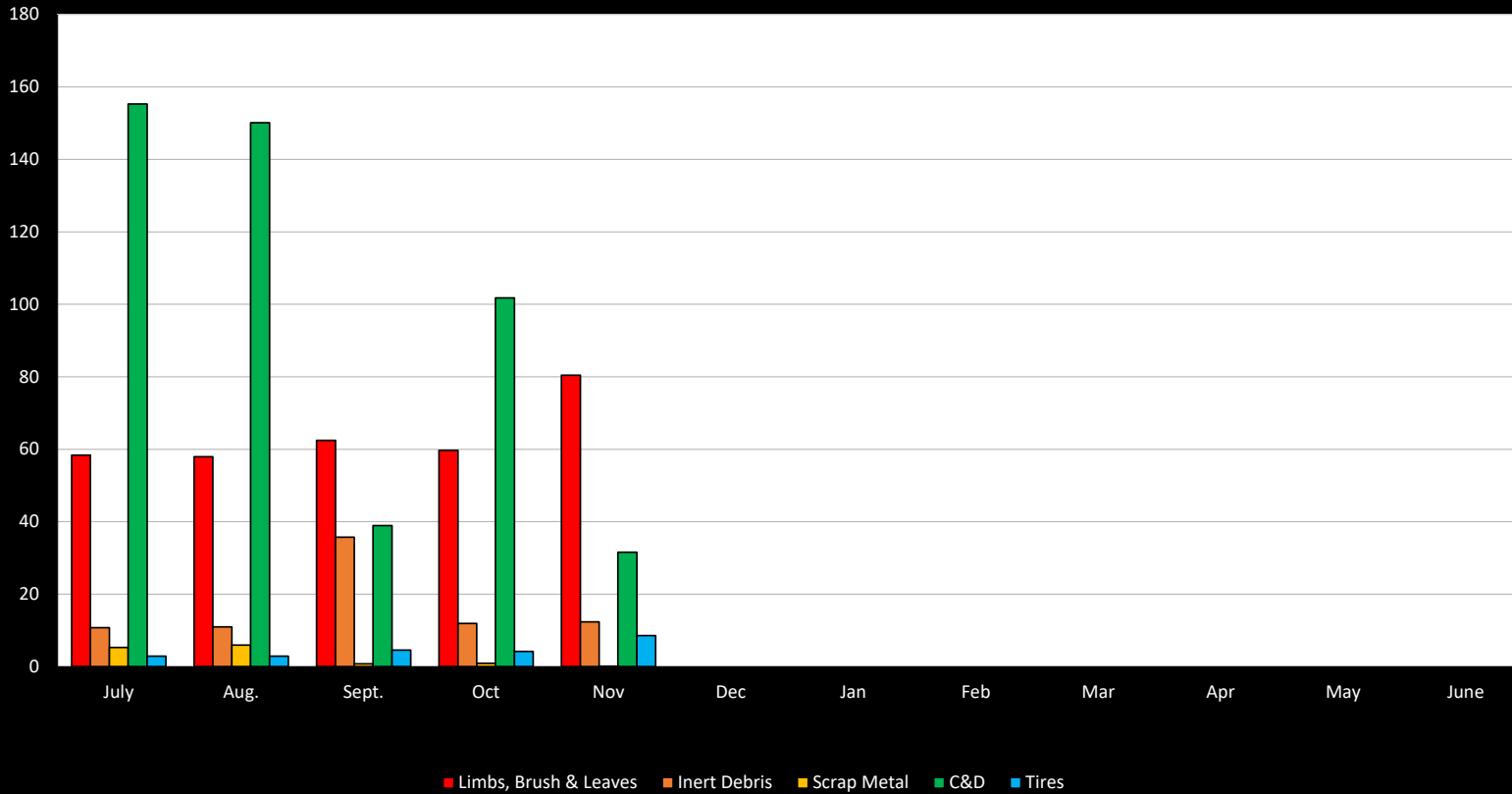


LANDFILL *(in tons)*

FY 22-23

	July	Aug.	Sept.	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	YTD
Limbs, Brush & Leaves	58.36	57.92	62.47	59.7	80.46								318.91
Inert Debris	10.77	11	35.74	11.96	12.35								81.82
Scrap Metal	5.27	5.97	0.77	0.96	0.13								13.10
C&D	155.3	150.13	38.92	101.80	31.55								477.70
Tires	2.9	2.90	4.54	4.18	8.6								23.12

Landfill Collections in Tons



December 5, 2022

The Washington County Board of Commissioners met in a regular meeting on Monday, December 5, 2022 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 A. Johnson, Ann C. Keyes, Carol V. Phelps and Julius Walker, Jr. Also present were Commissioner-Elect John C. Spruill, County Manager/ County Attorney Curtis Potter, Clerk to the Board Julie J. Bennett and County Finance Officer Missy Dixon.

County Manager Potter called the December 5, 2022 meeting to order and stated that this is the Board’s annual organizational meeting.

Clerk to the Board Julie J. Bennett gave oaths to Commissioner Johnson, Commissioner Walker and Commissioner-Elect John C. Spruill.

ELECTION OF CHAIR: County Manager Potter called for nominations for Chair of the Washington County Board of Commissioners for 2022-2023. **Commissioner Spruill nominated Commissioner Walker. There were no other nominations. County Manager Potter called for the vote. Motion carried unanimously.** County Manager Potter handed over the gavel and congratulated Commissioner Walker as Chair for 2022-2023. Chair Walker presided over the remainder of the meeting.

ELECTION OF VICE-CHAIR: Chair Walker called for nominations for Vice-Chair of the Washington County Board of Commissioners for 2022-23. **Commissioner Phelps nominated Commissioner Keyes as Vice-Chair. Chair Walker called for the vote. Motion carried unanimously.** Chair Walker congratulated Commissioner Keyes as Vice-Chair for 2022-2023.

Chair Walker thanked the Board for the nomination as Chair. He said he was looking forward to working with each and every one of you, and he repeated “each and every one of you”.

Commissioner Spruill said he was happy to work with each and every one just like Chair Walker to make Washington County a better place.

Commissioner Phelps congratulated all.

Commissioner Keyes said she thinks this Board will work well together and appreciated the nomination.

Commissioner Keyes gave the invocation and Commissioner Johnson led the pledge of allegiance.

ADDITIONS/DELETIONS: None.

CONSENT AGENDA:

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

- a) Approval of Meeting Minutes for November 7, 2022
- b) Tax Refunds & Releases and Insolvent Accounts
- c) 2023 County Commissioners' Regular Meeting Schedule
- d) 2023 County Holiday Schedule
- e) Closing of Offices for Employee Christmas Luncheon
- f) FY2023-24 Budget Calendar
- g) RESO 2022-046 Approving the Sale of Surplus Real Property (SR1126/SR1164 Weston Road)
- h) RESO 2022-047 Approving the Bonding of County Officials
- i) Opioid Letter of Support – MTW

**Commissioner Keyes made a motion to approve the Consent Agenda.
Commissioner Phelps seconded. Motion carried unanimously.**

PUBLIC FORUM: None.

DEPARTMENT INFORMATION UPDATE: PETTIGREW REGIONAL LIBRARY: Ms. Brandy Goodwin gave an update of what's going on in the Library.

Board of Commissioners Statement

December 5, 2022

Good evening,

My name is Brandy Goodwin and I am both the County and Children's Services Librarian at the Washington County Library. I am here tonight to speak on behalf of both the staff and patrons of our library to give you all a little insight into we are providing and hope to accomplish within our community.

The Washington County Library is part of the Pettigrew Regional Library system that encompasses four counties: Chowan, Perquimans, Tyrrell, and Washington. Our mission is to ensure our patrons that they have the right and means to free and open information, as provided through an abundance of resources including public internet access, books, microfilm, and genealogical documents. We also strive to defend the rights of intellectual freedom, encourage life-long learning, promote literacy and cultural experiences, provide both educational and recreational materials and services, and cooperate with other organizations to spread our mission within the community. Being that I have only been in this position for a little over a year, I am still new to establishing myself in the role of Librarian but feel I have accomplished a great deal, given my "newness" to the position. Here is a breakdown of what we have been doing as the Library since I took on the role:

Breakdown

- The Washington County Community primarily engages the most with the library during the summer months as we host an "all summer long" Summer Reading Program where we invite in professionals from surrounding counties to educate our young patrons on topics related to our SRP theme; this past summer's theme was "Oceans of Possibilities." (we hosted Friday afternoon movies w/ aquatic themed films)
- Some of the professionals we brought in this summer are as follows: Rhana Paris from the North Carolina Aquarium on Roanoke Island did a program all about sea turtles, Paul DiDario was OBX Lizard Land brought in some creatures one might see living in a nautical environment and educated the kids about them, and Sam Pollock came in from the Edenton Fish Hatchery with a baby alligator.
- We also have been presenting programs as part of the Grassroots Arts Series, funded by the NC Arts Council. Last year, we were given \$8,000 to bring in multi-cultural programs for all ages. Some of these programs include: "The Stanley Baird Group" (Jazz Band) performing at the NC Black Bear Festival. We also brought in L. Jamal Walton, a comic book artist from Durham to teach a comic book creation class with our Young Adult/Adult Patrons, and Sunya Folyan, an African-American percussionist who taught

the kids about the different types of drums used in African countries to create music; she also taught them traditional AA songs and dances.

- We are in the process of planning our 2nd round of Grassroots Acts; this year we have been given \$10,650. One of the acts we will be bringing in thus far is a traditional Spanish ballet dance company. We also hope to host our NC Poet Laureate, the Bright Star Touring Theatre Group, and the John Brown Entertainment Jazz Group to name a few.
- We host "Storytime with Miss Brandy" (either in-person or virtually depending on school schedules as attendance is low during the school year) and WIP Wednesday's where ladies can meet to crochet, knit, and do hands-on projects to get them out and about with others sharing similar interests.
- We will host a Santa "Meet and Greet" on December 15th from 5:30 – 7:00 PM
- We would like to bring in more people to participate in our programs and appreciate your continued support.

Chair Walker thanked Ms. Goodwin for her update.

PUBLIC HEARING: DSS COMMUNITY TRANSPORTATION PROGRAM APPLICATION:

Commissioner Johnson made a motion to open the public hearing. Commissioner Phelps seconded. Motion carried unanimously.

Ms. Kim Blevins, Riverlight Transit Transportation Supervisor spoke to the Board regarding the Admin and Capital grant applications for the Community Transportation Program grant. (*The documents referenced herein will be attached and become a part of these minutes.*) Commissioner Johnson asked about the amount spent on software. She asked if all Departments in the agency pay for a part of the software so they can use it. Ms. Bevins said no, its strictly for Riverlight Transit. The software collects data from the diagnostics of each Riverlight Transit vehicle and sends it to NCDOT.

Commissioner Johnson made a motion to close the public hearing. Commissioner Phelps seconded. Motion carried unanimously.

Commissioner Keyes made a motion to approve the CTP application/resolution for FY24. Commissioner Phelps seconded. Motion carried unanimously.

PUBLIC HEARING: PLANNING BOARD MOBILE HOME ORDINANCE AMENDMENT:

Commissioner Johnson made a motion to open the public hearing. Commissioner Keyes seconded. Motion carried unanimously.

Mr. Allen Pittman, Planning Director and Mr. David Clifton, Planning Board Director, spoke to the Board stating that they simplified the Ordinance. (*The documents referenced herein will be attached and become a part of these minutes.*) Commissioner Keyes said she knew what that ordinance was before and they did a good job on simplifying it.

Commissioner Spruill asked about the concrete form board description. Mr. Pittman said it was to mean material that would not rot. Commissioner Spruill said he would like for them to use a better word. Mr. Clifton said in the construction industry it's hard to describe it without using a brand name. Mr. Clifton thanked Mr. Pittman and Ms. Barnes for their work on this ordinance.

Commissioner Keyes made a motion to close the public hearing. Commissioner Phelps seconded. Motion carried unanimously.

Commissioner Keyes made a motion to approve the amendment to the Mobile Home Ordinance. Commissioner Spruill seconded. Motion carried unanimously.

Chair Walker thanked the Planning Board for their commitment.

EMPLOYEE OF THE QUARTER: Chair Walker recognized Ms. Brianne Sawyer, Assistant Register of Deeds, as the Employee of the Quarter. Commissioner Keyes agreed that Ms. Sawyer does an excellent job.

AUDIT SUMMARY & DRAFT AUDIT REPORT: Mr. Alan Thompson, TPSA CPA spoke to the Commissioners' and gave the Audit Summary below. He also stated that Ms. Dixon and her staff has done a great job of assisting them and he thanked them.

WASHINGTON COUNTY



Presentation of Audit Results

Fiscal Year Ended
June 30, 2022



Alan W. Thompson, CPA
1626 S Madison Street
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Whiteville, NC 28472
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910.642.5958 fax
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Washington County
Presentation Agenda

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I. GENERAL COMMENTS	
II. REQUIRED COMMUNICATIONS SAS 114	1-3
III. AUDIT RESULTS	4-12
IV. QUESTIONS AND COMMENTS	
V. CLOSE	



Thompson, Price, Scott, Adams & Co, P.A.

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Whiteville, NC 28472
Telephone (910) 642-2109
Fax (910) 642-5958

Alan W. Thompson, CPA
R. Bryon Scott, CPA
Gregory S. Adams, CPA

November 14, 2022

To the Board of Commissioners
Washington County
Plymouth, North Carolina

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Washington County for the year ended June 30, 2022. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards*, and OMB Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated May 4, 2022. Professional standards also required that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Washington County are described in Note 1 to the financial statements. The County adopted GASB 87 "Leases," effective for fiscal year ended June 30, 2022. We noted no transactions entered into by Washington County during the year for which there was a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. There were no significant estimate(s) or assumptions noted during the audit.

The disclosures in the financial statements are neutral, consistent, and clear. Certain financial statement disclosures are particularly sensitive because of their significance to the financial statement users. There are no such disclosures identified.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Members

American Institute of CPAs - N.C. Association of CPAs - AICPA Division of Firms

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representation

We have requested certain representations from management that are included in the management representation letter dated November 14, 2022.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Auditing Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as Washington County's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

There was a financial statement finding for a prior period adjustment that was recorded to correct the post-closure liability balance in the Sanitation Fund (see Prior Period Adjustment footnote and the description of the finding in the Schedule of Findings and Questioned Costs in the audit report).

The Local Government Commission (LGC) will no longer initiate communications about concerns or findings (formerly considered unit letters). They have created a spreadsheet that has to be completed and submitted with the audit report. If that worksheet identifies what they consider a "Financial Performance Indicators of Concern" (FPICs), we are required to communicate those items to the Board. The County is required to submit a response within 80 days of the Board meeting in which the financial statements are presented. The detailed audit response should be presented to the entire Board, and signed by the entire Board, Finance Officer, and Manager. The item that you will be required to respond to in this letter is the prior period adjustment finding.

Other Matters

We applied certain limited procedures to the Schedule of County's Proportionate Share of Net Pension Liability (LGERS), Schedule of County Contributions (LGERS), Schedule of County's Proportionate Share of Net Pension Asset (ROD), Schedule of County Contributions (ROD), Schedule of Changes in Total Pension Liability - Law Enforcement Officer's Special Separation Allowance, and Schedule of Changes in Total OPEB Liability and Related Ratios, which is required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management

regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining and individual non-major fund statement schedules, budgetary schedules, and other schedules, and the schedule of expenditures of federal and State awards, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the use of the Board of Commissioners and management of Washington County and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

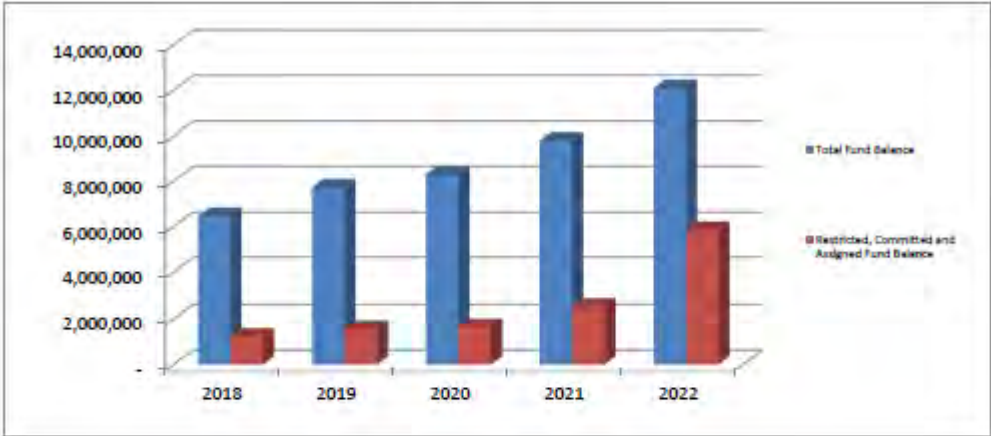
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Thompson, Price, Scott, Adams & Co, P.A.

Washington County					
FINANCIAL INFORMATION FOR 5 YEARS					
	2022	2021	2020	2019	2018
Total Fund Balance - General Fund	12,093,361	9,781,691	8,293,894	7,723,820	6,476,619
Unavailable Fund Balance - GF (Restricted for State Statute, Inventories, Prepays)	1,411,742	1,211,964	1,203,854	2,278,430	1,234,320
Restricted, Committed, and Assigned Fund Balance	5,832,581	2,562,617	1,643,420	1,558,205	1,233,026
General Fund Expenditures (including Transfers out)	14,373,938	13,986,923	14,086,611	13,101,560	13,268,139
Fund Balance Available as % of General Fund Expenditures	74.31%	61.27%	50.33%	41.58%	39.51%
Unassigned Fund Balance	6,240,780	7,089,712	3,446,620	3,889,185	4,007,273
Unassigned Fund Balance as % of General Fund Expenditures (including Transfers out)	43.42%	50.69%	38.67%	29.68%	30.20%
Revenues over (under) expenditures before other financing sources					
General Fund	1,064,093	1,963,662	1,189,090	1,897,923	1,652,540
Emergency Medical Services Fund	(401,734)	87,493	(375,387)	(804,992)	(409,136)
Sanitation Fund	(62,776)	75,683	(70,459)	(9,337)	(20,823)
Water Fund	319,741	304,183	275,967	225,334	72,883
Cash vs. Accumulated Depreciation - Water Fund					
Total Fixed Assets	11,633,634	11,536,879	11,533,637	11,533,637	11,517,687
Accumulated Depreciation	5,825,365	5,519,589	5,285,780	5,029,805	4,768,435
Cash	2,234,662	1,717,240	1,009,398	1,686,489	600,899
Cash vs. Accumulated Depreciation - Sanitation Fund					
Total Fixed Assets	682,975	695,067	682,975	682,975	682,975
Accumulated Depreciation	371,682	345,334	338,986	332,639	313,941
Cash	587,909	853,330	1,014,861	1,018,509	712,701
Cash vs. Fund Balance (Net Position)					
Cash - General	11,220,827	11,766,145	9,522,502	6,867,139	7,247,045
Cash - Emergency Medical Services Fund	726,647	317,058	235,782	505,058	489,891
Cash - Other Governmental	2,955,233	522,992	730,835	738,812	750,475
Cash - Sanitation Fund	587,909	853,330	1,014,861	1,018,509	712,701
Cash - Water Fund	2,234,662	1,717,240	1,009,398	1,686,489	600,899
Fund Balance - General	12,093,361	9,781,691	8,293,894	7,723,820	6,476,619
Fund Balance - Emergency Medical Service Fund	501,647	919,394	493,159	341,089	577,487
Fund Balance - Other Governmental Funds	2,488,405	2,318,944	2,479,659	2,080,226	2,481,163
Net Position - Sanitation Fund	162,345	(388,012)	(498,697)	(458,238)	(448,901)
Net Position - Water Fund	3,366,223	3,046,482	2,742,299	2,466,332	2,240,998
Property Tax Rates	0.840	0.843	0.843	0.845	0.845
Collection Percentages	95.87%	95.96%	95.71%	95.84%	95.58%
Collection Percentages (excluding Motor Vehicle)	95.36%	95.45%	95.23%	95.39%	95.08%
Total Property Valuation	1,012,837,345	1,002,715,148	1,021,442,963	1,035,341,482	936,853,255
Total Levy Amount	8,498,170	8,472,943	8,273,688	8,386,266	7,916,410
Breakdown of Debt (Excl Compensated Absences & OPEB)					
Governmental - Installment Purchase (Direct Placement)	43,212	114,458	234,122	352,234	517,924
Governmental - Lease Liability	18,601	33,086	-	-	-
Business-type - Revenue Bonds	3,164,000	3,357,147	3,573,567	3,781,884	3,982,400
Business-type - Notes Payable (Direct Borrowing)	335,909	363,902	391,894	419,887	447,880
	3,561,722	3,868,593	4,199,583	4,554,025	4,948,204

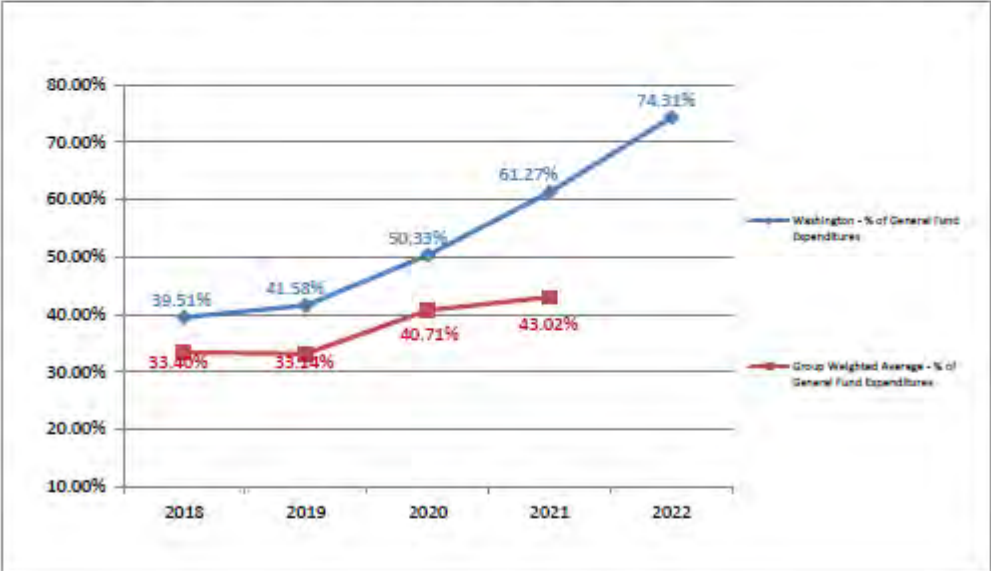
Washington County					
FINANCIAL INFORMATION FOR 5 YEARS					
	2022	2021	2020	2019	2018
Breakdown of General Fund Revenues					
Ad Valorem Taxes	8,510,284	8,550,407	8,313,844	8,444,161	7,833,819
Other Taxes, License & Permits	2,649,592	2,343,205	2,326,057	2,091,579	2,114,734
Intergovernmental Revenue	3,669,587	4,137,091	3,445,361	3,119,701	3,336,174
Sales and Services	257,272	165,278	304,367	488,203	491,111
Investment Earnings	29,932	9,118	92,284	153,471	67,105
Miscellaneous	182,548	69,605	172,772	53,844	29,569
Total	15,299,213	15,474,704	14,654,685	14,350,759	13,872,512
Breakdown of General Fund Expenditures					
General Government	3,155,326	2,854,358	2,952,196	2,297,423	2,073,052
Public Safety	3,782,146	3,565,761	3,693,340	3,606,534	3,459,612
Economic and Physical Development	198,852	198,466	187,796	161,480	157,281
Human Services	4,817,068	4,483,759	4,069,048	4,072,966	4,120,759
Cultural & Recreational	532,105	534,673	523,981	526,334	505,696
Education	1,735,000	1,822,407	1,984,881	1,723,000	1,816,761
Debt Service	14,625	51,636	54,353	65,079	86,811
Total	14,235,122	13,511,060	13,465,395	12,452,836	12,219,972

Washington County Analysis of Fund Balance

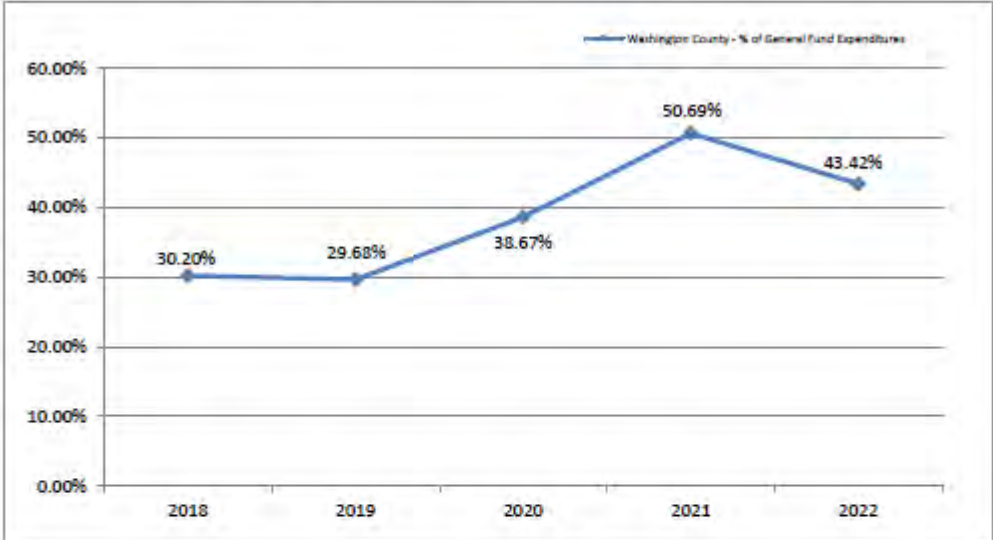


Washington County Analysis of Fund Balance Available

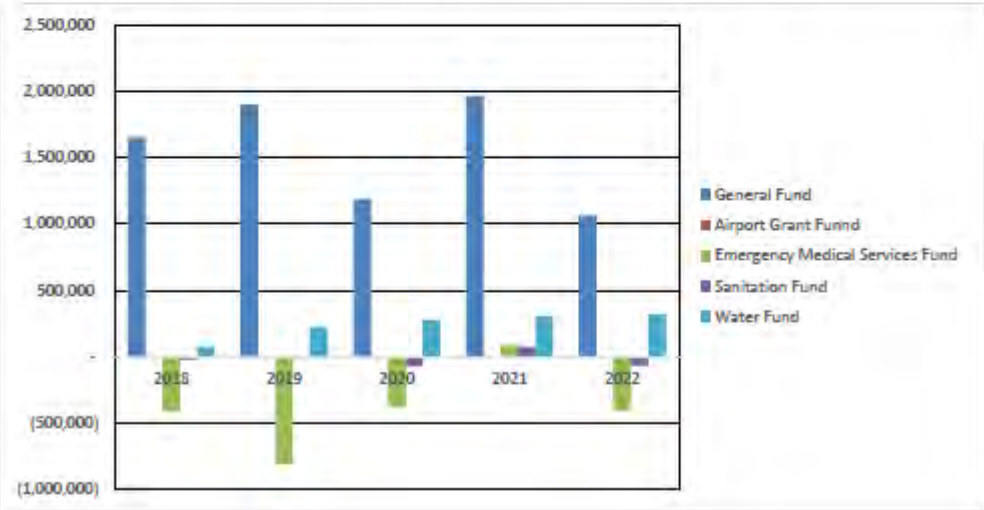
(Note - 2022 Group Weighted Average Not Available at Date of Presentation)



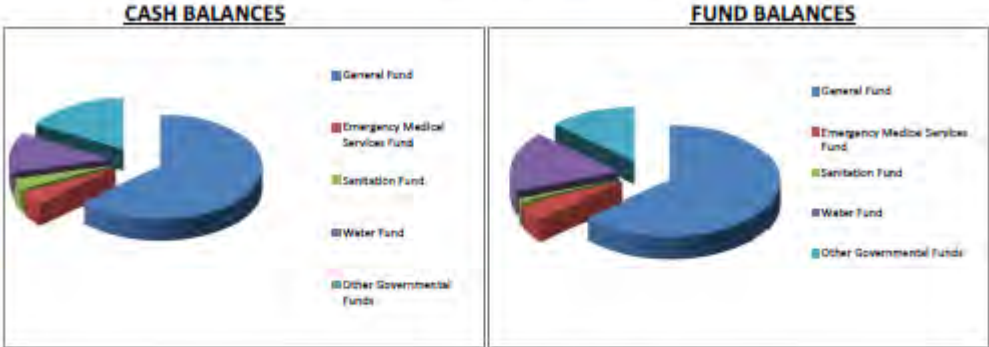
Washington County
Analysis of Unassigned Fund Balance as a % of General Fund Expenditures



Washington County
Analysis of Revenues Over (Under) Expenditures before Transfers



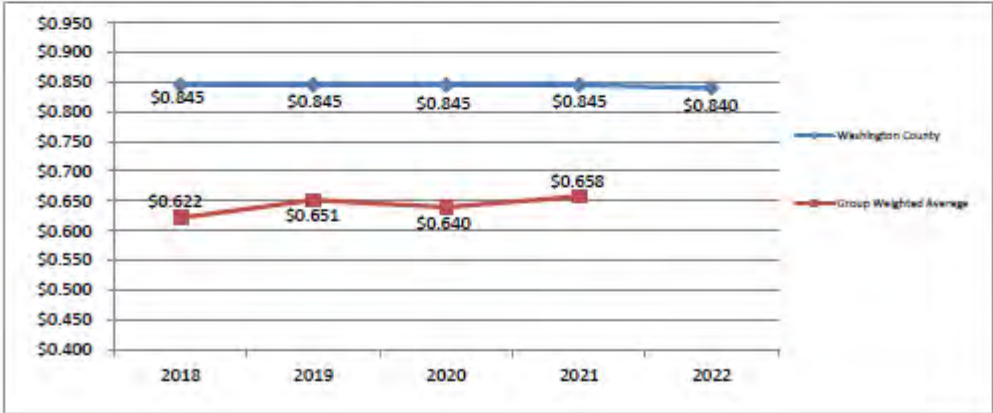
Washington County
Analysis of Cash and Fund Balances
at June 30, 2022



	2022	
	<u>Cash Balances</u>	<u>Fund Balances</u>
General Fund	\$ 11,220,827	\$ 12,093,361
Emergency Medical Service Fund	726,647	901,647
Other Governmental Funds	2,955,233	2,486,405
Sanitation Fund	587,909	162,345
Water Fund	2,234,662	3,366,223
Total	<u>\$ 17,725,278</u>	<u>\$ 19,009,981</u>

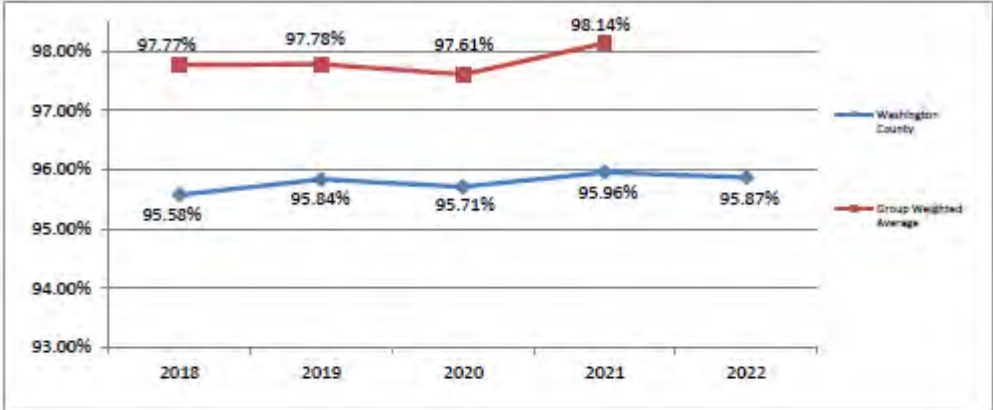
Washington County
Property Tax Rates

(Note - 2022 Group Weighted Average Not Available at Date of Presentation)



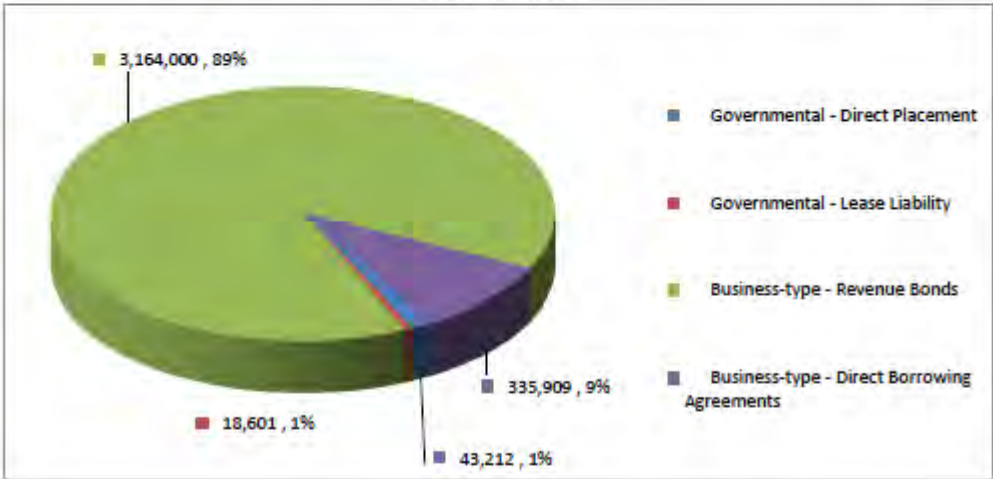
Washington County Collection Percentages

(Note - 2022 Group Weighted Average Not Available at Date of Presentation)

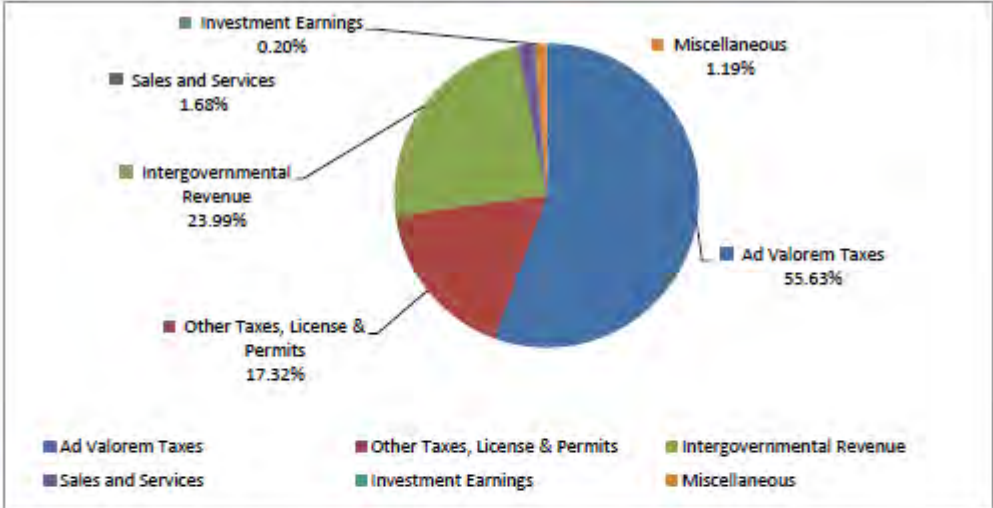


Washington County

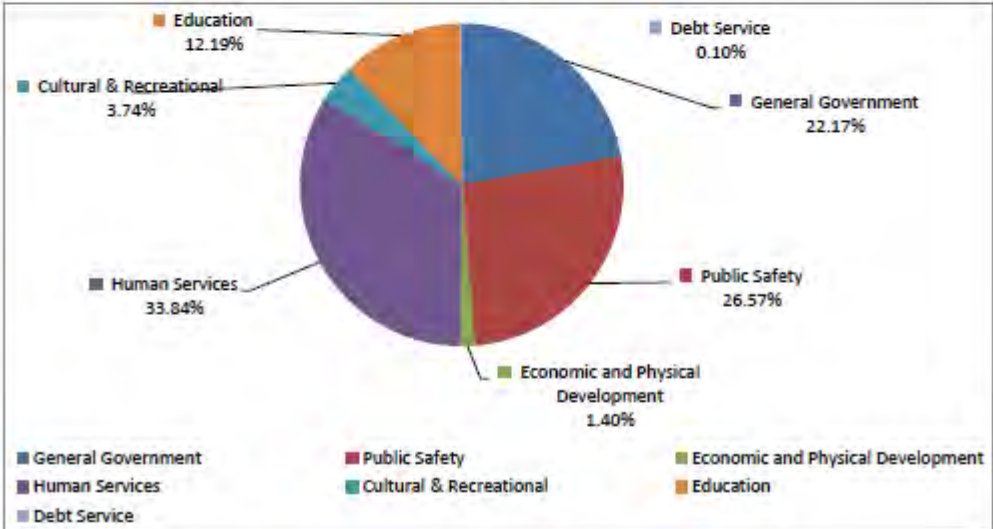
Debt Analysis (excluding Compensated Absences, Pension Liability & OPEB Liability)
FYE June 30, 2022



Washington County
Break Down of General Fund Revenue
FYE June 30, 2022



Washington County
Break Down of General Fund Expenditures
FYE June 30, 2022



ADDITIONAL REQUIRED COMMUNICATIONS

Changes to the Audit Process

The Local Government Commission (LGC) will no longer initiate communications about concerns or findings (formerly considered unit letters). They have created a spreadsheet that has to be completed and submitted with the audit report. If that worksheet identifies what they consider a "Financial Performance Indicators of Concern" (FPICs), we are required to communicate those items to the Board.

You are required to submit a response within 60 days of the Board meeting in which the financial statements are presented. The detailed audit response should be presented to the entire Board, and signed by the entire Board, Finance Officer, and Manager.

The following are the items that have to be addressed by responding directly to the LGC with a corrective action plan.

Finding 2022-01 Prior Period Adjustment

The County's third party landfill engineering consultant made an error in its original calculations and report submitted to the County and relied upon in the County's preparation of its FY21 Audit regarding total estimated landfill capacity and related postclosure cost. The error was made due to the engineer's failure to take the County's most recent landfill cell expansion into account as part of the capacity and post closure calculations and final report. As a result of correcting this error, for FY22 the County was required to record a prior period adjustment in the landfill fund that decreased the beginning liability balance, thereby increasing net position in the landfill fund by \$613,133.

Discussion ensued regarding the Medicaid part of the audit. Mr. Thompson explained that some of the issues were related to keying errors. Ms. Swett, DSS Deputy Director gave some insight also on how claims can be behind and also cause issues.

Chair Walker thanked Mr. Thompson for the report. Mr. Potter stated that the draft is on the County's website.

Mr. Potter did note that the County's fund balance did jump from last year to this year. Much of it had to do with Covid-19 supplemental funds and were used predominately for revenue reimbursement. Mr. Potter said there is still a weakness in our Sanitation fund. The County is still losing money every year.

BOARDS & COMMITTEES: Ms. Bennett, Clerk to the Board spoke to the Commissioners.

Albemarle Commission

The Albemarle Commission's current At-Large Delegate's term will expire on December 31, 2022. The At-Large Delegate position for the 2023-2024 term now rotates to Washington County. The Commissioners are tasked with appointing an At-Large Delegate to serve for our County. This appointee is not to be an elected official, but someone in the community who shares the same mission of the Albemarle Commission which is to enhance the quality of the lives of our citizens in the Albemarle Region through direct services and assistance in planning, program development and management, public-private partnerships and leadership.

The Commissioners were asked by Ms. Bennett to please bring the name of an appointee to the tonight's meeting to be voted on.

Ms. Bennett was given two names: Ms. Melinda Porter & Ms. Lynn West. Ms. Bennett will contact them to assess their interest in this position.

Rural Planning Organization--RTAC

With Mr. Sexton coming off of the Board, another Commissioner will need to be appointed to replace him on the RPO. Currently, Commissioner Phelps serves as the alternate. (The next RPO meeting will be January 18, 2023.)

Commissioner Johnson appointed Commissioner Phelps to replace Mr. Sexton on the RPO Board. Commissioner Keyes seconded. Motion carried unanimously. The consensus of the Board was for Commissioner Spruill to serve at the alternate.

Commissioners Seats on Boards and Committees

Ms. Bennett discussed the list from January 3, 2022 of the Commissioners Seats on various Boards and Committees. Each December, the Board discusses if they would like change seats on any of the Committees. Any changes that are made are brought back to the Board at the January meeting for approval.

Washington County Boards & Committees
Commissioners Seats
January 3, 2022

Name	Board or Committee	Expiration Date
Carol V. Phelps	Lake Phelps Advisory Board	Indefinite
	Washington County Drainage	Indefinite
	Albemarle Commission RPO-Alternate	Indefinite
	Travel & Tourism Authority	Indefinite
Tracey A. Johnson	Albemarle Commission--Workforce Development Program Consortium Board	Indefinite
	Albemarle Commission--Executive Committee--COG	Indefinite
	Hospital Advisory Board	Indefinite
	Trillium Health Board	Indefinite
	Broadband Task Force Committee	Indefinite
	Employee of the Quarter Committee	Indefinite
Julius Walker, Jr.	Department of Social Services Board	Indefinite
	Hospital Advisory Board	Indefinite
	JCPC Board	Indefinite
	SmartStart Partnership for Children	Indefinite
	ARSWA	
Ann C. Keyes	Parks & Recreation Advisory Committee	Indefinite
	Fire Commission	Indefinite
	MTW Health Department Board	Indefinite
	Albemarle Commission--Washington County Alternate	Indefinite
	Safety Committee	Indefinite
	Local Emergency Planning Committee	Indefinite
	Planning Board	Indefinite
Bill Sexton	Washington County Drainage	Indefinite
	Lake Phelps Advisory Board	Indefinite
	Resource Conservation & Development	Indefinite
	Hospital Advisory Board	Indefinite
	Albemarle Commission RPO	Indefinite

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

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2023 - 056

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

Date: November 8, 2022

RE: Elections

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

Account Code	Description	Old	+ or (-)	New
10-4170-315	Elections - Training	6,530.00	(400.00)	6,130.00
10-4170-380	Elections - Advertising	600.00	400.00	1,000.00
Elections		7,130.00	-	7,130.00

Justification:

This transfer is to move monies from within the Board of Elections budget to pay for additional advertising that was needed.

Budget Officer's Initials CEB

Approval Date: 11/9/22

Initials:	<u>MD</u>
Batch #:	<u>2023-056</u>
Date:	<u>11/9/2022</u>

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2023 - 057

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

Date: November 8, 2022

RE: Various Departments

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

Account Code	Description	Old	+ or (-)	New
10-4120-180	Managers Office - Group Insurance	46,119.00	(105.00)	46,014.00
10-4120-040	Managers Office - Salaries & Wages - Longevity	2,220.00	105.00	2,325.00
Managers Office				
10-4130-181	Finance Office - Group Insurance	35,192.00	(46.00)	35,146.00
10-4130-040	Finance Office - Salaries & Wages - Longevity	2,023.00	46.00	2,069.00
Finance Office				
10-4170-180	Elections - Group Insurance	8,794.00	(22.00)	8,772.00
10-4170-040	Elections - Salaries & Wages - Longevity	878.00	22.00	900.00
Elections				
10-4180-180	Register of Deeds - Group Insurance	17,554.00	(25.00)	17,529.00
10-4180-040	Register of Deeds - Salaries & Wages - Longevity	1,008.00	25.00	1,033.00
Register of Deeds				
10-4210-181	Info Tech - Group Insurance	10,802.00	(40.00)	10,762.00
10-4210-040	Info Tech - Salaries & Wages - Longevity	1,578.00	40.00	1,618.00
Info Tech				
10-4265-181	Facility Services - Group Insurance	54,448.00	(55.00)	54,393.00
10-4265-040	Facility Services - Salaries & Wages - Longevity	2,189.00	55.00	2,235.00
Facility Services				
10-4310-181	Sheriff - Group Insurance	177,497.00	(81.00)	177,416.00
10-4310-040	Sheriff - Salaries & Wages - Longevity	3,322.00	81.00	3,403.00
Sheriff				
10-4320-181	Detention - Group Insurance	113,663.00	(30.00)	113,633.00
10-4320-040	Detention - Salaries & Wages - Longevity	2,319.00	30.00	2,349.00
Detention				
10-5150-180	Senior Center - Group Insurance	26,244.00	(40.00)	26,204.00
10-5150-040	Senior Center - Salaries & Wages - Longevity	1,020.00	40.00	1,060.00
Senior Center				
10-5310-181	SS Admin - Group Insurance	512,603.00	(629.00)	511,974.00
10-5310-013	SS Admin - Salaries & Wages - Longevity	18,400.00	629.00	19,029.00
SS Admin				
10-5911-180	Communications - Group Insurance	69,925.00	(4.00)	69,925.00
10-5911-040	Communications - Salaries & Wages - Longevity	304.00	4.00	308.00
Communications				
10-6120-180	Recreation - Group Insurance	8,793.00	(14.00)	8,779.00
10-6120-040	Recreation - Salaries & Wages - Longevity	1,090.00	14.00	1,104.00
Recreation				
		1,117,980.00	-	1,117,980.00

Justification:

This transfer is to move monies within various departments to cover the increase in longevity payments to qualified employees due to the 2.5% COLA that was implemented. These increases were budgeted and approved in the Central Services line for all departments but since the amounts are so small, we are able to cover the additional costs within the individual departments budgets.

Budget Officer's Initials *CP*

Approval Date: *11/9/22*

Initials: *MD*
 Batch #: *2023-057*
 Date: *11/9/2022*

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
 Missy Dixon, Finance Officer
Date: November 8, 2022
RE: Various Departments

BT #: 2023 - 058

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

Account Code	Description	Old	+ or (-)	New
35-7135-040	Water Treatment - Salaries & Wages - Longevity	913.00	(897.00)	16.00
35-7130-050	Water Operations - Salaries & Wages - Longevity	1,322.00	897.00	2,219.00
Water Operations/Water Treatment				
37-4330-180	EMS - Group Insurance	177,258.00	(96.00)	177,162.00
37-4330-050	EMS - Salaries & Wages - Longevity	4,300.00	96.00	4,396.00
EMS				
39-4530-999	Airport Operations - Contingency	5,150.00	(1,016.00)	4,134.00
39-4530-010	Airport Operations - Salaries & Wages - Regular	40,001.00	1,000.00	41,001.00
39-4530-030	Airport Operations - Salaries & Wages - Longevity	600.00	16.00	616.00
Airport				
		229,544.00	-	229,544.00

Justification:

This transfer is to move monies within various departments to cover the increase in longevity payments to qualified employees due to the 2.5% COLA that was implemented. These increases were budgeted and approved in the General Fund Central Services line for all departments but since the amounts are so small, we are able to cover the additional costs within the individual departments budgets. The Airport Salary line is also being increased due to the COLA.

Budget Officer's Initials CPD

Approval Date: 11/9/22

Initials: [Signature]
 Batch #: 2023-058
 Date: 11/9/2022

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
 Missy Dixon, Finance Officer
Date: November 18, 2022
RE: Register of Deeds/EMS

BT #: 2023 - 059

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

Account Code	Description	Old	+ or (-)	New
10-4180-140	Register of Deeds - Workman's Comp	571.00	(1.00)	570.00
10-4180-040	Register of Deeds - Longevity	1,033.00	1.00	1,034.00
Register of Deeds				
37-9100-003	Debt Principal-2017 Heart Monitors (LGFCU)	44,185.00	(3.00)	44,182.00
37-9200-003	Debt Interest-2017 Heart Monitors (LGFCU)	973.00	3.00	976.00
EMS				
		46,762.00	-	46,762.00

Justification:

This transfer is to move monies within the Register of Deeds Budget from the Workman's Comp line to the Longevity line- this is due to a rounding issue. This transfer is also moving monies within the EMS Budget from Debt Principal to Debt Interest- this is due to slow mail delivery which caused 2 payments to be a couple of days late arriving to the LGFCU.

Budget Officer's Initials CBP

Approval Date: 11/18/22

Initials: MD
 Batch #: 2023-059
 Date: 11/21/2022

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: November 22, 2022
RE: Capital Outlay - Schools

BT #: 2023 - 060

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

Account Code	Description	Old	+ or (-)	New
21-8000-600	Designated for Future Appropriation-BOE CO	643,886.00	(3,658.00)	640,228.00
21-5912-693	Capital Outlay-Engineering Services	41,485.00	3,658.00	45,143.00
Capital Outlay - Schools		685,371.00	-	685,371.00

Justification:

This transfer is to move monies within the School Capital Outlay Fund. This transfer is to cover the costs to pay for surveys related to acquiring and combining the title for the Riddle Tract with the Pines Tract. This is related to the purchase of the additional land in order to build the new proposed K-12 School.

Budget Officer's Initials CSP

Approval Date: 11/22/2022

Initials:	<u>CM</u>
Batch #:	<u>2023-060</u>
Date:	<u>11/22/22</u>



Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: November 28, 2022
RE: Facility Services

BT #: 2023 - 061

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

Account Code	Description	Old	+ or (-)	New
10-4265-215	Facility Services - Maintenance & Repair Building	66,288.00	(420.00)	65,868.00
10-4265-603	Facility Services - Contracted Services - Elevator	10,200.00	420.00	10,620.00
Facility Services		76,488.00	-	76,488.00

Justification:

This transfer is to move monies within the Facility Services budget from Maintenance & Repair Buildings to Contracted Services Elevator. This transfer is to cover the costs associated with the inspection of the County elevators by the NC Department of Labor. These monies were not originally approved in the budget.

Budget Officer's Initials CSP

Approval Date: 11/28/22

Initials: [Signature]
Batch #: 2023-061
Date: 11/28/2022

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2023 - 062

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

Date: November 28, 2022

RE: Contingency/Emergency Management/Education

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

Account Code	Description	Old	+ or (-)	New
10-9990-000	Contingency	15,366.00	(2,925.00)	12,441.00
10-4330-260	Emergency Management - Departmental Supplies	7,416.00	2,084.00	9,500.00
10-5910-995	Purchase of Equipment-Community College	12,458.00	841.00	13,299.00
Contingency/Emergency Management/Education		35,240.00	-	35,240.00

Justification:

This transfer is to move monies from the Contingency line to Emergency Management Departmental Supplies and to Education Purchase of Equipment-Community College. The monies being transferred to Emergency Management are to replenish monies that were moved from the departmental supplies line to cover the cost of gas for the testing of the new generators that were obtained by a grant however the cost of fuel was not part of the grant. The monies being transferred to Education is to pay the remaining balance of 18 laptops and a charging cart that was purchased for Beaufort Community College through a CARES Grant awarded to the County from the Albemarle Commission however once purchased, the equipment cost was higher than the grant award received.

Budget Officer's Initials CDP

Approval Date: 11/28/22

Initials: MD
 Batch #: 2023-062
 Date: 11/28/2022

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: November 28, 2022
RE: Buildings/Facility Services

BT #: 2023 - 063

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

Account Code	Description	Old	+ or (-)	New
10-4260-561	Buildings-Capital Outlay-Generators	75,000.00	(40,526.00)	34,474.00
10-4265-603	Facility Services-Contracted Services-Elevator	10,620.00	40,526.00	51,146.00
Buildings/Facility Services		85,620.00	-	85,620.00

Justification:

This transfer is to move monies from the Buildings Capital Outlay Generator line to the Facilities Contracted Services Elevator line. This transfer is to cover the costs of the recent major repair that had to be made on the Courthouse Elevator motor. The monies that had been budgeted in the Generator line were to purchase and install a generator at the County Manager's Office for the Emergency Operations Center however a grant has now been obtained for that purchase allowing us to use these funds for the elevator repair.

Budget Officer's Initials CPD

Approval Date: 11/28/22

Initials:	<u>MD</u>
Batch #:	<u>2023-063</u>
Date:	<u>11/28/2022</u>



Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: November 29, 2022
RE: Board of Elections

BT #: 2023 - 064

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

Account Code	Description	Old	+ or (-)	New
10-4170-031	Board of Elections - Salaries & Wages - Overtime	4,950.00	59.00	5,009.00
10-4170-030	Board of Elections - Salaries & Wages - Part Time	21,410.00	(59.00)	21,351.00
Board of Elections		26,360.00	-	26,360.00

Justification:

This transfer is to move monies within the Board of Elections budget to cover a small overage in the Salaries & Wages Overtime line that occurred during the General Election. Staff had tried to estimate the amount of overtime that would be needed however, once the election was completed, we ended up being a little short.

Budget Officer's Initials CSB

Approval Date: 11/29/22

Initials:	<u>CSB</u>
Batch #:	<u>2023-064</u>
Date:	<u>11/29/2022</u>



Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2023- 065

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

Date: December 5, 2022

RE: Sheriff/Senior Center/SS Admin/Recreation

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

Account Code	Description	Old	+ or (-)	New
10-3540-020	Gun Permits Discretionary - County Portion	(2,415.00)	(595.00)	(3,010.00)
10-4310-611	Gun Permits Discretionary - County Portion	37,275.00	595.00	37,870.00
10-3540-030	Gun Permits - State Portion	(2,925.00)	(705.00)	(3,630.00)
10-4310-612	Gun Permits - State Portion	4,060.00	705.00	4,765.00
10-3540-040	Finger Printing	(350.00)	(100.00)	(650.00)
10-4310-613	Finger Printing	4,755.00	100.00	4,855.00
Sheriff				
10-3509-010	Senior Center Trips	(487.00)	(8.00)	(495.00)
10-5150-380	Senior Center Trips	4,063.00	8.00	4,071.00
10-3509-020	Senior Center Donations	(192.00)	(359.00)	(551.00)
10-5150-650	Senior Center Donations	4,487.00	359.00	4,846.00
Senior Center				
10-3500-081	DSS Community Donations - Christmas	(25.00)	(500.00)	(525.00)
10-5310-258	DSS Community Donations - Christmas	1,044.00	500.00	1,544.00
SS Admin				
10-3360-000	Recreation - Donations	(775.00)	(300.00)	(1,075.00)
10-6120-650	Recreation - Donations	3,687.00	300.00	3,987.00
Recreation				
Balanced:		52,002.00	-	52,002.00

Justification:

This amendment is to budget for additional revenues that have been received for gun permitting, finger printing, senior center trips, senior center donations, DSS Christmas donations and recreation donations. These monies have been budgeted in both the appropriate revenue and expenditure lines.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:	
Batch #:	
Date:	

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2023- 066

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

Date: December 5, 2022

RE: EMS

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

Account Code	Description	Old	+ or (-)	New
37-3490-020	DUKE RACE-CARS Grant	(2,800.00)	(100.00)	(2,900.00)
37-4330-652	DUKE RACE-CARS Grant	9,900.00	100.00	10,000.00
EMS				
Balanced:		7,100.00	-	7,100.00

Justification:

This amendment is to budget for additional grant revenues that have been received by EMS for the DUKE RACE Cars Grant Program targeted at the implementation of community interventions to improve the survival for people with cardiac arrest.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:	
Batch #:	
Date:	

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2023- 067

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

Date: December 5, 2022

RE: ARPA Fund

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

Account Code	Description	Old	+ or (-)	New
55-3100-001	Local Assistance & Tribal Consistency Fund (LACTF)	-	(72,294.14)	(72,294.14)
55-4200-001	Local Assistance & Tribal Consistency Fund (LACTF)	-	72,294.14	72,294.14
ARPA Fund				
Balanced:		-	-	-

Justification:

This amendment is to budget for additional ARPA revenues that have been received. These funds were given specifically to counties that derive some of their funding from Payment in Lieu of Taxes (PILT) and Refuge Sharing with the Fish and Wildlife Service as these programs have been inconsistently funded over the past several years therefore, the Treasury Department took the opportunity presented by ARPA to make up for the previous shortcomings.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:	
Batch #:	
Date:	

Commissioner Phelps made a motion to approve the budget transfers/ amendments as presented. Commissioner Keyes seconded. Motion carried unanimously.

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

Commissioner Johnson: NCACC had its legislative goals mtg and it went well. The main conversation was broadband and connectivity which is her Presidential goal. Commissioner Johnson said it seems like we are getting closer to getting broadband statewide.

Commissioner Keyes: She went to the legislative goals meeting and is on the road on all the time attending and chairing various different meetings including ones at the NCACC.

Commissioner Phelps: He spoke about a DOT ZOOM meeting he attended. There will be some project available (i.e., \$100,000 with an 80/20 match) for things such as sidewalks. Packages will need to be turned in in January. Mr. Potter said he will send a message to the three towns to see if they are interested in any of the projects (i.e., charging stations).

Commissioner Spruill: He stated that he will be participating in the upcoming Christmas parades. He also attended the Open House at Somerset and said it was very well attended. Commissioner Phelps said a bear showed up!

Chair Walker: He stated he feels he has learned a lot this year from all different meetings he has attended and is looking forward to the upcoming year.

Ms. Bennett mentioned the following reports were in the Board's Agenda Package:

➤ DSS Annual Report for the Community Child Protection Team (CCPT)
DSS is required to submit this report to the Commissioners. This is for info only. No budget impact and no action to be taken. *(The documents referenced herein will be attached and become a part of these minutes.)*

➤ MTW Annual Report for the Child Fatality Protection Team (CFPT).
MTW is required to submit this report to the Commissioners. This is for info only. No budget impact and no action to be taken. *(The documents referenced herein will be attached and become a part of these minutes.)*

Ms. Bennett went over remaining parades information.

Plymouth Parade & Marketplace
Thursday, December 8, 2022
5:30 pm parade begins (line-up begins @ 4:30 PM @ WCS)
4:00 PM – 8:00 PM the Christmas Marketplace at the Bear Towne Market

Creswell Christmas Parade
Saturday, December 10, 2022
11:00 AM parade begins (line-up begins @ 10:00 AM)

Mr. Potter: He stated he is looking at the budget workshop dates of 1/17-19/2023. He wants to have the Department Heads come speak before the Board on some of their wants. If the Board wants to hear anything specific, please let Mr. Potter know.

- Final draft of the CIP will be presented at the January 3, 2023 meeting. Mr. Livingston has been working on it and Mr. Potter will score it.
- It's the start of the legislative long term. The County needs to begin working early and often on any issues it would like to have our legislatures take before the General Assembly.
- Facilities meets this Thursday @ 10:00 am regarding new school. Fire flow rate issue consensus met. The architect/contractor say we are about a month behind.
- The LGC presentation may get pushed back from February to March.
- A joint mtg with the Board of Education is tentatively scheduled for 1/10/2023 but may be pushed back. Will know more later this week.

APPROVAL OF BIDS FOR 72-PERSON BUS: Mr. Potter said that Ms. Collier has been working with Mr. Fulford on a \$110,000 bus—clean burning diesel. An RFP had to be done since it was over \$90,000. We received three (3) bids. The sealed bids were opened this morning. White's International was low bidder. \$16K is the difference the County needs to come up with.

Commissioner Johnson made a motion to approve the low bidder (White's International) as presented. Commissioner Keyes seconded. Motion carried unanimously.

PUBLISHING RFP ELECTRONICALLY: Mr. Potter stated that he would like the authority to publish the RFP for new Tax Software by electronic means. Mr. Potter said we can not reach companies who do this type of work through our local newspaper. Commissioner Johnson asked if the County can require companies submitting an RFP to subscribe to the Beacon. Mr. Potter said he doesn't think we can require that.

Commissioner Keyes made a motion authorizing the County the ability to publish the RFP for new Tax software by electronic means. Commissioner Phelps seconded. Motion carried unanimously.

SPECIAL CHILD PROTECTION COST: Mr. Potter said the County is going to have to contract services for one of the DSS cases and make a transfer of \$25K from DSS lines (not reimbursable from the State) but help is desperately needed to perform a duty as a custodian/caretaker of this individual. Discussion ensued.

Commissioner Johnson made a motion to go into Closed Session pursuant to NCGS §143-318.11(a)(3) (attorney-client privilege) and §143-318.11(a)(6) (personnel). Commissioner Phelps seconded. Motion carried unanimously.

At ~8:15 PM, with no further business to discuss, **Commissioner Phelps made a motion to adjourn the meeting. Commissioner Spruill seconded. Motion carried unanimously.**

Julius Walker, Jr.
Chair

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

WASHINGTON COUNTY BOARD OF COMMISSIONERS
AGENDA STATEMENT

ITEM NO: 11

DATE: January 3, 2023

ITEM: Closed Session

SUMMARY EXPLANATION:

A Closed Session has been scheduled 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) (personnel).