

**Board of Commissioners
Meeting
March 6, 2023**



WASHINGTON COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
MARCH 6, 2023

COMMISSIONERS' ROOM, 116 ADAMS STREET, PLYMOUTH, NC

- 6:00 PM Call to Order—Chair Walker
6:01 PM Invocation / Pledge
Additions / Deletions
Approval of Meeting Agenda
- Item 1 6:05 PM Consent Agenda
- a) Approval of Minutes from February 6, 2023 Regular Meeting
 - b) Tax Refunds, Releases & Insolvents (Jan & Feb 2023)
 - c) RESO 2023-006 A Proclamation Proclaiming March 2023 as the 21st Annual March for Meals Month
 - d) RESO 2023-009 Authorizing Execution of Opioid Settlements and Approving the Supplemental Agreement for Additional Funds Between the State of NC and Local Governments on Proceeds Relating to the Settlement of Opioid Litigation
 - e) RESO 2023-010 Re-Authorizing the Increase in the Federal Procurement Policy Micro-Purchase Threshold
 - f) RESO 2023-011 Preliminary Assessment Resolution and Approval of May 1, 2023 Public Hearing for Eddie Smith Assessment District
- Item 2 6:10 PM Public Forum (3-minute limit per speaker)
- Item 3 6:20 PM Employee of the Quarter, Chair Walker
- Item 4 6:30 PM Departmental Presentation: Senior Center, Vanessa Joyner
- Item 5 6:50 PM Keystone Tax Software Approval, Mr. Curtis Potter, CM/CA
- Item 6 7:10 PM Rural Transformation Grant, Skinnerville Civic Center Board, Mr. Cameron Birtcher, CMO Fellow & Mr. Richard Livingston, Sr. Project Manager/GIS Director
- Item 7 7:25 PM Aviation/Emergency Operations Center (AVEOC) Design Firm Proposal, Mr. Curtis Potter, CM/CA
- Item 8 7:35 PM Boards & Committees, Ms. Julie J. Bennett, Clerk to the Board
- Item 9 7:45 PM Finance Officer's Report, Budget Amendments/Budget Transfers, Ms. Missy Dixon, Finance Officer

- Item 10 7:50 PM Other Items by Chair, Commissioners, CM/CA, Finance Officer or Clerk
- 1) Travel Approval (Clerk)
 - 2) PreK – 12 Update (CM/CA)
 - 3) Washington County School Financing Bid Summary
- Item 11 8:00 PM Closed Session has been scheduled according to NCGS§143-318.11(a)(3) (attorney-client privilege and NCGS §143-318.11(a)(6) (personnel)

Recess/Adjourn

WASHINGTON COUNTY BOARD OF COMMISSIONERS
AGENDA STATEMENT

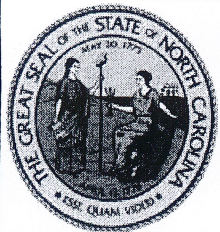
ITEM NO: 1

DATE: March 6, 2023

ITEM: Consent Agenda

SUMMARY EXPLANATION:

- a) Approval of Minutes for February 6, 2023 Regular Meeting (located at the end of the Agenda Package). See attached.
- b) Tax Refunds, Releases & Insolvents (Jan & Feb 2023). See attached.
- c) RESO 2023-006 A Proclamation Proclaiming March 2023 as the 21st Annual March for Meals Month. See attached.
- d) RESO 2023-009 Authorizing Execution of Opioid Settlements and Approving the Supplemental Agreement for Additional Funds Between the State of NC and Local Governments on Proceeds Relating to the Settlement of Opioid Litigation. See attached.
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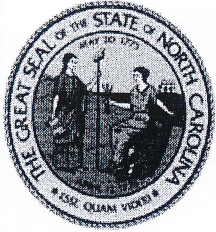
North Carolina Vehicle Tax System

Jan-23

NCVTS Pending Refund report

Report Date
2/6/2023 2:46:55
PM

Payee Name	Primary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax	Levy Type	Change	Interest Chang	Total Change			
COHOON, MIKE EVERETT	COHOON, MIKE EVERETT	1724 PEA RIDGE RD	ROPER, NC 27970	Proration	0026581293	ADP6830	PENDING	89704471	Refund Generated due to proration on Bill #0026581293-2021-2021-0000-00	Tag Surrender	01/26/2023	W	Tax	(\$76.61)	\$0.00	(\$76.61)			
															Refund	\$76.61			
COOPER, MARY WYNN	COOPER, MARY WYNN	107 BRADLEY RD	PLYMOUTH, NC 27962	Proration	0065918717	PMK1302	PENDING	267556062	Refund Generated due to proration on Bill #0065918717-2021-2021-0000-00	Tag Surrender	01/05/2023	W	Tax	(\$7.84)	\$0.00	(\$7.84)			
															P	Tax	(\$4.98)	\$0.00	(\$4.98)
															P	Vehicle	\$0.00	\$0.00	\$0.00
															Refund	\$12.82			
HARRIS, YASMINE KWANITA	HARRIS, YASMINE KWANITA	PO BOX 282	ROPER, NC 27970	Proration	0060059118	TET1550	PENDING	269113782	Refund Generated due to proration on Bill #0060059118-2021-2021-0000-00	Tag Surrender	01/27/2023	W	Tax	(\$3.97)	\$0.00	(\$3.97)			
															R	Tax	(\$3.83)	\$0.00	(\$3.83)
															R	Vehicle	\$0.00	\$0.00	\$0.00
															Refund	\$7.80			
HINOJOSA-GARCIA, DEYLENY GUADALUPE	HINOJOSA-GARCIA, DEYLENY GUADALUPE	576 DEEP CREEK RD	CRESWELL, NC 27928	Proration	0068467027	JDH6761	PENDING	89134310	Refund Generated due to proration on Bill #0068467027-2022-2022-0000-00	Tag Surrender	01/03/2023	W	Tax	(\$24.29)	\$0.00	(\$24.29)			
															Refund	\$24.29			
HOLTON, HAROLD RAY JR	HOLTON, HAROLD RAY JR	1526 AMBROSE RD	CRESWELL, NC 27928	Proration	0061853816	PKP9841	PENDING	89298632	Refund Generated due to proration on Bill #0061853816-2022-2022-0000-00	Tag Surrender	01/10/2023	W	Tax	(\$131.39)	\$0.00	(\$131.39)			
															Refund	\$131.39			
HUANG, JIE	HUANG, JIE	409 E MAIN ST	PLYMOUTH, NC 27962	Adjustment >= \$100	0070190548	EFH4578	PENDING	268871973	Refund Generated due to adjustment on Bill #0070190548-2022-2022-0000	Situs error	01/23/2023	W	Tax	\$0.00	\$0.00	\$0.00			
															P	Tax	(\$110.27)	\$0.00	(\$110.27)
															P	Vehicle	(\$15.00)	\$0.00	(\$15.00)
															Refund	\$125.27			



North Carolina Vehicle Tax System

Jan-23

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Report Date
2/6/2023 2:46:55
PM

Owner Name	Address	County	Vehicle ID	Adjustment	Amount	Status	Effective Date	Reason	Refund		
HAROLD RAY JR	AMBROSE RD	NC 27928						due to proration on Bill #0061853816-2022-2022-0000-00	Surrender	Refund \$131.39	
HUANG, JIE	409 E MAIN ST	PLYMOUTH, NC 27962	0070190548	Adjustment >= \$100	EFH4578	PENDING	268871973	Refund Generated due to adjustment on Bill #0070190548-2022-2022-0000	Situs error	01/23/2023	W Tax \$0.00 \$0.00 \$0.00 P Tax (\$110.27) \$0.00 (\$110.27) P Vehicle Fee (\$15.00) \$0.00 (\$15.00)
TARKINGTON, SAMUEL BAILEY JR	1241 MEADOW LN	CRESWELL, NC 27928	0070106310	Adjustment < \$100	KDL2518	PENDING	268168050	Refund Generated due to adjustment on Bill #0070106310-2022-2022-0000	Situs error	01/13/2023	W Tax \$0.00 \$0.00 \$0.00 P Tax (\$27.00) \$0.00 (\$27.00) P Vehicle Fee (\$15.00) \$0.00 (\$15.00)
WHITE, WENDY DAVIS	172 COUNTRY LN	PLYMOUTH, NC 27962	0020972583	Proration	YZB9650	PENDING	89475885	Refund Generated due to proration on Bill #0020972583-2021-2021-0000-00	Tag Surrender	01/18/2023	W Tax (\$36.33) \$0.00 (\$36.33)
									Refund	\$42.00	
									Refund	\$36.33	
									Refund Total	\$456.51	

Danlone Hansen 2-6-23
Requested Deputy Tax Collector/ Date
Delinquent Tax Administrator

"Approved by the Washington County Board of Commissioners Meeting held _____, 2023"

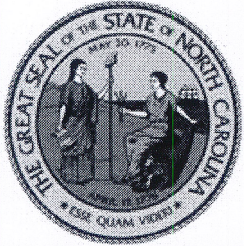
Clerk to the Board of Commissioners

WASHINGTON COUNTY
 REAL ESTATE, PERSONAL PROPERTY AND MOTOR VEHICLE REFUNDS AND RELEASES
 January 2023

DATE	NAME	TICKET YEAR	ACCOUNT #	SITUS	PARCEL #	AMOUNT REL	AMOUNT REF	REASON
1/1/23	Aguilar, Mayra Perez (Medera)	3976 2023	140	1		\$300.00		Doubled billed; requesting release of \$300.00 SWUF (2023)
1/1/23	Aguilar, Mayra Perez (Medera)	3976 2023	140	1		\$14.31		Doubled billed; requesting release of \$14.31 (Taxes=\$14.14; WS=\$.17) (2023)
1/1/23	Moore, Paul Jr. & Fannie Marie	8979 2018	33983	3	8401	\$275.00		No electric since 2008; requesting release of \$275.00 (SWUF) 2018
1/1/23	Moore, Paul Jr. & Fannie Marie	9049 2019	33983	3	8401	\$275.00		No electric since 2008; requesting release of \$275.00 (SWUF) 2019
1/1/23	Moore, Paul Jr. & Fannie Marie	9073 2020	33983	3	8401	\$275.00		No electric since 2008; requesting release of \$275.00 (SWUF) 2020
1/1/23	Moore, Paul Jr. & Fannie Marie	9130 2021	33983	3	8401	\$300.00		No electric since 2008; requesting release of \$300.00 (SWUF) 2021
1/1/23	Moore, Paul Jr. & Fannie Marie	9109 2022	33983	3	8401	\$300.00		No electric since 2008; requesting release of \$300.00 (SWUF) 2022
1/1/23	Moore, Paul Jr. & Fannie Marie	8979 2018	33983	3	8401		\$275.00	No electric since 2008; requesting refund of \$275.00 (SWUF) 2018
1/1/23	Moore, Paul Jr. & Fannie Marie	9049 2019	33983	3	8401		\$275.00	No electric since 2008; requesting refund of \$275.00 (SWUF) 2019
1/1/23	Moore, Paul Jr. & Fannie Marie	9073 2020	33983	3	8401		\$275.00	No electric since 2008; requesting refund of \$275.00 (SWUF) 2020
1/1/23	Moore, Paul Jr. & Fannie Marie	9130 2021	33983	3	8401		\$300.00	No electric since 2008; requesting refund of \$300.00 (SWUF) 2021

SITUS CODES:

- | | |
|------------------------------|---------------|
| 1 - PLYMOUTH | 20 - COUNTY |
| 2 - LEES MILLS, ROPER | 21 - PLYMOUTH |
| 3 - SKINNERSVILLE / CRESWELL | 22 - ROPER |
| 4 - SCUPPERNONG / CRESWELL | 24 - CRESWELL |
| 31-Town of Plymouth | |



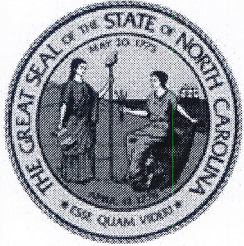
North Carolina Vehicle Tax System

Feb-23

NCVTS Pending Refund report

Report Date
3/1/2023 10:05:44
AM

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
DOWNING, MONISHA LAVETTE	DOWNING, MONISHA LAVETTE	8977 MACKEYS RD	ROPER, NC 27970	Proration	0061366243	7Y3772	PENDING	90166363	Refund Generated due to proration on Bill #0061366243-2021-2021-0000-00	Tag Surrender	02/06/2023	W	Tax	(\$64.74)	\$0.00	(\$64.74)
															Refund	\$64.74
EDWARDS, AIMEE FEATHERSTONE	EDWARDS, AIMEE FEATHERSTONE	5050 NC HIGHWAY 32 S	PLYMOUTH, NC 27962	Proration	0041076724	PEN8286	PENDING	89955108	Refund Generated due to proration on Bill #0041076724-2021-2021-0000-00	Tag Surrender	02/02/2023	W	Tax	(\$12.58)	\$0.00	(\$12.58)
															Refund	\$12.58
GURGANUS, DANNY RAY	GURGANUS, DANNY RAY	455 NC HIGHWAY 45 S	PLYMOUTH, NC 27962	Proration	0064564010	TJH1993	PENDING	90528156	Refund Generated due to proration on Bill #0064564010-2022-2022-0000-00	Tag Surrender	02/22/2023	W	Tax	(\$7.41)	\$0.00	(\$7.41)
															Refund	\$7.41
HARRISON, REX LEE	HARRISON, REX LEE	11160 NC HIGHWAY 32 S	PLYMOUTH, NC 27962	Adjustment < \$100	0068601733	HJP2320	PENDING	90492646	Refund Generated due to adjustment on Bill #0068601733-2022-2022-0000-00	Mileage	02/20/2023	W	Tax	(\$18.49)	\$0.00	(\$18.49)
															Refund	\$18.49
HARRISON, THOMAS JOHN	HARRISON, THOMAS JOHN	PO BOX 865	PLYMOUTH, NC 27962	Proration	0060545328	TAT5058	PENDING	90329413	Refund Generated due to proration on Bill #0060545328-2021-2021-0000-00	Tag Surrender	02/14/2023	W	Tax	(\$150.96)	\$0.00	(\$150.96)
															Refund	\$150.96
JENKINS, DENISE MARIE	JENKINS, DENISE MARIE	835 MARRINER RD	ROPER, NC 27970	Proration	0070240679	JBN4631	PENDING	271253025	Refund Generated due to proration on Bill #0070240679-2022-2022-0000-00	Tag Surrender	02/17/2023	W	Tax	(\$13.09)	\$0.00	(\$13.09)
												P	Tax	(\$8.31)	\$0.00	(\$8.31)
												P	Ve	\$0.00	\$0.00	\$0.00
															Refund	\$21.40
KNOWLES, WALTER EDISON JR	KNOWLES, WALTER EDISON JR	115 HAZEL ST	PLYMOUTH, NC 27962	Proration	0058811664	HD3929L	PENDING	271477968	Refund Generated due to proration on Bill #0058811664-2022-2022-0000-00	Tag Surrender	02/20/2023	W	Tax	(\$32.03)	\$0.00	(\$32.03)
												P	Tax	(\$20.34)	\$0.00	(\$20.34)
												P	Ve	\$0.00	\$0.00	\$0.00
															Refund	\$52.37



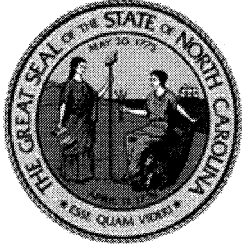
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RHODES, ROY ERIC	RHODES, ROY ERIC	110 LONG LEAF LN	PLYMOUTH, NC 27962	Proration	0056287196	TCT3314	PENDING	90528130	Refund Generated due to proration on Bill #0056287196-2021-2021-0000-00	Tag Surrender	02/22/2023	W Tax (\$27.16)	\$0.00	(\$27.16)	Refund \$27.16
TEAL, CHARLES RONALD	TEAL, CHARLES RONALD	155 WILLIAMS LOOP RD	ROPER, NC 27970	Proration	0037503169	EP2338	PENDING	89955097	Refund Generated due to proration on Bill #0037503169-2021-2021-0000-00	Processed in error	02/02/2023	W Tax (\$200.60)	\$0.00	(\$200.60)	Refund \$200.60
WHIPPLE, SHANNON DIANE	WHIPPLE, SHANNON DIANE	122 HAZEL ST	PLYMOUTH, NC 27962	Proration	0049722887	FKZ3352	PENDING	272106312	Refund Generated due to proration on Bill #0049722887-2022-2022-0000-00	Vehicle Totalled	02/27/2023	W Tax (\$48.67)	\$0.00	(\$48.67)	
												P Tax (\$30.92)	\$0.00	(\$30.92)	
												P Ve \$0.00	\$0.00	\$0.00	Refund \$79.59
WHITE, HARRY LEE JR	WHITE, HARRY LEE JR	3078 NC HIGHWAY 45 S	PLYMOUTH, NC 27962	Proration	0008002614	PCN1728	PENDING	90528138	Refund Generated due to proration on Bill #0008002614-2022-2022-0000-00	Tag Surrender	02/22/2023	W Tax (\$46.28)	\$0.00	(\$46.28)	Refund \$46.28
WILLIAMS, SHELANNA DENEEN	WILLIAMS, SHELANNA DENEEN	418 SANDHILL RD	PLYMOUTH, NC 27962	Proration	0019946827	KAP2052	PENDING	89955145	Refund Generated due to proration on Bill #0019946827-2021-2021-0000-00	Tag Surrender	02/02/2023	W Tax (\$9.69)	\$0.00	(\$9.69)	Refund \$9.69
													Refund	\$691.27	

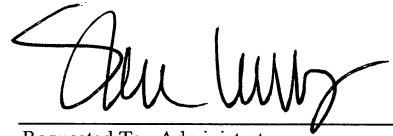


North Carolina Vehicle Tax System

Feb-23

NCVTS Pending Refund report

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3/1/2023 10:05:44
AM

 3/1/23
Requested Tax Administrator Date

"Approved by the Washington County Board of
Commissioners Meeting held _____, 2023"

Clerk to the Board of Commissioners

COUNTY OF WASHINGTON

BOARD OF COMMISSIONERS

COMMISSIONERS:

JULIUS WALKER, JR., CHAIR
ANN C. KEYES, VICE-CHAIR
TRACEY A. JOHNSON
CAROL V. PHELPS
JOHN C. SPRUILL



ADMINISTRATION STAFF:

CURTIS S. POTTER
COUNTY MANAGER/COUNTY ATTORNEY
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CATHERINE "MISSY" DIXON
FINANCE OFFICER
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JULIE J. BENNETT, MMC, NCMCC
CLERK TO THE BOARD
jbennett@washconc.org

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

RESO 2023-006

A PROCLAMATION PROCLAIMING MARCH 2023 AS THE 21st ANNUAL MARCH FOR MEALS MONTH

WHEREAS, on March 22, 1972, President Nixon signed into law a measure that amended the Older Americans Act of 1965 to include a national nutrition program for individuals 60 years and older.

WHEREAS, for more than five decades, this landmark law has helped to fund community-based organizations – like Meals on Wheels – and it is still the only federal program designed specifically to meet the nutritional and social needs of older adults.

WHEREAS, this year, Meals on Wheels programs from across the country are joining together for the March for Meals awareness campaign to celebrate its success and garner the support needed to ensure these critical programs can continue to address food insecurity and malnutrition, combat social isolation, enable independence and improve health for years to come.

WHEREAS, Meals on Wheels programs – both congregate and home-delivered, in North Carolina have served our communities admirably for 51 years for North Carolina; and

WHEREAS, volunteers for Meals on Wheels programs in **Washington County** are the backbone of the program and they not only deliver nutritious meals to seniors and individuals with disabilities who are at significant risk of hunger and isolation, but also caring concern and attention to their welfare; and

WHEREAS, Meals on Wheels programs in North Carolina provide nutritious meals to seniors throughout **Washington County** that help them maintain their health and independence, thereby helping to prevent unnecessary falls, hospitalizations and/or premature institutionalization; and

WHEREAS, Meals on Wheels programs in North Carolina provide a powerful opportunity for social connection for hundreds of seniors to help combat the negative health effects and economic consequences of loneliness and isolation; and

WHEREAS, Meals on Wheels programs in North Carolina deserve recognition for the heroic contributions and essential services they have provided amid the COVID-19 pandemic, inclement weather and other emergencies.

WHEREAS, the senior population is increasing substantially, and action is needed now to support local Meals on Wheels programs through federal, state and local funding; volunteering; donations; and raising awareness to ensure these vital services can continue to be delivered for years to come.

NOW, THEREFORE, WASHINGTON COUNTY, does hereby proclaim March 2023 as a month celebrating Meals on Wheels and urge every community member to take this month to honor our senior nutrition programs, the individuals they serve and the volunteers who care for them. Our recognition of, and involvement in, the national March for Meals celebration can enrich our entire community and help combat senior hunger and isolation in America.

Dated this 6th day of March, 2023.

Julius Walker, Jr., Chair

ATTEST:

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

COUNTY OF WASHINGTON

BOARD OF COMMISSIONERS

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POST OFFICE BOX 1007
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RESOLUTION 2023-009

A RESOLUTION BY THE COUNTY OF WASHINGTON AUTHORIZING EXECUTION OF OPIOID SETTLEMENTS AND APPROVING THE SUPPLEMENTAL AGREEMENT FOR ADDITIONAL FUNDS BETWEEN THE STATE OF NORTH CAROLINA AND LOCAL GOVERNMENTS ON PROCEEDS RELATING TO THE SETTLEMENT OF OPIOID LITIGATION

WHEREAS, the opioid overdose epidemic had taken the lives of more than 32,000 North Carolinians (2000-2021);

WHEREAS, the COVID-19 pandemic has compounded the opioid overdose crisis, increasing levels of drug misuse, addiction, and overdose death; and

WHEREAS, the Centers for Disease Control and Prevention estimates the total economic burden of prescription opioid misuse alone in the United States is \$78.5 billion a year, including the costs of healthcare, lost productivity, addiction treatment, and criminal justice involvement; and

WHEREAS, certain counties and municipalities in North Carolina joined with thousands of local governments across the country to file lawsuits against opioid manufacturers, pharmaceutical distribution companies, and chain drug stores to hold those companies accountable for their misconduct; and

WHEREAS, settlements have been reached in litigation against Walmart, Inc., Teva Pharmaceutical Industries Ltd., Allergan Finance, LLC, Allergan Limited, CVS Health Corporation, CVS Pharmacy, Inc., and Walgreen Co., as well as their subsidiaries, affiliates, officers, and directors named in these Settlements; and

WHEREAS, representatives of local North Carolina governments, the North Carolina Association of County Commissioners, and the North Carolina Department of Justice have negotiated and prepared a Supplemental Agreement for Additional Funds (SAAF) to provide for the equitable distribution of the proceeds of these settlements; and

WHEREAS, by joining the settlements and approving the SAAF, the state and local governments maximize North Carolina's share of opioid settlement funds to ensure the needed resources reach communities, as quickly, effectively, and directly as possible; and

WHEREAS, it is advantageous to all North Carolinians for local governments, including Washington County and its residents, to sign onto the settlements and SAAF and demonstrate solidarity in response to the opioid overdose crisis, and to maximize the share of opioid settlement funds received both in the state and this county to help abate the harm; and

WHEREAS, the SAAF directs substantial resources over multiple years to local governments on the front lines of the opioid overdose epidemic while ensuring that these resources are used in an effective way to address the crisis;

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners of Washington County hereby authorizes the County Manager or County Attorney to execute all documents necessary to enter into opioid settlement agreements with Walmart, Walgreens, CVS, Allergan, and Teva, to execute the SAAF, and to provide such documents to Rubris, the Implementation Administrator.

Adopted this the 6th day of March, 2023.

Julius Walker, Jr. Chair
Washington County Board of Commissioners

ATTEST:

(COUNTY SEAL)

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

COUNTY OF WASHINGTON

BOARD OF COMMISSIONERS

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RESOLUTION 2023-010

RESOLUTION RE-AUTHORIZING THE INCREASE IN THE FEDERAL PROCUREMENT POLICY MICRO-PURCHASE THRESHOLD

WHEREAS, from time to time, the County of Washington, North Carolina (the "County") purchases goods and services using federal funding subject to the procurement standards in 2 C.F.R. Part 200, Subpart D;

WHEREAS, the County's procurement of such goods and services is subject to certain federal procurement laws including without limitation those commonly known and referred to as "Uniform Guidance", as well as any specific local policies related to federal procurement adopted and/or amended from time to time, including without limitation the County's Uniform Guidance Conflicts of Interest Policy adopted November 5th, 2018;

WHEREAS, the County is a non-Federal entity under the definition set forth in 2 C.F.R. § 200.1;

WHEREAS, pursuant to 2 C.F.R. 200.320(a)(1)(ii), a non-Federal entity may award micro-purchases without soliciting competitive price or rate quotations if the non-Federal entity considers the price to be reasonable based on research, experience, purchase history or other information and documents that the non-Federal entity files accordingly;

WHEREAS, pursuant to 2 C.F.R. 200.320(a)(1)(iii), a non-Federal entity is responsible for determining and documenting an appropriate micro-purchase threshold based on internal controls, an evaluation of risk, and its documented procurement procedures;

WHEREAS, pursuant to 2 C.F.R. § 200.320(a)(1)(iv), a non-Federal entity may self-certify on an annual basis a micro-purchase threshold not to exceed \$50,000 and maintain documentation to be made available to a Federal awarding agency and auditors in accordance with 2 C.F.R. § 200.334;

WHEREAS, pursuant to 2 C.F.R. § 200.320(a)(1)(iv), such self-certification must include (1) a justification for the threshold, (2) a clear identification of the threshold, and (3) supporting documentation, which, for public institutions, may be a higher threshold consistent with State law;

WHEREAS, G.S.143-129(a) and G.S. 143-131(a) require the County to conduct a competitive bidding process for the purchase of (1) apparatus, supplies, materials, or equipment where the cost of such purchase is equal to or greater than \$30,000, and (2) construction or repair work where the cost of such purchase is greater than or equal to \$30,000;

WHEREAS, North Carolina law does not require a unit of local government to competitively bid for purchase of services other than services subject to the qualifications-based selection process set forth in Article 3D of Chapter 143 of the North Carolina General Statutes (the "Mini-Brooks Act");

WHEREAS, G.S.143-64.32 permits units of local government to exercise, in writing, an exemption to the qualifications-based selection process for services subject to the Mini-Brooks Act for particular projects where the aggregate cost of such services does not exceed \$50,000; and

WHEREAS, pursuant to 2 C.F.R. 200.320(a)(1)(iv), the Washington County Board of Commissioners now desires to adopt higher micro-purchase thresholds than those identified in 48 C.F.R. § 2.101;

NOW THEREFORE, BE IT RESOLVED BY THE WASHINGTON COUNTY BOARD OF COMMISSIONERS:

- I. The County has qualified as a low-risk auditee in accordance with the criteria set forth in 2 C.F.R. § 200.520. Therefore, in accordance with 2 C.F.R. § 200.320(a)(1)(iv)(A) and the applicable provisions of North Carolina law, the County hereby self-certifies the following micro-purchase thresholds:
 - a. \$30,000, for the purchase of apparatus, supplies, materials, or equipment;
 - b. \$30,000, for the purchase of construction or repair work;
 - c. \$50,000, for the purchase of services not subject to competitive bidding under North Carolina law; and
 - d. \$50,000, for the purchase of services subject to the qualifications-based selection process in the Mini-Brooks Act, G.S. 143-64.31; provided that such threshold shall apply to a contract only if the County has exercised an exemption to the Mini-Brooks Act, in writing, for a particular project pursuant to G.S. 143-64.32. The Board of Commissioners hereby delegates authority to grant such exemptions to the County Manager. If the exemption is not authorized, the micro-purchase threshold shall be \$0;

2. The self-certification made herein shall be effective as of the date hereof and shall be applicable until March 6th 2024, but shall not be applicable to Federal financial assistance awards issued prior to November 12, 2020, including financial assistance awards issued prior to that date under the Coronavirus Aid, Relief, and Economic Support (CARES) Act of 2020 (Pub. L. 116-136);
3. In the event that the County receives funding from a federal grantor agency that adopts a threshold more restrictive than those contained herein, the County shall comply with the more restrictive threshold when expending such funds;
4. The County shall maintain documentation to be made available to a Federal awarding agency, any pass-through entity, and auditors in accordance with 2 C.F.R. § 200.334; and

The County Manager is hereby authorized to revise, if necessary, the Federal Purchasing Policy of the County to reflect the increased micro-purchase thresholds specified herein, and to take all such actions, individually and collectively, to carry into effect the purpose and intent of the foregoing resolution.

Adopted this the 6th day of March, 2023.

Julius Walker, Jr. Chair
Washington County Board of Commissioners

ATTEST:

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

(COUNTY SEAL)

COUNTY OF WASHINGTON

BOARD OF COMMISSIONERS

COMMISSIONERS:
JULIUS WALKER, JR., CHAIR
ANN C. KEYES, VICE-CHAIR
TRACEY A. JOHNSON
CAROL V. PHELPS
JOHN C. SPRUILL



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

CATHERINE "MISSY" DIXON
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JULIE J. BENNETT, MMC, NCMCC
CLERK TO THE BOARD
jbennett@washconc.org

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

RESOLUTION 2023-011

PRELIMINARY ASSESSMENT RESOLUTION N.C.G.S. ARTICLE 9, CHAPTER 153A

WHEREAS, the Eddie Smith Special Assessment District ("Eddie Smith") has been in existence since approval by the Washington County Board of Commissioners (the "Board") in 1992; and

WHEREAS, since inception, Eddie Smith has served to clear, clean and maintain existing water courses in eastern Washington County, and as a result, agricultural croplands and forestry timberlands have been greatly benefitted; and

WHEREAS, it has been long recognized that maintenance of existing watercourses has aided landowners in their efforts to grow crops and timber by providing improved drainage and protection from flooding; and

WHEREAS, Eddie Smith was set up to allow for assessments at an equal rate for cropland and an equal rate for timberland, as specified by NCGS 153A-186(b)(4); and

WHEREAS, based upon years of monitoring and maintaining the watercourses of Eddie Smith, it has come to the attention of the Board that including parcels adjacent to Eddie Smith will benefit the district as a whole and the adjacent parcels of land; and

WHEREAS, NCGS Article 9, Chapter 153A does not provide for a process by which the boundaries of the special assessment district may be modified. Therefore, in order to add adjacent parcels of land to the district, the existing special assessment district must be abolished and a new district formed; and

WHEREAS, the owners of adjacent parcels desire to be included in the newly formed special assessment district and the Board desires to create a district which includes the adjacent parcels. Said adjacent parcels are shown on the attached Exhibit A as "NEW ADDITION"; and

WHEREAS, the basis for assessments of the new special assessment district shall be made pursuant to NCGS 153A-186(b)(4) as to cropland and forestland only, as it is deemed cropland and

forestland will be the land benefitted by the project. All cropland will be assessed at an equal rate per dollar of valuation, as shown on the County tax records. All forestland will be assessed at an equal rate per dollar of valuation, as shown on the County tax records. The territory benefitted is shown as the shaded area on the attached Exhibit A, and is generally described as follows:

Generally, Bounded on the North by U.S. Highway #64, on the West by lands of Tyson and others to and along C Canal, thence on the South by Pungo Lake; thence Easterly by Allen Road and Lake Phelps; thence a Northeasterly course from Lake Phelps to Woodley Canal and along Woodley Canal Northwestwardly to the Scuppernong River; thence Northwestwardly to U.S. Highway #64; and

WHEREAS, it is the Board's intent that one-hundred percent of all costs, including County administrative costs incurred in implementing the newly formed district will be assessed against the benefitted cropland and timberland as they are shown in the records of the Washington County Tax Collector; and

WHEREAS, the assessments will be billed to all landowners along with the 2023 ad valorem tax bills, and shall be due on September 1, 2023. No assessments shall be held in abeyance.

THEREFORE, IT IS RESOLVED AND ORDERED, that a Public Hearing on all matters covered by this preliminary assessment resolution be conducted at 6:00 PM on May 1, 2023 in the County Commissioner's Room at 116 Adams Street, Plymouth, NC 27962 for the purpose of hearing any pertinent comments regarding this resolution.

The foregoing Preliminary Assessment Resolution is adopted this the 6th day of March, 2023.

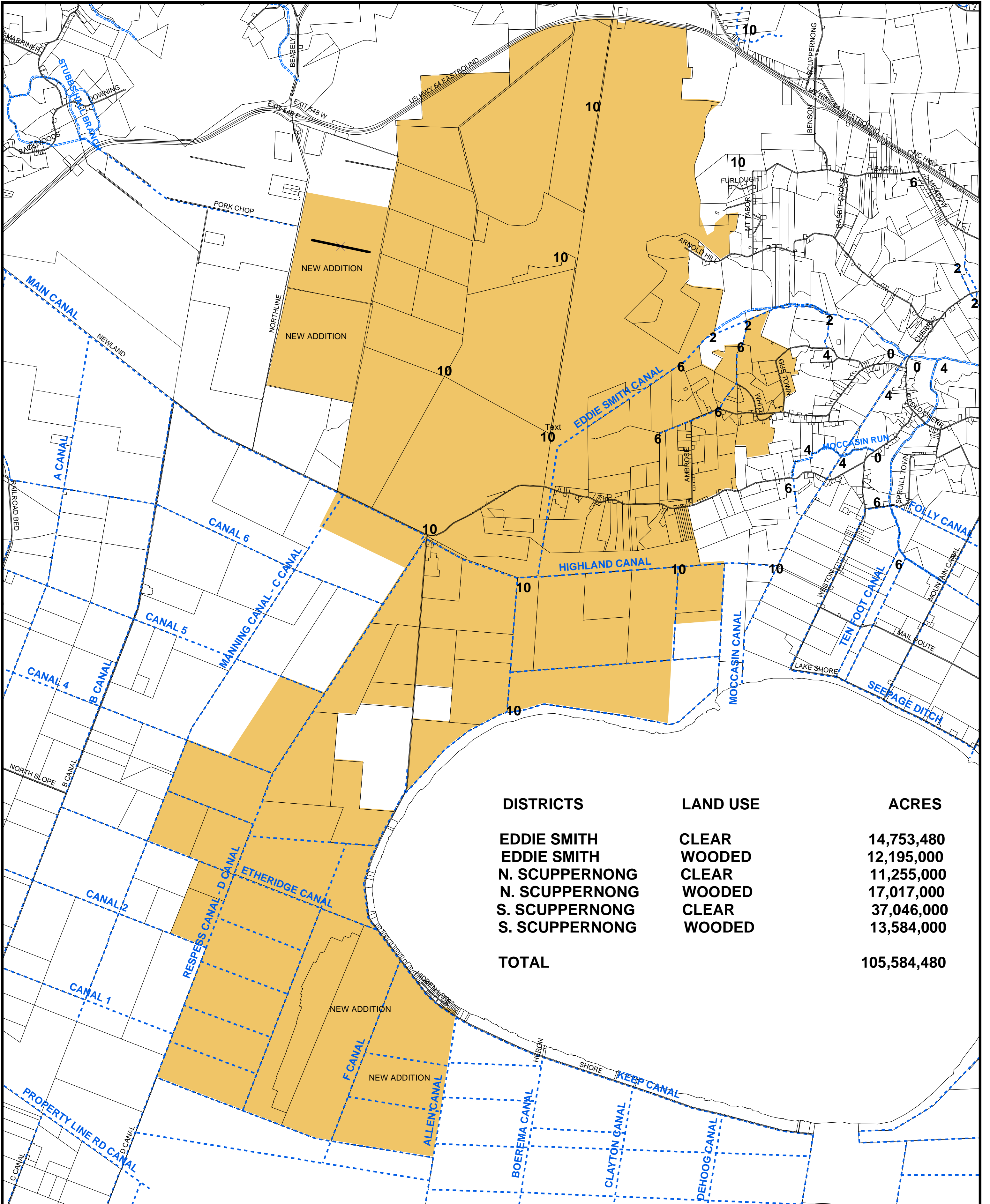
Julius Walker, Jr. Chair
Washington County Board of Commissioners

ATTEST:

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

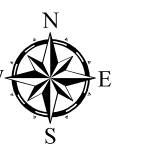
(COUNTY SEAL)

Exhibit A



DISTRICTS	LAND USE	ACRES
EDDIE SMITH	CLEAR	14,753,480
EDDIE SMITH	WOODED	12,195,000
N. SCUPPERNONG	CLEAR	11,255,000
N. SCUPPERNONG	WOODED	17,017,000
S. SCUPPERNONG	CLEAR	37,046,000
S. SCUPPERNONG	WOODED	13,584,000
TOTAL		105,584,480

EDDIE SMITH DRAINAGE MAP



WASHINGTON COUNTY BOARD OF COMMISSIONERS

AGENDA STATEMENT

ITEM NO: 2

DATE: March 6, 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: March 6, 2022

ITEM: Employee of the Quarter, Chair Walker

SUMMARY EXPLANATION:

Chair Walker will make a presentation to the Employee of the Quarter. The Employee of the Quarter will receive a Certificate and a check for \$50 and be recognized on the Employee Recognition Board in the County's Administrative Building.

WASHINGTON COUNTY BOARD OF COMMISSIONERS

AGENDA STATEMENT

ITEM NO: 4

DATE: March 6, 2023

ITEM: Department Information Update: Senior Center, Ms. Vanessa Joyner

SUMMARY EXPLANATION:

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 March 6, 2023 meeting, Ms. Vanessa Joyner will give a presentation on what's going on with the Senior Center.

WASHINGTON COUNTY BOARD OF COMMISSIONERS

AGENDA STATEMENT

ITEM NO: 5

DATE: March 6, 2022

ITEM: Keystone Tax Software Approval, Mr. Curtis Potter, CM/CA

SUMMARY EXPLANATION:

Mr. Potter will speak to the Board on the abovementioned subject.

See attached.

COUNTY OF WASHINGTON

BOARD OF COMMISSIONERS

COMMISSIONERS:
JULIUS WALKER, JR., CHAIR
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CLERK TO THE BOARD
jbennett@washconc.org

AGENDA ITEM MEMO

MEETING DATE:	March 6 th , 2023	MEMO Date:	March 2, 2023	ITEM:
SUBJECT:	Keystone Tax Software Approval			
DEPARTMENT:	Tax			
FROM:	Curtis S. Potter, County Manager/County Attorney (CM/CA)			
ATTACHMENTS:				
	A- Tax Software Scoring Committee Metric & Results (1 page)			
	B- Draft Contract (33 pages)			

PURPOSE: To approve the staff recommendation to select Keystone Information Systems, Inc. as the preferred vendor to supply an updated comprehensive tax software system to Washington County, and to authorize the execution of the attached contract to initiate this project.

BACKGROUND/STAFF DISCUSSION & ANALYSIS: Washington County currently utilizes two separate and extremely outdated legacy software systems in conjunction with each other to administer county tax assessment and collections. Information from the collection system is then required to be manually entered into the Finance Office's system.

Staff have advocated for the replacement of this software as a means to improve operational flexibility and continuity for the foreseeable future as well as to increase overall work efficiencies and data security.

More recently this upgrade was put on hold from 2020 until after the revaluation cycle was completed in 2021. This project was included and scored as a priority project in the original CIP plan in 2022, and \$195,000 was allocated for this project in the FY23 budget.

In FY23 after several back and forth discussions between staff and vendors including NCPTS and Keystone which had previously provided quotes, an RFP was published soliciting formal proposals from interested firms. A committee consisting of the Tax Administrator, IT Director, Delinquent Tax Coordinator, Special Projects Manager, County Finance Officer and County Manager carefully reviewed and scored the proposals received from three firms.

The scoring metric and results are attached for your information and reference. You can see from the scoring that Keystone was overwhelmingly considered the top choice by the collective review committee.

Keystone was also considered to be the most cost-effective proposal long term, when considering both the initial startup costs of (\$240k to \$272k including contingencies) together with the anticipated annual maintenance costs (\$42k). Although the initial startup cost is higher than previously budgeted, there is still room for some cost reduction negotiations, and the substantially lower annual maintenance cost creates an overall breakeven of only 1 year when based on the highest estimated startup cost. The payments will also be broken down over 2 to 3 fiscal years naturally under the terms of the proposed contract.

In a follow up discussion with Keystone about next steps to proceed, the attached draft contract was presented to the county for review and potential approval. Staff have preliminarily reviewed this instrument and believe that with a few minor modifications it represents an agreeable contract that could be entered into to commit to and formally initiate this software project.

The estimated go-live date for the new software is expected to be with the start of FY25 (July 2024).

RECOMMENDED ACTION(S) BY STAFF:

- **Approve the recommendation to select Keystone Information Systems, Inc. as the preferred vendor to supply an updated comprehensive tax software system; and**
- **Authorize staff to execute the attached contract after finalizing any negotiations to include any additional, more favorable terms or conditions recommended by the County Attorney.**

Category	Total Points Possible	Keystone						NCPTS						Tyler Tech					
		Curtis	Missy	Darlene H.	Darlene F.	Sherri	Richard	Curtis	Missy	Darlene H.	Darlene F.	Sherri	Richard	Curtis	Missy	Darlene H.	Darlene F.	Sherri	Richard
Ability of Proposed Tax Software Product to Meet County's Requirements	0-3	2.7	3	3	3	2.1	2.4	3	2.4	3	2.7	1.5	2.7	2.4	2.7	2.7	2.7	1.5	3
Vendor familiarity and proximity of office locations or support staff to the County	0-1	1	0.9	0.9	0.8	0.8	0.7	1	1	0.8	0.7	0.6	0.75	0.2	0.9	0.9	0.7	0.5	0.8
Vendor Key Staff Experience/Credentials	0-1	0.9	0.9	1	1	0.8	0.7	1	0.9	0.9	1	0.8	0.7	1	0.9	0.9	0.9	0.6	0.9
Experience Facilitating Tax Software Upgrades/Conversions	0-1	1	1	1	0.9	0.8	1	1	0.9	1	0.9	0.8	1	1	1	1	0.9	0.6	0.8
Proposed Timeline	0-1	0.5	0.7	1	0.8	0.8	0.5	1	0.8	0.9	0.8	0.8	0.5	1	0.6	1	0.7	0.7	0.3
Proposed Cost	0-3	2.1	2.4	2.7	3	2.1	2.4	1.5	2.7	0.6	2.1	2.1	1.8	0.3	2.7	0.3	0.3	1.5	0.6
Individual Scores		82	89	96	95	74	77	85	87	72	82	66	74.5	59	88	68	62	54	64
		Aggregated Score						Aggregated Score						Aggregated Score					
		85.50						77.75						65.83					

Keystone Information Systems, Inc.

AGREEMENT FOR PURCHASE OF AN INFORMATION MANAGEMENT SYSTEM, ASSOCIATED PRODUCTS AND SERVICES

between

**County of Washington, North Carolina
120 Adams Street
Plymouth, North Carolina 27962**

(hereinafter referred to as Buyer)

and

**Keystone Information Systems, Inc.
1000 Lenola Road
Maple Shade, NJ 08052**

(hereinafter referred to as Seller)

This Agreement, when executed by Buyer and Seller, shall be a valid and binding contract, and each party agrees to the terms and conditions contained herein together with all Exhibits incorporated herein by reference:

Accepted by:

Keystone Information Systems, Inc.

County of Washington, North Carolina

By _____

By _____

Authorized Signature

Authorized Signature

Judson B. Van Dervort, Jr.

Name (Type or Print)

Name (Type or Print)

President and General Manager

Title

Title

On _____

On _____

Date

Date

DEFINITION OF TERMS

Under this Agreement the following terms, when capitalized, are defined to have the following meanings:

- Access** View of proprietary software code, design details and technical data as further described herein. and is operational per Manufacturer's specifications or as otherwise agreed to between Buyer and Seller.
- Additional Charges:** All charges or fees that Buyer is obliged to pay or reimburse Seller other than the amounts listed in the attached schedule of purchase prices, Schedule 1. Any Hardware, Software or Services not described in this Agreement, but requested of Seller by Buyer later agreed upon, or any modifications or additions thereto, or any items related to the implementation or operation of the Information Management System although not specifically listed in this Agreement or in a schedule or appendix thereto are subject to payment by Buyer according to Seller's then currently applicable rates. Additional Charges also include expenses incurred by Seller in undertaking work for Buyer such as travel, lodging, meals, long distance phone charges and supplies. All such expenses shall be in accordance with Seller's standard policies governing travel and business expenses and shall be estimated by Seller for Buyer, approved by Buyer, and charged as incurred. Unless otherwise noted herein, prices shown in this Agreement are F.O.B. point of origin. All transportation, rigging and courier charges to Buyer's Site(s) shall also be estimated by Seller and paid by Buyer.
- Agreement:** This document, including all schedules and appendices form the entire Agreement.
- Binary Compatibility:** The compatibility among Software programs, Hardware and Operating Systems such that Software will operate on another System in an identical, unaltered version.
- Buyer's Representative:** : The manager or officer of Buyer's organization designated by Buyer to serve as the official liaison between Buyer and Seller, as needed in dispute resolution. Differs from the Project Leader/Manager in that this individual does not devote substantially all of his or her time to performance under this Agreement.
- Buyer's Site(s):** Location(s) chosen by Buyer and agreed to by Seller for the installation of Computer Products and/or for the provision of Services.
- Component:** An individually identified item of Hardware or Software.
- Computer Products:** Also Products. The specified Components of Equipment, Hardware, Software, machines and Computer Systems to be provided and/or to be installed and/or to be integrated by Seller under this Agreement.
- Computer System:** Also System. A combination of Hardware and Software Components, including one or more central processors, which together provide independent, fully functional information services to one or more Users through the use of connected devices. A Computer System is the basis for the installation, operation and license of Software Products subject of this Agreement.
- Completion/Date of Completion:** The date on which a separately identified Service is rendered as had been agreed to between Buyer and Seller.
- Data Conversion/Conversion Services:** Services which Seller may be providing hereunder to transfer Buyer's existing, electronically stored data to a format useable with Software being provided under this Agreement.
- Date of Installation:** The date on which a separate or unique Hardware or Software Product or Modification is located at Buyer's Site(s)
- Documentation:** Information including user guides, technical guides and training materials relating to the Use and operation of Hardware or Software. These shall be governed by the same License and Use restrictions as Software Products.
- Functional Specification:** Any written definition, agreed to by Buyer and Seller, of the function of a Product, Modification, or combination of Products.
- Hardware Product:** Also Hardware. The specified tangible Components of Computer Equipment provided by Seller under this Agreement and/or for which Seller is providing Installation and/or Integration Services. The term "Equipment" is used interchangeably.
- Implementation Schedule:** A schedule mutually agreed to between Buyer and Seller, and incorporated by reference into this Agreement as Schedule 2, which will guide the order and timing of the installation, completion, acceptance and payment and Use of all Products and Services being provided under this Agreement.
- Implementation Services:** All types of Services associated with the installation, configuration, set-up and Training of Products being purchased or Licensed under this Agreement.
- Information Management System:** The total complement of Computer Products including one or more Computer Systems, which are combined to perform certain designated functions.
- Installation Environment:** The location at Buyer's Site(s) which Buyer shall prepare for the installation of the Hardware and Software in accordance with specifications prescribed by Seller.
- Installation/Installation Services:** Services which render an individual Computer Product operational as per Manufacturer's specifications as distinct from it's potential integration with the complete Information Management System, ("Integration Services").
- Integration Services** Seller provided Services to render specified Computer Products compatible and fully operational in combination, for the performance of specific Information Management System functions.
- License:** Buyer's right to Use specified Software as being purchased and granted under this Agreement.
- Licensee:** Also Sublicensee. Another term for Buyer in this Agreement relative to Buyer's Use of certain Third Party Software Products, the Licenses for which may be granted under this Agreement.
- Manufacturer:** Also Supplier. Any party which creates Equipment, machines and/or Software provided under this Agreement.
- Modification:** Also Custom Modification. Shall mean program and/or functional alterations to any Software Product.
- Network:** A combination of Hardware and Software components, including more than one Computer Systems which integrate to provide System functions and services to Users in distinct locations.
- Project Management/Administration Services:** Services which Seller may be providing herein to help manage the overall scope of a project involving multiple application product areas, aspects of



Buyer's operation, and personnel resources of both parties to this Agreement

normal business operations contemplated under this Agreement.

Re-Host: When Seller's proprietary Software Products and Modifications thereto are relocated to other Computer Equipment approved, supported and provided by Seller to Buyer. (See Appendix C)

VAR/Value Added ReSeller: Another term for Seller in this Agreement relative to Seller's authorized distribution of Third Party Products, under this Agreement, the warranties and Licenses for which are being granted under this Agreement.

Re-Hosting Services: Also Migration Services. Seller provided Services to relocate and render operational Software and Buyer's data, onto specified Computer Equipment.

Re-License: When Seller's proprietary Software Products and Modifications thereto are re-located to other Computer Equipment which Equipment is not supported by Seller or not provided by Seller. (See Appendix C)

Seller's Representative: The manager or officer of Seller's organization designated by the Seller to act as the official liaison between Seller and Buyer, as needed for dispute resolution. Differs from the Project Leader/Manager in that this individual does not devote substantially all of his or her time to performance under this Agreement.

Software Maintenance Fees: Amounts due from Buyer to Seller annually for each Software Product, based upon Seller's current published fee schedule for the License tier of Buyer, and hours of coverage desired by Buyer for which Seller will provide the Services defined in Appendix E.

Software Product or Module: Also Software. Shall mean computer programs that combined, perform a function such as system operation, database management, student scheduling, etc. A license to Use, as defined herein, is being purchased under this Agreement for those Software Products named on Schedule 1.

Additional Software Products: Shall be any Software Products to be developed by Seller for Buyer's Licensed Use subsequent to the execution of this Agreement.

Application Software: A Software Product that performs a specific business operation such as accounting, student scheduling, etc. May be a Standard version, Additional or Modified.

Database Software: Also RDBMS. Shall mean Software Product manufactured by a Third Party which Software Seller may be providing and/or providing Services related to under this Agreement. Such software is necessary for the operation of Application Software.

Operating Software: Also Operating System. Shall mean Third Party Software which Software Seller may be providing and/or providing Services related to under this Agreement. Such Software performs basic functions of operating a Computer System.

Standard Version Software Products: Shall be those Seller-owned Software Products functional and demonstrable at the time of execution of this Agreement.

Third Party Software Product: Shall mean Seller-supplied Software that is not proprietary to Seller, but is a Product of a separate party for whom Seller is an authorized agent. Typically Operating Software and Database Software.

Test Period: Also Acceptance Period: A period of time established in the Implementation Schedule, Schedule 2, during which Buyer may test and review specified Products, Modifications or Data Conversions provided by Seller before acceptance as defined herein.

Training Services: Seller provided Services to instruct Buyer designated personnel in the Use and operation of the designated Products.

Use/User: Ordinary operation of the Software by Buyer's employees or agents through the screens and functions made available for the



WHEREAS, Buyer has solicited proposals for the purchase and installation of Computer Products and certain Services to meet its current information management needs; and

WHEREAS, Seller is engaged in the business of providing Computer Products and Associated Services and installing Hardware and Software, integrating the same, and providing Services to enable Buyer's operation thereof; and

WHEREAS, Buyer and Seller wish to reduce to writing their agreement concerning their respective obligations in the provision of these Products and Services.

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter contained, the parties agree as follows:

1. PURCHASE AGREEMENT/PURCHASE PRICE

Buyer agrees to purchase from Seller, and Seller, by its execution of this Agreement, agrees to furnish to Buyer, on the terms and conditions contained herein and on the following pages hereof, the Computer Products and Associated Services ("Products" and "Services") listed in Schedule 1 of this Agreement, for the total purchase prices stated therein.

2. APPLICABLE TAXES

In cases where Seller is liable and able to collect taxes, there shall be added to any charges payable by Buyer under this Agreement an amount equal to any and all applicable taxes, however designated, levied or based on any charges payable under this Agreement for the sale or Use of the Products and Services including, without limitation, state and local privilege, excise based on gross revenue, sales, and use taxes and any taxes or amounts in lieu thereof paid or payable by Seller in respect of the foregoing exclusive only of taxes based upon net income. Any personal property taxes assessable on the Products after delivery shall be borne by the Buyer including any sales taxes which were not within Seller's ability to charge for. Such Additional Charges shall be billed by Seller before, or within a reasonable time following payment of such taxes by Seller, and shall be due and payable by Buyer promptly following billing thereof, whether or not such billing occurs following the Date of Installation of any Computer Products or the Date of Completion of any Services hereunder.

3. INSTALLATION, ACCEPTANCE AND PAYMENT

General:

Seller agrees to provide, and Buyer agrees to purchase, all of the Products and Services identified on Schedule 1 by payment to Seller of the purchase prices associated with each item in Schedule 1. An Implementation Schedule will guide the order and timing of the provision of all Services to be provided under this Agreement including the order and timing of implementation-related Services associated with the Products and leading to Buyer's production Use of such Products. The Implementation Schedule, incorporated by reference as Schedule 2 to this Agreement, will undergo continuous update and the incorporation of greater detail during the total project timeframe, based upon the agreement of the parties as expressed through their assigned project leaders (See Section below entitled "Project Leaders".) The Implementation Schedule also identifies project milestones associated with payments becoming due to Seller. As specified in the included template to Schedule 2, the total purchase amount of any single Product or Service may be prorated over the course of the Installation, Completion or acceptance of that Product or Service (as defined further herein), including having a portion of each separable Product or Service included in a sum paid to Seller as a contract deposit to complete execution of this Agreement. It is agreed that each Product or Service may have its own Date of Installation, Date of Completion or process for acceptance, as

defined herein, and that payment on each shall be due per the payment terms outlined here and in Schedule 2, notwithstanding the status of the Installation or Completion of other Products and Services. It is hereby understood that Additional Software Products and Custom Modifications will also be invoiced and paid for as separate items upon their Completion, Delivery, Installation and acceptance, only as defined herein.

Buyer's decision, or its lack of action, which results in an indefinite postponement of Seller's ability to Complete any Service, or of Buyer's production Use of any Product or Modification ordered and delivered, or made available by Seller under this Agreement, does not relieve Buyer of its responsibility for payment of the full purchase prices associated therewith. Buyer's continued and unreasonable postponement will permit Seller to invoice and be paid for any unpaid portions of Schedule 1, one year after the implementation of all Products and Services in Schedule 1 were originally anticipated to have been concluded, or could reasonably have been completed except only for Buyer's action or inaction preventing Seller's Completion, or Buyer's production Use of the ordered Product(s).

Seller will simultaneously invoice for associated, contracted Product Maintenance Fees (pro-rated, by month, for the balance of Buyer's fiscal year, and in pre-paid annual amounts thereafter.) Buyer's non-payment of these Maintenance Fees will render Buyer ineligible to receive Product version updates generally released by Seller for the applicable Product(s), under the terms of Section 3 of Appendix E, (Software Revision and Update), until any lapse of maintenance coverage is corrected by payment of the Re-Certification Fee identified in Appendix E.

Completion of Services:

Seller shall notify Buyer of the Date of Completion of each separate Service by submitting an invoice for that Service.

Implementation Services which are included in the License price of any Product are available to Buyer, up to the amount of hours specified in the total aggregate of Schedule 1, for a period of one year after the implementation of all Products and Services in Schedule 1 were originally anticipated to have been concluded, or could reasonably have been completed except only for Buyer's action or inaction preventing Seller's Completion, or Buyer's production Use of the ordered Product(s), after which they are forfeited by Buyer.

Installation and Acceptance of Hardware and Third Party Software Products:

Buyer shall provide a suitable Installation Environment for the Products with all facilities prescribed by Seller. A suitable Installation Environment shall include an operable Network, or suitable vehicle for the Use of the Software and Hardware Products by Buyer's intended Users. Seller shall notify Buyer as each Product is installed and operational as defined below; However the Products will be considered Installed (Date of Installation) for all purposes under this Agreement if the Products are delivered and Buyer has failed to provide a suitable Installation Environment.

Installation of: Hardware and Third Party Software Products includes all of the following:

- Inspection of the Product(s) at Buyer's site(s). Inspection includes an inventory of delivered Components to ensure that all items have been received.
- For Products which have associated Installation Services being purchased under this Agreement, Seller or Seller's designee will perform those Services and perform tests and verification procedures to verify proper operation and Seller will deliver standard Product



Documentation to Buyer. Problems associated with the installation of the Products will be remedied.

- Upon successful completion of these procedures, the Products will be considered installed (Date of Installation) and placed under the applicable warranties (which may be incorporated by reference as Appendices A and B). Date of Installation will have associated payments become due per Schedule 2.

Installation of: Seller Software Products, Standard, Additional, Modifications, and Data Conversions:

Date(s) of Installation for a Seller's Software Product, Modification or Data Conversions shall be those dates on which Seller demonstrates to Buyer's staff or designees a Product, Modification or Converted Data file, functioning on Buyer's designated System. For Standard Software Product, this demonstration will usually coincide with the Product Review meeting associated with that Product. Such status will have associated payments due per Schedule 2. After Date of Installation, (even before production Use of a Product, Modification, Data file or the entire System) it shall be Buyer's responsibility to supervise and manage the Product environment, including Use and Access of it, its Use, back-up and recovery, the Training in which Seller will provide Buyer in an appropriately timely fashion.

Acceptance of Seller Software Products (Standard, Modified and Additional) and Data Conversions:

Buyer will have periods of time from Dates of Installation, (Test Periods), as established in the Implementation Schedule, to review and test to determine that a Product or Modification, in combination with Converted Data, if applicable, is functioning as had been demonstrated, or in accordance with Manufacturers' or Functional Specifications, and to notify Seller of any functional problem. Seller will correct such problems within this established Test Period or as soon as possible, which elapsed time will be added to the total allotted Test Period.

When Buyer and Seller have completed a Test Period, that Product(s), Modification(s), or group of such, will be considered accepted for all purposes under this Agreement, including related payments defined in Schedule 2. Seller and Buyer agree in good faith to use their best efforts to complete all testing and corrections within the established Test Period(s).

It is Seller's responsibility to enable Buyer to view the functional operation of any Product(s) or Modification(s) by virtue of sufficiently instructing Buyer's designated staff member in the basic operation of such, or by demonstration on Buyer's System.

It is the responsibility of Buyer to test the Product(s) or Modification(s) during the designated Test Period(s) and to determine that it has sufficient training and knowledge to be able to test this, or to waive its right by lapse of the established Test Period(s) with absence of notification to Seller of any problem.

The successful completion of a acceptance Test Period is defined by the lapse of the stated time with no notification to Seller of any significant issue caused by the malfunction of Software, Seller-performed Data Conversion, or Seller-performed Modification. (A "significant issue" is further defined as one which impedes normal processing.) In the event such is reported, Seller will correct these as soon as possible and Buyer may optionally re-start the Test Period.

At the point of successful completion of a Test Period, the associated Product(s), Data Conversion or Modification(s) will be deemed to be accepted for all purposes under this Agreement, including associated payment(s). In any event, a thirty (30) day Test Period will commence when a Product, Modification, or Converted Data is placed in production Use, and full payment for any amount due upon acceptance will be considered due at the

conclusion of that thirty (30) days if no issue which impedes critical processing is reported by Buyer to Seller. The conclusion of the Acceptance Test Period, or the commencement of production Use, will also trigger the beginning of the applicable Software warranty term (more fully described below).

Other Payment Terms:

Additional Charges will be estimated in advance by Seller and approved, in writing, by Buyer's Project Leader. These will be invoiced to Buyer as they are incurred by Seller. Such invoices are due for payment, in full, thirty (30) days from date of invoice, notwithstanding their relationship to other invoices for Product(s) and/or Service(s).

Any invoice issued shall be considered due within thirty (30) days if no objection or dispute is brought to Seller's attention by Buyer within that thirty (30) day period.

Buyer is not required to pay invoiced amounts provided: (1) Seller is notified of the nature and amount being disputed within five (5) business days of receipt of Seller's invoice; (2) Buyer pays all amounts due that are not in dispute; and (3) Buyer proceeds promptly in an effort to resolve the dispute through discussion with Seller's representative.

Buyer agrees to pay a late payment charge of one and one-half percent (1.5%) per month (or the maximum late payment charge permitted by law, if that is less) on all undisputed amounts not paid in full when due. Buyer also agrees to pay all expenses of collection, including attorney fees incurred by Seller in collecting accounts not paid when due.

Buyer's failure to pay an invoice within sixty (60) days of issuance, or to take action as stated above, constitutes a breach of this Agreement by Buyer. As a consequence of such breach, Seller may exercise its rights as provided under the law, including its security interest in the Computer Products as provided below. Seller may also suspend all Service(s) being provided to Buyer under this or any agreements existing between Buyer and Seller after giving fourteen (14) days written notice that Services will be suspended by reason of non-payment.

Buyer warrants and represents that it has the financial capability to perform its obligations under this Agreement. Any failure or delay of any third party lending or financial institution to provide timely and adequate financing to Buyer does not relieve Buyer of its responsibility to remit amounts payable to Seller when due.

4. TITLE/SECURITY INTEREST

Title to all intellectual property rights, including patent, trademark, copyright and trade secrets, in (and title to all copies of all media bearing) the Software, Documentation and the program concepts contained in the Software, are not transferred under this Agreement. Title and Security Interest apply only to hardware and non-intellectual material and Products which may be conveyed under this Agreement. For Software Products, a License to Use is being conveyed under this Agreement, (per the terms of Section 7 of this Agreement).

Seller hereby retains title to the Products until Buyer performs all of its obligations hereunder including, without limitation, full payment of the purchase price and related Additional Charges. Seller also retains a security interest in the Products, including all accessions and replacements thereto and the proceeds thereof, to secure performance of all of such obligations of Buyer. Buyer agrees promptly upon demand by Seller to execute any financing statements, applications for registration and like documents and to take any other action deemed necessary or desirable by Seller in order to perfect its security interests hereunder. In addition, Buyer hereby appoints Seller its attorney-in-fact to prepare, sign and file or record for Buyer, in Buyer's name, any such document.



Title for a Product will pass to Buyer upon full payment of the purchase price of the Products and all other related Additional Charges. Upon title transfer of the Products to Buyer, Seller agrees to file such documents as are necessary to extinguish such security interest.

5. RISK OF LOSS (Applicable to Hardware Product only)

All risk of loss or destruction of or damage to the Products by reason of theft, fire, water or any other cause, shall pass from Seller to Buyer upon delivery of the Products to the Buyer's Site(s), and the occurrence of any such casualty shall not relieve the Buyer from making payment of the balance of the purchase price and associated Additional Charges.

6. INSURANCE

Immediately after delivery of the Products to Buyer's Site(s), the Buyer shall cause the Products to be insured against loss, damage, or destruction in an amount equal to the total purchase price; and any payment by an insurance company for loss or damage under such policy shall be made directly to the Seller as his interest may appear. Such policy of insurance shall be maintained in force by the Buyer until the entire purchase price shall have been actually received by the Seller.

Seller will maintain comprehensive general liability and automotive liability and property damage coverage for injuries to persons and property damage occurring during the performance of Services by Seller under this Agreement, with limits of one million dollars (\$1,000,000.00) for injuries to persons and one million dollars (\$1,000,000.00) for damage to property. Said insurance shall constitute Seller's sole liability for said injuries and damages.

7. SOFTWARE LICENSE

The parties agree that upon Buyer's payment of the full purchase price for the Software Products, Standard, Additional, Third Party, as well as for Software Modifications, Seller conveys to Buyer a perpetual, non-exclusive, non-assignable License for the Use and Access of the commercially available version of Software Products at the time of execution of this Agreement, including delivery of the source code for Seller's Software Products and Modifications, per the License specifications and restrictions set forth herein. The License includes Use and Access of the Software on only the System(s) identified below, or, subject to the terms and conditions set forth below, another System(s) which Buyer may subsequently acquire; And at Buyer's Site(s), or other site(s) subsequently submitted to Seller in writing, to perform the information processing needs only of entities or organizations named in this Agreement.

DESIGNATED SYSTEM

MANUFACTURER/SERIES: Any
OPERATING SYSTEM: Microsoft Windows
DATABASE SOFTWARE: UniVerse – Rocket Software

Seller reserves the right to continued periodic and reasonable access to Buyer's Site or Buyer's System, with appropriate notice to Buyer, such as may be needed to verify Buyer's continued adherence to these License restrictions.

In the event Buyer subsequently acquires alternate System(s) for operation of the Licensed Software, the License for Seller Software Products shall only be valid on the other System as provided for in Appendix C, which addresses subsequent re-location of Software originally Licensed hereunder.

Buyer is purchasing a License under this Agreement for the specified number of combined simultaneous Users of all Software Products as provided for in Schedule 1. The number of Users can be subsequently increased by purchasing RDBMS user licenses from Seller (in singleton increments). If the resulting user license increase

crosses tiers or categories in Seller's standard published Software Product License pricing, Buyer shall also pay to Seller the appropriate license upgrade fee for Seller Products as follows: Buyer shall pay the currently published price for the Software Product License in the higher tier less the amount previously paid for the Software Product License.

Third Party Software Product:

Buyer also agrees to the License and Use restrictions of Third Party Software being Licensed hereunder, as may be incorporated in this Agreement as Appendix A.

Buyer's License for both Third Party and Seller Software Products does not include the right to reproduce, publish or permit Use to other individuals or organizations any Software Product or Modifications to be Licensed or developed under this Agreement. Seller expressly reserves and Buyer expressly consents that the entire right and title to such Software shall remain with Seller or Manufacturer, and each has the exclusive right to protect by copyright or otherwise, to reproduce, publish, sell and distribute all such Software to anyone. Buyer agrees to use reasonable controls to protect the confidential nature of all Software furnished by Seller including through instruction of its employees which are granted Access to the Products with regard to the obligations of this License. Buyer also agrees to ensure that any non-employee contractor or vendor provided Access to Product(s) by Buyer first sign a written agreement of non-disclosure consistent with the intent of this License and acceptable to Seller. Seller agrees it will not unreasonably withhold permission for Access to its Software by a third party to this Agreement.

Buyer shall not copy, nor permit any party to copy, Software Product or any portion thereof except that Buyer is permitted to copy Product solely for back-up or archival purposes, as necessary, but only with the copyright and proprietary notices in the same form as affixed on the original and with such copies remaining subject to the terms of this Agreement. If Buyer is unable to operate Product on the designated System due to a System malfunction, Product may be operated temporarily on another System during the period of System malfunction.

If no successors, heirs or assigns, to Keystone Information Systems, Inc. exist at the time Keystone Information Systems, Inc. ceases to conduct business, Buyer's License herein shall survive, including the restriction that Buyer shall not have the right to sell or otherwise transfer rights, Use or Access to the Software Products to any other organization.

8. PROPRIETARY RIGHTS/ INFRINGEMENT INDEMNIFICATION

Buyer shall keep confidential and treat as proprietary such proprietary information, which include trade secrets, as may be provided to Buyer. Buyer shall use any information provided by Seller solely for the purpose for which it was provided and shall observe the restrictions of any legends marked thereon. It is specifically agreed by Buyer that Seller and Product Manufacturers retain for themselves all proprietary rights in and to all designs, engineering details and other data pertaining to any Products and/or Documentation.

With regard to any proprietary information, Buyer shall: (a) Acquire no title or interest therein; (b) Take sufficient steps to safeguard and protect the contents of disclosure to any third party; (c) Take appropriate action by instruction or agreement with its employees and others who have Access to the Products to satisfy its obligations hereunder.

Seller warrants that the Product(s) being purchased under this Agreement does not infringe on a United States patent or copyright and that Seller has the agreement of appropriate Product



Manufacturer(s) for distribution of such. And to that end, Seller shall hold Buyer harmless from any damages arising from such claim. Seller shall defend any claim, suit or proceeding brought against Buyer so far as it is based on a claim that the Use or transfer of Product(s) and related material delivered hereunder constitutes an infringement of a United States patent or copyright, so long as Seller is notified promptly in writing by Buyer as to any such action and is given full authority, information and assistance (at Seller's expense) for the defense of any such claim or proceeding. Seller shall pay all damages and costs awarded therein against Buyer but shall not be responsible for any compromise made without its consent. In the event of a final judgment which prohibits Buyer's continued Use of Product(s) by reason of infringement of a United States patent or copyright, or if at any time Seller is of the opinion that Product(s) is likely to become the cause of an action for infringement of a United States patent or copyright, Seller shall, at its sole option and at its expense, either obtain the rights to continued Use of Product(s) or replace or modify Product(s) so that it is no longer infringing, or may discontinue Use of the Product(s) and accept its return. If the Product(s) is in whole or partially paid for, Seller will grant Buyer a cash refund for the amount paid, as depreciated. The depreciation shall be an equal amount per year over a five (5) year life.

Seller shall not be liable for any claim, suit, or proceeding brought against Buyer so far as it is based on a claim that the Product(s), when combined with other hardware or software product(s), which are not provided by Seller to Buyer, constitute an infringement of a United States patent or copyright.

Seller hereby notifies Buyer of Seller's and Manufacturers' proprietary, confidential and/or trade secret rights, and requires Buyer to comply with the requirements imposed by this section.

9. CONFIDENTIAL INFORMATION

Buyer's computerized data and information for which Seller is providing Services under this Agreement shall be treated as Confidential Information by Seller. All such Confidential Information will be safeguarded and kept confidential by Seller to the same extent that Seller safeguards confidential material or data relating to its own business.

However, Seller will not be liable for disclosure of any information received by Seller under this Agreement if the information is generally available to or known to the public or the information was developed by Seller outside the scope of this Agreement.

Buyer specifically makes the following representations and warranties intending that Seller shall rely upon the accuracy of such representations and warranties in agreeing to provide the Services set forth herein.

Buyer knows of no prohibition, contract or agreement, either written or oral, against the copying or retrieving of such computer programs and data; Or Buyer is the owner of the computer programs and data which are being retrieved; Or Buyer has obtained written permission from the owner of such computer programs and data to permit Seller to perform the Services in this Agreement.

Buyer agrees to indemnify and to hold harmless Seller, its agents and employees from any actions or claims for breach of this provision, brought against Seller, its agents and employees for copying, modifying or relocating computer programs or data for Buyer. The indemnification herein shall include, but not be limited to, payment of Seller's expenses in the defense of any claim arising hereunder including attorney's fees and the payment of any damages paid by way of award, settlement or otherwise.

Any data or other materials furnished by Buyer for Use by Seller in connection with the Services performed under this Agreement shall

remain the sole property of Buyer and will be held in confidence by Seller, as provided for above.

10. CONSEQUENTIAL DAMAGES

Seller believes that the Products and Services furnished hereunder are accurate and reliable. However, the amounts to be paid to Seller under this Agreement do not include any assumption of risk Seller and Product Manufacturers shall in no event be liable regardless of the form of the action for loss of profit, goodwill or other special or incidental damages or consequential damages which may arise or be asserted by Buyer or others as a result of the performance of Services or failure of Products provided by Seller under this Agreement whether or not the possibility of such damages was disclosed to Seller or could have been reasonably foreseen by Seller or Product Manufacturers.

Buyer further agrees that Seller will not be liable for any lost profits or consequential damages, or for any claim or demand against the Buyer by any other party.

Seller's sole responsibility relative to Product failure shall be as provided for in the Warranty Section below.

11. WARRANTY/ON-GOING MAINTENANCE

Seller warrants that Products provided under this Agreement will be free from defects in workmanship, material and operating failure from ordinary Use under the terms and warranty period specified for each Product below and, if applicable, in Appendices A and B, and will conform to applicable Manufacturer's specifications prevailing when shipped.

All Products are new and subject to applicable warranties unless specifically noted otherwise.

Seller Software Product Warranty:

Seller's responsibility for Seller's Software Products under this Agreement, for a warranty period of thirty (30) days following each date of acceptance defined in Schedule 2, or commencement of production Use, whichever is sooner, shall be to modify, repair, correct or replace the Software as delivered to Buyer so that the modified, repaired, corrected or replaced Software conforms fully to the functions of the Product as demonstrated, or in the case of Additional Product(s) or Modification(s), conforms to the Functional Specifications agreed upon between Buyer and Seller. It is Buyer's responsibility to notify Seller of any defects discovered by Buyer during the thirty (30) day warranty period.

Third Party Software and Hardware Product Warranty:

If not attached as Appendix A and/or Appendix B to this Agreement, warranty terms and conditions for Third Party Software and Hardware Products shall be as provided for in the separate License and Warranty agreement presented by Manufacturer to Buyer.

A separate Hardware service agreement may be entered into between Buyer and one or more third party maintenance providers for the upgrade and/or the extension of warranties for Hardware and Operating System Software Products being purchased under this Agreement. A continuing maintenance agreement for all Components of the System on which Software Product(s) are operated is prerequisite for Seller's warranty for Software Product operated thereon and for continuation of Seller's Software License Service (Software Maintenance) program (Appendix E). Buyer hereby acknowledges that its sole remedy with respect to any Hardware maintenance deficiencies, after expiration of initial warranties, shall be such remedies that it may have against the maintenance vendor.

Seller and Third Party Software Product Warranties:



Buyer may elect to extend and enhance the term of these warranties through Seller's License Service provisions, which are offered here as Appendix E to this Agreement. The terms and conditions of such extended warranty are as specified in that License Service Agreement. Seller shall assume no responsibility for update and revision to Software Licenses sold herein, beyond the warranty terms described herein, except as defined in that license service agreement. Such may be attached herein as Appendix E.

All Products:

Seller's obligations hereunder shall be limited solely to the terms and conditions provided here and in each Product warranty. These warranties, and Seller's liability thereunder, is expressly conditioned upon Buyer's proper Use, management and supervision of the Products.

Buyer further agrees to be solely responsible for the selection, Use and result of any other products used with these Products. Buyer acknowledges that it has seen demonstration of the Products being purchased and Licensed hereunder and that it understands what it is buying with regard to the suitability for its particular environment, needs and uses.

Manufacturers of Third Party Products being purchased and licensed hereunder do not warrant that their Products will operate in any combination selected by Buyer.

All warranties are contingent upon proper Use of the System and each Component. These warranties may not apply: (1) If adjustment, repair or parts replacement is required because of accident, unusual physical, electrical or electro-magnetic stress, misuse, failure of electrical power, air conditioning, humidity control, transportation, operation with media not meeting or not maintained in accordance with Seller's or Manufacturer's specifications; or (2) If any Software Component related to a warranty issue has been modified by Buyer or its agent; or (3) Where Buyer is not in compliance with its obligations under this Agreement; or (4) When Software or Hardware have been added to the System, without consent of Seller.

The warranties contained herein are in lieu of all other warranties, express or implied, as to the condition, merchantability, fitness for a particular purpose, or for any other matter concerning the Products or its Use or performance. Buyer hereby waives any claim it may have against Seller for any loss, damage, or expense of any Use or maintenance thereof, or for any servicing or adjustment thereto, not expressly covered by the warranties contained herein.

12. MODIFICATIONS BY SELLER

Any Modifications to the Software Products, which Seller agrees to provide, whether established initially in this Agreement or at a later time, shall be provided by Seller based upon the Functional Specifications agreed to between Seller and Buyer and incorporated here by reference as Appendix D. Buyer acknowledges that any Modifications to Seller Software developed by Seller for Buyer, whether or not reimbursed by Buyer and whether or not developed in conjunction with Buyer's employees or agents, shall remain the exclusive property of Seller subject to the all of license terms and restrictions applicable to Software Product under this Agreement.

13. MODIFICATIONS BY BUYER/DERIVATIVE WORKS

Buyer shall have the right to modify Seller's proprietary Software Products, and may combine such Modifications with Seller's Software Products. Such will be termed "Derivative Works" of Seller's Software Products and will also be governed by all of the License terms and restrictions of this Agreement applicable to Software Product. Buyer further acknowledges that any Modifications to Seller Software developed by Buyer with or without the advice or support of Seller, shall remain the exclusive property of

Seller. Buyer may operate these Modified programs per the terms of the license applicable to Seller Software Product including only on the license-designated System. Any Modifications by Buyer may relieve Seller from warranty obligations to the extent that any Hardware or Software failures attributable to Software Modifications made by Buyer shall be the responsibility of Buyer, and any expenses incurred as a result of such failure shall be borne by Buyer.

Buyer expressly agrees to include Seller's copyright notice and proprietary notice on all copies of Software Products, in whole or in part, in any form made by Buyer in accordance with the License.

14. TRAINING SERVICES

Seller agrees to provide training to personnel selected by Buyer at a rate specified in Schedule 1 for each segment of training provided. Buyer agrees to purchase and receive at least the amount of training as defined in Schedule 1. Buyer is responsible to secure the presence and cooperation of its personnel for training needed as contracted from Seller. Seller may expect a reasonable level of proficiency among Buyer's trainees with regard to subject matter experience and basic computer operational skills. Additional training may be purchased at Seller's current rate. See more in Appendix E ("License Service Terms and Conditions") for requirements about ongoing training and Buyer access to Seller Warranty and Support Services.

15. DATA CONVERSION SERVICES

Data Conversion is a shared responsibility of Buyer and Seller. Buyer must provide its existing data in useable formats as prescribed by Seller and must participate in identifying the use and meaning of its data fields ("data file layouts") and in the verification and testing of data as converted by Seller to Seller's System. Buyer agrees to provide data in a format prescribed by Seller as a condition of Seller's ability to perform under its Data Conversion Services contracted herein. Buyer also acknowledges that its delay in providing data, in an acceptable format, beyond the timeframes established in Schedule 2, may impact on the time frames agreed upon in Schedule 2. While Seller will provide cost estimates for its Services for Data Conversion, these amounts should be considered open-ended until Buyer has verified that a given set of data (file) is verified as complete and accepted.

16. PROJECT MANAGEMENT ADMINISTRATION SERVICES

Services will be provided by Seller personnel in the planning or coordination of tasks to be performed under this Agreement, including time spent in communication or meeting with Buyer personnel, or with Seller personnel specifically on behalf of Buyer for purposes under this Agreement. These hours will be tracked against the amount agreed upon in Schedule 1 and will be billed for monthly as performed.

17. PROJECT LEADERS

Buyer and Seller shall each designate one individual to serve as primary contact person for all issues pertinent to the implementation of Products and Services and the fulfillment of obligations of each party under this Agreement, as well as for managing the on-going relationship between Buyer and Seller. This includes securing the full cooperation of personnel necessary for the implementation of Products and Services into Buyer's business operations, including for management decisions, for User training and for entry of data required by any Product but which is not subject to Data Conversion Services to be provided by Seller hereunder. The Buyer's project leader will also obtain the proper authority from within Buyer's organization for tasks such as approvals and acceptance of Products as defined herein, and payment of invoices, as well as for definition and agreements between Buyer and Seller such as for Functional Specifications.



18. SELLER'S STAFF

Seller's staff is not, nor shall it be deemed to be, at any time during the time of this Agreement, the employees of Buyer.

Seller will be solely responsible for payment of all compensation owed to Seller's staff assigned to Buyer under this Agreement including payment, if any, of employment related taxes and Workmen's Compensation Insurance.

Seller shall have the right to determine which of its staff be assigned to perform Services for Buyer under this Agreement, and shall have the right to re-assign any staff person. Buyer may request to remove any individual from an assignment for cause upon reasonable notice. Upon such notice, Seller will make staff substitution as soon as is practical, and will afford Buyer the opportunity to interview the proposed replacement staff. Such action may impact on the project time frames agreed upon in Schedule 2, (Implementation Schedule), which Buyer hereby acknowledges.

It is hereby understood that Seller's staff have been hired and trained by Seller at great expense to Seller and that the knowledge and skills of Seller's staff represents a valuable asset to Seller. Such asset is essential to this purchase Agreement. To that end Buyer agrees that it will not directly nor indirectly solicit for employment, employ, or otherwise compensate, even on a part time or temporary basis, any of Seller's staff during the term of this Agreement nor during the term of any other agreement between Buyer and Seller, (including any on-going license service agreement) nor for a period of one (1) year after termination of all such agreements, unless agreed to in writing by Seller's chief executive officer. Such agreement may include a fee, which fairly compensates Seller for the value lost.

19. OPERATING SUPPLIES

Buyer will be responsible for the acquisition of and payment for any pre-printed forms, and all other supply items such as disk packs, magnetic media, cards, stock paper, ribbons or other consumable accessories or supplies as may be required for Use of the Products.

20. CUSTOMER REPRESENTATION RIGHTS

Buyer agrees to allow Seller to name Buyer's organization publicly in the context of Buyer being a customer and user of Seller's Products and Services. This includes via posting on Seller's web site, printed, emailed, or mailed communications, or verbally. Seller will make no more specific claims or representations about Buyer, or statements made by its staff or board members, without first obtaining Buyer's written approval, which can be in the form of an email, or letter from an authorized representative of Buyer, and which approval Buyer hereby agrees it will not unreasonably withhold.

21. ENTIRE UNDERSTANDING

This Agreement contains the entire understanding of the parties and is intended as a final expression of their agreement and a complete statement of the terms thereof which supersedes all proposals, oral or written, and all other communications between the parties relating to the subject matter of this Agreement. The terms and conditions of this Agreement shall prevail, notwithstanding any variance with the terms and conditions of any order submitted by Buyer subsequent to this Agreement.

22. AMENDMENT

This Agreement shall not be modified except by an instrument in writing executed by an officer of each Buyer and Seller. Alterations to the Schedules and Appendices may be made as provided for herein. Product additions may be made either by Seller's acceptance of Buyer's purchase order, or by written addendum to this Agreement, signed by both parties, which will be incorporate the terms of this Agreement by reference to it.

A term or condition of this Agreement can be waived only by written consent of both parties.

No delay or failure by a party to exercise any right under this Agreement, and no partial or single exercise of that rights, shall constitute a waiver of that or any other right, unless otherwise expressly provided herein.

Forbearance or indulgence by either party in any regard shall not constitute a waiver of the term or condition to be performed and, until performance of the term or condition is complete, the other party may invoke any remedy available under the Agreement or by law, despite such forbearance or indulgence.

23. TERM AND CANCELLATION

The term of this Agreement shall be until both parties have fulfilled their respective obligations hereunder. The terms of Appendix E (Software Maintenance) shall renew automatically on each anniversary, unless cancelled in the manner prescribed therein.

The parties hereby acknowledge that the termination of this Agreement, for whatever cause, shall not release the parties from any obligations hereunder arising prior to the termination, which expressly or by implication, become effective or continue to be effective on or after said termination. Provisions of this Agreement which survive any such termination include those relating to software license and use, proprietary rights, confidential information, limitation of liability, consequential damages, infringement indemnity, passing of title, compliance with laws, and any others, which by their nature are intended to survive.

Buyer and Seller shall also reserve the right to terminate this Agreement for cause, subsequent to use of the Dispute Resolution, notice, and Arbitration processes set forth below. Any other agreement between the parties as to cancellation shall be by mutual agreement, in writing, and executed by an officer of Seller and Buyer. These are the only means by which this Agreement may be terminated.

In the event of Buyer's breach or failure to terminate this Agreement as prescribed herein, Seller shall be entitled to retain any deposit required of Buyer, as provided for in Schedule 2, and Buyer shall pay all reasonable charges for Product delivered and Services provided through the date of termination, with the amount of the deposit paid by Buyer applied to these.

If the full purchase price for a Product or delivered Software Modification has not been fully paid by Buyer to Seller at the time of cancellation or termination of this Agreement, Seller shall be entitled to take possession of such Product(s), Software Modification(s) and related materials, governed under the License terms of this Agreement. Such shall be returned to Seller and/or expunged from Buyer's System, including copies of programs and source code on magnetic media. Seller may require a sworn affidavit to verify destruction of Software. If a Software Product or Modification has been paid for in full, and Buyer desires continued possession of such, yet terminates this Agreement by mutual agreement with Seller, Buyer may continue use of the Products and Modifications under the License terms of this Agreement, which shall survive such termination.

24. VALIDITY OF AGREEMENT / BUYER'S REPRESENTATIONS

If any provision(s) of this Agreement shall be held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby. Any provisions of this Agreement which are held to be too broad in scope shall be reduced only to the extent required to make them enforceable.



Buyer represents and warrants that it has the requisite power and authority to enter into this Agreement, that it has duly executed and delivered this Agreement, and that this Agreement constitutes its valid and binding obligation enforceable against it, in accordance with the terms of this Agreement. Buyer acknowledges and agrees that it is solely responsible for obtaining any required budgetary approvals prior to entering into this Agreement, including but not limited to a pre-audit certificate or its equivalent, and that any failure on the part of Buyer to obtain any such approval will in no event effect the validity, legality or enforceability of this Agreement.

25. GOVERNING LAW

This Agreement will be governed by the laws of the State of North Carolina and for all purposes shall be construed in accordance with and governed by the laws of the State of North Carolina.

26. LIABILITY AND DEFAULT

If either party to this Agreement shall commit a breach of any warranty, covenant or agreement contained herein and fail to take action to remedy such breach within thirty (30) days after written notice, the other party may, in addition to any other remedies it may have, terminate this Agreement by written notice, using the terms of cancellation outlined above, or, alternatively, through the process of Dispute Resolution and Arbitration as set forth below.

Failure of Buyer to perform its obligations hereunder including, without limitation, payment in full of the purchase price for Products and Services duly delivered and rendered, or the insolvency, bankruptcy, assignment for the benefit of creditors, or dissolution, liquidation, or winding up of the business of Buyer shall constitute a default under this Agreement, and shall afford to the Seller all the remedies of a secured party under the Uniform Commercial Code of the State of North Carolina.

Except as otherwise provided within this Agreement, neither Buyer nor Seller shall be liable to each other or to any third party for failure to perform its obligations under this Agreement for delays arising out of cause beyond the reasonable control of Buyer or Seller such as an act of God, war, civil disturbance, strike, work stoppage, transportation contingencies, power failures, laws, regulations, ordinances, acts or orders of any governmental agency or official thereof. If Seller is unable to deliver a specific Hardware Component, Seller may make Hardware substitutions where such substitutions do not materially impair or diminish the functionality of the System, and such substitutions do not increase the cost of the System. Both parties shall use their best efforts to resolve any such occurrences in a manner as will be fair and equitable to both parties.

27. DISPUTE RESOLUTION

Any dispute between the parties herein which is not resolved in the normal course of business or as otherwise provided herein shall be resolved as follows: (a) Written notice of the alleged breach will be delivered to the breaching party as provided for below. (b) Within ten (10) working days from the delivery of written notice by either party, Seller's project leader and Buyer's project leader shall meet and attempt to resolve the dispute; (c) If the dispute is not resolved to the satisfaction of both parties within ten (10) days of said meeting, then the dispute shall immediately be submitted to Buyer's Representative and Seller's Representative for an attempted resolution; The representatives will furnish to each other all non-privileged information with respect to the dispute that the parties believe to be appropriate and germane. (d) If the dispute is not resolved pursuant to the foregoing procedures within thirty (30) days of the initial written notice, Buyer's Chief Executive Officer and Seller's President shall meet to attempt to resolve the issue; (e) Only if the dispute is not resolved after this point, or if a mutually acceptable plan has not been agreed upon for its resolution, within thirty (30) days of the initial written notice, may either party

commence more formal proceedings which must start with Arbitration as set forth below.

Except where clearly prevented by the area in dispute, both parties agree to continue performing their respective obligations under this Agreement while the dispute is being resolved.

The cost of the Arbitration shall be shared equally between the parties and each shall be independently responsible for its attorney's fees.

28. MEDIATION AND ARBITRATION

With the exception of disputes regarding Manufacturer's or Seller's proprietary rights in Software Products, all disputes arising under or related to this Agreement or to the transactions between Buyer and Seller which cannot be resolved in the manner prescribed above, shall first be submitted to non-binding mediation, in accordance with the mediation procedures of United States Arbitration & Mediation, 500 N. Broadway, Suite 1800, St. Louis, MO 63102 (314) 231-4642.

No party to this Agreement can bring legal action against another party to this Agreement without first participating in mediation, unless one party refuses to submit to mediation and legal action is brought to specifically enforce the mandatory mediation provision of this Agreement. The parties agree to share equally in the costs of the mediation. If the parties cannot agree upon the person to act as the mediator, then United States Arbitration & Mediation shall select a person to act as the mediator. Each party shall be responsible for his or her own attorney fees and costs at mediation. Those costs may not be assessed against the other party if the other party is the prevailing party.

If the dispute cannot be resolved at mediation, either party may then proceed to non-binding arbitration under the rules then prevailing of the American Arbitration Association. The arbitrator appointed by the American Arbitration Association shall be knowledgeable in the data processing area and familiar with the data processing industry, shall have jurisdiction to resolve disputes only in accordance with the provisions and limitations of this Agreement, shall follow substantive rules of law to the extent not inconsistent therewith, shall require the testimony to be transcribed on the request of either party, and shall render a decision in writing accompanied by finding of fact and a statement of reasons for the decision. The arbitrator will be required to maintain confidential all proprietary information of the parties disclosed during the arbitration proceeding. The cost of any such arbitration shall be shared equally between Buyer and Seller.

Thereafter, if any action in law or equity is initiated by either party, the prevailing party shall be entitled to reimbursement from the non-prevailing party for all court costs and attorney fees including fees generated in the Arbitration process in addition to any other entitled relief.

29. GIVING NOTICE

Any notices under the Agreement shall be in writing, delivered in person or by certified return receipt requested mail, to the address set forth above, or to such other address as the parties may hereinafter substitute by written notice given in the manner prescribed in this Article. Notices shall be deemed as given when received.

30. CONSTRUCTION

This Agreement, may be executed in any number of counterparts, each of which shall be deemed to be an original and all of which shall constitute together one and the same agreement.



32. ASSIGNMENT / BINDING EFFECT

This Agreement is not assignable without the permission of Seller. Any attempt to assign any rights, duties or obligations which arise under this Agreement without such permission shall be void. Seller shall be entitled, upon giving prior written notice to Buyer, to assign this Agreement and Seller's obligations and rights hereunder, if as part of a corporate ownership or major asset acquisition and provided the acquirer assumes all of the responsibilities of Seller under this Agreement. This entire Agreement shall be binding upon and inure to the benefit of the parties hereto, their successors and assigns, and legal representatives.



Schedule 1
Schedule of Products, Services and Purchase Prices

MODEL NUMBER	QTY.	DESCRIPTION	PURCHASE PRICE
Hardware Product			
		<i>Not Applicable</i>	
Subtotal Hardware Products			\$N/A
Installation Services			
	1	System Set-up / Configuration – Host Server	\$2,000
	1	System Set-up / Configuration – Web Server	\$2,000
Subtotal Installation Services			\$4,000
Third Party Software Product Licenses			
	22	Rocket UniVerse RDBMS Licenses / \$630/each	\$13,860
	2	Web Environment Products – Rocket U2 Web DE - “Webshare” License / \$2,113 each	\$4,226
	1	Web Environment Products – Rocket U2 Web DE - Object Server License	\$1,561
Subtotal Third Party Software Product			\$19,647
Standard Software Product Licenses (Tier 1)			
	20	Keystone Client User Licenses / \$175 each	\$3,500
	1	KeyDocs Forms Management Tool License	\$1,995
	1	PAAS Core Complete: Land Records, Real Estate Appraisal / Revaluation, Personal Property / Business Personal Property Assessment, Real and Personal Property Scrolls, Tax Billing, Tax Collection, GAP Motor Vehicle Processing, NC state debt set-off export.	\$96,000
	1	Web PAAS (Public real estate inquiry web site)	\$17,200
	1	Geo PAAS (Mapping/GIS system interface)	\$5,500
	1	Image PAAS (Building Images indexing / interface)	\$7,000
	1	KeyNet Online Payment Portal	\$15,500
	1	Centralized Collections / Cashiering	Included / NC
	1	Check Scanning Interface	\$7,500
Subtotal Standard Software Product			\$154,195
Additional Software Product Licenses (Tier)			
		<i>Not Applicable</i>	
Subtotal Additional Software Product			\$
Integration Services			
		<i>Not Applicable</i>	



County of Washington, North Carolina

MODEL NUMBER	QTY.	DESCRIPTION	PURCHASE PRICE
Subtotal Implementation/Integration Charges			\$
Software Modifications			
		<i>None specified at contract signing</i>	
Subtotal Software Modifications			\$
Seller Provided Professional Services and Training Services			
	8	Monthly Project Management Services, as required / \$2000/month	\$16,000
	10	Hours of System Administration Training / \$160/hour	\$1,600
	10	Hours of Ad Hoc Query Training / \$160/hour	\$1,600
	200	Hours of Implementation and Training Services for: PAAS Core Complete: Land Records, Real Estate Appraisal / Revaluation, Personal Property / Business Personal Property Assessment, Real and Personal Property Scrolls, Tax Billing, Tax Collection, GAP Motor Vehicle Processing, NC state debt set-off export.	Included in License Fee
	20	Hours of Implementation and Training Services for: Web PAAS (Public real estate inquiry web site)	Included in License Fee
	20	Hours of Implementation and Training Services for: Geo PAAS (Mapping/GIS system interface)	Included in License Fee
	20	Hours of Implementation and Training Services for: Image PAAS (Building Images indexing / interface)	Included in License Fee
	40	Hours of Implementation and Training Services for: Hours of Implementation and Training Services for: <i>KeyNet</i> Online Payment Portal	Included in License Fee
	20	Hours of Implementation and Training Services for: Centralized Collections / Cashiering	Included in License Fee
	20	Hours of Implementation and Training Services for: Check Scanning Interface	Included in License Fee
Subtotal Seller Professional Services and Training Services			\$19,200
TOTAL PRODUCTS AND SERVICES			\$197,042

Estimated Amounts for Additional Charges, or Other Seller Provided Services	
PAAS Real and Personal Property Data Conversion: This estimate is priced as a block of 250 hours, using the reduced rate of \$100/hour. Conversion services hours will be tracked by Keystone and reported to the customer. Obstacles, and shortfalls of the estimate will be documented and the customer alerted for decision and direction as to effort to apply, and particular data files to convert. Any hours not used from this block may be reallocated by customer to data conversion work for other Keystone applications, or for any other project implementation services.	\$25,000
Estimated Travel Expenses and Fees	\$18,738
Recommended Budget / Allowance for desired Software Enhancements / Change Orders / Additional Services	\$30,839



**Schedule 2
Implementation and Payment Schedule**

Payment Plan: Below is a summary of the payment plan, which reflects the implementation and acceptance process, defined in this Agreement, as applied to all types of Software Licenses, Products and Services being purchased under this Agreement. This payment plan is applied in the detailed Implementation Schedule, a starting template for which is included further below.

Deliverable/Milestone	Amount Invoiced
For Each Separable Seller Standard Software Product	
Contract Award	Deposit 30% of one time fixed amounts
Installation/Product Review on Buyer's System	50% of applicable Product License Fee
After Completion of User Training, the sooner of Acceptance, as defined herein, or 30 days after commencement of production Use	20% (balance) of applicable Product License Fee
30 Days after Acceptance or production Use, as defined – commence software maintenance.	Annual Maintenance Fee. (Amounts prorated for Buyer's fiscal year.)
For All Fixed Amount Services	
Contract Award	Deposit 30%
Completion of individually identified service	70% due
For Each Separable Third Party Software and Hardware Product	
Contract Award	Deposit 30%
Upon installation as defined	70% due
30 days after installation as defined.	Annual Maintenance Fee. (for Third Party Software. Other Warranty may be included for Hardware per Appendix B.)
For Estimated Amounts (Data Conversions, Estimated Services and Software Modifications & Travel Fees and Expense Reimbursement)	
Contract Award	Nothing due
Upon completion of Service or trip (monthly billing).	100%



Implementation Schedule: This schedule provides a template to guide the order and timing of events and objectives as relate to the terms of this Agreement, to complete a thorough and successful implementation of the Products and Services subject of this Agreement. This document is subject to on-going revision, as agreed upon between Buyer and Seller. Certain dates (such as for Data Conversions or Modifications) cannot be set until completion of the appropriate Product Review Meeting.

TASK #	TASK REFERENCE	ASSIGNED	EXPECTED DATE	ACTUAL DATE	AMOUNT DUE
	Contract Award				Deposit, 30% of One Time, Fixed Price Amounts \$ 59,113.
	Assignment of Project Leaders:				
	Delivery of Application Server to Buyer Site (if applicable). Set up and network access				
	Delivery of Web Server to Buyer Site. Set up and network access				
	Configuration of Application Server. Installation of Third Party Software Products. (UniVerse) Begin Associated Third Party Product Warranties Install Seller Standard Software				Third Party Product Fees: \$ (net of deposit) Installation Fees:\$ (net of deposit)
	Configuration of Web Server. Installation of Third Party Software Products. (Rocket/U2 Web DE) Begin Associated Third Party Product Warranties. Installation of KeyNet Applications				Third Party Product Fees: \$ (net of deposit) Installation Fees:\$ (net of deposit)
	Installation of Client/Network Software				Client Software Product Fees: \$ (net of deposit)
	Begin Third Party Maintenance Coverages				Maintenance Fees: for Application Server and Client. additional for web server.
	System Administration training in Operating System Environment, User / Print				\$ (net of deposit) + \$ travel fees and expenses



County of Washington, North Carolina

TASK #	TASK REFERENCE	ASSIGNED	EXPECTED DATE	ACTUAL DATE	AMOUNT DUE
	Management...				
	Training in Application Administration and Security				\$ (net of deposit) + \$ travel fees and expenses
	Training in Ad-Hoc Query Set-up and Training in ODBC Reporting Tool				\$ (net of deposit) + \$ travel fees and expenses Ad Hoc Reporting and ODBC Maintenance. \$
	Product Review Meeting (This section repeated for each Application Software module ordered)				\$ 80% Product License Fee (net of deposit) + \$ travel fee and expenses
	Delivery of Authorization Documents				
	Authorization to Proceed				
	Perform Modification XX				
	Perform Modification XX				
	Perform Data Conversion XX files				
	Perform Data Conversion XX files				
	Delivery of Modification XX				\$ for Modification Delivered
	Delivery of Modification XX				\$ for Modification Delivered
	Delivery of Data Conversion XX files				\$ for Data File(s) converted
	Delivery of Data Conversion XX files				\$ for Data File(s) converted
	User Training				\$ for Travel Fees and Expenses
	Validation: Begin Acceptance Test Period				
	End Acceptance Test Period				\$ 20% Product License Fee
	Production Use				Due as above
	Begin Software Maintenance Coverage				\$ (Prorated for Fiscal Year)

Terms Reference: Each Software Product (or sub-module/application area) goes through the following process:



1. **Product Review:** This is a thorough review/demonstration meeting with project leaders and appropriate Key Buyer management personnel to make decisions with regard to implementation and Use of the installed module. The process will identify forms and reports needed, and decisions needed for set up parameters. Discussion will begin around functional specifications for desired modifications to software; And the parties will gather and review data files intended for electronic conversion. The review of a Software Product as installed on Buyer's system triggers a milestone payment per the above schedule. Each Review Day is charged against time allocated to the Product in Schedule 1.
2. **Authorization Documents (Also Review Documents):** Detail the findings of the Review Meeting, decisions made, and itemizes Software Modifications discussed, data to convert, and report/form formats. Where able, Seller submits detailed Functional Specifications for Modifications and associated costs, (or estimates) for acceptance or waiver. These documents also refine details of any Modifications previously quoted and refine the Implementation Schedule, as appropriate.
3. **Authorization to Proceed:** All work is contingent upon formal sign-off. Delay in so doing may alter delivery time frames.
4. **Data Conversion:** Time allotted for Seller to perform data conversions.
5. **Modifications:** Time allotted for Seller to construct Software Modifications.
6. **Training:** Time allotted for User training, with necessary modifications operating, data installed, tables set-up, etc. Each Training Day is charged against time allocated to the Product in Schedule 1.
7. **Validation/Acceptance Test:** Time allotted for Buyer to verify completed Product with Migrated data and Modification(s) prior to balance payment, production Use and commencement of warranty.



Appendix A

Third Party Software Product Licenses and Warranty Terms

Rocket Software

Third Party Software Product Licenses and Warranty Terms

Rocket Software License Agreement
V20101001

The Rocket Software License agreement (the "Agreement"), in addition to this document, incorporates the following files:

1. License Information
2. Notices and Information (where applicable)

Software License Agreement

This Agreement includes terms for both the Software License and the Evaluation License.

The complete text of each of these two licenses follows.

If Licensee is obtaining the Program for purposes of productive use (other than evaluation, testing, trial or demonstration): By clicking on the "Accept" button when you install the program, Licensee accepts the Rocket Software License Agreement, without modification.

If Licensee is obtaining the Program for the purpose of evaluation, testing, trial or demonstration, (collectively, an "Evaluation"): By clicking on the "Accept" button when you install the program, Licensee accepts both (i) the Rocket Software License and the terms of the Evaluation Period (the "Evaluation License"), without modification; and (ii) the Rocket Software License Agreement (the "SLA"), without modification. See additional terms for Evaluation Licenses below the General Terms section.

This SLA will automatically apply if Licensee elects to retain the Program after the Evaluation (or obtain additional copies of the Program for use after the Evaluation) by entering into a procurement agreement.

General Terms

BY DOWNLOADING, INSTALLING, COPYING, ACCESSING, OR USING THE PROGRAM LICENSEE AGREES TO THE TERMS OF THIS AGREEMENT. IF LICENSEE IS ACCEPTING THESE TERMS ON BEHALF OF ANOTHER PERSON OR A COMPANY OR OTHER LEGAL ENTITY, LICENSEE REPRESENTS AND WARRANTS THAT IT HAS FULL AUTHORITY TO BIND THAT PERSON, COMPANY, OR LEGAL ENTITY TO THESE TERMS. IF LICENSEE DOES NOT AGREE TO THESE TERMS,

- DO NOT DOWNLOAD, INSTALL, COPY, ACCESS, OR USE THE PROGRAM; AND
- PROMPTLY RETURN THE PROGRAM TO THE PARTY FROM WHOM LICENSEE ACQUIRED IT. IF YOU DOWNLOADED THE PROGRAM, CONTACT THE PARTY FROM WHOM LICENSEE ACQUIRED IT.

"Rocket" is Rocket Software, Inc. or one of its subsidiaries.

"License Information" ("LI") is a document that provides information specific to a Program. The Program's LI is available in a file in the Program's directory or online on the Rocket U2 web site in the Product Availability Matrix.

"Program" is the following, including the original and all whole or partial copies: 1) machine-readable instructions and data, 2) components, 3) audio-visual content (such as images, text, recordings, or pictures), 4) related licensed materials, and 5) license use documents or keys, and documentation. This Agreement, including the General Terms, License Information, Notices (where applicable), and Entitlement is the complete agreement between Licensee and Rocket regarding the use of the Program.



It replaces any prior oral or written communications between Licensee and Rocket concerning licensed use of the Program. The terms of the License Information may replace or modify those of the General Terms. To the extent there is a conflict between the terms of this Agreement and those of a signed agreement between Licensee and Rocket, the terms of the latter agreement prevail.

"Licensee" and "Licensee's" refer either to an individual person or to a single legal entity.

Licensee will 1) maintain a record of all copies of the Program and 2) ensure that anyone who uses the Program (accessed either locally or remotely) does so only for Licensee's authorized use and complies with the terms of this Agreement.

Licensee may not 1) use, copy, modify or distribute the Program except as provided in this Agreement; 2) reverse assemble, reverse compile, or otherwise translate the Program except as specifically permitted by law without the possibility of contractual waiver; or 3) sublicense, rent, or lease the Program.

1. Limitation of Liability

Circumstances may arise where, because of a default on Rocket's part or other liability, Licensee is entitled to recover damages from Rocket. In each such instance, regardless of the basis on which Licensee may be entitled to claim damages from Rocket, (including fundamental breach, negligence, misrepresentation, or other contract or tort claim), Rocket is liable for no more than 1) damages for bodily injury (including death) and damage to real property and tangible personal property and 2) the amount of any other actual direct damages up to the charges for the Program that is the subject of the claim.

This limitation of liability also applies to Rocket's Program developers and suppliers. It is the maximum for which they and Rocket are collectively responsible.

UNDER NO CIRCUMSTANCES IS ROCKET, ITS PROGRAM DEVELOPERS OR SUPPLIERS LIABLE FOR ANY OF THE FOLLOWING, EVEN IF INFORMED OF THEIR POSSIBILITY:

1. LOSS OF, OR DAMAGE TO, DATA;
 2. SPECIAL, INCIDENTAL, OR INDIRECT DAMAGES, OR FOR ANY ECONOMIC CONSEQUENTIAL DAMAGES;
- OR
3. LOST PROFITS, BUSINESS, REVENUE, GOODWILL, OR ANTICIPATED SAVINGS.

SOME JURISDICTIONS DO NOT ALLOW THE EXCLUSION OR LIMITATION OF INCIDENTAL OR CONSEQUENTIAL DAMAGES, SO THE ABOVE LIMITATION OR EXCLUSION MAY NOT APPLY TO LICENSEE.

2. General

2.1. Nothing in this Agreement affects any statutory rights of consumers that cannot be waived or limited by contract.

2.2. In the event that any provision of this Agreement is held to be invalid or unenforceable, the remaining provisions of this Agreement remain in full force and effect.

2.3. Licensee agrees to comply with all applicable export and import laws and regulations.

2.4. Licensee agrees to allow Rocket to store and use Licensee's contact information, including names, phone numbers, and e-mail addresses, anywhere they do business. Such information will be processed and used in connection with our business relationship, and may be provided to contractors, Business Partners, and assignees of Rocket for uses consistent with their collective business activities, including communicating with you (for example, for processing orders, for promotions, and for market research).

2.5. Neither Licensee nor Rocket will bring a legal action under this Agreement more than two years after the cause of action arose unless otherwise provided by local law without the possibility of contractual waiver or limitation.

2.6. Neither Licensee nor Rocket is responsible for failure to fulfill any obligations due to causes beyond its control.



2.7. This Agreement will not create any right or cause of action for any third party, nor will Rocket be responsible for any third party claims against Licensee except, as permitted by the Limitation of Liability section above, for bodily injury (including death) or damage to real or tangible personal property for which Rocket is legally liable.

3. Entitlement

License

The Program is owned by Rocket, and is copyrighted and licensed, not sold.

Rocket grants Licensee a nonexclusive license to use the Program when Licensee lawfully acquires it.

Licensee may 1) use the program only with the solution with which this product was originally provided, if any ; and 2) if acquired independently from a solution, Licensee may not use this program with any solution provided by a third party 3) make a backup copy of the Program to support such use. The terms of this license apply to each copy Licensee makes. Licensee will reproduce all copyright notices and all other legends of ownership on each copy, or partial copy, of the Program.

This license is not transferrable.

If Licensee acquires the Program as a program upgrade, after Licensee installs the upgrade Licensee may not use the Program from which Licensee upgraded.

Every virtualized environment must have its own U2 license serial number.

Licensee may not use device licensing to multiplex connection pools.

Licensee will ensure that anyone who uses the Program (accessed either locally or remotely) does so only for Licensee's authorized use and complies with the terms of this Agreement.

Maintenance may be available from Rocket as long as Rocket supports the products. Maintenance is available only on an annual basis. Maintenance is not divisible. If Licensee chooses to renew maintenance, Licensee must renew maintenance for all copies of the products licensed as a whole (and not for only a portion of the licenses), unless otherwise expressly authorized by Rocket.

4. Licensing Fees

If Licensee wishes to increase the level of use, notify Rocket or the party from whom Licensee acquired the Program and pay any applicable charges.

If any authority imposes a duty, tax, levy or fee upon the Program, excluding those based on Rocket's net income, then Licensee agrees to pay the amount specified or supply exemption documentation.

Licensee is responsible for any personal property taxes for the Program from the date that Licensee acquires it.

The License conveyed by Licensee's authorized distributor is evidence of Licensee's authorization to use a Program at a specified level. That level may be measured, for example, by the number of sessions, servers or users. This is also evidence of Licensee's eligibility for warranty, future upgrade prices, if any, and potential special or promotional opportunities.

"Warranty Period" - one year, starting on the date the original Licensee is granted.

5.. Limited Warranty

Rocket warrants that when the Program is used in the specified operating environment it will conform to its specifications for a period of 90 days from the date of license (the "Warranty Period"). The warranty applies only to the unmodified portion of the Program. Rocket does not warrant uninterrupted or error-free operation of the Program or that Rocket will correct all Program defects. Licensee is responsible for the results obtained from the use of the Program.

Rocket provides Licensee with access to Rocket databases containing information on defect corrections, restrictions, and bypasses at no additional charge for as long as Licensee has a valid Maintenance



Agreement for the Product. Rocket will maintain this information for the duration of the Warranty Period.

THESE WARRANTIES ARE LICENSEE'S EXCLUSIVE WARRANTIES AND REPLACE ALL OTHER WARRANTIES OR CONDITIONS, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OR CONDITIONS OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. SOME STATES OR JURISDICTIONS DO NOT ALLOW THE EXCLUSION OF EXPRESS OR IMPLIED WARRANTIES, SO THE ABOVE EXCLUSION MAY NOT APPLY TO LICENSEE. IN THAT EVENT, SUCH WARRANTIES ARE LIMITED IN DURATION TO THE WARRANTY PERIOD. NO WARRANTIES APPLY AFTER THAT PERIOD. SOME STATES OR JURISDICTIONS DO NOT ALLOW LIMITATIONS ON HOW LONG AN IMPLIED WARRANTY LASTS, SO THE ABOVE LIMITATION MAY NOT APPLY TO LICENSEE.

THESE WARRANTIES GIVE LICENSEE SPECIFIC LEGAL RIGHTS AND LICENSEE MAY ALSO HAVE OTHER RIGHTS WHICH VARY FROM STATE TO STATE OR JURISDICTION TO JURISDICTION.

6. Compliance Verification

For purposes of this Section (Compliance Verification), "SLA Program Terms" means 1) this Agreement and applicable amendments and transaction documents provided by Rocket, and 2) Rocket Software policies that may be made available from time to time or upon request, including but not limited to those policies concerning backup and migration as described in the Rocket U2 Handbook.

The rights and obligations set forth in this Section remain in effect during the period the Program is licensed to Licensee.

7.1 Verification Process

Licensee agrees to create, retain, and provide to Rocket and its auditors accurate written records, system tool outputs, and other system information sufficient to provide auditable verification that Licensee's use of all Programs is in compliance with all Program Terms, including, without limitation, all of Rocket's applicable licensing and pricing qualification terms. Licensee is responsible for 1) ensuring that it does not exceed its Authorized Use, and 2) remaining in compliance with all Program Terms. Upon reasonable notice, Rocket may verify Licensee's compliance with all Program Terms at all sites and for all environments in which Licensee uses (for any purpose) Programs subject to all Program Terms. Such verification will be conducted in a manner that minimizes disruption to Licensee's business, and may be conducted on Licensee's premises, during normal business hours. Rocket may use an independent auditor to assist with such verification, provided Rocket has a written confidentiality agreement in place with such auditor.

7.2 Resolution

Rocket will notify Licensee in writing if any such verification indicates that Licensee has used any Program in excess of its Authorized Use or is otherwise not in compliance with all Program Terms. Licensee agrees to promptly pay directly to Rocket the charges that Rocket specifies in an invoice for 1) any such excess use, 2) support for such excess use for the duration of such excess use, and 3) any additional charges and other liabilities determined as a result of such verification.

7.3 Third Party Notices

The Program may include third party code that Rocket, not the third party, licenses to Licensee under this Agreement. Notices, if any, for the third party code ("Third Party Notices") are included for Licensee's information only. These notices can be found in the Program's NOTICES file(s). Information on how to obtain source code for certain third party code can be found in the Third Party Notices. If in the Third Party Notices Rocket identifies third party code as "Modifiable Third Party Code," Rocket authorizes Licensee to 1) modify the Modifiable Third Party Code and 2) reverse engineer the Program modules that directly interface with the Modifiable Third Party Code provided that it is only for the



purpose of debugging Licensee's modifications to such third party code. Rocket's service and support obligations, if any, apply only to the unmodified Program.

8. Governing Law, Jurisdiction, and Arbitration

Governing Law

Both Licensee and Rocket consent to the application of the laws of the Commonwealth of Massachusetts, United States to govern, interpret, and enforce all of Licensee's and Rocket's rights, duties, and obligations arising from, or relating in any manner to, the subject matter of this Agreement, without regard to conflict of law principles.

The United Nations Convention on Contracts for the International Sale of Goods does not apply.

Jurisdiction

All of our rights, duties, and obligations are subject to the local, state, and federal courts of the Commonwealth of Massachusetts, USA. Rocket may terminate the license if Licensee fails to comply with the terms of this Agreement. If Rocket does so, Licensee must destroy all copies of the Program.

Evaluation License

The evaluation period begins on the date that Licensee agrees to the terms of this Agreement and ends 1) after 60 days unless otherwise authorized by Rocket or 2) when the Program automatically disables itself. There is no charge for the use of the Program for the duration of the evaluation period. Unless Rocket specifies in the License Information that Licensee may retain the Program, Licensee will remove all installed copies and destroy the Program and any copies made of it within ten days of the end of the evaluation period. If Rocket specifies that Licensee may retain the Program, and Licensee elects to do so, the Program will be then subject to a different license agreement, that may be provided to Licensee at that time. In addition, a charge may apply.

THE PROGRAM MAY CONTAIN A DISABLING DEVICE THAT WILL PREVENT IT FROM BEING USED AFTER THE EVALUATION PERIOD ENDS. LICENSEE WILL NOT TAMPER WITH THIS DISABLING DEVICE OR THE PROGRAM. LICENSEE SHOULD TAKE PRECAUTIONS TO AVOID ANY LOSS OF DATA THAT MIGHT RESULT WHEN THE PROGRAM CAN NO LONGER BE USED.

Licensee may use the Program only for internal evaluation, testing, or demonstration purposes, or on a trial basis.

Rocket does not provide technical support, unless Rocket specifies otherwise.

Authorization for use on home/portable computer: This Evaluation License may be installed on more than one computer during the Evaluation Period as long as each computer is for Licensee's use only.

9. No Warranty for Evaluation Period

SUBJECT TO ANY STATUTORY WARRANTIES WHICH CANNOT BE EXCLUDED, ROCKET MAKES NO WARRANTIES OR CONDITIONS EITHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OR CONDITIONS OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND NON-INFRINGEMENT, REGARDING THE PROGRAM OR TECHNICAL SUPPORT, IF ANY.

Manufacturers, suppliers, or publishers of non-Rocket Programs may provide their own warranties



Appendix B
Additional Product Warranties



Appendix C
LICENSE PROVISION FOR SUBSEQUENT RELOCATION
OR SUBSEQUENT ADDITIONAL PRODUCTION USE COPIES OF
SELLER'S APPLICATION SOFTWARE

The chart below is included to show how a License for Seller Software may be extended to include operation of the Software on a System(s) not designated in the original License Agreement. The areas with which costs are associated in relocating Seller's Software from one System onto another fall into two categories:

- a. **Software Re-License or Re-Host Fee:** Provides for Buyer/Licensee to legally re-designate or append the System(s) on which Seller's/Licensor's Software Products are to continue to be operated or additionally operated. These charges recognize Seller's/Licensor's License Pricing structure that includes a one-time fee paid for perpetual License *on a designated System* as well as the investment Seller/Licensor has made to keep its Products current and usable on various and current different brands and technologies and the investment value provided to Buyer/Licensee thereby. The difference in the two fee types (Re-Host Fee and Re-License Fee) has to do with Seller's participation, or lack thereof, in the sale and provision of the of the necessary products and services to operate Seller Software Products on the target server/System. (system environment, database software and technical migration services).

- b. **Re-Hosting Services (Migration Services):** These are the Services associated with any effort which Seller applies to the conversion/migration of the Software Products to the target System, including any Buyer-specific Modifications, and/or Buyer's data. These charges are quoted by Seller/Licensor as appropriate to each effort.

	RE-HOST FEE	RE-LICENSE FEE
TARGET COMPUTER SYSTEM / SERVER OPERATING SYSTEM	NEEDED PRODUCTS AND SERVICES PURCHASED FROM SELLER/LICENSOR	NEEDED PRODUCTS AND SERVICES NOT PURCHASED FROM SELLER/LICENSOR
SERVER/SYSTEM OF THE SAME BRAND AND TYPE AS THE SYSTEM IN THE ORIGINAL LICENSE DESIGNATION, INCLUDING OPERATING UNDER THE SAME OPERATING SYSTEM AND DATABASE OR ENVIRONMENT SOFTWARE.	No Charge	10%
SERVER/SYSTEM WHICH HAS A DIFFERENT TYPE OF PROCESSOR OR WHICH RUNS A DIFFERENT BRAND OF OPERATING SYSTEM, OR FOR WHICH A DIFFERENT VERSION OF DATABASE OR ENVIRONMENT SOFTWARE IS REQUIRED TO OPERATE SELLER'S SOFTWARE. ("UniVerse for Windows" versus "UniVerse for HP-UX" for example)	25%	50%
2ND, 3RD, 4TH, 5TH, ETC. CPU WITHIN SAME SERIES/OS. (DUPLICATE COPIES OF THE APPLICATIONS LICENSED)	25%, 20%, 15%, 10%, THEREAFTER	50%, 40%, 30%, 20%, THEREAFTER



Additional Software Re-Location Parameters

1. Buyer is under no obligation to use Seller for Re-Hosting/Migration *Services*. Buyer's decision to exclude Seller from Re-Hosting Service activity relieves Seller from any outstanding warranty obligation for the Software as installed on the alternate System, and affords Seller the right to terminate any existing License Service (maintenance and support) agreement for the affected Software as installed on the alternate System. None of this, however, relieves Buyer of its obligation to an applicable Re-Host or Re-License Fee for the Software.
2. Seller/Licenser is not obligated to offer Re-Hosting Services, or continued Software License Service (maintenance and support), for Product operation on any particular type or brand of System or Equipment, Operating System, Database Software etc. other than that already contracted for with Buyer (and per the terms of an existing License Service Agreement). This fact does not relieve Buyer/Licensee from payment of a Re-License Fee as applicable herein.
3. All Re-licensing and Re-hosting fees refer to the percentage of Seller's full License Fees, current at the time at which Buyer desires to relocate the Software Products.
4. The purchase of any Re-hosting Services is in addition to Re-License or Re-Host fees unless otherwise negotiated at time of purchase.
5. The Payment of a Re-Host Fee or Re-License Fee for one incident of software re-location, does not preclude the need for future similar transactions reflecting future similar re-location of the same Software as applicable.
6. Regardless of the amount of a Re-Host or Re-License fee, or even if none is applicable, the following form must be executed in the case of any Software re-location or additional usable copy, to transact the License authorization and re-designation.



**SOFTWARE RELOCATION LICENSE DESIGNATION FORM
Buyer's Permission to Re-locate Seller/Licensor Proprietary Software**

This form is used to transact the License extension whereby Keystone/Seller/Licensor Software Product Licenses may operate on a Computer System other than originally Licensed. The original Software License specifies a non-exclusive, non-assignable License for operation on a named, designated System(s). To re-designate Licensed Software Products to other System(s), this form must be submitted to Keystone Information Systems, Inc., its heirs or assigns, with the appropriate fees, and will continue the terms and conditions of the existing Software License.

Original System Designation

Licensee Name Name of Buyer/User Organization

Address Site Address at which Software is Hosted

Contact Name _____ Telephone _____

System Manufacturer/Series, Operating System and Database Software on which licenses were granted under original Software License Agreement:

(Insert Manufacturer/Series/OS/ Database)

The terms and conditions of the previously executed agreement(s), dated _____ remain in effect.

Licensed Software Products Names	Revision Numbers

UPGRADE/NEW/ADDITIONAL SYSTEM(S) DESIGNATION

System Manufacturer/Series, Operating System and Database Software the Software Product will be operated on (Insert Manufacturer/Series/OS/Database)

System Serial Number the Software Product will be Used on To Be Completed Later

By signature, Buyer agrees to terms and conditions of the originally executed License agreement referred to above and to operate Licensed Software Products only on the System(s) herein designated.

	Buyer	Seller
Signature		
Printed Name		
Title		
Date		
Re-designation Fee		\$ _____



Appendix D
Seller Provided Software Modifications

This form, or one similar in content, will be used for the Functional Specification and approval of all Software Modifications provided by Seller whether identified at the time of contract agreement or after execution of this Agreement.



statement of work

CLIENT NAME: _____ DOC. NO.: _____
PROJECT NAME: _____ PROJECT NO.: _____
REQUESTED BY: _____ DATE: _____

This Request Amends Agreement No.: _____ Change No.: _____

Description of Change:

Programs Affected _____

ESTIMATED CHANGE REQUIREMENTS:

_____ Hours of Design and Coordination _____ Hours of Documentation
_____ Hours of Coding _____ Hours of Other
_____ Hours of Testing

Estimated Cost _____ Client P. O. No.: _____

Estimated Completion Date _____ based on Client Sign-off on or before _____.

CLIENT APPROVAL

Approved By: _____ Title: _____ Date: _____

KEYSTONE APPROVAL

Approved By: _____ Title: _____ Date: _____



Appendix E

License Service Terms and Conditions – (Software Maintenance)

By annual pre-payment of the Software Maintenance Fees, Buyer and Seller acknowledge understanding of these License Service terms and conditions, governing the continued operation, maintenance and support of each applicable Software Products. The term of this License Service is one (1) year, beginning at the end of a Product warranty period, and renewing automatically on an annual basis, provided that neither Buyer nor Seller has exercised its right to cancel as specified below

Each Product may have an independent coverage term and anniversary. At Buyer's request, Seller will shorten the initial maintenance term and prorate the initial Software Maintenance Fee, for any Software Product(s), so that the subsequent License Service term(s) are consistent with Buyer's fiscal year.

Buyer may remove any Product from License Service, or cancel this entire License Service only by providing formal written Notice to Seller of its intention to do so at least sixty (60) days prior to next renewal for that Product(s). Cancellation will be effective on that next renewal date. Seller reserves the right to alter the pricing or terms and conditions of this License Service by presenting such revised pricing and/or terms, at least ninety (90) days prior to the next renewal date. Buyer is solely responsible for securing any and all necessary internal approvals for the Software Maintenance Fees, including, but not limited to, budgetary approval, board approval, and/or producing a purchase order. Buyer's failure to secure any such internal approval does not relieve Buyer of its responsibilities under this License Service Agreement, including Buyer's responsibility to pre-pay the Software Maintenance Fees in full. Buyer's failure to provide written notice of its desire to remove any item from License Service or to cancel this License Service entirely, at least sixty (60) days in advance of the next renewal term, constitutes Buyer's acceptance of these terms, or any revised terms and the associated charges as timely presented to Buyer by Seller, as above, for the un-cancelled Products for the coming term and Buyer agrees to pre-payment of the associated Software Maintenance Fees in full.

Buyer's failure to pay the Software Maintenance Fees within sixty (60) days of the renewal date constitutes a breach of this License Service Agreement by Buyer. As a consequence of such breach, Seller may exercise its rights to collect such fees from Buyer, as provided under the law. Seller may also immediately suspend all Service(s) being provided to Buyer under this or any other agreements existing between Buyer and Seller. However Seller will normally provide written, advance notice of Seller's intent to suspend Services.

Seller may also elect not to renew License Services offering for any Product, only by providing Buyer formal written notice of its intentions at least one hundred eighty (180) days prior to the date of renewal in the manner prescribed in the License/Purchase Agreement.

Buyer's continued payment of the applicable Maintenance Fees for associated third-party products (i.e. operating systems, databases, client software, and web application integration software, as applicable) is a prerequisite to Seller's continuation of services for Seller Products, under this License Service:

Definitions:

Under these License Service terms and conditions, the following terms, when capitalized, are defined to have the following meanings:

Software Maintenance Fees: Amounts due from Buyer to Seller annually for each Software Product, or associated, specified Service based upon Seller's current published fee schedule, which enable Buyer access to the License Services described herein.

Software Product: Also **Software** or **Product**. Any named combination of computer programs which performs one or more discrete function(s) and which are the subject of services being provided under this Agreement.

Client Care: The method and procedure of access to, and provision of services under this Agreement, which Seller has prescribed and which Buyer has agreed to hereunder.

Computer System: Also **System**. A combination of hardware and software components including one or more central processors, which together provide independent, fully functional information services to one or more users through the use of connected devices. A Computer System is the basis for the provision of services subject of this License Service Agreement.

Key Software User: The designation given to any employee or agent of Buyer whose job functions render his or her use of one or more Software Products, or the System, key or critical to the organization's successful use of, and benefit from, the System. A Key Software User must be trained by Seller staff directly or otherwise certified by Seller as "Seller-Trained Personnel" (see below).

Seller-Trained Personnel: The designation given to any employee or agent of Buyer who has been trained by Seller's staff directly in the use and operation of one or more Software Products relative to his or her current job function(s). Such training, whether having been provided during initial system implementation or at a subsequent time, certifies that person for access to "Client Care" Services for that Product. The training curriculum, and fees for the training will be prescribed by Seller based on the particular job requirements of Buyer's employee or agent relative to use of the Product, as well as other factors such as prior relevant training or experience. The training prescribed by Seller would in no case be greater than Seller's standard training curriculum for a new user in a new site implementation. Seller may waive this training requirement at its sole discretion and designate any individual as "Seller-Trained Personnel."

License Services: Include the following three related categories:

1. Warranty Extension: Buyer's payment of the applicable Software Maintenance Fees associated with each Product extends the warranty provisions of the original purchase or license agreement for that Product, for the term provided above. Warranty is for Standard version, unmodified code as was delivered by Seller originally, and for subsequent revisions and updates provided by Seller to Standard version of Product as defined below, or for more custom modifications for which Seller has specifically agreed to provide warranty and maintenance services. Custom modifications made by Seller for Buyer which Seller chooses not to adopt into Standard Product versions may not be covered under the terms of this License Service Agreement unless otherwise specified, but will carry only the warranty associated with such technical services. (On-going service for those may be offered by Seller on a time and materials basis.)

In cases where support service is required related to code which has been modified by Buyer, Seller may, at its sole option, charge its



standard service fees for such services. Seller will not be liable for warranty obligations hereunder unless any such charge is paid.

2. "Client Care" / Support Services: Buyer's payment of the applicable Software Maintenance Fees associated with each Product provides Buyer's Seller-Trained Personnel only with unlimited access, by telephone, e-mail, web site or facsimile, to Seller's Client Care Services between 8:30 a.m. and 5:00 p.m. ET, Monday through Friday, with the exception of Seller-observed holidays, for the term provided above. Seller's "Client Care" Services include explanations of Product operation, warranty services, bug fixes, and consideration and discussion of enhancement requests.

Buyer's Seller-Trained Personnel must register each service request with Seller's "Client Care" personnel, in the prescribed format and with as much detail as possible to permit Seller to assign a priority level and the appropriate personnel. All support requests must be registered with Seller's on-duty Client Care personnel regardless of other communications Buyer's personnel may have with any personnel or management of Seller. Seller's personnel will only be required to communicate with Buyer's Seller-Trained Personnel on any request. Each new request will be assigned a level of urgency agreed upon between Buyer and Seller, with associated maximum response time defined by such level. Seller will approach reported problems with Product with the degree of attention appropriate to the problem, and as if it were affecting Seller's own business. If the problem impedes critical processing, Seller will correct the problem as soon as reasonably possible. If the problem is less severe, it may, at Seller's option, be addressed through normal Product revision and update release cycles, further defined below.

Support Services may be provided in any one of the following manners, all of which Buyer deems to be reasonable and will accommodate:

- a. Through verbal communication over the telephone, or in writing (including e-mail), to the Seller-Trained Personnel designated point of contact for the service request.
- b. Through remote Product access to Buyer's system.
- c. Through customer support bulletins or release notes, being reports which describe in narrative form, both functional and technical changes in Product(s).
- d. Through a tape, CD, file transfer, or similar media in machine-readable format containing new or modified programs accompanied by procedures for installation.
- e. Through onsite services at Buyer's site, if provision of the required services is, in Seller's sole opinion, most efficiently accomplished by being in the physical presence of the Computer Equipment, Buyer's personnel, or for another reason. In such cases, no additional cost will be assessed to Buyer. However, Seller will be entitled to its standard service fees and reimbursement for its travel related expenses (Additional Charges) incurred in providing onsite services at Buyer's Site under the following circumstances: if services are requested by Buyer to be provided at Buyer's Site (and in Seller's sole opinion those services could have efficiently been accomplished through another manner); if the onsite trip was necessitated by Buyer's actions or failure to implement instructions already provided by Seller through verbal/written communication; or if the onsite trip was necessitated by a failure of Buyer's Equipment or System accessibility not under a warranty support obligation of Seller.

The choice of the distribution media will be made based upon the volume of the change and other practical aspects, at the sole discretion of Seller.

Support services *not* covered under this Agreement include, but are not limited to, development of new or custom software or reports and

data repair (beyond Seller's diagnosis for need of such) for data errors caused by Buyer's personnel. Based upon availability, upon Buyer's request, Seller may provide these services at its current rate for such services.

3. Product Revision and Update: In addition to warranty extension and support services as provided for above, at any time while Buyer is under the terms of this License Service agreement, if Seller, invents, develops or in any way creates changes, improvements or expansions (collectively, Enhancements) to a licensed Product, which Enhancements are not being generally marketed by Seller as a separate functional area or Product, Seller will apprise Buyer of the availability of each Enhancement Release within a reasonable time after it becomes available for general production use in conjunction with, or in place of, an existing Product version. If requested, Seller will provide such Enhancements to Buyer, without charge, through Seller's choice of media as set forth above. Seller will provide Buyer with all reasonable assistance required in installing Enhancement Releases through Support Services described above. Depending on the degree of customization in place in Buyer's existing Product version, or the period of time from implementation of the last regular Product Enhancement Release, the effort required to install an Enhancement Release may vary by customer/buyer. Any further effort required from Seller, including but not limited to installation, interfacing, retrofitting, conversion of existing Buyer data, or otherwise rendering the Enhancement Release fully useful to Buyer, or any Additional Charges associated therewith (including travel for on-site services), and any training in use of differences between old version and Enhancement Release, will be quoted by Seller and charged for at Seller's option at Seller's then prevailing prices, policies and terms. Buyer agrees to accept these services (including having applicable staff trained by Seller) and reasonable charges, as a condition of its continued access to Support Services hereunder for that Product. Training classes in current standard Product versions may also be offered at Seller's location or in conjunction with a User Group Meeting (if sufficient interest from multiple Buyers warrants).

If the timing of these classes coincides with the Enhancement Release installation, there will be the opportunity for cost savings to Buyer for such group training. Seller may also, at its sole option, offer remote training in Enhancement Releases or new features, using internet technology, (usually training of a more limited and focused scope.)

Seller will take reasonable care to incorporate modifications made to a Product for Buyer, or made by Buyer under the direction of Seller, into the standard Product Enhancement Release, and to place those modifications which cannot be so incorporated into a "custom modification library" to reduce installation costs associated with Seller Enhancement Releases.

State and Federal regulations affecting the operation of a Product may not be covered under this License Service depending upon the scope of the change required. Seller reserves the right to estimate the total cost of the effort required to implement such changes, and to either cover such under the Product Revision and Update provisions of this Agreement or to assess a fee equally dividing that actual cost of the effort to make the change among all users of such Product which request installation of such change.

Exclusions: Nothing in Seller's License Services requires Seller to provide functional enhancements to any Product. Products designated as "interfaces" or "third party product interfaces" typically will not include standard update releases but only warranty and support type services under this Agreement.

Third Party Software Coverage: Operating System support coverage under this Agreement is limited to diagnosis and limited instruction by telephone in the applicable Product. In the case of most Operating System Software, version updates will require the assistance of the applicable Manufacturer and Buyer's acquisition of



release media from the manufacturer directly. The acquisition of the Operating System enhancement release, any needed scheduling of manufacturer or vendor personnel and payment for their services will be the responsibility of Buyer. Seller may require periodic upgrades of Operating System Software as a condition of its continuation of Services under this License Service Agreement.

Seller's coverage of Database, 4GL, Client and Web Interface Software Product under this License Service Agreement includes all access to "Client Care" services as above and the rights to Manufacturer-initiated Enhancement releases of those Products, just as with Seller Software Products as above. Seller may require periodic upgrades of these Third Party Software Product(s) as a condition of its continuation of Services under this License Service Agreement. If Product version update in those Products is requested by Buyer or required by Seller, Seller will act on behalf of Buyer in order to obtain revision or update from Product Manufacturer and assist with implementation of such. Services to install enhancement releases of Third Party Product(s) or train Buyer's staff may be chargeable at Seller's current rates.

Seller makes no warranty with regard to any Third Party Product(s) for which it is providing installation or support Services under this Agreement unless otherwise specifically included in a warranty provided by Seller to Buyer. Support services do not include assistance in migration of Products or data to replacement Hardware or configuration of Products for use with new Hardware or Software, such as setting printers. If required by Buyer, these services also may be purchased from Seller, as otherwise quoted by Seller.

Buyer Responsibilities:

1. To pay all invoices due hereunder, within thirty (30) days. Any undisputed invoices not paid after sixty (60) days will allow Seller to place Buyer on "credit hold" status restricting access to Services until paid in full.
2. To continue Third Party Software Product Maintenance coverages relevant to use and support of Seller Products including taking version updates to such when required by Seller or by product manufacturer.
3. To designate Key Software Users as primary contact personnel (one or two in each major Product application area: FIS, KEMS, PAAS) to serve as liaisons between Buyer and Seller personnel for provision of License Services, to help review and route needs and requests from multiple system users, as a way of more efficiently using Seller's resources.
4. To ensure that Key Software Users who are new to a particular job function are trained *by Seller staff directly as soon as possible*.
5. To ensure that all other Buyer personnel who seek to access Seller's Client Care Services are trained by Seller staff *prior* to accessing Services.
6. To obtain any recommended instruction for Key Software Users, from Seller, before beginning operation of an Enhancement Release even if this is a separately chargeable service. Failure to do so and abuse of support services to fulfill this training need will be justification for Seller to assess training fees which would reasonably have been incurred for such Enhancement Release.
7. To use Seller's Client Care procedures for logging requests, including submission of written, supporting data as Seller may reasonably request

Additional Buyer Responsibilities if Buyer maintains its own Keystone System servers (non-hosted model):

8. To back-up the system, programs and data as instructed by Seller, including but not limited to, immediately after key business cycle dates as may be applicable, like fiscal year end, tax year end, calendar year end.
9. To continue on-site Hardware maintenance coverage from Manufacturer, or an authorized agent for the system on which covered Products are installed and to be supported by Seller.

10. To provide Seller with mutually-scheduled access to install available version updates as provided by Seller. These will typically occur two to four times per year, and they may require two hours of "system down time" to complete.
11. To implement any applicable product Revision / Update from Seller within six (6) months of its general customer availability.
12. To maintain a reasonable system performance level such that operation of, and work in, Software Product is not unduly slow or difficult due to an aged or inadequate underlying System. Reasonable System performance will be based on the reasonable expectation of the time that should be required to process standard user functions and operations with the Software.
13. To provide Seller with on demand remote access to Buyer's System on which the supported Products are installed, in a way which is secured and is acceptable to Seller as consistent with access methods established with other of Seller clients, regardless of geographic location. *Specifically, Seller must be able to access both Buyer's Keystone servers, and servers within Seller's own network, simultaneously from one computer.*

Seller Responsibilities and Liability:

Seller is responsible to provide License Services to Buyer as described above, provided that Buyer has paid the applicable Maintenance Fees associated with a given Product and met its other responsibilities, as above.

The obligations stated herein constitute the entire understanding of the obligations related to License Services. The total liability, if any, of Seller or its Suppliers for the provision of License Services, however caused, or occurring out of or in connection with the distribution, use or performance of the licensed Product shall not exceed the applicable Software Maintenance Fees for a single term. Seller, its affiliates and Suppliers shall not be liable to Buyer or any other person for loss of profits, revenue, goodwill, loss or inaccuracy of data, for indirect special, incidental, consequential or punitive damages based on contract tort, breach or warranty, negligence, strict liability or any other legal theory, even if Seller has been advised of the possibility of such damages.

Re-certification of Seller Products: Should Buyer have a lapse in License Service of any Seller Product through non-payment of the applicable Maintenance Fees, for a period of one or more annual terms, and subsequently desire to reinstate a Product under the terms of this Service, Seller shall have the right to charge a Re-Certification Fee for that Product before again accepting License Service terms. (Seller may also require that Buyer install the most current version of the Product prior to reinstating License Services). The Re-Certification Fee shall be equal to the greater of either the annual Software Maintenance Fee amount not paid during the period of lapse, or twenty-five percent (25%) of Seller's then current market price for a license to that Product, for each year, or portion thereof, of the lapse in coverage, up to the full license purchase price after four years' lapse.

Any re-certification of covered Third Party software is subject to the applicable Product Manufacturers' current terms and conditions.



County of Washington, North Carolina

Licensed Software Products and Associated Maintenance Fees

Software Product/Term	Annual Maintenance Fee
<i>Third Party Products</i>	
Rocket UniVerse RDBMS Licenses - 22 @ \$103 / each	\$2,266
Web Environment Products – Rocket U2 Web DE - “Webshare” License - 2 @ \$375 / each	\$750
Web Environment Products – Rocket U2 Web DE - Object Server License	\$274
<i>Subtotal Third Party Products</i>	\$ 3,290
Seller's Proprietary Products	
Keystone Client User Licenses - 20 @ \$55 / each	\$1,100
KeyDocs Forms Management Tool License	\$995
Ad Hoc Query Support – 1 Product Area (PAAS)	\$525
O.S. Support - 20 users @ \$ 50 / each	\$1,000
PAAS Core Complete: Land Records, Real Estate Appraisal / Revaluation, Personal Property / Business Personal Property Assessment, Real and Personal Property Scrolls, Tax Billing, Tax Collection, GAP Motor Vehicle Processing, NC state debt set-off export.	\$23,760
Web PAAS (Public real estate inquiry web site)	\$4,257
Geo PAAS (Mapping/GIS system interface)	\$550 (1)
Image PAAS (Building Images indexing / interface)	\$1,750
KeyNet Online Payment Portal	\$3,875
Centralized Collections / Cashiering	Included / NC
Check Scanning Interface	\$750 (1)
Subtotal Seller's Proprietary Products	\$38,562
Total Annual Maintenance Fee	\$41,852

(1) Support Only: Changes needed due to third party system changes will be estimated and proposed separately.



Appendix F

Buyer's Request for Proposal Dated December 9, 2022, including any Functional Specifications therein, is incorporated by reference into this Agreement .



Appendix G

Seller's response to Buyer's Request for Proposal, dated December 30, 2022, including any specific statements or exceptions therein regarding Seller's Request for Proposal, is incorporated by reference into this Agreement.



WASHINGTON COUNTY BOARD OF COMMISSIONERS

AGENDA STATEMENT

ITEM NO: 6

DATE: March 6, 2023

ITEM: Rural Transformation Grant, Skinnersville Civic Center Board, Mr. Cameron Birtcher, CMO Fellow & Mr. Richard Livingston, Sr. Project Manager/GIS Director

SUMMARY EXPLANATION:

After numerous meetings between county staff and various representatives of the Skinnersville Civic Center Board of Directors over the past several months, the attached letter from the Civic Center Board dated 2/20/23 was recently received by the Chair and County Manager.

Civic Center representatives have been invited to attend the Board of Commissioners meeting to discuss this request along with a request for the county to issue a letter of support to the Civic Center to apply for grant funding under the recurring NC DOC Rural Transformation Grant process.

Staff have been reviewing this grant for several months to consider its highest and best use for the county including possible inclusion of the Civic Center.

Broad Guidelines for the grant are attached for your reference.

No action needs to be taken on this at the March 6th meeting.

Skannersville Civic Center
P.O. Box 265
Roper, N.C. 27970

Date: February 20, 2023

To: County Commissioner Chair Person, Mr. Julius Walker
County Manager, Mr. Curtis Potter
On-Line GIS, Mr. Richard Livingston

Fm: The Skannersville Civic Center Board of Directors

Subject: Land Transfer to The Skannersville Community Civic Center Corporation

The Skannersville Civic Board of Directors and committee members are in the process of trying to secure grant funding to renovate and update the Skannersville Civic Center to provide educational afterschool services, health care services, mental health services, substances abuse services, and other social program services to the residences of Skannersville and other surrounding communities.

However, in our investigations, we found that the civic center has no real property attached to undergo renovations or improvements (See Map 1, Map 2). Property Deed dated 12/1/1964, Book 203 - Page 439; Property Deed dated 9/12/1978, Book 296 – Page 353; and Property Deed dated 6/17/1979, Book 273 – Page 637 shows that all properties surrounding the Skannersville Center are owned by Washington County. The maps proves that there are only about four parking spaces allotted in front of the building and absolutely no access to the back of the building on either side of the building. We pay the monthly water bill but access to the water turn on/off vale is on county property. We have maintained the grounds east and west of the civic center for the county since 12/1/1964 or before. Recently, a county tree limb fell on the roof causing extensive damage which were repaired by and at the cost of Skannersville community members. As a result, the community members cut down the county tree to preserve and prevent further damages to the civic center. At this time, board members and community members were under the impression that the tree was on civic center property, we apologize for the error.

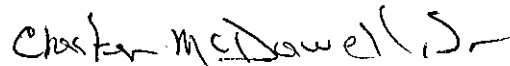
It is highly improbable that funding sources of any kind will ever award the Skannersville Civic Center with funding because the civic center has no real land or property in order to expand or renovate the center. Please be mindful that the Deed of 1964, Book No. 203, Page No. 439 awarded all properties to the Skannersville Civic Center and the Deed of 1978, Book No.269, Page No. 354 transferred the property to Washington County. Therefore, we are requesting that

the county return to the civic center the land from the ditch on the east side of the center and follow that ditch around the back of the center to the adjacent property line on the west side of the center (See the attached maps labeled Land Request 1 and Land Request 2). If we have misinterpreted the readings and the visuals of the attached maps and there is evidence that Skinnersville Civic Center has more land attached to the center than we projected, we apologize for any inconvenience caused and would like you to disregard this request.

We sincerely hope that you will partner with us to help the Skinnersville Civic Center Board of Directors and its committee members develop a safe and viable place for our community to commune and disseminate needed program services.

Signed:

Chester McDowell, Chairperson

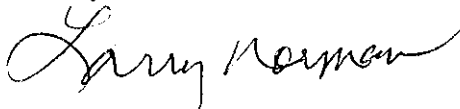


Roger Aycock, Assist Treasurer



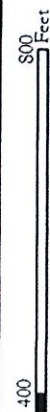
Helga Herman, Assist. Secretary

Larry Norman, Member



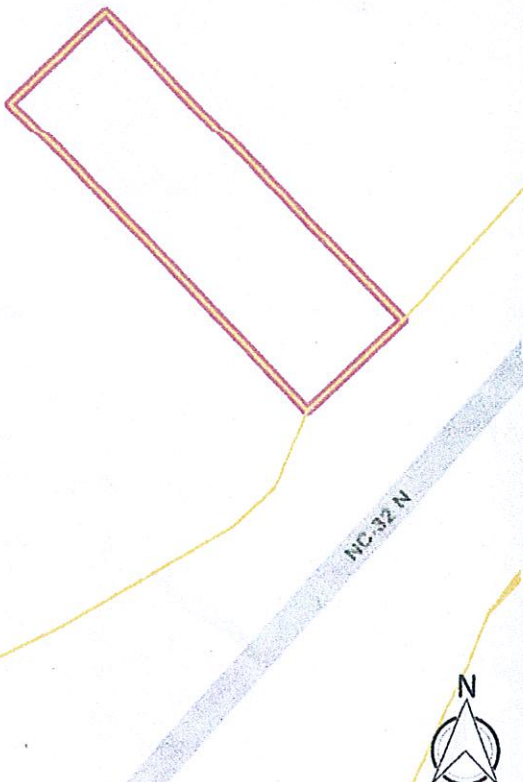


Coordinate System: NAD 1983 HARN StatePlane North Carolina FIPS 3200 Feet



MAP 1

Richard Livingston
 Senior Project Manager
 Washington County GIS
 2/15/2023



Washington County, NC

This web site is being provided for the benefit of the general public. The entire risk associated with the use of this site is on the end user. No representation is made that this web site will meet the specific requirements of any person or will operate error-free or without interruption. All other conditions or warranties, expressed or implied are disclaimed. In no event will the County or Atlas Geographic Data, Inc. be liable for any loss of use, business interruption, loss of profits, loss of data or incidental/consequential damages arising from the use of this web site. The County and Atlas Geographic Data, Inc. make no warranties or representations as to the accuracy of information on this web site, nor do they assume any liability or responsibility for any errors or omissions in its content. It is the sole responsibility of the end user to evaluate the accuracy, completeness, or usefulness of any information, opinion, advice, or other content available through this web site.

NCPIN:
 OWNER_s:
 OwnerAdd1:
 OwnerAdd2:
 AreaAC:
 CITY:
 STATE:
 ZIP:
 PropLoc:
 DB_PG:
 MapRef1:
 MapRef2:
 MapRef3:

7830747435
 SKINNERSVILLE CMC CENTER
 16771 NC HWY 32 N

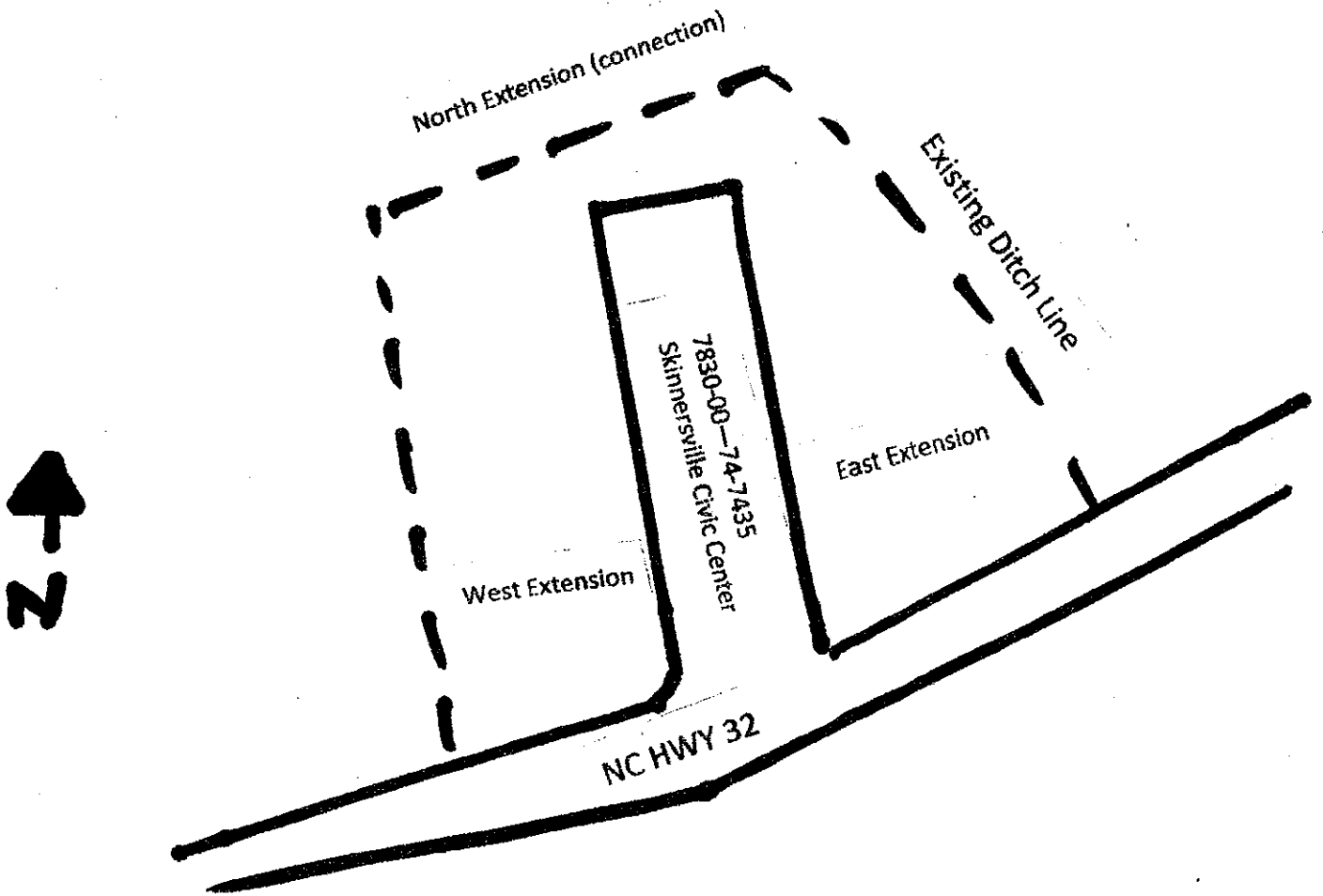
 0.279212414333769
 ROPER
 NC
 27970
 16771 NC HWY 32 N
 269/353 (EXCEPTION)



Sherril Wilkins
 Tax Administrator/Assessor
 swilkins@washcon.org

MAP 2

Skinnerville Civic Center, Inc
Requested Land Extension
For Existing Building Expansion and Area Development



----- Requested Extension

See Attached Washington County Map for Explanation

West Extension Acres Requested _____

LAND REQUEST 2

Rural Engagement and Investment Program

I. FUND OVERVIEW

[NC Session Law 2021-180](#) and the associated appropriation committee report allocated \$50 million of Coronavirus State Fiscal Recovery Funds (SFRF) from the American Rescue Plan Act (ARPA) of 2021 to the North Carolina Department of Commerce, Rural Economic Development Division (REDD), to administer a new Rural Transformation Grant program. Accordingly, the REDD has established the Rural Transformation Grant Fund as part of its Rural Engagement and Investment (RE&I) Program. The RTGF (\$50 million in (ARPA) funding) will provide grant resources, training, technical assistance, and education programs to local governments to help communities acquire critical resources, advance project implementation, build local capacity, and respond to critical issues relating to COVID-19 pandemic and recovery. The RTGF will help rural communities revitalize main street and downtown districts, seed and advance initiatives that build local capacity, revitalize, and strengthen neighborhoods, foster small business recovery/sustainability, and support economic growth. REDD will administer RTGF in accordance with State law and the [US SFRF Treasury Guidance](#), such as the [Final Rule](#), [the FAQs](#), and [the Compliance and Reporting Guidance](#). RTGF and associated agreements will also follow compliance requirements of the [Uniform Guidance \(2 CFR 200\)](#) and [09 NCAC 03M](#).

II. PURPOSE OF THE FUND

The fund will support projects under four programs:

- **Downtown Revitalization**
- **Resilient Neighborhoods**
- **Community Enhancement for Economic Growth**
- **Rural Community Capacity Building**

These programs will support projects that:

- Provide **public improvements that help retain businesses** and attract customers to business districts.
- Support **downtown economic development** initiatives that are intended to help retain and create jobs, spur private investment, support small businesses, and leverage main street and downtown districts as economic engines.
- Facilitate **business building improvements** by allowing businesses to rehabilitate or restore buildings to support business growth and sustainability, and lead to the creation of full-time jobs.

- Create **resilient neighborhoods** through community development, neighborhood revitalization, community resiliency, economic investments, and quality of life improvements.
- Increase the **local government capacity** of rural and distressed communities through training, technical assistance, and educational programs that help units of government increase administrative efficiencies, enhance public service delivery, support COVID-19 pandemic recovery efforts, and create sustainability.
- Support **community enhancements for economic growth** through the acquisition of land and buildings, the preparation/development of neighborhood properties and business sites, and the removal of non-historic structural and physical barriers for the purpose of enhancing community growth and economic development opportunities.

III. ELIGIBLE APPLICANTS

Units of local government located within Tier 1 and Tier 2 Counties, and Rural Census Tracts in Tier 3 Counties, are eligible for this program. For the purposes of this program, units of local government are defined as municipal or county governments within the state of North Carolina. REDD shall prioritize disbursing grants to units of local government serving populations that are negatively impacted by the COVID-19 pandemic at a disproportionate level when compared to the rest of the State, or located in a [Qualified Census Tract](#) as defined by the United States Department of Housing and Urban Development.

REDD may also give special consideration to applicants requesting funding for projects located in designated [Main Street and Small-Town Main Street communities](#) in [Tier 1 Counties, Tier 2 Counties](#), or [Rural Census Tracts in Tier 3 Counties](#).

IV. ELIGIBLE ACTIVITIES

Projects funded by the RTGF may include the following types of activities:

Rural Transformation Grant Fund Eligible Activity – Downtown Revitalization Program	Description
Public Improvements	Improvements to publicly owned buildings for community wide use, lots, alleys, and streetscapes, parking facilities, restrooms, waterfront developments, and parks to address disproportionate public or private negative economic impacts from the pandemic in a downtown qualified census tract.

<p>Mixed-Use Downtown Development</p>	<p>Improvements to publicly owned property for community wide use that will leverage the rehabilitation of privately owned existing buildings or new construction infill development to address disproportionate negative economic impacts from the pandemic, in areas zoned and developed for a mix of uses. The mix of uses may include two or more of the following: retail, restaurant, service, professional, nonprofit, governmental, institutional, or residential. Such public improvements may be made to any of the following: buildings, facades, lots, alleys, and streetscapes, parking, infrastructure, etc. in a downtown qualified census tract.</p>
<p>Small Business Improvements</p>	<p>Public Improvements and planning studies to address disproportionate private negative economic impacts from the pandemic, that will leverage the rehabilitation of privately owned downtown commercial and mill buildings that may house small businesses, including exterior and interior improvements, for the purpose of business retention, expansion or recruitment activities that retain or create jobs. Public improvements may be made to any of the following: buildings, facades, lots, alleys, and streetscapes, parking, infrastructure, historic preservation studies, ordinances, etc. in a downtown qualified census tract.</p>
<p>Training & Technical Assistance</p>	<p>Community, county or regional training and technical assistance, organized and sponsored by a local government, to address disproportionate private negative economic impacts from the pandemic and leverage asset based downtown economic development in a downtown qualified census tract. Such training and technical assistance may include small scale manufacturing cohort development, downtown revitalization, historic preservation, workforce or affordable housing, tourism-based destination development, etc., and may be conducted by private consultants.</p>
<p>Planning</p>	<p>The development of plans for the public sector to address disproportionate private negative economic impacts from the pandemic in a downtown qualified census tract, by furthering the development of historic preservation initiatives, public improvements, technology, and/or infrastructure in a qualified census tract. Such plans, which may be prepared by private consultants, are</p>

	intended to help a community leverage other funding opportunities and resources.
Industry Improvements	The implementation of publicly owned improvements that will aid impacted industries in the travel, tourism and hospitality sector, or businesses that experienced at least 8% employment loss, to address disproportionate negative economic impacts from the pandemic. Such public improvements may include any of the following: buildings, facades, lots, alleys, and streetscapes, parking, infrastructure, etc., in a downtown qualified census tract.

Rural Transformation Grant Fund Eligible Activity - Resilient Neighborhoods Program	Description
Affordable Permanent Housing	Local government activities that support the development of new affordable housing and improvements to existing affordable housing, including permanent supportive housing. Housing may be single-family or multifamily. All activities must provide or improve housing for low-income households and communities.
Neighborhood Improvements and Facilities	Activities that will improve the health and safety of the neighborhood including a facility defined as a place open to the public that provides services that are traditionally provided by the government or owned and operated by a nonprofit. This category includes temporary residences for people experiencing homelessness.
Small Business Assistance	Assistance for-profit businesses with 100 or fewer employees that have been disproportionately impacted by COVID-19. Businesses must commit to creating LMI jobs or be owned by LMI person(s) if a microenterprise business with 5 or fewer persons.
Nutritional and Healthy Initiatives	Creation of healthy living initiatives, development of health and nutrition educational programming; and elimination of food deserts.
Mixed-use Development	The rehabilitation of an existing building to allow mixed use of residential and commercial spaces. The focus is on small scale developments defined as 30 residential units or less; however, larger developments will be reviewed for consideration.

Rural Transformation Grant Fund Eligible Activity - Community Enhancement for Economic Growth Program	Description
Property Acquisition	Costs associated with acquiring and securing legal title of vacant or abandoned properties and other costs by the public sector, to position the property for current or future productive use.
Secure Abandoned Properties	Rehabilitation, renovation, maintenance, or costs to make secure vacant or abandoned properties by the public sector, to reduce their negative impact.
Environmental Remediation	Removal and remediation of environmental contaminants or hazards from vacant or abandoned properties by the public sector, when conducted in compliance with applicable environmental laws or regulations
Demolition Paired with Neighborhood Revitalization	Demolition or deconstruction of non-historic vacant or abandoned buildings (including residential, commercial, or industrial buildings) by the public sector, paired with greening or other lot improvements as part of a strategy for neighborhood revitalization.
Lot Cleanup and Greening	Greening or cleanup of vacant lots, as well as other efforts to make vacant lots safer for the surrounding community.

Rural Transformation Grant Fund Eligible Activity – Rural Community Capacity Building Program	Description
Best Practices Research Activities	Communities learn from other communities that are similarly sized and/or situated who have been engaged in growing their local economies through a variety of public/private partnerships and initiatives (e.g., greenway development, outdoor recreation facilities, place-based economic development programs, etc.)
Branding and Marketing	Use of a consultant to produce community branding to include a brand logo or image, a marketing plan for the commercial district or downtown, and social media with the purpose of attracting visitors and tourists to communities.
Schematic/Conceptual Renderings	Development of visual renderings of proposed projects to advance investment and funding opportunities. For example, to capture ideas offered by participants in a community planning session or charette.

Training & Technical Assistance	The development of community, county or regional training and technical assistance for communities to leverage asset based economic development. Training should convey the concept that a diversified local economy helps communities become more resilient. It should also emphasize the vital roles that local governments (and associated organizations) play in supporting existing business communities and the growth of new businesses/entrepreneurs.
Strategic Planning and Implementation of Local Projects	The development of plans for local units of government that will further the development public improvements, technology, and infrastructure that promote economic development. Plans are intended to leverage a community’s ability to apply for funding opportunities. Locally identified projects that advance strategic goals and priorities are also eligible for funding.

V. ELIGIBLE PROJECT AREAS

Projects located within [Tier 1 and Tier 2 Counties](#), and [Rural Census Tracts in Tier 3 Counties](#), are eligible for funding. Funding prioritization will be given to proposals which demonstrate that activities will benefit communities negatively impacted by the COVID-19 pandemic at a disproportionate level when compared to the rest of the State (as defined in Section III. Eligible Applicants) or located in a [qualified census tract](#), as defined by the United States Department of Housing and Urban Development. Applicants must describe how a specific community has been more disproportionately impacted by the COVID-19 pandemic as compared to the rest of the State.

VI. FUNDING AMOUNTS

The maximum grant amount is **\$950,000 per grantee**, with some restrictions for specific activities. There is no minimum grant amount. Applicants should consider feasibility as it relates to the overall cost of any project. Grant administration costs are limited to five percent (5%) of the awarded grant total. Applicants that receive funding approval for project(s) may charge the cost of application preparation to a current RTGF program if procurement procedures consistent with [Uniform Guidance \(2 CFR 200\)](#) and [09 NCAC 03M](#) are followed. No more than \$3,500 may be charged to the RTGF for the preparation of the application if a grant is awarded. This cost would be included in the maximum of five percent (5%) allowed for administration. No other costs incurred prior to grant awards are eligible for reimbursement.

VII. APPLICATION PROCESS

Units of local government seeking funds from the RTGF are required to submit a formal application to the North Carolina Department of Commerce through the online grants management portal, [Rural Connect Portal](#).

A full and complete application, including all necessary supporting documentation, should be submitted by 5:00 p.m. on published due dates found at <https://nccommerce.com/grants-incentives/rural-transformation-grants>.

Upon receipt of a full application and consideration of it relative to criteria set forth in [NC Session Law 2021-180](#), the Rural Economic Development Division shall determine whether or not the proposed project should receive an award of a grant under this program.

Applications will be notified in writing if their project has been awarded. Following award, the REDD will provide grantees with grant administration contracts in order to execute the terms of the grant. Projects must be completed within 36 months of award.

March 23, 2022	Open Grant Cycle 1
May 2, 2022	Close Grant Cycle 1
June 15, 2022	Announce Grant Awards 1
September 1, 2022	Open Grant Cycle 2
November 1, 2022	Close Grant Cycle 2
December 16, 2022	Announce Grant Awards 2
March 22, 2023	Open Grant Cycle 3
May 3, 2023	Close Grant Cycle 3
June 13, 2023	Announce Grant Awards 3

VIII. APPLICATION REQUIREMENTS –

In the Rural Connect Portal, grantees should use the following as guidance to complete the RTGF application.

DESCRIBE THE COVID-19 IMPACTS ON YOUR COMMUNITY:

Provide a detailed description of the negative impacts caused by the COVID-19.

- Description should include COVID-19 public health or economic impacts that have disproportionately impacted households, businesses, or nonprofits in your community, and why the harm or need was exacerbated or caused by the pandemic.

DESCRIBE HOW THIS IS THE SOLUTION ADDRESSES THIS COVID-19 IMPACTS:

Explain how the proposed project could help mitigate the COVID-19 public health and economic impacts.

DEFINE THE PROJECT AREA: (Submit as an Attachment)

Clearly and fully describe the scope of the project area.

- Description should identify the local government where the proposed project will take place.
- Identify the qualified census tract and the NC Department of Commerce County tier designation.
- Attach detailed color maps or schematics that show the project area. This may include the route of utility systems, diagrams of building sites, and floorplans of buildings to be constructed/improved.
- Label the map appropriately so that it clearly shows areas that are served versus areas that are unserved or underserved.
- On the map, clearly identify any properties listed on the National Register of Historic Places, National Register Districts, downtown district boundaries, neighborhood boundaries, etc. that are in the project area.
- Include details, such as linear feet to be constructed, square footage built, acreage served, and timelines for starting and completing each component.
- Please attach any historical and current photographs that are pertinent to the project area.

DESCRIBE THE SCOPE OF THE PROPOSED PROJECT:

Provide a detailed work plan that includes a description of all major project activities. Describe in detail how the anticipated investments will promote improved community and economic vitality in the project area.

- Include a detailed description of all programs, services, or capital expenditures.
- Include a detailed description of all major construction components.
- For industrial sites or community facilities, describe approaches to marketing the project to potential users and beneficiaries, including strategic sectors to be pursued and an explanation of who will be responsible for marketing activities.

DESCRIBE THE PROJECT TIMELINE: (Submit as an Attachment)

Please provide a timeline that includes a description of all major project activities.

DESCRIBE THE PROJECT TEAM: (Submit as an Attachment)

Demonstrate the ability for the project team to undertake/accomplish the proposed scope of work including, but not limited to, the project teams' qualifications and experience managing sizeable grants and federal awards; familiarity with federal grant regulations; and organizational policies, procedures, and systems.

DESCRIBE THE ANTICIPATED OUTCOMES:

Identify the anticipated outcomes that will result in improved community and economic impacts, as a direct result of the project.

- Outcomes could include but not limited to the number of acres of developable land, amount of linear feet of streetscape improvements, number of small businesses improved/assisted, number of households improved, number of individuals with increased access to healthy food, number of publicly owned priorities improved, number of strategic plans developed etc.

DESCRIBE THE PROJECT SUSTAINABILITY:

Describe the commitment of the proposed project's stakeholders/partners to sustaining activities and impacts beyond this investment. Describe if this project will provide a long-term a sustainable solution for the disproportionately impacted households, businesses, or nonprofits in your community.

IX. COMPLIANCE REQUIREMENTS

Administration of awards is also subject to the same regulations, restrictions, and requirements as other state awards. These include but are not limited to [Uniform Guidance \(2 CFR 200\)](#) and [09 NCAC 03M](#):

- **Single Audit Requirement** - Grantees must comply with [2 CFR 200.501](#) and [09 NCAC 03M .0205\(a\)\(3\) and \(b\)\(4\)](#). RTGF can be used to pay for the RTGF portion of the audit provided the grantee has expended more than \$750,000 in the fiscal year in total federal awards (RTGF). If the grantee has expended less than \$750,000 in total federal awards, the grantee may budget local funds in the administrative line item in the RTGF application to pay for the RTGF portion of the audit and claim the local administrative funds as local commitment.
- **Environmental Review** - Recipients of RTGF are required to comply with the requirements of the [NC State Environmental Policy Act](#). After award, grantees will be required to complete an Environmental Review (ER). The ER form can be secured from REDD after the grant award. Applicants are encouraged to review the [National Environmental Policy Act of 1969 \(NEPA\)](#).
- **Labor Standards** - Grantees will be encouraged to adhere to strong labor standards, including project labor agreements and community benefits agreements that offer

wages at or above the prevailing rate and include local hire provisions. They should prioritize in their procurements procedures employers with high labor standards and to prioritize employers without recent violations of federal and state labor and employment laws. Grantees should consider the alternatives of improving existing capital assets already owned or leasing other capital assets.

- **Conflict of Interest** - The following people or their immediate family members shall not have any direct or indirect financial interest in any contract, subcontract, or the proceeds thereof for work to be performed in connection with the grant during their tenure or for one year thereafter: (1) employees or agents of the recipient who exercise any function or responsibility for the RTGF project, and (2) officials of the recipient including members of the governing body.
- **System Award Management (SAM) ID** – Applicants must provide a Unique Entity ID to submit an application for funding. The Unique Entity ID is a 12-character alphanumeric ID assigned to an entity by SAM.gov. If the applicant does not have a SAM unique ID, they must register at www.SAM.gov. Applicants must provide the Unique Entity ID at time of application.
- **Certification Regarding Debarment, Suspension and Other Responsibility Matters** – Applicants will be required to complete the Certification Regarding Debarment as required by [Executive Order 12549](#).
- **Civil Rights** – Grantees will be required to ensure that they do not deny benefits or services, or otherwise discriminate on the basis of race, color, national origin (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity), in accordance with the following authorities: [Title VI of the Civil Rights Act of 1964 \(Title VI\) Public Law 88-352, 42 U.S.C. 2000d-1 et seq.](#), and the Department's implementing regulations, [31 CFR part 22](#); [Section 504 of the Rehabilitation Act of 1973 \(Section 504\), Public Law 93-112, as amended by Public Law 93-516, 29 U.S.C. 794](#); [Title IX of the Education Amendments of 1972 \(Title IX\), 20 U.S.C. 1681 et seq.](#), and the Department's implementing regulations, [31 CFR part 28](#); [Age Discrimination Act of 1975, Public Law 94-135, 42 U.S.C. 6101 et seq.](#), and the Department implementing regulations at [31 CFR part 23](#).

X. PROCUREMENT

The grantee must have a written Procurement Policy that meets the requirements specified in [Uniform Guidance \(2 CFR 200\)](#) and [09 NCAC 03M](#). The procurement procedures must reflect applicable State and local laws, should promote free and open competition, and describe efforts to encourage minority and female owned businesses to submit bids/proposals. Grantees must contract for the procurement of goods, services, and construction projects including design services.

Grantees must enter procurement solicitation for any contract over \$50,000 in the [Statewide Interactive Purchasing System](#) (IPS) as well as provide the information to the REDD Compliance Office. All notices must be posted in IPS at least three days before the procurement process begins. Only the local government must set-up in IPS to post solicitation documents electronically.

XI. MONITORING PROCESS

REDD will monitor the project through mechanisms, including review of annual reports received from the grant recipient, through phone/email/letter correspondence, through receipt of all published press articles about the project as provided to REDD by the local government, and through on-site monitoring visits.

REDD staff will notify the grantee at least 30 days before on-site monitoring visits and the monitoring forms are located on the website. Complete the monitoring forms per the approved application activities and have the prepared forms ready for the monitoring visit. Any performance findings or administrative concerns resulting from the monitoring review must be mutually resolved before a grant can be formally closed.

XII. REPORTING REQUIREMENTS

REDD staff will provide grantees with detailed reporting requirements when a project grant agreement is issued.

XIII. LOCAL GOVERNMENT ROLES AND RESPONSIBILITIES

The local government is responsible for managing the day-to-day operations of the activities funded by the RTGF to ensure the funds are used in accordance with all program requirements and written agreements and taking action when performance problems arise. Specifically, the local government is responsible for the following:

- **Management and Oversight:** The elected officials are legally, financially, contractually, and programmatically responsible for the project. The local government is responsible to the State of North Carolina and the Federal government even if they have a contract administrator or sub-recipient relationship.
- **Financial Management:** The local government must ensure proper accounting of funds to avoid disallowed costs. This includes accurate identification of project costs and cash balances and proper internal controls.
- **Statement of Assurances and Certifications:** The local government elected officials and administrators should read and understand these documents and the implementation obligations.

- **Grant Agreement:** If awarded, the local government will receive a grant agreement and funding approval from the State. These documents are contractually binding and cannot be changed without State approval.

XIV. PROGRAM AMENDMENTS, BUDGET AMENDMENTS AND BUDGET REVISIONS

When making any change to the approved application, grantees should contact the representative assigned to the grant to discuss the proposed changes. The representative will assist the grantee with the program amendment, budget amendment, and/or budget revision process.

When changing activities or scope of the project, the environmental review record must be updated. After revisions, the environmental review must be submitted to the REDD Compliance Specialist.

XV. FINANCIAL MANAGEMENT REQUIREMENTS

REDD will monitor the grantee to determine compliance with the financial management requirements. The review will determine if records are maintained in compliance with the [Uniform Guidance \(2 CFR 200\)](#), and State of North Carolina requirements. This monitoring is performed through a desktop audit and at least one on-site visit. Typically, ledgers, invoices, canceled checks, bank statements and requisitions are reviewed to see that the grantee has an adequate system of financial management. REDD staff may also make specific requests to review information or documentation relating to financial management of a grant.

XVI. RECORDKEEPING REQUIREMENTS

If awarded, grantees must provide access to all records. Records must be retained for 5 years after the RTGF closes. Financial records must comply with [2 CFR 200.302](#)

XVII. CONTRACTING WITH SMALL AND MINORITY-OWNED BUSINESSES, WOMEN'S BUSINESS ENTERPRISES, AND LABOR SURPLUS AREA FIRMS.

Grantees must ensure actions are taken to use minority businesses, women's business enterprise and labor surplus area firms when possible.

XVIII. USE OF NC LICENSED PROFESSIONALS

While not mandatory, REDD strongly recommends the use of North Carolina licensed professionals on construction projects. This includes housing inspectors, electricians, HVAC installers and repairers, plumbers, and general contractors. However, it is important to note that bids and dwellings that are \$30,000 and greater can ONLY BE ACCEPTED BY A LICENSED GENERAL CONTRACTOR, licensed by the [State of North Carolina per Article 1 of Chapter 87 of the General Statute](#).

XIX. COMMUNITY ENGAGEMENT REQUIREMENTS

Annually, grantees should provide a summary of community engagement and public participation activities conducted to solicit input from and/or partner with communities from the past year that informed the definition of critical need for program(s) and projects. Summary should also provide for future community engagement and public participation activities planned for the upcoming year that will continue to shape program and project selection, implementation, and operation.

XX. OTHER REQUIREMENTS AND ATTACHMENTS

Recipients will also be required to comply with any subsequent requirements issued by REDD. Consult the Required Attachments section in the application. Please note that if key items are not submitted with the application, it will be returned to the local government.

XXI. APPLICATION CHECKLIST

Applicants should review the Grant Application Checklist to verify the information and documentation needed to apply for funds.

1. Local Government Information

- Local Government name
- Local Government contact name, title, telephone, address, email
- Unique Entity ID

2. External Administrator Information (if applicable)

- Project Administrator name
- Project Administrator title, telephone, address, email

3. Project Information

- Project Title
- Project Description (refer to section VIII)

4. Property Information (if applicable)

- Census Tract Number
- Property Address
- Legal Name of Property Owner
- Listed on National Register of Historic Places?
- Month/Date/Year of Building/Lot Became Vacant
- Building Square Footage
- Lot Size
- Year Constructed
- Description of property's condition

5. Narrative Questions

Refer to section VIII for details that should be included in the narrative answers.

- What are the economic conditions of the project area? (1000 words max)
- Describe how your community was impacted by COVID- 19. This narrative description could include impact data such as, number of jobs lost, reduction in business revenue, number of business closures including storefront vacancies,

number of canceled events, amount of lost tax revenue and/or number of public employee layoffs, impacts to affordable housing and access to healthy foods, etc. (1000 words max)

- Does this project improve or mitigate any Covid-19 impacts? Please describe. This narrative description could include impact data such as increased business revenue, increased private investment, improved health impacts, businesses opened/saved, storefronts occupied, events scheduled, tax revenue increased, public staff rehired, increased access to affordable housing, access to healthy foods, etc. (1000 words max)
- For Rural Community Capacity Category only - Describe any issues, opportunities, or local/regional demand that capacity building training could address for your community, county, or staff. In the description, include how your community, county, or staff will benefit from capacity building training. (1000 words max)
- Provide a detailed summary of your proposed project. (1000 words max) (Not required for Rural Community Capacity category)

6. Budget

	Cost Category	Activity	Other Federal	State	Local	Total
1	Acquisition					
2	Construction					
	Rehabilitation					
	Historic Preservation					
3	Clearance activities					
4	Public facilities and improvements					
	Parks, playgrounds, recreation facilities					
	Neighborhood facilities					
	Fire protection and equipment					
	Parking facilities					
	Street Improvements					
	Flood and drainage improvements					
	Pedestrian improvements					
	Public sewer improvements					
	Public water improvements					
5	Public services					
6	Equipment					
7	Contractual					
8	Planning					
9	Administration					
10	Other Activities					
	TOTAL					

	Project Activities	Amount Requested	Other Federal	State
1	Acquisition			
2	Construction			
a.	Rehabilitation			
b.	Historic Preservation			
3	Clearance activities			
4	Public facilities and improvements			
a.	Parks, playgrounds, and recreation facilities			
b.	Neighborhood facilities			
c.	Fire protection and equipment			
d.	Parking facilities			
e.	Street Improvements			
f.	Flood and drainage improvements			
g.	Pedestrian improvements			
h.	Public sewer improvements			
i.	Public water improvements			
5	Public services			
6	Equipment			
7	Contractual			
8	Planning			
9	Administration			

7. Upload Documents

All Categories

- List of names and duties for the Local Government Staff for the proposed project and other essential players
- Resume for each identified person associated with the proposed project
- Describe applicant's capacity to undertake proposed project (refer to section VIII under Describe the Project Team)
- Map of project area (refer to section VIII under Define the Project Area)
- Project Timeline (refer to section VIII under Describe the Project Timeline)
- Evidence of Site Control (Property Deed, Purchase Contract, Option) - if applicable
- Cost Estimates - Detailed project budget including all revenue and expenditures allocated
- Local Government Resolution
- Photos -Additional uploads for each category

Downtown Revitalization

- 10-year Pro Forma for Construction
- Architectural/Design/Construction Documents
- Planning Studies if applicable to the project
- Copies of legal commitments related to the project
- National Register documentation for the project area

Resilient Neighborhood

- 10-year Pro Forma for new construction
- Architectural Renderings for New Construction
- Preliminary Engineering Report (PER) for Public Infrastructure

Rural Community Capacity - Campus Based Training

- List of strategic priorities for your community or a recent strategic plan if one is available.
- Letter of commitment from local government

Rural Community Capacity – Implementation

- Letters from partner organizations that support the project
- Project design plans

WASHINGTON COUNTY BOARD OF COMMISSIONERS

AGENDA STATEMENT

ITEM NO: 7

DATE: March 6, 2022

**ITEM: Aviation/Emergency Operations Center (AVEOC) Design Firm
Proposal, Mr. Curtis Potter**

SUMMARY EXPLANATION:

Staff is working to go ahead and pull the funding from the state to begin to use towards the design of this new facility. Proposals from interested firms were due by 2:00 PM Friday, March 3, 2023 and as of this morning (March 3, 2023) we have received at least three. Depending on the availability of the review committee it is my hope that we are able to review the proposals and bring a tentative recommendation forward to you at Monday night's Board meeting.

WASHINGTON COUNTY BOARD OF COMMISSIONERS

AGENDA STATEMENT

ITEM NO: 8

DATE: March 6, 2023

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

SUMMARY EXPLANATION:

WASHINGTON COUNTY PLANNING BOARD

The Washington County Planning Board is recommending that Mr. Marty Swett fill the unexpired seat of Mr. Steve Barnes. The seat expires March 31, 2024.

Mr. Swett has agreed to serve if appointed.

TRAVEL & TOURISM AUTHORITY (TTA) BOARD

At its March 2, 2023 meeting, the TTA Board unanimously recommended that Mr. Marcus Williams be removed from the TTA Board for perpetual absences from Board meetings and for failure to keep current with local occupancy tax returns.

In the same motion, the TTA Board also recommended that the Board of Commissioners appoint Mr. Amar Patel, who is the new operator of the Rodeway Inn, to fill this vacancy.

WASHINGTON COUNTY BOARD OF COMMISSIONERS

AGENDA STATEMENT

ITEM NO: 9

DATE: March 6, 2023

ITEM: Finance Officer's Report

SUMMARY EXPLANATION:

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

See attached.

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2023 - 096

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

Date: February 9, 2023

RE: TTA

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

Account Code	Description	Old	+ or (-)	New
63-4970-090	TTA - FICA Tax	2,000.00	(250.00)	1,750.00
63-4970-100	TTA - Retirement	4,500.00	250.00	4,750.00
TTA		6,500.00	-	6,500.00

Justification:

This transfer is to move monies within the TTA Budget from FICA to Retirement due to a rate increase after the initial budget was planned. This transfer was approved by the TTA Board at their February 7 Meeting.

Budget Officer's Initials CSF

Approval Date: 2/9/23

Initials: MD
Batch #: 2023-096
Date: 2/10/2023

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: February 9, 2023
RE: Airport

BT #: 2023 - 097

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

Account Code	Description	Old	+ or (-)	New
39-4530-032	Airport - Salaries & Wages - Part time	12,000.00	(4,625.00)	7,375.00
39-4530-100	Airport - Retirement	7,392.00	1,050.00	8,442.00
39-4530-101	Airport - 401K	1,218.00	75.00	1,293.00
39-4530-998	Airport - Sales Tax on Fuel	3,500.00	3,500.00	7,000.00
Airport		24,110.00	-	24,110.00

Justification:

This transfer is to move monies within the Airport Budget from the Part Time line to various other line items. The PT Airport Position is still vacant therefore leaving monies to be used in lines that are running short. Monies are needed in both the retirement and 401K lines due to the 2.5% COLA that was given back in August. This had previously been approved by the Board and was budgeted within the General Fund however we are shifting monies to cover this within the Airport Fund itself. There is also additional monies needed in the sales tax on fuel line. This figure is always an estimate based on previous years expenses. Due to the price of fuel and the amount being sold, we are running short in this line .

Budget Officer's Initials *CBP*

Approval Date: 2/9/23

Initials:	<i>MD</i>
Batch #:	2023-097
Date:	2/10/2023

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2023 - 098

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

Date: February 9, 2023

RE: Sheriff

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

Account Code	Description	Old	+ or (-)	New
10-4310-392	Sheriff - Undercover Investigations	7,000.00	(3,000.00)	4,000.00
10-4310-260	Sheriff - Departmental Supplies	10,000.00	2,000.00	12,000.00
10-4310-330	Sheriff - Postage	1,500.00	1,000.00	2,500.00
Sheriff		18,500.00	-	18,500.00

Justification:

This transfer is to move monies within the Sheriff's Office Budget. These funds are being moved from undercover investigations to departmental supplies and postage. Expenses in these lines have ended up being greater than originally anticipated during the budget preparation.

Budget Officer's Initials CPD

Approval Date: 2/9/23

Initials: MD
Batch #: 2023-098
Date: 2/10/2023

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: February 10, 2023
RE: Elections

BT #: 2023 - 099

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

Account Code	Description	Old	+ or (-)	New
10-4170-140	Elections - Workmans Comp	497.00	(60.00)	437.00
10-4170-180	Elections - Group Insurance Expense	8,772.00	(500.00)	8,272.00
10-4170-315	Elections - Training	6,130.00	(320.00)	5,810.00
10-4170-100	Elections - Retirement Expense	9,051.00	620.00	9,671.00
10-4170-101	Elections - 401K	1,491.00	5.00	1,496.00
10-4170-320	Elections - Communications	2,355.00	255.00	2,610.00
Elections		28,296.00	-	28,296.00

Justification:

This transfer is to move monies within the Elections Office Budget. These funds are being moved to Retirement Expense, 401K and Communications. The benefit lines are being increased due to the 2.5% COLA originally approved by the Board and budgeted in Central Services however this increase can be absorbed within the department. The communications line is being increased due to additional monthly expenses incurred as a result of the move to Roper.

Budget Officer's Initials CS

Approval Date: 2/10/23

Initials: mm
Batch #: 2023-099
Date: 2/10/2023

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: February 10, 2023
RE: Manager's Office/Airport

BT #: 2023 - 100

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

Account Code	Description	Old	+ or (-)	New
10-4120-191	Manager's Office-UNCSOG LFNC Intern Program	14,000.00	(4,000.00)	10,000.00
10-4120-260	Manager's Office-Departmental Supplies	8,500.00	3,000.00	11,500.00
10-4120-380	Manager's Office-Advertising	2,500.00	1,000.00	3,500.00
Manager's Office				
39-4530-999	Airport-Contingency	4,134.00	(4,134.00)	-
39-4530-032	Airport-Salaries & Wages Part Time	7,375.00	(2,993.00)	4,382.00
39-4530-550	Airport-Capital Outlay Equipment	-	7,127.00	7,127.00
Airport				
		36,509.00	-	36,509.00

Justification:

This transfer is to move monies within the Manager's Office Budget to Advertising and Departmental Supplies. There is additional funds needed to cover the higher than expected number of advertisements being paid for by the County Manager's Office due to the large number of county vacancies. Additional funding is needed to cover year-end office supplies and equipment to continue supporting County Manager Office Staff and Operations. This transfer will also move monies within the Airport Budget to Capital Equipment Outlay to make an emergency purchase of a Motor for the Jet Fuel Farm that has gone bad.

Budget Officer's Initials CSF

Approval Date: 2/13/23

Initials:	<u>CSF</u>
Batch #:	<u>2023-100</u>
Date:	<u>2/13/2023</u>

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2023 - 101

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

Date: February 20, 2022

RE: Water Operations/Water Treatment

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

Account Code	Description	Old	+ or (-)	New
35-7130-050	Water Operations-Salaries & Wages-Longevity	2,219.00	(1,097.00)	1,122.00
35-7130-101	Water Operations-401(K) Contribution	6,240.00	(500.00)	5,740.00
35-7130-140	Water Operations-Workman's Comp	12,721.00	(1,467.00)	11,254.00
35-7130-180	Water Operations-Group Insurance	52,575.00	(2,000.00)	50,575.00
35-7135-010	Water Treatment-Salaries & Wages-Regular	75,284.00	(6,727.00)	68,557.00
35-7135-140	Water Treatment-Workman's Comp	6,166.00	(740.00)	5,426.00
35-7130-010	Water Operations-Salaries & Wages-Regular	206,670.00	10,000.00	216,670.00
35-7130-100	Water Operations-Retirement Expense	37,869.00	2,531.00	40,400.00
Water Operations/Water Treatment		399,744.00	-	399,744.00

Justification:

This transfer is to move monies within the Water Operations and Water Treatment Budgets. This movement of monies is needed to increase certain salary and benefit line items due to the 2.5% COLA that was approved by the Board to be effective in August. These monies were originally budgeted in the General Fund Central Services line however we are going to be able to cover the shortage in these lines within the same fund therefore a transfer from the General Fund will not be needed at this time.

Budget Officer's Initials CDP

Approval Date: 2/20/23

Initials:	<u>CDP</u>
Batch #:	<u>2023-101</u>
Date:	<u>2/20/2023</u>

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2023 - 102

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

Date: February 20, 2022

RE: Facility Services/Water Treatment

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	65,868.00	(12,675.00)	53,193.00
10-4265-540	Facility Services-Capital Outlay-Equipment	5,565.00	12,675.00	18,240.00
Facility Services				
35-7135-350	Water Treatment-Maintenance & Repair-Equipment	50,000.00	(21,904.00)	28,096.00
35-7135-541	Water Treatment-Capital Outlay-Equipment	250,000.00	21,904.00	271,904.00
Water Treatment				
		371,433.00	-	371,433.00

Justification:

This transfer is to move monies within the Facility Services Budget and the Water Treatment Budget. The monies are being moved in both departments from Maintenance & Repair to Capital Outlay. This movement is necessary because these items meet the auditor's required capital outlay threshold and should have been paid for out of the appropriate line.

Once the budget has been transferred, there will be an entry made to move the charges to the capital outlay line.

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Budget Officer's Initials CP

Approval Date: 2/20/23

Initials:	<u>CP</u>
Batch #:	<u>2023-102</u>
Date:	<u>2/20/2023</u>

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2023 - 103

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

Date: February 20, 2022

RE: Finance

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

Account Code	Description	Old	+ or (-)	New
10-4130-181	Finance Office - Group Insurance	35,146.00	(2,500.00)	32,646.00
10-4130-260	Finance Office - Departmental Supplies	5,000.00	2,500.00	7,500.00
Finance		40,146.00	-	40,146.00

Justification:

This transfer is to move monies within the Finance Office Budget from Group Insurance to Departmental Supplies. These monies are being moved to cover purchases of supplies through to fiscal year end. Together with the increase in pricing and several unexpected purchases that have had to be made this year, there are additional funds needed in this line.

Budget Officer's Initials esp

Approval Date: 2/20/23

Initials:	m
Batch #:	2023-103
Date:	2/20/2023

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: February 17, 2023
RE: Senior Center

BT #: 2023 - 104

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

Account Code	Description	Old	+ or (-)	New
10-5150-257	Senior Center-Departmental Supplies-Crafts/Ceramics	2,700.00	(594.00)	2,106.00
10-5150-390	Senior Center-Dues & Subscriptions	3,500.00	594.00	4,094.00
Senior Center		6,200.00	-	6,200.00

Justification:

This transfer is to move monies within the Senior Center Budget to cover payment of subscriptions through fiscal year end.
This line needs to be increased due to the fact that an invoice from last fiscal year was not turned in and paid until this fiscal year therefore causing a shortage in this line.

Budget Officer's Initials CEP

Approval Date: 2/20/23

Initials: MP
Batch #: 2023-104
Date: 2/20/2023

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: February 22, 2023
RE: Contingency/Finance

BT #: 2023 - 105

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

Account Code	Description	Old	+ or (-)	New
10-9990-000	Contingency	8,266.00	(900.00)	7,366.00
10-4130-320	Finance - Communications	1,600.00	900.00	2,500.00
Contingency/Finance		9,866.00	-	9,866.00

Justification:

This transfer is to move monies from Contingency to the Finance Communications line. This increase is requested due to the recent receipt of an invoice for Subscription Charges from NCDIT for their Administration Fees. The County was not notified of this until the arrival of the bill. Both the Finance Office and the County Manager requested more information about this fee and why there was no notification given. It appears that this was a fee inacted way back in 2016 but was not fully implemented to all users at that time. It is now being billed to all remaining entities therefore resulting in the need to increase the Finance Communications budget to cover this new fee.

Budget Officer's Initials CEP

Approval Date: 2/24/23

Initials:	<u>CEP</u>
Batch #:	<u>2023-105</u>
Date:	<u>2/23/2023</u>

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: February 22, 2023
RE: Landfill

BT #: 2023 - 106

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

Account Code	Description	Old	+ or (-)	New
33-7400-315	Landfill - Training	2,000.00	(2,000.00)	-
33-7400-250	Landfill - Supplies & Materials Vehicle	4,000.00	2,000.00	6,000.00
Landfill		6,000.00	-	6,000.00

Justification:

This transfer is to move monies within the Landfill Budget from Training to Vehicle Supplies. This transfer is needed to cover the cost of fuel through fiscal year end.

Budget Officer's Initials CSL

Approval Date: 2/24/23

Initials:	<u>fm</u>
Batch #:	<u>2023-106</u>
Date:	<u>2/23/2023</u>

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: February 23, 2023
RE: ARPA Fund

BT #: 2023 - 107

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

Account Code	Description	Old	+ or (-)	New
55-4100-001	American Rescue Plan Act (ARPA) of 2021	550,096.97	(550,096.97)	-
55-4100-003	General Administration	-	450,096.97	450,096.97
55-4100-004	Great Grant	-	100,000.00	100,000.00
ARPA Fund		550,096.97	-	550,096.97

Justification:

This transfer is to move monies within the ARPA Fund. Monies were originally budgeted in a general ARPA expenditure line until the County could determine exactly how those dollars would be used. This transfer is to move all remaining funds to the lines that they are intended to be spent from. The county will use \$450,096.97 of the remaining funds for revenue replacement as we did last fiscal year with the first expenditure and \$100,000.00 as our match to the Great Grant. The Revenue Replacement will be expended once this transfer is approved and the Great Grant monies will be spent at a later date once we are invoiced by the vendor.

Budget Officer's Initials CSB

Approval Date: 2/24/23

Initials:	<u>CSB</u>
Batch #:	<u>2023-107</u>
Date:	<u>2/23/2023</u>

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2023- 108

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

Date: March 6, 2023

RE: Various Departments

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

Account Code	Description	Old	+ or (-)	New
10-4110-140	Governing Board - Workman's Comp	1,600.00	(60.00)	1,540.00
10-4110-090	Governing Board - FICA Tax Expense	4,016.00	60.00	4,076.00
10-4120-140	Managers Office - Workmans Comp	1,803.00	(217.00)	1,586.00
10-4120-180	Managers Office - Group Insurance	46,014.00	(3,000.00)	43,014.00
10-4120-010	Managers Office - Salaries & Wages - Regular	271,235.00	12,900.00	284,135.00
10-4120-090	Managers Office - FICA Tax Expense	20,918.00	506.00	21,424.00
10-4120-100	Managers Office - Retirement	49,788.00	4,770.00	54,558.00
10-4120-101	Managers Office - 401K Contribution	8,204.00	320.00	8,524.00
10-4130-140	Finance Office - Workmans Comp	1,205.00	(145.00)	1,060.00
10-4130-010	Finance Office - Salaries & Wages - Regular	180,650.00	1,150.00	181,800.00
10-4130-100	Finance Office - Retirement	33,259.00	2,345.00	35,604.00
10-4130-101	Finance Office - 401K Contribution	5,480.00	65.00	5,545.00
10-4140-040	Tax Admin - Salaries & Wages - Longevity	2,183.00	(112.00)	2,071.00
10-4140-101	Tax Admin - 401K Contribution	5,623.00	(763.00)	4,860.00
10-4140-100	Tax Admin - Retirement	34,125.00	875.00	35,000.00
10-4170-010	Board of Elections - Salaries & Wages - Regular	43,884.00	1,016.00	44,900.00
10-4170-011	Board of Elections - Salaries & Wages - Board	4,240.00	120.00	4,360.00
10-4180-090	Register of Deeds - FICA Tax Expense	6,618.00	(300.00)	6,318.00
10-4180-140	Register of Deeds - Workmans Comp	570.00	(68.00)	502.00
10-4180-180	Register of Deeds - Group Insurance	17,529.00	(1,500.00)	16,029.00
10-4180-010	Register of Deeds - Salaries & Wages - Regular	77,519.00	2,452.00	79,971.00
10-4180-100	Register of Deeds - Retirement	14,297.00	1,135.00	15,432.00
10-4180-101	Register of Deeds - 401K Contribution	2,356.00	50.00	2,406.00
10-4210-090	Information Technology - FICA Tax Expense	4,145.00	(500.00)	3,645.00
10-4210-140	Information Technology - Workmans Comp	357.00	(43.00)	314.00
10-4210-181	Information Technology - Group Insurance	10,762.00	(700.00)	10,062.00
10-4210-010	Information Technology - Salaries & Wages - Regular	52,596.00	1,300.00	53,896.00
10-4210-100	Information Technology - Retirement	9,863.00	700.00	10,563.00
10-4265-140	Facility Services - Workmans Comp	12,967.00	(500.00)	12,467.00
10-4265-181	Facility Services - Group Insurance	54,393.00	(4,000.00)	50,393.00
10-4265-010	Facility Services - Salaries & Wages - Regular	174,346.00	20,000.00	194,346.00
10-4265-040	Facility Services - Salaries & Wages - Longevity	2,235.00	373.00	2,608.00
10-4265-100	Facility Services - Retirement	32,140.00	4,927.00	37,067.00
10-8300-120	Central Services - Additional Salary/Benefit Exp-Comp Study	250,430.00	(43,156.00)	207,274.00
Various Departments				
		Balanced:	1,437,350.00	-
				1,437,350.00

Justification:

This amendment is to move monies from the Central Services Additional Salary/Benefit Ex-Comp Study Line to various other departments Salaries & Benefits lines. Due to time constraints, monies for the approved 2 1/2 percent COLA were budgeted as a lump sum in the Central Services line at budget time. These monies are now being moved to the appropriate departments to cover the COLA. The departments above will have to be re-evaluated again in several months. DSS, Sheriff, Detention and 911 are not included at this time. These departments have had a large amount of turnover and continue to have vacancies so it is hard at this time to determine what they will need thru fiscal year-end.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:	
Batch #:	
Date:	

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2023- 109

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

Date: March 6, 2023

RE: Various Departments

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

Account Code	Description	Old	+ or (-)	New
10-4311-140	SRO-Wash Co Union-Workmans Comp Expense	2,428.00	(40.00)	2,388.00
10-4311-180	SRO-Wash Co Union-Group Insurance	8,769.00	(700.00)	8,069.00
10-4311-010	SRO-Wash Co Union-Salaries & Wages-Regular	36,494.00	3,700.00	40,194.00
10-4311-090	SRO-Wash Co Union-FICA Tax Expense	2,791.00	300.00	3,091.00
10-4311-100	SRO-Wash Co Union-Retirement Expense	6,874.00	1,150.00	8,024.00
10-4311-101	SRO-Wash Co Union-401K Contribution	1,825.00	200.00	2,025.00
10-4314-140	SRO-Plymouth High-Workmans Comp Expense	2,428.00	(239.00)	2,189.00
10-4314-180	SRO-Plymouth High-Group Insurance	8,769.00	(700.00)	8,069.00
10-4314-010	SRO-Plymouth High-Salaries & Wages-Regular	36,494.00	3,700.00	40,194.00
10-4314-090	SRO-Plymouth High-FICA Tax Expense	2,791.00	300.00	3,091.00
10-4314-100	SRO-Plymouth High-Retirement Expense	6,874.00	1,150.00	8,024.00
10-4314-101	SRO-Plymouth High-401K Contribution	1,825.00	200.00	2,025.00
10-4330-090	Emergency Mgmt-FICA Tax Expense	4,152.00	(500.00)	3,652.00
10-4330-101	Emergency Mgmt-401K Contribution	1,628.00	(50.00)	1,578.00
10-4330-140	Emergency Mgmt-Workmans Comp	2,941.00	(200.00)	2,741.00
10-4330-180	Emergency Mgmt-Group Insurance	8,828.00	(700.00)	8,128.00
10-4330-010	Emergency Mgmt-Salaries & Wages-Regular	54,272.00	1,250.00	55,522.00
10-4330-100	Emergency Mgmt-Retirement	9,881.00	720.00	10,601.00
10-4350-127	Inspections-Longevity	1,020.00	(312.00)	708.00
10-4350-181	Inspections-FICA Tax Expense	7,515.00	(1,000.00)	6,515.00
10-4350-183	Inspections-Group Insurance	19,599.00	(1,000.00)	18,599.00
10-4350-186	Inspections-Workmans Comp	5,135.00	(615.00)	4,520.00
10-4350-121	Inspections-Salaries & Wages-Regular	97,545.00	2,405.00	99,950.00
10-4350-182	Inspections-Retirement	17,886.00	1,400.00	19,286.00
10-4350-184	Inspections-401K Contributions	2,947.00	53.00	3,000.00
10-5150-130	Senior Center-Workmans Comp	3,004.00	(1,000.00)	2,004.00
10-5150-180	Senior Center-Group Insurance	26,204.00	(1,200.00)	25,004.00
10-5150-010	Senior Center-Salaries & Wages-Regular	90,211.00	800.00	91,011.00
10-5150-100	Senior Center-Retirement	16,610.00	1,400.00	18,010.00
10-6120-140	Recreation-Workmans Comp	5,141.00	(1,005.00)	4,136.00
10-6120-180	Recreation-Group Insurance	8,779.00	(700.00)	8,079.00
10-6120-010	Recreation-Salaries & Wages-Regular	43,597.00	1,125.00	44,722.00
10-6120-100	Recreation-Retirement	8,136.00	580.00	8,716.00
10-8300-120	Central Services - Additional Salary/Benefit Exp-Comp Study	207,274.00	(10,472.00)	196,802.00
Various Departments				
Balanced:		760,667.00	-	760,667.00

Justification:

This amendment is to move monies from the Central Services Additional Salary/Benefit Ex-Comp Study Line to various other departments Salaries & Benefits lines. Due to time constraints, monies for the approved 2 1/2 percent COLA were budgeted as a lump sum in the Central Services line at budget time. These monies are now being moved to the appropriate departments to cover the COLA. The departments above will have to be re-evaluated again in several months. DSS, Sheriff, Detention and 911 are not included at this time. These departments have had a large amount of turnover and continue to have vacancies so it is hard at this time to determine what they will need thru fiscal year-end.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:	
Batch #:	
Date:	

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2023- 110

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

Date: March 6, 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	(2,771,375.00)	(33,327.00)	(2,804,702.00)
10-5380-405	LIHWAP-Low Income Household Water Assistance	33,481.00	33,327.00	66,808.00
SS Economic Support				
Balanced:		(2,737,894.00)	-	(2,737,894.00)

Justification:

This amendment is to increase budgeted revenue and expenditures for the Low Income Household Water Assistance (LIHWAP) line. The state has provided the County with a funding authorization that shows Washington County has been allocated an additional \$33,327 for assistance to qualified participants that apply for this program.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:	
Batch #:	
Date:	

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2023- 111

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

Date: March 6, 2023

RE: Cooperative Extension

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

Account Code	Description	Old	+ or (-)	New
10-3500-280	MIPPA Grant-Medicaid Improvement for Patients	(3,106.00)	606.00	(2,500.00)
10-6050-998	MIPPA Grant-Medicaid Improvement for Patients	3,106.00	(606.00)	2,500.00
Cooperative Extension				
Balanced:		-	-	-

Justification:

This amendment is to reduce budgeted revenue and expenditures for the MIPPA Grant. The original budgeted amount was an estimate based on the previous year however we have been notified that the actual grant will be lower than previously budgeted therefore requiring a budget amendment to correct.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:	
Batch #:	
Date:	

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2023- 112

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

Date: March 6, 2023

RE: Sheriff/Senior Center/Contingency/EMS/Opioid/

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	(4,130.00)	(960.00)	(5,090.00)
10-4310-611	Gun Permits Discretionary-County Portion	38,990.00	960.00	39,950.00
10-3540-030	Gun Permits-State Portion	(4,960.00)	(1,130.00)	(6,090.00)
10-4310-612	Gun Permits-State Portion	6,095.00	1,130.00	7,225.00
10-3540-040	Finger Printing	(780.00)	(200.00)	(980.00)
10-4310-613	Finger Printing	4,985.00	200.00	5,185.00
Sheriff				
10-3290-000	Interest Earned on Investments	(30,000.00)	(119,852.00)	(149,852.00)
10-9990-000	Contingency	7,366.00	119,852.00	127,218.00
Contingency				
10-3509-010	Senior Center Trips	(426.00)	241.00	(185.00)
10-5150-380	Senior Center Trips	4,102.00	(241.00)	3,861.00
Senior Center				
37-3490-020	DUKE Race-Cars Grant	(2,900.00)	(2,900.00)	(5,800.00)
37-4330-652	DUKE Race-Cars Grant	10,000.00	2,900.00	12,900.00
37-3490-021	UNC PECC+ Program Grant	(600.00)	(1,200.00)	(1,800.00)
37-4330-653	UNC PECC+ Program Grant	3,600.00	1,200.00	4,800.00
EMS				
50-3000-001	Opioid Settlement Distribution	(59,186.00)	(3,242.43)	(62,428.43)
50-3290-000	Interest Earned	-	(0.67)	(0.67)
50-9990-000	Contingency	54,186.00	3,243.10	57,429.10
Opioid Settlement				
Balanced:		26,342.00	-	26,342.00

Justification:

This amendment is to do the following: increase the revenues and expenditures in the Sheriff's Office budget for Gun Permitting & Fingerprinting; increase revenues in the interest earned line and budget that increase in the contingency line for use IF needed for GASB Entries and closing out the fiscal year end; decrease the revenues and expenditures in the Senior Center Trip line due to a refund given to a Senior Participant for a cancelled trip that had previously been paid for; increase the revenues and expenditures in the EMS Duke and UNC Grant lines as we have received additional monies; increase the Opioid Settlement revenues and expenditures due to additional monies coming in and interest earned.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:	
Batch #:	
Date:	

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2023- 113

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

Date: March 6, 2023

RE: Facility Services

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

Account Code	Description	Old	+ or (-)	New
10-3353-000	Insurance Proceeds	(37,639.00)	(4,457.00)	(42,096.00)
10-4265-256	Facility Services - Insurance Claims	51,272.00	4,457.00	55,729.00
Facility Services				
Balanced:		13,633.00	-	13,633.00

Justification:

This amendment is to increase the revenues and expenditures in the Insurance Claims line. A check has been mailed from our Insurance Carrier for the repair of an ambulance that was in an accident.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:	
Batch #:	
Date:	

Monthly Financial Summary

as of February 27, 2023

	Budget	YTD Activity
General Fund (10):		
Revenues	20,324,151.00	12,009,047.17
Expenditures	(20,324,151.00)	(11,059,229.70)
Balance:	-	949,817.47
<i>*Fund Balance Appropriation</i>		<i>4,235,498.00</i>
Capital Outlay-Washington Co Schools (21):		
Revenues	51,620,000.00	1,138,528.85
Expenditures	(51,620,000.00)	(1,472,731.18)
Balance:	-	(334,202.33)
<i>*Fund Balance Appropriation</i>		<i>1,000,000.00</i>
Drainage Fund (30):		
Revenues	124,161.00	80,335.47
Expenditures	(124,161.00)	(30,437.50)
Balance:	-	49,897.97
<i>*Fund Balance Appropriation</i>		<i>18,733.00</i>
Sanitation Fund (33):		
Revenues	1,431,906.00	1,194,339.95
Expenditures	(1,431,906.00)	(832,415.62)
Balance:	-	361,924.33
<i>*Fund Balance Appropriation</i>		-
<i>*Transfer from General Fund</i>		-
Water Fund (35):		
Revenues	2,163,700.00	1,379,956.19
Expenditures	(2,163,700.00)	(600,628.07)
Balance:	-	779,328.12
<i>*Transfer from General Fund</i>		<i>525,000.00</i>
EMS Fund (37):		
Revenues	2,776,902.00	1,562,968.34
Expenditures	(2,776,902.00)	(1,676,417.33)
Balance:	-	(113,448.99)
<i>*Fund Balance Appropriation</i>		<i>524,336.00</i>
<i>*Transfer from General Fund</i>		<i>468,066.00</i>
Airport Taxi Lane 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	209,976.00	187,485.53
Expenditures	(209,976.00)	(99,165.52)
Balance:	-	88,320.01
<i>*Fund Balance Appropriation</i>		<i>40,000.00</i>
<i>*Transfer from General Fund</i>		<i>92,016.00</i>
Opioid Settlement Distribution Fund (50):		
Revenues	59,186.00	62,429.10
Expenditures	(59,186.00)	(5,000.00)
Balance:	-	57,429.10
DSS Trust Fund Accounts (51):		
Revenues	130,000.00	105,032.41
Expenditures	(130,000.00)	(105,330.68)
Balance:	-	(298.27)
<i>*Fund Balance Appropriation</i>		-
American Rescue Plan Act (ARPA) of 2021 (55):		
Revenues	622,391.11	622,391.11
Expenditures	(622,391.11)	(450,096.97)
Balance:	-	172,294.14
Projects/Grants Fund (58):		
Revenues	4,734,357.00	1,255,269.05
Expenditures	(4,734,357.00)	(58,476.27)
Balance:	-	1,196,792.78
<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	98,792.37
Expenditures	(207,504.00)	(92,216.10)
Balance:	-	6,576.27
<i>*Fund Balance Appropriation</i>		<i>62,504.00</i>
E-911 Fund (69):		
Revenues	209,020.00	47,365.43
Expenditures	(209,020.00)	(143,329.64)
Balance:	-	(95,964.21)
<i>*Fund Balance Appropriation</i>		<i>127,823.00</i>
Revaluation Fund (70):		
Revenues	40,000.00	42,011.16
Expenditures	(40,000.00)	-
Balance:	-	42,011.16
<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: 02/27/23
 Expend Account Range: First to Last Include Non-Budget: No Current Period: 02/01/23 to 02/27/23
 Print Zero YTD Activity: No Prior Year As Of: 02/27/23

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	69,969.20	6,436,729.42	0.00	452,653.58-	93
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	8,263.89	204,884.59	0.00	5,115.41-	98
10-3012-000	TAXES-AD VALOREM ALL PRIOR YRS	142,270.79	133,596.00	17,601.68	91,566.22	0.00	42,029.78-	69
10-3018-000	NCVTS-WASHINGTON CO MOTOR VEH TAX	952,972.37	840,000.00	72,306.44	529,397.93	0.00	310,602.07-	63
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	5,045.27	23,568.27	0.00	18,431.73-	56
10-3080-000	GROSS TAX REC LEASED VEHICLES	688.69	800.00	33.23	352.73	0.00	447.27-	44
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	47.36	9,048.40	0.00	1,548.40	121
10-3170-010	PRIOR YEAR TAX PENALTIES	747.78	1,000.00	20.80	1,504.49	0.00	504.49	150
10-3180-000	CURRENT YEAR TAX INTEREST	24,926.64	22,000.00	1,971.57	6,328.89	0.00	15,671.11-	29
10-3180-010	PRIOR YEAR TAX INTEREST	76,889.66	70,000.00	7,093.28	50,185.85	0.00	19,814.15-	72
10-3250-000	PRIVILEGE AND BEER LICENSES	705.00	600.00	30.00	110.00	0.00	490.00-	18
10-3260-000	ANIMAL ADOPTION FEES & FINES	53.00	0.00	0.00	80.00	0.00	80.00	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	0.00	2,338.22	0.00	7,661.78-	23
10-3290-000	INTEREST EARNED ON INVESTMENTS	29,797.13	30,000.00	0.59	149,852.39	0.00	119,852.39	500
10-3310-000	RENTS AND CONCESSIONS	12,499.20	12,000.00	2,049.20	8,944.20	0.00	3,055.80-	75
10-3312-000	JAIL CONCESSIONS	37,708.49	25,000.00	1,422.68	10,392.17	0.00	14,607.83-	42
10-3350-000	MISCELLANEOUS REVENUES	64,777.78	11,385.00	6.62	11,608.89	0.00	223.89	102
10-3350-001	JURY DUTY PAY	138.00	0.00	0.00	32.00	0.00	32.00	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	37,639.00	30,537.06	37,639.26	0.00	0.26	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	1,275.00	0.00	1,275.00	0.00	0.00	100
10-3360-013	RECREATION-VENDOR RENTS AND CONCESSIONS	200.00	250.00	100.00	350.00	0.00	100.00	140
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	17,970.33	93,997.93	0.00	126,002.07-	43

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	61,271.80	321,418.41	0.00	378,581.59-	46
10-3450-000	SALES TAX ONE CENT LOCAL	1,070,649.43	1,020,000.00	84,850.05	438,131.99	0.00	581,868.01-	43
10-3460-000	SALES TAX - REDISTRIBTUION	350,720.55	345,000.00	33,349.98	166,727.10	0.00	178,272.90-	48
10-3470-020	ABC ALCOHOLISM BOTTLE TAX	3,867.22	3,800.00	289.56	105,424.28	0.00	101,624.28	***
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	20,625.00	20,625.00	0.00	18,375.00-	53
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	1,000.00	0.00	1,000.00	0.00	0.00	100
10-3480-087	ARPA REVENUE REPLACEMENT	1,361,099.67	450,096.00	450,096.97	450,096.97	0.00	0.97	100
10-3490-000	DSS-ADMINISTRATION REIMBURSE	2,640,199.34	2,771,375.00	136,008.12	1,394,603.45	0.00	1,376,771.55-	50
10-3500-050	DSS-FOSTER CARE/ADOPTIONRETURN	102,972.71	146,128.00	0.00	63,440.42	0.00	82,687.58-	43
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	2,065.00	0.00	2,065.00	0.00	0.00	100
10-3500-082	DSS COMMUNITY DONATIONS-FOSTER CHILDREN	0.00	109.00	0.00	109.01	0.00	0.01	100
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	2,821.05	19,874.29	0.00	281.29	101
10-3500-130	HOME & CC BLOCK GRANT-ALB COMM	48,237.87	78,133.00	4,956.64	27,793.50	0.00	50,339.50-	36
10-3500-140	DSS-TYRRELL IV-D CONTRACT	60,000.00	60,000.00	5,000.00	40,000.00	0.00	20,000.00-	67
10-3500-190	DSS-MEDICAID CAP	234,828.00	150,000.00	18,216.00	128,700.00	0.00	21,300.00-	86
10-3500-191	DSS MODIVCARE & ONECALL CONTRACTS	3,436.14	3,600.00	643.24	2,516.43	0.00	1,083.57-	70
10-3500-200	DOT - ROAP & CTS GRANTS	160,190.00	117,288.00	5,966.00	157,347.00	0.00	40,059.00	134
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	90.00	705.00	0.00	795.00-	47
10-3509-010	SENIOR CENTER TRIPS	3,347.00	426.00	240.77-	184.78	0.00	241.22-	43
10-3509-020	SENIOR CENTER DONATIONS	1,989.00	751.00	0.00	751.50	0.00	0.50	100
10-3510-010	COURT COST, FEES AND CHARGES	15,367.61	20,000.00	1,028.67	10,214.96	0.00	9,785.04-	51
10-3510-020	OFFICERS FEES	7,842.45	9,000.00	1,104.50	8,013.91	0.00	986.09-	89
10-3540-000	SHERIFF FEES	2,447.64	3,500.00	161.91	1,639.12	0.00	1,860.88-	47
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	4,130.00	960.00	5,090.00	0.00	960.00	123
10-3540-030	GUN PERMITS-STATE PORTION	9,430.00	4,960.00	1,130.00	6,090.00	0.00	1,130.00	123
10-3540-040	FINGER PRINTING	2,170.00	780.00	200.00	980.00	0.00	200.00	126
10-3540-061	SHERIFF GRANT - ICAC	0.00	19,286.00	0.00	18,683.73	0.00	602.27-	97

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	25.00	605.00	0.00	25.00	104
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	0.00	0.00	19,609.95	0.00	19,609.95	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	604.00	6,667.55	0.00	5,332.45-	56
10-3541-010	SHERIFF-DONATIONS	1,547.50	1,505.00	0.00	1,506.85	0.00	1.85	100
10-3542-000	SHERIFF-ABC BOARD FUNDING	12,360.00	3,800.00	0.00	2,600.00	0.00	1,200.00-	68
10-3550-000	BUILDING PERMIT FEES - (GC)	42,401.42	42,500.00	2,533.00	19,834.50	0.00	22,665.50-	47
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	50.00	675.00	0.00	825.00-	45
10-3560-000	REGISTER OF DEEDS FEES	74,986.89	70,000.00	8,261.05	60,226.30	0.00	9,773.70-	86
10-3560-010	MARRIAGE LICENSES	2,640.00	2,500.00	240.00	1,920.00	0.00	580.00-	77
10-3580-000	JAIL FEES/STATE REIMBURSEMENTS	6,229.31	5,000.00	680.94	2,426.15	0.00	2,573.85-	49
10-3590-000	JAIL HOUS/TRANS/CO/US MARSHALL	87,218.84	50,000.00	960.00	74,885.83	0.00	24,885.83	150
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	5,770.11	532,765.11	0.00	92,234.89-	85
10-3830-001	SALE OF FORECLOSED PROPERTIES	40,237.39	0.00	158.75	158.75	0.00	158.75	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	6,198.46	31,454.05	0.00	55,556.95-	36
10-3970-030	STATE AID VETERANS OFFICE	2,108.69	2,000.00	0.00	2,083.33	0.00	83.33	104
10-3970-040	JCPC-ROANOKE AREA YOUTH	53,124.00	66,816.00	5,568.00	44,544.00	0.00	22,272.00-	67
10-3970-041	JCPC-WASHINGTON COUNTY YOUTH	23,182.00	19,124.00	2,936.00	12,752.00	0.00	6,372.00-	67
10-3970-042	JCPC-ADMINISTRATION	3,188.00	3,000.00	1,093.00-	2,000.00	0.00	1,000.00-	67
10-3970-050	SCHOOL REIMB-WCU/CHS SRO	77,914.87	120,590.00	6,651.09	50,914.68	0.00	69,675.32-	42
10-3970-060	BALLGAME REIMBURSEMENTS FROM SCHOOLS	2,023.00	0.00	0.00	1,543.50	0.00	1,543.50	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	4,235,598.00	0.00	0.00	0.00	4,235,598.00-	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	20,324,151.00	1,102,541.32	12,009,047.17	0.00	8,315,103.83-	59

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-0000-000	GENERAL FUND:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4110-000	GOVERNING BOARD:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-4110-010	SALARIES & WAGES-BOARD	35,399.60	35,400.00	2,950.00	23,600.00	0.00	11,800.00	67
10-4110-020	SALARIES & WAGES-BOARD TRAVEL STIPEND	14,099.80	14,100.00	1,175.00	9,400.00	0.00	4,700.00	67
10-4110-030	SALARIES & WAGES-CELLPHONE STIPEND	3,000.00	3,000.00	250.00	2,000.00	0.00	1,000.00	67

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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	338.12	2,704.92	0.00	1,311.08	67
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	0.00	905.76	0.00	1,094.24	45
10-4110-310	GOVERNING BOARD- TRAVEL	7,646.17	12,000.00	638.30	6,715.25	0.00	5,284.75	56
10-4110-320	GOVERNING BOARD- COMMUNICATIONS	600.00	600.00	50.00	400.00	0.00	200.00	67
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	0.00	150.00	0.00	350.00	30
10-4110-380	ADVERTISING	757.50	1,750.00	0.00	755.75	0.00	994.25	43
10-4110-390	COMMISSIONERS-SPECIAL SPONSORED	4,043.58	10,000.00	250.00	5,291.43	0.00	4,708.57	53
10-4110-391	GOVERNING BOARD- DUES & SUBSCRIPTIONS	5,773.00	6,000.00	230.00	5,866.07	0.00	133.93	98
10-4110-392	OTHER COMMUNITY CONTRIBUTIONS	4,000.00	8,000.00	0.00	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	5,881.42	63,346.18	0.00	54,873.82	54
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	23,995.50	188,061.85	0.00	83,173.15	69
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	1,795.99	14,239.62	0.00	6,678.38	68
10-4120-100	MANAGERS OFFICE- RETIREMENT	39,179.87	49,788.00	4,571.14	36,268.57	0.00	13,519.43	73
10-4120-101	MANAGERS OFFICE 401 (K) CONTRIB	6,523.75	8,204.00	719.87	5,641.86	0.00	2,562.14	69
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	3,340.06	28,607.48	0.00	17,406.52	62
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	10,000.00	0.00	5,000.00	0.00	5,000.00	50
10-4120-260	MANAGERS OFFICE- DEPARTMENTAL SUPPLIES	9,597.79	11,500.00	0.00	7,372.42	0.00	4,127.58	64
10-4120-270	MANAGERS OFFICE - SERVICE AWARDS	0.00	75.00	0.00	75.00	0.00	0.00	100
10-4120-310	MANAGERS OFFICE- TRAVEL	678.19	2,500.00	0.00	383.05	0.00	2,116.95	15
10-4120-315	TRAINING	2,813.68	9,140.00	1,042.24	5,113.59	0.00	4,026.41	56
10-4120-320	MANAGERS OFFICE- COMMUNICATIONS	1,321.97	3,500.00	224.81	1,472.94	0.00	2,027.06	42
10-4120-330	POSTAGE	29.78	100.00	0.00	4.34	0.00	95.66	4
10-4120-355	MAINT & REPAIR-VEHICLE	260.69	1,500.00	0.00	177.50	0.00	1,322.50	12
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	3,500.00	429.00	1,138.00	0.00	2,362.00	33
10-4120-390	MANAGERS OFFICE- DUES AND SUBSCRIPTIONS	5,497.22	2,000.00	0.00	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	36,118.61	299,963.57	0.00	165,788.43	64

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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	15,517.33	122,721.89	0.00	57,928.11	68
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	1,132.60	9,065.61	0.00	4,907.39	65
10-4130-100	FINANCE OFFICE- RETIREMENT	32,079.44	33,259.00	2,956.05	23,772.52	0.00	9,486.48	71
10-4130-101	FINANCE OFFICE- 401(K) CONTRIB.	5,351.12	5,480.00	465.53	3,681.69	0.00	1,798.31	67
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	94,175.00	22.80	78,237.21	0.00	15,937.79	83
10-4130-181	FINANCE OFFICE- GROUP INS.	30,620.29	32,646.00	2,532.18	21,812.88	0.00	10,833.12	67
10-4130-260	FINANCE OFFICE- DEPARTMENTAL SUPPLIES	4,860.45	7,500.00	373.00	4,748.41	0.00	2,751.59	63
10-4130-270	FINANCE OFFICE-SERVICE AWARDS	50.00	175.00	0.00	175.00	0.00	0.00	100
10-4130-280	FINANCE OFFICE- POSTAGE	1,849.36	2,500.00	0.00	1,076.63	0.00	1,423.37	43
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	2,500.00	119.11	883.79	0.00	1,616.21	35
10-4130-390	FINANCE OFFICE- DUES & SUBSCRIPTIONS	1,047.76	700.00	0.00	444.00	0.00	256.00	63
10-4130-410	FINANCE OFFICE- LEASE EQUIPMENT	554.76	600.00	0.00	277.56	0.00	322.44	46
4130 FINANCE OFFICE:		362,983.16	381,752.00	23,118.60	270,439.06	0.00	111,312.94	71
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	15,275.58	120,290.26	0.00	64,954.74	65
10-4140-030	TAX ADMIN.- S & W PARTTIME	0.00	6,031.00	281.98	1,134.64	0.00	4,896.36	19
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	1,109.53	8,785.82	0.00	6,021.18	59
10-4140-100	TAX ADMIN.- RETIREMENT	32,970.46	34,125.00	2,909.99	23,309.63	0.00	10,815.37	68
10-4140-101	TAX ADMIN.- 401(K) CONTRIB.	4,524.40	5,623.00	373.49	2,954.61	0.00	2,668.39	53
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	3,330.33	27,135.28	0.00	18,699.72	59
10-4140-260	TAX ADMIN.- OFFICE & DEPTAL SUPPLIES	7,356.27	9,000.00	965.01	4,642.85	0.00	4,357.15	52
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	0.00	974.00	0.00	3,026.00	24
10-4140-320	TAX ADMIN.- COMMUNICATIONS	1,905.74	2,000.00	166.50	1,094.40	0.00	905.60	55
10-4140-325	TAX ADMIN-POSTAGE	9,328.42	13,000.00	0.00	7,339.57	0.00	5,660.43	56
10-4140-341	ADVERTISING	2,452.50	3,000.00	0.00	1,035.00	0.00	1,965.00	34

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
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	7,132.67	112,924.26	0.00	41,959.74	73
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	6,731.25	53,045.31	0.00	24,473.69	68
10-4180-030	REGISTER OF DEEDS- S & W- PART-TIME	0.00	8,000.00	389.40	3,148.79	0.00	4,851.21	39
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	527.86	4,242.91	0.00	2,375.09	64
10-4180-100	REGISTER- OF- DEEDS- RETIREMENT	14,007.11	14,297.00	1,282.30	10,302.04	0.00	3,994.96	72
10-4180-101	REGISTER OF DEEDS- 401(K) CONTRIB.	2,325.48	2,356.00	201.94	1,591.37	0.00	764.63	68
10-4180-102	REGISTER OF DEEDS- REG DS SUPPLEMENTAL R	744.78	1,000.00	68.25	469.41	0.00	530.59	47
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	1,264.30	10,869.20	0.00	6,659.80	62
10-4180-260	REGISTER-OF-DEEDS-DEPARTMENTAL SUPPLIES	2,625.63	5,500.00	0.00	2,848.87	0.00	2,651.13	52
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	522.00	0.00	2,478.00	17
10-4180-320	REGISTER- OF- DEEDS- COMMUNICATIONS	525.32	600.00	44.83	265.24	0.00	334.76	44
10-4180-330	POSTAGE	59.37	200.00	0.00	67.84	0.00	132.16	34
10-4180-350	REGISTER- OF- DEEDS- MAINT AND REPAIR EQ	203.38	2,500.00	120.30	360.90	0.00	2,139.10	14
10-4180-390	REGISTER- OF- DEEDS- DUES AND SUBSCRIPTI	422.68	425.00	0.00	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	10,630.43	89,644.62	0.00	65,263.38	58
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	4,492.58	35,831.06	0.00	16,764.94	68
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	291.86	2,450.21	0.00	1,694.79	59
10-4210-100	INFO. TECH- RETIREMENT	9,665.74	9,863.00	855.84	7,133.94	0.00	2,729.06	72
10-4210-101	INFO. TECH- 401(K) CONTRIB.	1,577.88	1,625.00	134.78	1,074.95	0.00	550.05	66
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	803.20	6,803.00	0.00	3,959.00	63
10-4210-200	INFO. TECH- DEPARTMENTAL SUPPLIES	1,326.96	1,500.00	0.00	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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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-4210-320	INFO. TECH- COMMUNICATIONS	2,865.01	3,200.00	27.93	1,709.45	0.00	1,490.55	53
10-4210-330	POSTAGE	46.00	100.00	0.00	46.00	0.00	54.00	46
10-4210-350	INFO. TECH- MAINT. & REPAIR- EQUIPMENT	24,577.70	32,000.00	8,460.76	20,575.04	0.00	11,424.96	64
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	15,066.95	93,716.18	0.00	74,508.82	56
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	3,727.25	37,985.05	0.00	24,014.95	61
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	12,939.33	0.00	3,960.67	77
10-4260-555	SMART START LEASE ASSISTANCE	4,200.00	4,200.00	0.00	2,100.00	0.00	2,100.00	50
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	4,977.25	53,024.38	0.00	279,001.62	16
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	19,694.28	125,783.19	0.00	48,562.81	72
10-4265-040	SALARIES & WAGES-LONGEVITY	2,127.55	2,235.00	372.49	2,607.44	0.00	372.44	117
10-4265-090	FACILITY SERVICES- FICA TAX EXPENSE	11,248.80	13,504.00	1,455.63	9,128.32	0.00	4,375.68	68
10-4265-100	FACILITY SERVICES- RETIREMENT	29,219.85	32,140.00	3,822.73	24,458.46	0.00	7,681.54	76
10-4265-101	FACILITY SERVICES- 401(K) CONTRIB.	3,601.85	5,296.00	474.50	2,872.93	0.00	2,423.07	54
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	2,695.00	9,735.00	0.00	3,232.00	75
10-4265-181	FACILITY SERVICES- GROUP INS.	45,165.04	54,393.00	3,321.33	33,249.24	0.00	21,143.76	61
10-4265-200	FACILITY SERVICES- DEPT SUPPLIES & MATER	17,192.16	20,000.00	3,475.09	13,674.21	0.00	6,325.79	68
10-4265-201	CLERK OF COURT DEPARTMENTAL SUPPLIES	2,016.98	1,700.00	11.77	1,174.13	0.00	525.87	69
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	53,193.00	11,786.85	33,062.53	0.00	20,130.47	62
10-4265-230	FACILITY SERVICES- DEPT SUPPLIES-SAFETY	1,441.50	4,000.00	0.00	1,272.05	0.00	2,727.95	32
10-4265-250	FACILITY SERVICES-SUPPLIES-VEHICLE	2,765.55	4,000.00	105.79	1,295.39	0.00	2,704.61	32
10-4265-256	FACILITY SERVICES- INSURANCE CLAIMS	4,995.69	51,272.00	28,454.77	40,796.24	0.00	10,475.76	80

Washington County
Statement of Revenue and Expenditures

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	359.27	3,567.04	0.00	4,432.96	45
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	6,633.55	60,273.30	0.00	49,726.70	55
10-4265-331	UTILITIES-FUEL/GAS	11,861.30	16,000.00	1,635.55	6,801.67	0.00	9,198.33	43
10-4265-332	UTILITIES-WATER	29,748.24	30,000.00	3,248.85	21,377.54	0.00	8,622.46	71
10-4265-355	MAINT & REPAIR-VEHICLES	197.40	2,000.00	0.00	685.37	0.00	1,314.63	34
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	18,240.00	12,675.00	18,240.00	0.00	0.00	100
10-4265-551	MAINT AGREEMENTS-COMMANDER SOFTWARE	1,533.00	1,533.00	1,533.00	1,533.00	0.00	0.00	100
10-4265-601	CONTRACTED SERVICES-SECURITY SYSTEM	1,895.19	2,300.00	185.40	1,630.99	0.00	669.01	71
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	0.00	48,638.75	0.00	2,507.25	95
10-4265-604	CONTRACTED SERVICES-REPUBLIC	9,083.70	11,571.00	708.77	5,089.76	0.00	6,481.24	44
10-4265-605	CONTRACTED SERVICES-FIRE EXT	3,126.85	5,709.00	121.25	1,122.50	0.00	4,586.50	20
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	730,832.00	79,197.17	493,042.05	0.00	237,789.95	67
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	60,673.97	496,362.76	0.00	279,850.24	64
10-4310-030	SHERIFF- SALARIES AND WAGES PART-TIME	6,399.25	13,000.00	966.06	8,444.31	0.00	4,555.69	65
10-4310-031	SALARIES & WAGES-OVERTIME	128.30	6,500.00	0.00	5,825.57	0.00	674.43	90
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	4,502.80	37,233.31	0.00	23,778.69	61
10-4310-100	SHERIFF- RETIREMENT	127,126.63	145,257.00	11,858.34	98,890.01	0.00	46,366.99	68
10-4310-101	SHERIFF- 401K CONTRIB.	32,534.86	37,501.00	2,862.20	23,698.47	0.00	13,802.53	63
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	4,393.00	44,882.00	0.00	6,114.00	88
10-4310-180	SHERIFF- PROFESSIONAL SERVICES	4,296.76	12,000.00	179.50	3,597.50	0.00	8,402.50	30
10-4310-181	SHERIFF- GROUP INS.	144,261.55	177,416.00	8,361.95	87,903.05	0.00	89,512.95	50
10-4310-210	SHERIFF- UNIFORMS	12,329.00	8,740.00	362.97	4,855.30	0.00	3,884.70	56
10-4310-250	SHERIFF- SUPPLIES-VEHCILE	72,114.24	65,000.00	3,795.87	41,878.00	0.00	23,122.00	64
10-4310-260	SHERIFF- DEPARTMENTAL SUPPLIES	37,312.32	12,000.00	663.02	9,848.02	0.00	2,151.98	82
10-4310-270	SERVICE AWARDS	50.00	50.00	0.00	50.00	0.00	0.00	100
10-4310-310	SHERIFF- TRAVEL	6,654.41	2,500.00	750.00	2,240.80	0.00	259.20	90
10-4310-315	TRAINING	911.00	3,000.00	0.00	1,425.23	0.00	1,574.77	48
10-4310-320	SHERIFF- COMMUNICATIONS	11,752.76	13,400.00	480.54	7,226.15	0.00	6,173.85	54

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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	2,500.00	0.00	1,320.54	0.00	1,179.46	53
10-4310-350	SHERIFF- MAINT. & REPAIR EQUIPMENT	1,076.36	2,000.00	26.79	205.37	0.00	1,794.63	10
10-4310-355	SHERIFF- MAINT.- VEHICLE	30,815.92	30,000.00	791.90	14,987.45	0.00	15,012.55	50
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	4,000.00	0.00	3,000.00	0.00	1,000.00	75
10-4310-412	MAINT AGREEMENT-FINGERPRINT MACHINE	3,473.00	3,750.00	3,647.00	3,647.00	0.00	103.00	97
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	0.00	901.25	0.00	2,098.75	30
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	591.57	5,591.79	0.00	2,408.21	70
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	0.00	2,826.76	0.00	774.24	78
10-4310-604	SHERIFF-COUNTY CONTRIB-PURCHASE OF K-9	874.90	1,500.00	76.99	375.29	0.00	1,124.71	25
10-4310-611	GUN PERMITS DISCRETIONARY-COUNTY PORTION	0.00	38,990.00	0.00	0.00	0.00	38,990.00	0
10-4310-612	GUN PERMITS-STATE PORTION	9,565.00	6,095.00	705.00	5,010.00	0.00	1,085.00	82
10-4310-613	FINGERPRINTING	0.00	4,985.00	0.00	0.00	0.00	4,985.00	0
10-4310-650	SHERIFF-DONATIONS	3,412.00	2,271.00	0.00	465.25	0.00	1,805.75	20
10-4310-899	GRANT - ICAC	0.00	19,286.00	0.00	18,683.73	0.00	602.27	97
10-4310-902	FY 22 SHERIFF JAG GRANT	20,869.94	0.00	0.00	0.00	0.00	0.00	0
4310 SHERIFF:		1,548,405.12	1,856,461.00	96,903.47	941,978.58	0.00	914,482.42	51
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	3,714.33	25,256.93	0.00	11,237.07	69
10-4311-090	SRO- WASH CO UNION- FICA TAX EXPENSE	2,678.91	2,791.00	280.32	1,901.56	0.00	889.44	68
10-4311-100	SRO- WASH CO UNION- RETIREMENT EXPENSE	6,568.84	6,874.00	740.27	5,033.70	0.00	1,840.30	73
10-4311-101	SRO- WASH CO UNION- 401(K) CONTRIB.	1,780.94	1,825.00	185.72	1,262.83	0.00	562.17	69
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	633.55	5,445.80	0.00	3,323.20	62
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	146.33	1,652.52	0.00	1,847.48	47
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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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
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	5,700.52	44,192.18	0.00	20,753.82	68
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	3,714.33	25,256.93	0.00	11,237.07	69
10-4314-090	SRO - PLYMOUTH HIGH- FICA TAX	2,384.56	2,791.00	280.32	1,901.56	0.00	889.44	68
10-4314-100	SRO - PLYMOUTH HIGH- RETIREMENT MATCH	5,855.51	6,874.00	740.27	5,033.70	0.00	1,840.30	73
10-4314-101	SRO - PLYMOUTH HIGH- 401K CONTRIBUTIONS	1,590.40	1,825.00	185.72	1,262.83	0.00	562.17	69
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	633.55	5,445.80	0.00	3,323.20	62
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	211.28	1,277.20	0.00	2,222.80	36
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	5,765.47	43,653.50	0.00	21,292.50	67
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	24,490.66	186,041.48	0.00	185,985.52	50
10-4320-030	SALARIES & WAGE - OVERTIME	50,061.91	50,000.00	3,134.16	41,949.66	0.00	8,050.34	84
10-4320-031	DETENTION CENTER - S&W PARTTIME	34,343.21	31,000.00	2,284.78	16,080.93	0.00	14,919.07	52
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	2,181.53	18,103.11	0.00	16,730.89	52
10-4320-100	DETENTION CENTER- RETIREMENT	58,885.65	77,261.00	5,262.53	43,879.73	0.00	33,381.27	57
10-4320-101	DETENTION CENTER- 401(K) CONTRIB.	6,085.93	12,730.00	533.36	4,431.11	0.00	8,298.89	35
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	8,150.00	21,634.00	0.00	12,212.00	64
10-4320-181	DETENTION CENTER- GROUP INS.	71,607.58	113,633.00	5,679.34	48,846.80	0.00	64,786.20	43
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	88.50	2,026.86	0.00	4,973.14	29
10-4320-200	DETENTION CENTER- DEPARTMENTAL SUPPLIES	11,039.31	15,000.00	664.11	8,378.28	0.00	6,621.72	56
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	96,586.29	0.00	43,413.71	69
10-4320-247	DETENTION CENTER- FOOD & PROVISIONS	74,495.85	85,000.00	3,818.11	43,852.58	0.00	41,147.42	52
10-4320-270	SERVICE AWARDS	0.00	125.00	0.00	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	4,053.42	0.00	2,446.58	62
10-4320-320	DETENTION CENTER- COMMUNICATIONS	681.45	1,000.00	73.15	429.78	0.00	570.22	43
10-4320-330	POSTAGE	121.06	200.00	0.00	60.78	0.00	139.22	30
10-4320-350	DETENTION CENTER- MAINT & REPAIR- EQUIP	5,733.50	20,000.00	0.00	7,310.26	0.00	12,689.74	37
10-4320-550	DETENTION CENTER- CAPITAL OUTLAY- EQUIPM	0.00	70,000.00	0.00	19,347.36	0.00	50,652.64	28
10-4320-600	DETENTION CENTER- CONTRACTED SERVICES	58,498.40	50,000.00	1,287.30	26,360.41	0.00	23,639.59	53
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	52,436.34	600,221.92	0.00	629,825.08	49
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	4,635.67	36,972.36	0.00	17,299.64	68
10-4330-090	EMERGENCY MGMT - FICA TAX EXPENSE	3,403.08	4,152.00	292.24	2,329.27	0.00	1,822.73	56
10-4330-100	EMERGENCY MGMT - RETIREMENT	9,678.75	9,881.00	883.10	7,043.27	0.00	2,837.73	71
10-4330-101	EMERGENCY MGMT - 401(K) CONTRIB.	1,628.16	1,628.00	139.07	1,109.17	0.00	518.83	68
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	581.00	2,073.00	0.00	868.00	70
10-4330-180	EMERGENCY MGMT - GROUP INS.	7,687.09	8,828.00	638.27	5,483.56	0.00	3,344.44	62
10-4330-250	MAINTENANCE & REPAIR - VEHICLE	238.10	1,000.00	192.36	682.34	0.00	317.66	68
10-4330-260	EMERGENCY MGMT - DEPARTMENTAL SUPPLIES	7,571.78	7,500.00	0.00	1,443.71	0.00	6,056.29	19
10-4330-270	EMERGENCY MGMT - GENERATOR FUEL	0.00	2,584.00	475.01	2,559.01	0.00	24.99	99
10-4330-310	EMERGENCY MGMT - TRAVEL	3,354.64	2,500.00	55.77	1,880.29	0.00	619.71	75
10-4330-315	TRAINING	1,258.77	3,000.00	327.89	439.48	0.00	2,560.52	15

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-4330-320	EMERGENCY MGMT - COMMUNICATIONS	2,686.93	3,100.00	232.24	1,314.48	0.00	1,785.52	42
10-4330-330	POSTAGE	93.53	150.00	0.00	16.56	0.00	133.44	11
10-4330-350	EMERGENCY MGMT - MAINT. & REPAIR- EQUI	3,121.12	4,500.00	336.20	4,371.14	0.00	128.86	97
10-4330-370	EMERGENCY MGMT - PRINTING	297.54	300.00	80.00	235.52	0.00	64.48	79
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	1,700.00	0.00	1,100.00	61
10-4330-400	EM DONATIONS-EMERGENCY RESPONSE BANQUET	0.00	5,442.00	0.00	0.00	0.00	5,442.00	0
10-4330-401	DONATIONS - EMERGENCY MANAGEMENT	0.00	1,000.00	0.00	0.00	0.00	1,000.00	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	214,058.00	7,706.82	71,753.69	0.00	142,304.31	34
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	81,454.64	0.00	40,727.36	67
10-4340-992	ROPER VFD-OPERATIONAL	78,170.00	78,170.00	6,514.17	52,113.36	0.00	26,056.64	67
10-4340-993	CRESWELL VFD-OPERATIONAL	50,909.00	50,909.00	4,242.42	33,939.36	0.00	16,969.64	67
10-4340-994	MCVFD-OPERATIONAL	58,270.00	58,270.00	4,855.83	38,846.64	0.00	19,423.36	67
10-4340-995	LAKE PHELPS VFD-OPERATIONAL	45,996.00	45,996.00	3,833.00	30,664.00	0.00	15,332.00	67
10-4340-996	PUNGO VFD-OPERATIONAL	20,282.00	20,282.00	1,690.17	13,521.36	0.00	6,760.64	67
10-4340-997	PINETOWN/LONG ACRE VFD	8,178.00	8,178.00	681.50	5,452.00	0.00	2,726.00	67
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	255,991.36	0.00	167,995.64	60
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	8,327.51	59,923.49	0.00	47,776.51	56
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	8,352.34	66,493.43	0.00	31,051.57	68
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	521.77	4,201.73	0.00	3,313.27	56
10-4350-182	RETIREMENT	17,521.02	17,886.00	1,591.12	12,801.74	0.00	5,084.26	72
10-4350-183	GROUP INSURANCE	17,270.14	19,599.00	1,431.44	12,212.00	0.00	7,387.00	62
10-4350-184	401(K) CONTRIBUTIONS	2,926.32	2,947.00	250.57	1,994.80	0.00	952.20	68

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-4350-185	UNEMPLOYMENT INSURANCE	0.00	560.00	0.00	0.00	0.00	560.00	0
10-4350-186	WORKMAN'S COMP	4,183.00	5,135.00	4,246.00-	274.00	0.00	4,861.00	5
10-4350-260	DEPARTMENTAL SUPPLIES	8,178.37	4,000.00	0.00	1,773.25	0.00	2,226.75	44
10-4350-311	TRAVEL	904.54	1,000.00	64.40	463.32	0.00	536.68	46
10-4350-320	COMMUNICATIONS	1,817.96	2,500.00	191.08	1,272.07	0.00	1,227.93	51
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	0.00	175.50	0.00	824.50	18
10-4350-395	TRAINING	932.00	3,000.00	370.00	1,609.44	0.00	1,390.56	54
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	8,526.72	103,978.71	0.00	138,478.29	43
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	26.79	484.91	0.00	515.09	48
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	4,800.00	0.00	0.00	100
4915 GEOGRAPHIC INFORMATION SYSTEMS:		68,462.82	16,559.00	26.79	12,989.02	0.00	3,569.98	78
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	146,187.36	0.00	73,093.64	67
10-5110-993	2ND DIST DRUG COURT COORDINATOR POSITION	69,390.72	87,011.00	6,198.46	31,454.05	0.00	55,556.95	36

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5110 DISTRICT HEALTH		293,671.72	306,292.00	24,471.88	177,641.41	0.00	128,650.59	58
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	7,958.75	59,607.96	0.00	30,603.04	66
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	587.50	4,474.15	0.00	2,504.85	64
10-5150-100	SENIOR CITIZENS CENT- RETIREMENT	15,206.23	16,610.00	1,516.15	11,557.22	0.00	5,052.78	70
10-5150-101	SENIOR CITIZENS CENT- 401(K) CONTRIB.	2,526.44	2,737.00	238.76	1,788.24	0.00	948.76	65
10-5150-130	SENIOR CITIZENS CTR- WORKMAN'S COMP	472.00	3,004.00	480.00	1,869.00	0.00	1,135.00	62
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	1,891.81	15,572.00	0.00	10,632.00	59
10-5150-247	APPROPRIATION-ALBEMARLE NUTRITION	47,807.00	47,807.00	0.00	35,855.25	0.00	11,951.75	75
10-5150-257	DEPARTMENT SUPPLIES-CRAFTS/CERAMICS	998.92	2,106.00	135.90	1,088.47	0.00	1,017.53	52
10-5150-260	DEPARTMENTAL SUPPLIES	1,474.33	2,200.00	0.00	1,595.46	0.00	604.54	73
10-5150-280	POSTAGE	56.54	300.00	0.00	86.07	0.00	213.93	29
10-5150-310	SENIOR CITIZENS CTR- TRAVEL	1,117.67	4,000.00	142.01	3,121.39	0.00	878.61	78
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	72.13	530.01	0.00	469.99	53
10-5150-330	UTILITIES-GAS	7,710.72	8,500.00	1,234.10	3,383.88	0.00	5,116.12	40
10-5150-350	SENIOR CENTER- MAINT & REPAIR- BUILDING	153.00	500.00	0.00	0.00	0.00	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	4,102.00	200.00	3,069.24	0.00	1,032.76	75
10-5150-390	SENIOR CENTER-DUES & SUBSCRIPTIONS	1,343.65	4,094.00	149.90	3,596.74	0.00	497.26	88
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	1,807.00	0.00	2,493.00	42
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	5,046.00	0.00	432.57	0.00	4,613.43	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	243,159.00	14,641.21	151,145.53	0.00	92,013.47	62
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

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10-5155-320	VETERAN SERVICE OFFC- COMMUNICATIONS	677.69	900.00	21.18	148.26	0.00	751.74	16
	5155 VETERAN SERVICE:	9,355.68	12,888.00	21.18	206.26	0.00	12,681.74	2
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	100.00	850.00	0.00	650.00	57
10-5310-011	SS ADMIN.- S & W- REGULAR	2,002,383.39	2,129,479.00	175,262.28	1,360,447.03	0.00	769,031.97	64
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	2,497.50	10,108.25	0.00	14,891.75	40
10-5310-090	SS ADMIN.- FICA TAX	147,372.51	164,430.00	12,830.71	100,865.89	0.00	63,564.11	61
10-5310-100	SS ADMIN.- RETIREMENT	358,727.43	391,064.00	33,387.49	262,313.56	0.00	128,750.44	67
10-5310-101	SS ADMIN.- 401(K) CONTRIB.	50,658.99	64,271.00	4,817.86	36,760.54	0.00	27,510.46	57
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	2,822.00	43,634.00	0.00	7,071.00	86
10-5310-180	LEGAL-PROTECTIVE SERVICES	46,986.91	45,000.00	3,625.00	17,513.38	0.00	27,486.62	39
10-5310-181	SS ADMIN.- GROUP INS.	407,133.43	511,974.00	33,853.99	286,180.11	0.00	225,793.89	56
10-5310-250	MAINT & REPAIR - VEHICLE	12,852.66	7,500.00	220.00	4,885.60	0.00	2,614.40	65
10-5310-257	SS ADMIN.- COUNTY GENERAL ASSISTANCE	8,603.75	10,000.00	368.37	6,313.82	0.00	3,686.18	63
10-5310-258	DSS COMMUNITY DONATIONS-CHRISTMAS	2,050.88	3,084.00	0.00	1,296.25	0.00	1,787.75	42
10-5310-259	DSS COMMUNITY DONATIONS-FOSTER CHILDREN	36.00	307.00	0.00	198.00	0.00	109.00	64
10-5310-260	DEPARTMENTAL SUPPLIES	53,681.96	45,000.00	1,131.21	36,814.76	0.00	8,185.24	82
10-5310-268	FOOD STAMPS DIRECT CHARGE	2,463.73	5,500.00	0.00	2,305.98	0.00	3,194.02	42
10-5310-270	SERVICE AWARDS	670.00	885.00	0.00	885.00	0.00	0.00	100
10-5310-310	TRAVEL	5,394.68	12,500.00	444.42	2,106.61	0.00	10,393.39	17
10-5310-311	SS ADMIN - VEHICLE FUEL	7,725.78	10,000.00	524.77	4,903.76	0.00	5,096.24	49
10-5310-315	TRAINING	5,162.30	15,000.00	0.00	8,438.14	0.00	6,561.86	56
10-5310-320	SS ADMIN.- COMMUNICATIONS	21,128.28	25,000.00	1,066.83	12,417.42	0.00	12,582.58	50
10-5310-330	UTILITITES	23,063.40	25,000.00	966.64	14,273.91	0.00	10,726.09	57
10-5310-340	SS ADMIN.- POSTAGE	9,741.76	12,000.00	0.00	11,611.62	0.00	388.38	97
10-5310-350	SS ADMIN.- MAINT AND REPAIR- BLDG.	38,464.99	37,000.00	4,909.07	10,074.68	0.00	26,925.32	27
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	66.50	1,158.41	0.00	91.59	93
10-5310-390	SS ADMIN.- DUES AND SUBSCRIPTION	16,143.69	14,500.00	50.00	5,566.96	0.00	8,933.04	38
10-5310-410	LEASE-EQUIPMENT	2,338.80	3,000.00	234.32	1,752.32	0.00	1,247.68	58
10-5310-550	SOCIAL SERVICES- CAPITAL OUTLAY- EQUIPMEN	0.00	106,500.00	18,400.70	18,400.70	0.00	88,099.30	17
10-5310-600	SOCIAL SERVICES- CONTRACTED SERVICES	101,208.23	98,542.00	2,081.34	77,433.32	0.00	21,108.68	79
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	3,441.06	0.00	1,147.94	75
10-5310-605	SS ADMIN - SECURITY CONTRACT	0.00	25,000.00	0.00	2,680.00	0.00	22,320.00	11
10-5310-610	SS ADMIN.- VENDOR FEES	2,039.00	8,000.00	231.00	2,067.00	0.00	5,933.00	26

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Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-5310-611	SS FAMILY REUNIFICATION (PSYCH EVALS)	4,280.66	10,000.00	665.00	3,738.50	0.00	6,261.50	37
5310 SOCIAL SERVICES- ADMINISTRATION:		3,429,016.60	3,902,353.00	294,913.00	2,368,482.83	0.00	1,533,870.17	61
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	6,394.50	41,562.50	0.00	40,359.50	51
10-5380-030	SS ECONOMIC SUPPORT- CRISIS INTERVENTION	30,945.66	68,837.00	2,184.44	63,704.88	0.00	5,132.12	93
10-5380-190	WF EMPLOYMENT SERVICES	1,601.22	20,000.00	1,943.86	4,524.01	0.00	15,475.99	23
10-5380-370	TANF-EMERGENCY ASSISTANCE	14,794.70	25,000.00	600.00	20,600.00	0.00	4,400.00	82
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	3,017.16	36,903.93	0.00	103,481.07	26
10-5380-377	STATE FOSTER HOME CARE	42,782.08	50,000.00	533.00	13,725.62	0.00	36,274.38	27
10-5380-379	SS ECONOMIC SUPPORT- SPECIAL ASSISTANCE	71,280.50	80,000.00	6,222.50	50,205.00	0.00	29,795.00	63
10-5380-381	TITLE IV-E ADOPTION	14,774.39	17,876.00	1,203.74	9,934.01	0.00	7,941.99	56
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	10,000.00	380.00	2,132.00	0.00	7,868.00	21
10-5380-403	SS ECONOMIC SUPPORT- BLIND COMMISSION	1,902.51	2,100.00	0.00	2,005.16	0.00	94.84	95
10-5380-405	LIHWAP-LOW INCOME HOUSEHLD WATER ASSIST	49,267.38	33,481.00	2,936.34	33,476.44	0.00	4.56	100
10-5380-406	LIEAP PAYMENTS	356,929.54	52,745.00	14,800.00	23,900.00	0.00	28,845.00	45
10-5380-407	ADOPTION PROMOTIONS	10.00	74,057.00	320.72	951.88	0.00	73,105.12	1
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	687,283.00	40,536.26	306,254.95	0.00	381,028.05	45
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	0.00	4,636.79	0.00	8,534.21	35
10-5400-202	DOT GRANT-CLEANING/OTHER SUPPLIES (85%)	4,215.04	7,500.00	176.40	2,365.86	0.00	5,134.14	32
10-5400-250	MAINT & REPAIR-VEHICLE	29,230.37	35,000.00	1,672.90	4,821.03	0.00	30,178.97	14
10-5400-260	- TRANSIT ADVERTISING	3,082.13	6,248.00	0.00	3,954.18	0.00	2,293.82	63
10-5400-310	SS TRANSPORTATION- WF TRANSPORTATION	2,037.00	9,040.00	0.00	8,958.30	0.00	81.70	99
10-5400-311	RIVERLIGHT TRANSIT VEHICLE FUEL	39,899.47	34,000.00	2,249.85	17,853.66	0.00	16,146.34	53
10-5400-315	DOT GRANT - TRAVEL/TRAINING (85% REIMB)	2,093.96	5,000.00	685.00	1,042.25	0.00	3,957.75	21
10-5400-320	SS TRANSPORTATION- COMMUNICATIONS	10,854.38	5,950.00	604.20	4,366.41	0.00	1,583.59	73
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 TRANSPORTATION-MEDICAID	30,214.89	40,000.00	2,334.14	11,846.93	0.00	28,153.07	30
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	0.00	3,354.00	0.00	0.00	100
10-5400-601	MAINT AGREEMENTS-CTS SOFTWARE	10,095.00	10,930.00	908.25	7,266.00	0.00	3,664.00	66
10-5400-603	DRUG TEST CONTRACT-SAFETY WORKS	0.00	1,000.00	0.00	215.00	0.00	785.00	22

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
10-5400-610	SENIOR CENTER TRANSPORTATION	0.00	6,000.00	0.00	0.00	0.00	6,000.00	0
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	8,630.74	72,040.41	0.00	112,862.59	39
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	2,675.66	0.00	18,360.34	13
10-5830-250	JCPC - CBA	3,188.00	3,000.00	127.90	266.33	0.00	2,733.67	9
10-5830-299	JCPC - ROANOKE AREA YOUTH	58,436.14	73,498.00	5,263.24	33,564.24	0.00	39,933.76	46
5830 JUVENILE SERVICE:		86,621.25	97,534.00	5,391.14	36,506.23	0.00	61,027.77	37
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	1,156,666.64	0.00	578,333.36	67
10-5910-995	PURCHASE OF EQUIPMENT-COMMUNITY COLLEGE	0.00	13,299.00	0.00	13,298.40	0.00	0.60	100
5910 EDUCATION-SCHOOLS/COMMUNITY COLLEGE:		1,735,000.00	1,748,299.00	144,583.33	1,169,965.04	0.00	578,333.96	67
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	13,701.47	131,206.28	0.00	92,309.72	59
10-5911-030	SALARIES & WAGES-OVERTIME	47,587.38	40,000.00	4,857.95	35,643.89	0.00	4,356.11	89
10-5911-031	SALARIES & WAGES-PARTTIME	47,019.30	70,000.00	4,938.39	26,565.89	0.00	43,434.11	38
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	1,779.65	14,624.80	0.00	10,912.20	57
10-5911-100	COMMUNICATIONS- RETIREMENT	42,168.67	48,034.00	3,988.19	32,414.54	0.00	15,619.46	67
10-5911-130	COMMUNICATIONS- 401(K) CONTRIB.	3,893.42	7,915.00	295.06	2,158.62	0.00	5,756.38	27
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	453.00	1,483.00	0.00	718.00	67
10-5911-180	COMMUNICATIONS- GROUP INS.	36,153.16	69,925.00	2,619.60	25,111.86	0.00	44,813.14	36
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	1,826.53	4,234.80	0.00	5,765.20	42
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	367.50	0.00	4,632.50	7
10-5911-320	COMMUNICATIONS	14,576.10	17,000.00	42.36	1,157.18	0.00	15,842.82	7
10-5911-330	POSTAGE	29.54	100.00	0.00	16.70	0.00	83.30	17
10-5911-412	MAINT AGREEMENTS-DCI/OMINIX	1,500.00	1,500.00	0.00	1,500.00	0.00	0.00	100
10-5911-413	MAINT AGREEMENTS-SOUTHERN SOFTWARE	2,166.00	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

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10-5911-540	CAPITAL OUTLAY EQUIPMENT-PRIMARY PSAP	57,151.00	57,151.00	0.00	57,151.00	0.00	0.00	100
	5911 COMMUNICATIONS:	483,634.56	601,114.00	33,596.20	336,331.83	0.00	264,782.17	56
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	0.00	13,500.00	0.00	13,500.00	50
10-5940-992	TRILLIUM-ABC BOTTLE TAX	3,000.00	3,000.00	0.00	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	0.00	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	1,950.00	2,750.00	0.00	5,250.00	34
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	7,597.78	53,397.37	0.00	38,652.63	58
10-6050-090	COOPERATIVE EXT SERV- FICA TAX EXPENSE	6,481.43	7,042.00	555.79	3,914.34	0.00	3,127.66	56
10-6050-100	COOPERATIVE EXT SERV- RETIREMENT	20,297.80	24,855.00	1,861.47	13,082.42	0.00	11,772.58	53
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	1,074.15	8,112.76	0.00	8,087.24	50
10-6050-260	DEPARTMENTAL SUPPLIES	1,775.50	1,800.00	0.00	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	91.89	643.00	0.00	907.00	41
10-6050-340	COOPERATIVE EXT SERV- POSTAGE	75.00	150.00	0.00	22.80	0.00	127.20	15
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	578.49	0.00	296.51	66
10-6050-410	LEASE-EQUIPMENT	2,125.00	2,125.00	0.00	2,125.00	0.00	0.00	100
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	0.00	5,086.64	0.00	42.36	99
	6050 COOPERATIVE EXT SERVICE:	141,417.95	156,364.00	11,181.08	88,280.34	0.00	68,083.66	56
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

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10-6060-140	SOIL & WATER- WORKMAN'S COMP	1,281.00	1,487.00	0.00	1,309.00	0.00	178.00	88
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	0.00	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	1,129.05	0.00	770.95	59
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	0.00	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	0.00	24,380.76	0.00	39,207.24	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	132,788.64	0.00	66,394.36	67
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	3,769.83	29,558.39	0.00	14,038.61	68
10-6120-030	SALARIES & WAGES-PARTTIME	12,442.63	11,900.00	1,810.25	8,554.00	0.00	3,346.00	72
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	409.45	2,860.63	0.00	1,659.37	63
10-6120-100	RECREATION- RETIREMENT	7,874.31	8,136.00	718.15	5,833.43	0.00	2,302.57	72
10-6120-101	RECREATION- 401(K) CONTRIB.	1,291.80	1,341.00	113.09	885.53	0.00	455.47	66
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	72.00	3,222.00	0.00	1,919.00	63
10-6120-180	RECREATION- GROUP INS.	7,622.33	8,779.00	631.57	5,429.96	0.00	3,349.04	62
10-6120-200	SUPPLIES & MATERIALS	4,957.48	5,000.00	204.89	3,298.79	0.00	1,701.21	66
10-6120-250	SUPPLIES - VEHICLES	3,216.26	5,000.00	103.27	1,486.54	0.00	3,513.46	30
10-6120-260	OFFICE SUPPLIES	2,543.93	2,500.00	424.64	1,658.11	0.00	841.89	66
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	256.10	1,792.28	0.00	1,207.72	60
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	182.07	8,163.52	0.00	6,836.48	54
10-6120-350	MAINT & REPAIR - BUILDINGS	7,398.77	16,000.00	359.10	9,481.01	0.00	6,518.99	59
10-6120-355	MAINT & REPAIR - VEHICLE	1,814.36	4,000.00	0.00	1,397.40	0.00	2,602.60	35
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

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10-6120-550	CAPITAL OUTLAY - EQUIPMENT	0.00	80,000.00	0.00	0.00	0.00	80,000.00	0
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	7,500.00	915.00	4,285.00	0.00	3,215.00	57
10-6120-650	RECREATION-DONATIONS	696.43	4,187.00	240.00	532.79	0.00	3,654.21	13
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	361,885.00	10,065.41	92,736.20	0.00	269,148.80	26
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	0.00	1,753.36	0.00	3,246.64	35
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	4,550.00	0.00	0.00	0.00	4,550.00	0
10-8300-140	TOSHIBA COPIER MAINTENANCE AGREEMENT	8,576.00	9,900.00	859.23	6,425.52	0.00	3,474.48	65
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	0.00	4,326.70	0.00	1,573.30	73
10-8300-451	INSURANCE-PROPERTY & LIABILITY	183,660.00	212,950.00	0.00	212,924.00	0.00	26.00	100
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	859.23	244,779.22	0.00	306,778.78	44
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	7,366.00	0.00	0.00	0.00	7,366.00	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	20,324,151.00	1,041,420.25	11,059,229.70	0.00	9,264,921.30	54

Washington County
 Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
	10 GENERAL FUND							
		<u>Prior</u>	<u>Current</u>	<u>YTD</u>				
	Revenues:	16,881,249.71	1,102,541.32	12,009,047.17				
	Expended:	<u>14,609,717.10</u>	<u>1,041,420.25</u>	<u>11,059,229.70</u>				
	Net Income:	2,271,532.61	61,121.07	949,817.47				

Washington County
Statement of Revenue and Expenditures

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	26,259.34	137,750.75	0.00	162,249.25-	46
21-3230-321	SALES TAX-ARTICLE 42 (60%)/\$400,000	343,999.29	320,000.00	26,955.50	140,996.88	0.00	179,003.12-	44
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	53,214.84	1,138,528.85	0.00	50,481,471.15-	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	12,697.50	26,442.00	0.00	28,558.00	48
21-5912-691	CAPITAL OUTLAY-WASHINGTON COUNTY SCHOOLS	400,000.00	400,000.00	33,333.33	266,666.64	0.00	133,333.36	67
21-5912-693	CAPITAL OUTLAY-ENGINEERING SERVICES	83,150.00	59,913.00	10,764.19	59,681.08	0.00	231.92	100
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	5,328,663.00	0.00	0.00	0.00	5,328,663.00	0
21-5912-696	GRANT-NEEDS BASED PUB SC-CONSTRUCTION	0.00	44,661,417.00	448,313.43	625,313.43	0.00	44,036,103.57	1
	5912 CAPITAL OUTLAY-WASHINGTON CO SCHOOLS:	488,055.50	50,999,622.00	505,108.45	1,472,731.18	0.00	49,526,890.82	3
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	505,108.45	1,472,731.18	0.00	50,147,268.82	3

21 CAPITAL OUTLAY-WASHINGTON CO SCHOOLS	Prior	Current	YTD
Revenues:	658,344.32	53,214.84	1,138,528.85
Expended:	488,055.50	505,108.45	1,472,731.18
Net Income:	170,288.82	451,893.61-	334,202.33-

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	837.57	75,870.80	0.00	16,145.20-	82
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	0.59	98.90	0.00	18.90	124
30-3920-040	WATERSHED 1972 REF TAX-CURR YR INTEREST	1,248.13	1,000.00	22.62	68.88	0.00	931.12-	7
30-3921-010	WATERSHED 1972 REF TAX-1ST PRIOR YR	2,156.50	2,400.00	66.04	1,609.54	0.00	790.46-	67
30-3921-020	WATERSHED 1972 REF TAX-OTHER PRIOR YEARS	949.02	1,000.00	115.06	757.66	0.00	242.34-	76
30-3921-030	WATERSHED 1972 REF TAX-PRIOR YR PENALTIE	8.12	10.00	0.27	5.95	0.00	4.05-	60
30-3921-040	WATERSHED 1972 TAX REF-PRIOR YR INTEREST	3,850.29	3,500.00	294.50	2,521.52	0.00	978.48-	72
30-3930-000	DRAINAGE ASSESSMENT-EDDIE SMIT	0.00	6,147.00	0.00	0.00	0.00	6,147.00-	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	124,161.00	1,336.65	80,335.47	0.00	43,825.53-	65

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	6,150.00	18,610.00	0.00	11,390.00	62
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	101,000.00	6,150.00	30,437.50	0.00	70,562.50	30
30 DRAINAGE Expend Total		39,300.00	124,161.00	6,150.00	30,437.50	0.00	93,723.50	25

30 DRAINAGE

	Prior	Current	YTD
Revenues:	92,293.53	1,336.65	80,335.47
Expended:	39,300.00	6,150.00	30,437.50
Net Income:	52,993.53	4,813.35-	49,897.97

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	21,213.55	71,817.32	0.00	3,182.68-	96
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	1,423.08	0.00	1,076.92-	57
33-3501-000	RURAL SOLID WASTE FEE-COUNTY	1,151,358.68	1,127,232.00	29,432.26	991,452.17	0.00	135,779.83-	88
33-3501-001	RURAL SOLID WASTE FEE COUNTY(BILLED)	57,815.71	65,000.00	1,644.62	27,506.45	0.00	37,493.55-	42
33-3503-000	WHITE GOODS DISP FEE & GRANTS	5,772.44	6,000.00	1,318.54	2,912.80	0.00	3,087.20-	49
33-3504-000	SOLID WASTE DISPOSAL TAX	6,968.89	7,200.00	2,075.07	3,803.39	0.00	3,396.61-	53
33-3670-010	STATE TIRE TAX REVENUES	18,284.68	17,500.00	5,381.08	10,491.34	0.00	7,008.66-	60
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	83,982.40	0.00	41,991.60-	67
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	71,562.92	1,194,339.95	0.00	237,566.05-	83

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	59,634.00	4,824.50	37,752.73	0.00	21,881.27	63
33-7400-031	LANDFILL & COLLECT - S & W PARTTIME	11,935.20	7,000.00	522.00	2,016.00	0.00	4,984.00	29
33-7400-040	LANDFILL & COLLECT- PROFESSIONAL SERVICE	15,725.75	22,500.00	902.20	12,644.40	0.00	9,855.60	56
33-7400-090	LANDFILL & COLLECT- FICA TAX EXPENSE	4,039.75	4,776.00	404.27	3,002.00	0.00	1,774.00	63
33-7400-100	LANDFILL & COLLECT- RETIREMENT EXPENSE	5,087.83-	10,993.00	919.06	7,191.90	0.00	3,801.10	65
33-7400-101	LANDFILL & COLLECT- 401(K) CONTRIB.	351.23	1,263.00	67.19	525.54	0.00	737.46	42
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	7,325.00	916.00-	6,146.00	0.00	1,179.00	84
33-7400-180	LANDFILL & COLLECT- GROUP INS.	4,320.56	13,481.00	674.73	5,775.24	0.00	7,705.76	43
33-7400-200	SUPPLIES & MATERIALS	4,030.34	1,700.00	200.23	635.53	0.00	1,064.47	37
33-7400-210	LANDFILL & COLLECT - UNIFORMS	0.00	900.00	0.00	394.93	0.00	505.07	44
33-7400-250	SUPPLIES & MATERIALS-VEHICLE	4,103.84	6,000.00	924.75	3,761.87	0.00	2,238.13	63
33-7400-260	DEPARTMENTAL SUPPLIES	1,455.77	1,200.00	0.00	511.06	0.00	688.94	43
33-7400-310	TRAVEL	109.29	250.00	0.00	0.00	0.00	250.00	0
33-7400-315	TRAINING	563.00	0.00	0.00	0.00	0.00	0.00	0
33-7400-320	LANDFILL & COLLECT- COMMUNICATIONS	1,722.32	3,000.00	127.64	1,591.99	0.00	1,408.01	53
33-7400-330	LANDFILL & COLLECT- UTILITIES	1,323.46	1,800.00	71.17	907.46	0.00	892.54	50
33-7400-340	LANDFILL & COLLECT- POSTAGE	133.96	150.00	0.00	106.56	0.00	43.44	71
33-7400-350	MAINTENANCE AND REPAIR-EQUIPMENT	11,803.40	15,000.00	1,955.01	6,574.64	0.00	8,425.36	44
33-7400-370	LANDFILL & COLLECT- ADVERTISING	26.00	1,500.00	0.00	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	856.00	0.00	1,744.00	33

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	10,676.75	97,364.09	0.00	90,267.91	52
33-7401-600	CONTRACT-SCRAP TIRE	50,662.37	81,077.00	7,942.80	64,798.35	0.00	16,278.65	80
33-7402-600	CONTRACT-GARBAGE COLLECTIONS	824,575.44	859,320.00	65,170.80	507,520.40	0.00	351,799.60	59
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	24,726.79	158,855.78	0.00	141,144.22	53
	7402 Total	1,107,019.45	1,163,197.00	89,897.59	670,253.18	0.00	492,943.82	58
33-7500-000	LANDFILL - DEPRECIATION	6,348.00	0.00	0.00	0.00	0.00	0.00	0
	33 SANITATION Expend Total	1,493,709.98	1,431,906.00	108,517.14	832,415.62	0.00	599,490.38	58

33 SANITATION

	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenues:	1,430,937.39	71,562.92	1,194,339.95
Expended:	1,493,709.98	108,517.14	832,415.62
Net Income:	62,772.59-	36,954.22-	361,924.33

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	5,778.65	0.00	3,778.65	289
35-3710-000	UTILITY BASE CHARGES	843,203.23	835,000.00	0.00	492,703.69	0.00	342,296.31-	59
35-3710-010	UTILITY CONSUMPTION CHARGES	521,408.30	535,000.00	0.80	334,454.81	0.00	200,545.19-	63
35-3730-000	TAP & CONNECTION FEES	10,478.00	7,200.00	0.00	6,846.00	0.00	354.00-	95
35-3750-000	RECONNECTION FEES	18,340.00	18,000.00	0.00	11,830.00	0.00	6,170.00-	66
35-3790-000	PENALTIES & INTEREST-UTIL BILL	5,250.49	4,500.00	0.00	3,315.20	0.00	1,184.80-	74
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
35-3830-000	SALE OF SURPLUS PROPERTY	0.00	0.00	0.00	450.00	0.00	450.00	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	210.80-	422.16-	0.00	422.16-	0
35 WATER Revenue Total		1,405,914.08	2,163,700.00	210.00-	1,379,956.19	0.00	783,743.81-	64

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	216,670.00	14,646.46	135,139.83	0.00	81,530.17	62
35-7130-040	OPERATION&MAINT.- PROFESSIONAL SERVICES	3,346.66	82,000.00	456.00	10,337.81	0.00	71,662.19	13
35-7130-050	SALARIES & WAGES-LONGEVITY	1,290.31	1,122.00	0.00	1,121.19	0.00	0.81	100
35-7130-090	OPERATION&MAINT.- FICA TAX EXPENSE	14,898.11	15,912.00	1,052.69	9,978.77	0.00	5,933.23	63
35-7130-100	OPERATION&MAINT.- RETIREMENT EXPENSE	15,669.69-	40,400.00	2,780.73	26,110.21	0.00	14,289.79	65
35-7130-101	OPERATION- 401(K) CONTRIB.	5,253.57	5,740.00	437.91	3,522.04	0.00	2,217.96	61
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	11,254.00	59.00	11,254.00	0.00	0.00	100
35-7130-180	OPERATION&MAINT.- GROUP INS.	44,925.59	50,575.00	2,681.61	30,217.97	0.00	20,357.03	60
35-7130-200	SUPPLIES & MATERIALS	9,968.47	32,500.00	27.54	10,402.55	0.00	22,097.45	32
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	1,105.96	11,425.45	0.00	5,074.55	69
35-7130-260	DEPARTMENTAL SUPPLIES	945.98	1,400.00	0.00	227.83	0.00	1,172.17	16
35-7130-298	MAINT & REPAIR-TANK	61,230.36	64,300.00	0.00	47,070.84	0.00	17,229.16	73
35-7130-315	TRAINING	526.48	4,000.00	0.00	335.00	0.00	3,665.00	8
35-7130-320	OPERATION&MAINT.- COMMUNICATIONS	2,719.50	3,800.00	197.29	1,214.20	0.00	2,585.80	32
35-7130-330	UTILITIES-ELECTRICITY	9,964.36	13,000.00	297.35	6,355.64	0.00	6,644.36	49
35-7130-340	OPERATION&MAINT.- POSTAGE	19,533.14	22,000.00	567.74	14,277.66	0.00	7,722.34	65
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	0.00	52.00	0.00	748.00	6
35-7130-390	OPERATION&MAINT.- DUES & SUBSCRIPTIONS	1,047.98	8,250.00	50.00	4,765.50	0.00	3,484.50	58
35-7130-410	LEASE COPIER FEES-CUSTOMER SERVICES	779.60	900.00	78.11	584.12	0.00	315.88	65
35-7130-550	CAPITAL OUTLAY-EQUIPMENT	0.00	250,000.00	0.00	0.00	0.00	250,000.00	0

Washington County
Statement of Revenue and Expenditures

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
35-9200-020	OPERATION&MAINT.- '00 REV BOND INT	10,113.69	0.00	0.00	0.00	0.00	0.00	0
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	36,356.63	600,628.07	0.00	1,563,071.93	28

35 WATER

	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenues:	1,405,914.08	210.00-	1,379,956.19
Expended:	<u>1,086,134.31</u>	<u>36,356.63</u>	<u>600,628.07</u>
Net Income:	319,779.77	36,566.63-	779,328.12

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	1,734.90	0.00	1,734.90	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	2,552.47	443,488.67	0.00	157,511.33-	74
37-3490-020	DUKE RACE-CARS GRANT	7,100.00	2,900.00	2,850.00	5,800.00	0.00	2,900.00	200
37-3490-021	UNC PECC+ PROGRAM GRANT	3,000.00	600.00	300.00	1,800.00	0.00	1,200.00	300
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	0.00	178,737.77	0.00	176,262.23-	50
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	450,000.00	0.00	225,000.00-	67
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	61,952.47	1,562,968.34	0.00	1,213,933.66-	56

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	51,562.81	445,092.74	0.00	252,051.26	64
37-4330-030	SALARIES & WAGES-OVERTIME	309,305.26	300,000.00	19,752.62	188,761.33	0.00	111,238.67	63
37-4330-040	SALARIES & WAGES-PARTTIME	32,128.31	36,000.00	1,642.88	14,142.48	0.00	21,857.52	39
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	5,319.10	46,636.57	0.00	32,727.43	59
37-4330-100	- RETIREMENT EXPENSE	181,069.28	182,333.00	13,585.60	121,579.82	0.00	60,753.18	67
37-4330-101	- 401k CONTRIB.	25,407.87	30,043.00	1,998.35	16,801.26	0.00	13,241.74	56
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	9,004.00-	84,822.00	0.00	13,208.00	87
37-4330-180	GROUP INSURANCE	147,920.60	177,162.00	8,324.23	84,819.23	0.00	92,342.77	48
37-4330-190	TRAINING	3,945.20	6,000.00	40.00	1,256.48	0.00	4,743.52	21
37-4330-200	SUPPLIES & MATERIALS	44,956.76	55,000.00	3,719.31	29,364.19	0.00	25,635.81	53
37-4330-210	UNIFORMS	4,616.63	4,000.00	216.02	1,733.26	0.00	2,266.74	43
37-4330-250	FUEL	66,130.37	85,000.00	6,418.12	46,009.53	0.00	38,990.47	54
37-4330-260	DEPARTMENTAL SUPPLIES	9,949.51	15,000.00	66.00	3,201.44	0.00	11,798.56	21
37-4330-270	SERVICE AWARDS	0.00	425.00	0.00	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	297.09	3,492.52	0.00	1,607.48	68
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	1,101.23	26,241.35	0.00	8,758.65	75
37-4330-390	WASH EMS - DUES & SUBSCRIPTIONS	6,786.40	8,000.00	683.70	4,975.60	0.00	3,024.40	62
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	1,800.08	3,417.80	0.00	40,582.20	8

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	0.00	203,791.05	0.00	0.95	100
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	15,500.00	0.00	7,750.00	67
37-4330-610	CONTRACTS-BILLING	36,349.98	35,459.00	2,654.60	24,813.79	0.00	10,645.21	70
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	112,115.24	1,510,208.51	0.00	796,982.49	65
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	4,975.19	36,935.84	0.00	65,536.16	36
37-4376-030	SALARIES & WAGES-OVERTIME	14,418.30	18,000.00	1,800.22	9,807.82	0.00	8,192.18	54
37-4376-040	SALARIES & WAGES-PARTTIME	20,738.80	18,000.00	1,267.61	9,248.55	0.00	8,751.45	51
37-4376-090	FICA TAXES	7,560.51	10,593.00	607.17	4,216.19	0.00	6,376.81	40
37-4376-100	TRANSPORT SERVICE- RETIREMENT EXPENSE	14,387.58	21,934.00	1,290.71	8,902.95	0.00	13,031.05	41
37-4376-101	TRANSPORT SERVICE- 401K CONTRIB.	2,424.24	3,614.00	203.26	1,402.03	0.00	2,211.97	39
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	6,920.00	5,598.00	0.00	8,632.00	39
37-4376-180	GROUP INSURANCE	22,240.27	34,934.00	1,262.68	11,032.41	0.00	23,901.59	32
37-4376-200	SUPPLIES & MATERIALS	17,363.33	20,000.00	631.71	11,176.47	0.00	8,823.53	56
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	664.37	6,116.41	0.00	8,883.59	41
37-4376-260	TRANSPORT - DEPARTMENTAL SUPPLIES	2,471.72	6,000.00	0.00	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	244.50	805.31	0.00	894.69	47
37-4376-355	MAINT & REPAIR-EQUIPMENT	9,612.62	15,000.00	47.70	1,329.68	0.00	13,670.32	9
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	3,063.51	0.00	1,636.49	65
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	663.65	10,961.87	0.00	9,984.13	52
4376 TRANSPORT SERVICE:		237,006.17	425,519.00	7,088.54	122,023.72	0.00	303,495.28	29
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	0.00	969.68	0.00	6.32	99
	9200 DEBT INTEREST:	2,581.08	976.00	0.00	969.68	0.00	6.32	99
	37 EMS Expend Total	2,114,551.10	2,776,902.00	119,203.78	1,676,417.33	0.00	1,100,484.67	60

37 EMS

	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenues:	2,096,802.68	61,952.47	1,562,968.34
Expended:	2,114,551.10	119,203.78	1,676,417.33
Net Income:	17,748.42-	57,251.31-	113,448.99-

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	15,758.00	31,000.00	0.00	31,000.00	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	3,591.15	49,269.53	0.00	5,730.47-	90
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	40,000.00	0.00	0.00	0.00	40,000.00-	0
	39 AIRPORT OPERATIONS Revenue Total	161,011.70	209,976.00	19,349.15	187,485.53	0.00	22,490.47-	75

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	3,416.75	27,250.67	0.00	13,750.33	66
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	4,382.00	0.00	0.00	0.00	4,382.00	0
39-4530-090	FICA TAX	3,504.47	4,023.00	259.47	2,100.35	0.00	1,922.65	52
39-4530-100	AIRPORT - RETIREMENT	7,242.46	8,442.00	650.89	5,308.41	0.00	3,133.59	63
39-4530-101	AIRPORT - 401K	1,200.00	1,293.00	102.50	817.50	0.00	475.50	63
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	584.00-	2,580.00	0.00	1,016.00	72
39-4530-180	AIRPORT - GROUP INSURANCE	7,577.10	8,781.00	626.89	5,392.52	0.00	3,388.48	61
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	0.00	259.47	0.00	2,609.53	9
39-4530-250	AIRPORT- AV GAS AND JET FUEL	48,479.75	90,000.00	0.00	31,778.35	0.00	58,221.65	35
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	105.41	876.37	0.00	823.63	52
39-4530-330	AIRPORT- UTILITIES	6,912.32	9,000.00	0.00	3,791.29	0.00	5,208.71	42
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	0.00	1,429.14	0.00	1,570.86	48
39-4530-351	MAINT & REPAIR-EQUIPMENT	4,950.10	7,000.00	880.00	5,892.72	0.00	1,107.28	84
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	0.00	313.80	0.00	67.20	82
39-4530-450	INSURANCE	3,850.00	3,850.00	0.00	3,850.00	0.00	0.00	100
39-4530-550	AIRPORT- CAPITAL OUTLAY- EQUIPMENT	0.00	7,127.00	0.00	0.00	0.00	7,127.00	0
39-4530-998	AIRPORT- SALES TAX ON FUEL	2,949.69	7,000.00	546.54	3,212.71	0.00	3,787.29	46
	4530 AIRPORT:	143,589.81	209,976.00	6,004.45	99,165.52	0.00	110,810.48	47
	39 AIRPORT OPERATIONS Expend Total	143,589.81	209,976.00	6,004.45	99,165.52	0.00	110,810.48	47

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	19,349.15	187,485.53
Expended:	143,589.81	6,004.45	99,165.52
Net Income:	17,421.89	13,344.70	88,320.01

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	62,428.43	0.00	3,242.43	105
50-3290-000	INTEREST EARNED	0.00	0.00	0.00	0.67	0.00	0.67	0
	50 OPIOID SETTLEMENT FUND: Revenue Total	0.00	59,186.00	0.00	62,429.10	0.00	3,243.10	105

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	5,000.00	5,000.00	0.00	0.00	100
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	5,000.00	5,000.00	0.00	54,186.00	8

50 OPIOID SETTLEMENT FUND:

	Prior	Current	YTD
Revenues:	0.00	0.00	62,429.10
Expended:	0.00	5,000.00	5,000.00
Net Income:	0.00	5,000.00-	57,429.10

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	11,629.00	105,032.41	0.00	24,967.59-	81
	51 TRUSTEES Revenue Total	<u>257,102.67</u>	<u>130,000.00</u>	<u>11,629.00</u>	<u>105,032.41</u>	<u>0.00</u>	<u>24,967.59-</u>	<u>81</u>
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	5,923.41	105,330.68	0.00	24,669.32	81
	51 TRUSTEES Expend Total	<u>183,573.18</u>	<u>130,000.00</u>	<u>5,923.41</u>	<u>105,330.68</u>	<u>0.00</u>	<u>24,669.32</u>	<u>81</u>

51 TRUSTEES

	Prior	Current	YTD
Revenues:	<u>257,102.67</u>	<u>11,629.00</u>	<u>105,032.41</u>
Expended:	<u>183,573.18</u>	<u>5,923.41</u>	<u>105,330.68</u>
Net Income:	73,529.49	5,705.59	298.27-

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	77,103.32	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
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	83,009.28	0.00	0.00	0.00	0.00	0.00	0

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
55-4100-002	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	450,096.97	450,096.97	450,096.97	0.00	0.00	100
55-4100-004	GREAT GRANT	0.00	100,000.00	0.00	0.00	0.00	100,000.00	0
	4100 AMERICAN RESCUE PLAN ACT (ARPA) OF 20	1,699,182.03	550,096.97	450,096.97	450,096.97	0.00	100,000.00	82
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	450,096.97	450,096.97	0.00	172,294.14	72

55 Fund

	Prior	Current	YTD
Revenues:	1,699,182.03	0.00	622,391.11
Expended:	1,699,182.03	450,096.97	450,096.97
Net Income:	0.00	450,096.97-	172,294.14

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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	93,766.86	93,766.86	0.00	179,153.14-	34
58-3290-000	INTEREST EARNED	0.18	0.00	0.00	2.42	0.00	2.42	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	93,766.86	1,255,269.05	0.00	3,479,087.95-	27

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	0.00	17,246.16	0.00	108,753.84	14
4300 Total		0.00	4,360,270.00	0.00	17,246.16	0.00	4,343,023.84	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	0.00	58,476.27	0.00	4,675,880.73	1

58 PROJECTS/GRANTS FUND

	Prior	Current	YTD
Revenues:	388,770.07	93,766.86	1,255,269.05
Expended:	358,833.89	0.00	58,476.27
Net Income:	29,936.18	93,766.86	1,196,792.78

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	11,462.81	85,807.32	0.00	85,807.32	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	1,836.37	12,378.91	0.00	12,378.91	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	381.91	6,709.00	0.00	6,709.00	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	1,712.40	102,643.35	0.00	102,643.35	0
59-3010-350	DRAINAGE DISTRICT 5 LEVY	35,782.98	0.00	310.60	33,945.90	0.00	33,945.90	0
59-3010-360	ALBEMARLE DRAINAGE DISTRICT	114,086.96	0.00	7.17	108,192.60	0.00	108,192.60	0
59-3010-370	PUNGO RIVER DRAINAGE DISTRICT	40,613.01	0.00	788.46	39,072.35	0.00	39,072.35	0
59 DMV MUNICIPAL TAXES Revenue Total		465,286.97	0.00	16,499.72	388,749.43	0.00	388,749.43	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	1,061.90	33,635.30	0.00	33,635.30-	0
59-6900-404	CRESWELL TAX LEVY	76,711.92	0.00	20,133.67	95,884.40	0.00	95,884.40-	0
59-6900-411	PLYMOUTH MOTOR VEHICLE TAX - NCVTS	160,908.64	0.00	12,690.32	74,344.51	0.00	74,344.51-	0
59-6900-412	ROPER MOTOR VEHICLE TAX - NCVTS	20,059.23	0.00	1,543.28	10,542.54	0.00	10,542.54-	0
59-6900-413	CRESWELL MOTOR VEHICLE TAX - NCVTS	11,553.89	0.00	1,110.37	6,327.09	0.00	6,327.09-	0
59-6900-414	ALBEMARLE DRAINAGE DISTRICT	114,086.96	0.00	10,248.33	108,185.43	0.00	108,185.43-	0
59-6900-415	PUNGO RIVER DRAINAGE DISTRICT	40,613.01	0.00	3,894.74	38,283.89	0.00	38,283.89-	0
6900 Total		459,716.63	0.00	50,682.61	367,203.16	0.00	367,203.16-	0
59 DMV MUNICIPAL TAXES Expend Total		459,716.63	0.00	50,682.61	367,203.16	0.00	367,203.16-	0

59 DMV MUNICIPAL TAXES

	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenues:	465,286.97	16,499.72	388,749.43
Expended:	459,716.63	50,682.61	367,203.16
Net Income:	5,570.34	34,182.89-	21,546.27

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	419.53	0.00	0.00	0.00	0.00	0.00	0
	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	419.53	0.00	0.00	0.00	0.00	0.00	0
	60 CRF PANDEMIC RECOVERY Expend Total	419.53	0.00	0.00	0.00	0.00	0.00	0

60 CRF PANDEMIC RECOVERY

	Prior	Current	YTD
Revenues:	419.53	0.00	0.00
Expended:	419.53	0.00	0.00
Net Income:	0.00	0.00	0.00

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	Prior	Current	YTD
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	9,233.74	98,792.37	0.00	46,207.63-	68
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	9,233.74	98,792.37	0.00	108,711.63-	48

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	9,333.36	0.00	4,666.64	67
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	11,473.62	0.00	8,526.38	57
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	6,666.64	0.00	3,333.36	67
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	5,000.00	0.00	0.00	100
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	800.00	0.00	400.00	67
63-4960-401	TRAVEL- BROCHURE REPRINT	0.00	10,000.00	8,776.92	8,776.92	0.00	1,223.08	88
	4960 TRAVEL & TOURISM:	90,182.05	113,844.00	11,416.92	46,225.54	0.00	67,618.46	41
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	2,083.33	16,249.98	0.00	8,750.02	65
63-4970-090	TRAVEL- FICA TAX	607.08	1,750.00	114.34	882.85	0.00	867.15	50
63-4970-100	TRAVEL- RETIREMENT	2,675.07	4,750.00	396.87	3,095.59	0.00	1,654.41	65
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	791.32	6,707.96	0.00	4,792.04	58
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	450.00	11,042.18	0.00	28,957.82	28
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	4,250.00	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
	4970 TRAVEL & TOURISM:	55,192.00	93,660.00	3,835.86	45,990.56	0.00	47,669.44	49
	63 TRAVEL AND TOURISM Expend Total	145,374.05	207,504.00	15,252.78	92,216.10	0.00	115,287.90	44

63 TRAVEL AND TOURISM

	Prior	Current	YTD
Revenues:	162,692.60	9,233.74	98,792.37
Expended:	145,374.05	15,252.78	92,216.10
Net Income:	17,318.55	6,019.04-	6,576.27

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	47,365.43	0.00	33,831.57-	58
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	47,365.43	0.00	161,654.57-	23

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	60.74	449.05	0.00	15,225.95	3
69-9100-310	TRAINING	1,800.00	4,100.00	55.00	1,510.00	0.00	2,590.00	37
69-9100-320	COMMUNICATIONS	8,110.06	12,000.00	36.97	4,445.79	0.00	7,554.21	37
69-9100-350	MAINT & REPAIR-EQUIPMENT	153.00	2,100.00	988.00-	452.00	0.00	1,648.00	22
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	835.29-	143,329.64	0.00	65,690.36	69
	69 EMERGENCY TELECOMMUNICA Expend Total	245,028.95	209,020.00	835.29-	143,329.64	0.00	65,690.36	69

69 EMERGENCY TELECOMMUNICATIONS		<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenues:	93,614.23	6,766.49	47,365.43	
Expended:	<u>245,028.95</u>	<u>835.29-</u>	<u>143,329.64</u>	
Net Income:	151,414.72-	7,601.78	95,964.21-	

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	2,011.16	0.00	2,011.16	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	42,011.16	0.00	2,011.16	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

	Prior	Current	YTD
Revenues:	40,135.26	0.00	42,011.16
Expended:	0.00	0.00	0.00
Net Income:	40,135.26	0.00	42,011.16

Grand Totals

	Prior	Current	YTD
Revenues:	25,910,860.22	1,447,643.16	20,174,701.56
Expended:	23,175,488.46	2,348,881.18	17,292,677.74
Net Income:	2,735,371.76	901,238.02	2,882,023.82

WASHINGTON COUNTY BOARD OF COMMISSIONERS
AGENDA STATEMENT

ITEM NO: 10

DATE: February 6, 2023

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

SUMMARY EXPLANATION:

- 1) Travel Approval, Ms. Julie Bennett, Clerk to the Board
Each year while creating the Governing Board's budget, money is allocated for travel/training and in a sense, is earmarked for certain conferences, courses, and meetings that are repeated yearly. Every now and then, new and/or different opportunities come available for the Clerk and Commissioners and in an effort to be transparent, I would like to bring these items to the Board for approval since they will be coming out of the current year's budget. Listed below are two such items. [Note: There are funds available for these requests.]
 - a) 17th Annual NC Black Summit on April 27-28 in Raleigh. Early Bird Registration is \$189 and the hotel room discounted rate is \$151/night x2=\$302 (excludes taxes) + ~\$62 for mileage (123 mi round trip x .50) + ~\$47 for meals = total of ~\$600 for the trip. (Commissioner Johnson has requested to attend this.) (See attached flyer.)
 - b) The NCACC used to have "County Assembly Day". Now it is "County Advocacy Days" being held in Raleigh on May 23 -24. This will now require an overnight stay if you wish to attend both days. Registration is \$75/person. I'm estimating a hotel room at \$151/night (excludes taxes) + ~\$62 for mileage (123 mi round trip x .50) + ~\$47 for meals = ~\$335/person. If all 5 of you wish to go, the total would be ~\$1,675. (See attached flyer).

I need to know if anyone else wants to attend the 17th Annual NC Black Summit (so I can go ahead and get you registered).

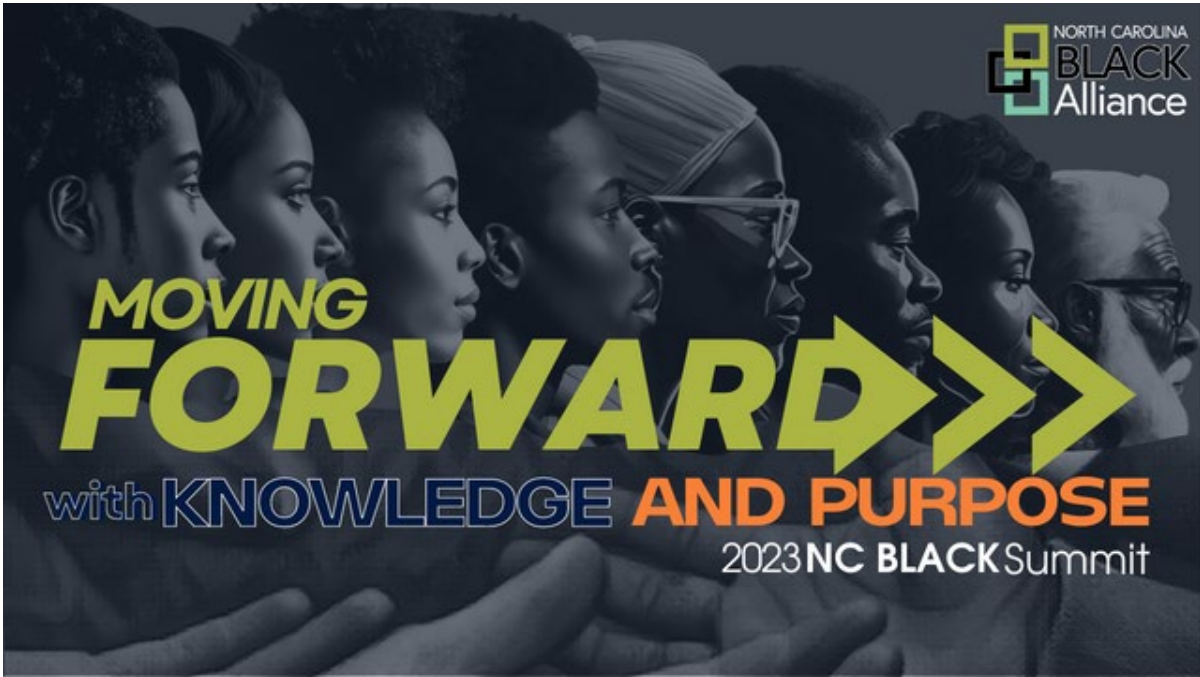
I need to know how many of you wish to attend County Advocacy Days (so I can go ahead and get you registered).

I would like a motion approving these travel requests.

2) PreK – 12 Update, Mr. Curtis Potter, CM/CA
Mr. Potter will give the Board an update on the new school.

3) Washington County School Financing Bid Summary
Mr. Potter will speak to the Board about this. (see attached)

- Department Head Reports from February 2023 (see attached)
- Statistics Reports from February 2023 (see attached)
- ABC Budget Amendment (see attached)



WE ARE BACK IN PERSON!

Join us in person for the **17th Annual NC Black Summit on April 27-28, 2023, at the Raleigh Marriott Crabtree Valley**. This signature event hosted by the North Carolina Black Alliance uniquely brings together Black elected officials, public policy advocates, community stakeholders, strategic partners, and community advocates from across the state to explore solutions to issues impacting OUR community and strategize on ways to build a more just and equitable North Carolina.

We look forward to being back in person to engage and collaborate with you around our theme, "**Moving Forward with Knowledge and Purpose**," and to discuss critical issues impacting OUR community.

<p>EARLY BIRD REGISTRATION \$189/+Eventbrite Fee</p> <p>Conference registration includes one ticket to the following events: Thursday Night Opening Reception, Breakfast, Jeanne</p>	<p>STUDENT REGISTRATION \$119/+Eventbrite Fee</p> <p>Conference registration includes one ticket to the following events: Thursday Night Opening Reception, Breakfast, Jeanne H.</p>
--	--

H. Lucas Luncheon and the 17th Annual Summit Banquet. **Early bird registration ends Mar. 31.**

- Standard Rate: \$229
- On-Site Rate: \$249

Lucas Luncheon and the 17th Annual Summit Banquet. Scholarships are available. Please email [Monique Colvin](mailto:Monique.Colvin) for details

[REGISTER TODAY](#)

HOTEL INFORMATION

**Raleigh Marriott Crabtree Valley
4500 Marriott Dr, Raleigh 27612**

For hotel reservations, call 919.781.7000 or click the reservation button below. **The discounted room rate of \$151 per night is available until March 30** or until the group block is sold-out, whichever comes first.



[MAKE A RESERVATION](#)

For questions about the Summit, please contact [Arie Bobbitt](#).



Join Fellow County Leaders for Advocacy and Networking Opportunities in Raleigh!

Registration Now Open for Premier NCACC Advocacy Event



As part of an ongoing effort to equip county leaders to serve their communities and to promote commissioner-legislator connections, the NCACC will host County Advocacy Days on May 23-24, 2023.

County Advocacy Days will kick off with a dinner event at Raleigh Marriott City Center on Tuesday, May 23, 2023 showcasing county stories and initiatives. This dinner will bring together county officials and legislators for an opportunity to share a meal and discuss shared priorities. We will also feature a speaking program with legislative leaders.

On Wednesday, May 24, 2023, please join us at the newly renovated Local Government Federal Credit Union Conference Center located on the first floor of the Quorum Center. We will provide important information to guide you through your day at the Legislative Building.

Advocacy Days Programming

Tuesday, May 23 at Raleigh Marriott City Center

Reception at 5:30 p.m.

Dinner at 6:30 p.m.

Wednesday, May 24

Coffee & Donuts at 8:00 a.m.

Brief Programming at 8:30 a.m.

2023 Installment Financing Contract – Summary of Bids

Washington County, North Carolina



March 2, 2023



Bank Loan RFP Overview

- Washington County Schools is planning the construction of a new PreK-12 facility on the site of the existing Pines Elementary School in Plymouth, NC. The new facility will replace existing County School facilities and will consolidate all students, except early college students, into one facility.
 - The current total project cost is estimated at approximately \$72 million. The County currently has grant funding of \$50.15 million, \$3.5mm in ESSER funding and anticipates contributing cash of \$1 million, leaving a net borrowing requirement of ~\$18 million.

- An RFP for a Direct Bank Loan financing was distributed on February 7, 2023 to over 50 National, Regional and Local lending institutions to finance the construction of a new PreK-12 School Facility and pay related Costs of Issuance. After the initial distribution, Davenport reached out to the potential bidders to assess their interest in the financing and address any questions they had.

- Responding institutions were asked to provide proposals for an Installment Financing Contract with a security interest in the School Facility being financed in an amount of approximately \$20,000,000 with a 20-year term for the following options:
 - Option 1: Level principal payments beginning in FY 2024;
 - Option 2: Level principal payments beginning in FY 2025 (one-year interest only period).

- The County received two proposals on February 28, 2023 from the following banks, with interest rates ranging from 3.95% to 4.68%:
 - Capital One Public Funding, LLC
 - Truist Bank

- As an alternative to pursuing the financing through a direct bank loan with one of the proposing lenders, the County could consider a public sale of Limited Obligation Bonds. In order to maintain the option of the Public Sale, the County will need to reserve a sale date through the Local Government Commission. Prior to the sale, the County would be subject to daily interest rate changes until rates are locked on the date of the sale.

- A summary of all Bank proposals received as well as the Public Sale option is shown on the following page.

Summary of Bids Received



Lender	A	B	C	D
	Prepayment Provisions		Option 1	Option 2
1 Capital One Public Funding, LLC	No call until 12/01/2032, callable thereafter at par in whole or in part, prepayments applied in inverse order of maturity.		4.67% ¹	4.68% ¹
2 Truist Bank	Prepayment A: Prepayable in whole or in part subject to a "Make Whole Call" Prepayment B: Prepayable in whole or in part at any time after 9 years without penalty; subject to a "Make Whole Call" prior to 9 years Prepayment C: Prepayable in whole or in part at any time after 10 years without penalty; subject to a "Make Whole Call" prior to 10 years		Prepayment A: 3.95% Prepayment B: 4.07% Prepayment C: 4.02%	Prepayment A: 3.95% Prepayment B: 4.07% Prepayment C: 4.02%
3 Public Sale (TIC)	Prepayable in whole or in part at any time after 10 years.		3.91% ²	3.91% ²


¹ COPF shall lock the rate when the Borrower provides a final debt service schedule and firm closing date. On such date (the "Lock Date"), the final interest rate on the Loan shall be determined by observing the then-yielding 10-year U.S. Treasury note (ticker USGG10YR on Bloomberg, the "Benchmark Rate") and comparing it to its yield of 3.95% (the "Base Date Rate") on February 28, 2023 (the "Base Date"). On the Lock Date, if the Benchmark Rate remains between 3.80% and 4.10% (i.e. within the "Collar"), there shall be no changes to the Loan rates quoted above. However, if the Benchmark Rate is above 4.10% or below 3.80% on the Lock Date, the Loan rate shall be adjusted by one basis point up or down for every basis point the Benchmark Rate is outside the Collar.

² Current market interest rates as of 2/28/2023. Preliminary and subject to change.

Summary of Proposals

Truist Bank Proposal



A Lender	B Truist Bank	C
		Public Sale
	Option 1 & 2 A: 3.95% B: 4.07% C: 4.02%	Option 1 & 2 3.91% (TIC)
1 Tax-Exempt Interest Rate		
2 Prepayment Language	Prepayment A: Prepayable in whole or in part subject to a "Make Whole Call" Prepayment B: Prepayable in whole or in part at any time after 9 years without penalty; subject to a "Make Whole Call" prior to 9 years Prepayment C: Prepayable in whole or in part at any time after 10 years without penalty; subject to a "Make Whole Call" prior to 10 years	Prepayable in whole or in part at any time after 10 years.
3 Acceptance / Rate Expiration	March 28th / May 19th	Mid-May / Late May
4 Escrow / Project Fund	-Truist will require that all proceeds be deposited in a Project Fund with Truist. The borrower will be required to submit a requisition request for each draw from the project fund. - The current earnings rate on the Truist Project Fund is 3.50%; subject to change based on market condition.	- A Project Fund will be established by the Trustee and will be invested as directed by the County. - The current NCCMT rate is 4.50%; subject to change based on market condition.
5 Bank Fees	Not-to-exceed \$10,000	Additional fees associated with Bond Underwriting, Official Statement, Bond Documents, Credit Ratings, etc.
6 Credit Approval	Fully Approved	n/a - Credit Ratings Required
7 Lender's Counsel	Pope Flynn, LLP (Matt Davis)	TBD
8 Other Considerations	-The Bank will require a security interest on the PreK-12 School Facility. -The Bank will require a flood certification and Title Search. The Bank will NOT require a Title Opinion or Title Insurance Policy.	- The Public Sale approach will require a Trustee and compliance with continuing disclosure requirements. - Typically a Title Insurance Policy will be obtained for a Public Sale. - A Public Sale will require annual principal payments and semi-annual interest payments.

Debt Service Comparison

Truist vs. Public Sale



A	Option 1				Option 2			
	B	C	D	E	F	G	H	I
Lender	Truist Bank			Public Sale	Truist Bank			Public Sale
	Prepayment A: Make-Whole-Call	Prepayment B: 9-Year Par Call	Prepayment C: 10-Year Par Call	Public Sale ¹ (Assumes 'A' Rating)	Prepayment A: Make-Whole-Call	Prepayment B: 9-Year Par Call	Prepayment C: 10-Year Par Call	Public Sale ¹ (Assumes 'A' Rating)
1 Call Provisions								
2								
3 Interest Rate / TIC*	3.95%	4.07%	4.02%	3.91%	3.95%	4.07%	4.02%	3.91%
4								
5 Rate Lock/Pricing Date*	3/1/2023	3/1/2023	3/1/2023	Mid-May	3/1/2023	3/1/2023	3/1/2023	Mid-May
6 Closing Date*	5/17/2023	5/17/2023	5/17/2023	Late May	5/17/2023	5/17/2023	5/17/2023	Late May
7 First Interest Payment	12/1/2023	12/1/2023	12/1/2023	12/1/2023	12/1/2023	12/1/2023	12/1/2023	12/1/2023
8 First Principal Payment	12/1/2023	12/1/2023	12/1/2023	12/1/2023	12/1/2024	12/1/2024	12/1/2024	12/1/2024
9 Final Maturity	12/1/2042	12/1/2042	12/1/2042	12/1/2042	12/1/2042	12/1/2042	12/1/2042	12/1/2042
10								
11 Sources of Funds								
12 Par Amount	\$ 17,943,000	\$ 17,943,000	\$ 17,943,000	\$ 17,050,000	\$ 17,943,000	\$ 17,943,000	\$ 17,943,000	\$ 17,000,000
13 Premium	-	-	-	1,073,440	-	-	-	1,118,790
14 Total	\$ 17,943,000	\$ 17,943,000	\$ 17,943,000	\$ 18,123,440	\$ 17,943,000	\$ 17,943,000	\$ 17,943,000	\$ 18,118,790
15								
16 Uses of Funds								
17 Project Fund*	\$ 17,732,969	\$ 17,732,969	\$ 17,732,969	\$ 17,732,969	\$ 17,732,969	\$ 17,732,969	\$ 17,732,969	\$ 17,732,969
18 Cost of Issuance*	200,000	200,000	200,000	300,000	200,000	200,000	200,000	300,000
19 Underwriter's Discount	-	-	-	85,250	-	-	-	85,000
20 Bank Fees	10,000	10,000	10,000	-	10,000	10,000	10,000	-
21 Additional Proceeds*	31	31	31	5,221	31	31	31	821
22 Total	\$ 17,943,000	\$ 17,943,000	\$ 17,943,000	\$ 18,123,440	\$ 17,943,000	\$ 17,943,000	\$ 17,943,000	\$ 18,118,790
23								
24 Debt Service*								
25 Fiscal Year	Debt Service	Debt Service	Debt Service	Debt Service	Debt Service	Debt Service	Debt Service	Debt Service
26 2024	1,278,937	1,290,540	1,288,606	1,663,606	381,937	393,540	391,606	825,533
27 2025	1,571,317	1,591,772	1,588,363	1,607,250	1,653,749	1,675,280	1,671,692	1,684,625
28 2026	1,535,846	1,555,224	1,551,994	1,564,500	1,616,421	1,636,819	1,633,419	1,639,875
29 2027	1,500,375	1,518,675	1,515,625	1,521,750	1,579,094	1,598,357	1,595,147	1,595,125
30 2028	1,463,904	1,481,126	1,478,256	1,479,000	1,541,766	1,559,896	1,556,874	1,550,375
31 2029	1,428,473	1,444,619	1,441,928	1,436,250	1,504,439	1,521,434	1,518,602	1,505,625
32 2030	1,393,041	1,408,111	1,405,599	1,393,500	1,467,111	1,482,973	1,480,329	1,460,875
33 2031	1,357,610	1,371,603	1,369,271	1,350,750	1,429,784	1,444,511	1,442,057	1,416,125
34 2032	1,322,178	1,335,095	1,332,942	1,308,000	1,391,456	1,405,050	1,402,784	1,371,375
35 2033	1,286,747	1,298,587	1,296,614	1,265,250	1,354,168	1,366,629	1,364,552	1,326,625
36 2034	1,251,315	1,262,079	1,260,285	1,217,625	1,316,880	1,328,208	1,326,320	1,281,875
37 2035	1,215,884	1,225,571	1,223,957	1,175,125	1,279,592	1,289,787	1,288,088	1,237,125
38 2036	1,180,452	1,189,063	1,187,628	1,132,625	1,242,304	1,251,366	1,249,856	1,192,375
39 2037	1,145,021	1,152,555	1,151,300	1,090,125	1,205,016	1,212,946	1,211,624	1,147,625
40 2038	1,109,589	1,116,047	1,114,971	1,047,625	1,167,728	1,174,525	1,173,392	1,102,875
41 2039	1,074,158	1,079,540	1,078,643	1,009,375	1,130,440	1,136,104	1,135,160	1,062,600
42 2040	1,038,726	1,043,032	1,042,314	974,844	1,093,152	1,097,683	1,096,928	1,026,241
43 2041	1,003,295	1,006,524	1,005,986	939,781	1,055,864	1,059,262	1,058,696	989,322
44 2042	967,863	970,016	969,657	904,188	1,018,576	1,020,842	1,020,464	951,844
45 2043	932,432	933,508	933,329	868,063	981,288	982,421	982,232	908,913
46 Total Debt Service	\$ 25,057,159	\$ 25,273,285	\$ 25,237,264	\$ 24,949,231	\$ 25,410,763	\$ 25,637,631	\$ 25,599,820	\$ 25,276,952
47								
48 Difference to Public Sale	\$ 107,927	\$ 324,054	\$ 288,033	\$ -	\$ 133,811	\$ 360,679	\$ 322,868	\$ -
49								
50 Public Sale Breakeven Rate Movement	+6bps	+18bps	+16bps	-	+7bps	+19bps	+17bps	-

* Preliminary and subject to change.

¹ Public Sale Interest Rates as of 2/28/2023. Based on an assumed Credit Rating of 'A'.



Preliminary Financing Schedule

Direct Bank Loan Approach

Recommendation

- Based upon our review of the proposals, related analyses and discussions with County Staff and Bond Counsel, Davenport recommends that the County select the Truist 10-year par call prepayment option with a 4.02% interest rate. Additional details regarding the loan, including a recommended amortization option, will be determined following the establishment of a final GMP.

Next Steps

Date	Task
March 7 th	Project Subcontractor Bids Received
March 8 th at 10:00am	Steering Committee Meeting
Week of March 13 th	Final GMP Established
March 27 th	Agenda Deadline for April 3 rd Board Meeting
March 28 th	Truist Proposal Acceptance Deadline
April 3 rd at 6:00pm	County Board of Commissioners Meeting <ul style="list-style-type: none">County Board selects a winning bank lender, if applicable
April 4 th	LGC Application Deadline
April 24 th	Agenda Deadline for May 1 st Board Meeting
May 1 st at 6:00pm	County Board of Commissioners Meeting <ul style="list-style-type: none">County Board considers adopting a Final Resolution
May 2 nd	LGC considers approving the financing
By May 19 th	Close on Direct Bank Loan



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Department Head Reports to the Commissioners
March 6, 2023
Board of Commissioners' In Person & Facebook Livestreamed Meeting

Geographic Information Systems & Other Projects

Richard Livingston

The GIS office has taken on some additional tasks this month in addition to the more traditional roles and responsibilities of this office. First among these was the presentation to the citizen's academy, which I have been told was well received amongst attendees. I have also been putting in the groundwork and developing an ArcGIS application to assist water utility staff in the collection of service line inventory information. This is a new requirement from the US EPA which has created the need for staff to identify service line materials in an effort to eliminate lead from the water system. Due to the age of the system, the presence of lead is highly unlikely, however we are still subject to the requirement.

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:

All full-time EMS positions are filled with the exception of the two vacant Paramedic positions. The Transport Division has two full-time EMT positions available. We are also accepting applications for part time positions.

Join us in welcoming back Paramedic Kathryn Williams to our full-time staff. Also, welcome EMT Jonathan Jones and EMT Myesa Black. Jonathan hails from Chowan County and is currently in the Paramedic Degree program at Pitt Community College. Myesa Black hails from Georgia and will be entering the Paramedic program at BCCC in the Fall.



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.

OTHER SYSTEM BUSINESS:

UNC PECC+ Program: PECC Coordinator Jessica Howery will be attending the Field Training and Evaluation Program (FTEP) in March. This nationally standardized program is intended to provide quality and professional training to new or entry level EMS providers.

Duke RACE-CARS Trial Program: “4” Life Training is underway, partnering with the Ag Extension Office, Deputy Director Ward has presented this program to several groups including local farmers, library and DSS staff. There are scheduled presentations in March as well. “4” Life Training is a free class and participants are taught about:

- (1) Calling 911
- (2) Narcan Administration
- (3) Stop the Bleed
- (4) Hands Only CPR



APPARATUS:

We have completed 3 NC Office of EMS inspections this month with no deficiencies.



Currently we have 2 EMS ambulances out of service for damage repairs. This leaves no spare for an unexpected breakdown.

HOSPITAL: WRMC continues to be on very frequent CT/X-Ray diversion, with the highest percentage of time after 5:00 PM 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.

Recreation

Randy Fulford

We are currently in basketball and our cheerleaders are supporting the teams during half-time. We are getting prepared for our tournaments in March through June for our E.A.C and State games. We are also planning to send flyers out for softball, tee-ball Blitz pickleball and flag football. We are looking for great participation.

Elections

Dora Bell

I have been doing clean up and getting ready for two training classes in March. The first one is in Dare County, which is a District 8 meeting. The second one is a conference held in New Bern for 3 days.

Library

Brandy Goodwin

Staffing:

Grace Wise has been promoted to Full-Time status.

Programming:

- We are still in the planning stages of our Grassroots Arts Series; thus far we have secured the following acts:

March 7th: Bright Star Touring Theatre will perform “Freedom Songs” for Pines/WCMS (K-5 at 1:00 PM and 6-8 at 2:00 PM)

April 4th: Jacki Shelton Green, NC Poet Laureate will do a reading at WCHS (10:00 AM) and at Washington County Library (5:00 PM)

June 2nd and 3rd: John Brown Entertainment Group (Jazz Ensemble) will perform at “First Fridays” and The Plymouth Black Bear Festival (~ 5:00 PM)

June 16th: Willa Brigham, Storyteller will perform at Washington County Library (1:00 PM)

We will contact more acts after invoices are received from these groups

- We have successfully acquired a few performers for this year’s Summer Reading Program:

July 12th: Rhana Paris from NC Aquariums will be hosting a program about being kind to ocean animals at 1:00 PM

August 2nd: Gary Shelton, Magician will host a magic show for our End of Summer Reading Celebration at 2:00 PM.

Grace Wise and Alex Barr: Craft Program (Date TBD)

Washington County Police and Fire have been contacted to host a “Community Helpers Program” and The Bertie Wildlife Refuge has been asked to hold an “ecoExplore” Nature Program. I will be contacting them again this week for a follow-up. We are also hoping to host a “4 Life” Basic Medical Training Program lead by Annette Ward for older patrons.

Hardcopy Schedules and Virtual Schedules will be posted once lineup finalized

Library Business:

- We are currently in the processes of weeding non-circulating items from our collection to clean up our catalog.
- Weeded items are being sold as part of our ongoing Book Sale; Hardcover: \$1.00, Softcovers: \$0.25, and Small Paperbacks (ex. Harlequin Romances): FREE
- We are in the process of setting up a Makerspace for patrons to use; we have a 3D Printer, Sewing Machine, Mug/T-Shirt Press, and (2) Cricuts – staff is training themselves on how to operate these items.
- A Genealogy Workshop (Hosted by Mrs. Rita) was held on Saturday, February 25th at the library from 10:15 – 1:00 PM
- We will be closed Saturday, March 4th for our carpets to be professionally cleaned.

Community Happenings:

- We have found homes for ALL of our “Little Libraries.” They will be located at the following spots:
Washington County Health Department (Senior Center)

Washington County African American Museum and Cultural Center

Barnyard Betsy’s

Downtown (Christmas Tree Staging Area) – I am meeting with Town Manager at 10:00 AM to discuss the specifics.

Cooperative Extension

Rebecca Liverman

Rebecca Liverman
County Extension Director

Our 4-H Agent left in the middle of the month for another position. I have had to shift some of the projects she was working on onto my plate. These include:

1. 4-H Livestock Show
2. Creswell Elementary Etiquette Program
3. Planning a district-wide youth event to be held in Washington Co. this summer.
4. Writing the JCPC grant
5. Planning the Ag Night Program at Pocosin Innovative Charter

The projects I am currently working on include the following:

1. Working on the MIPPA grant
2. Attending required NCSU training (Title IX, Civil Rights Audit, Diversity, Equity and Inclusion, and Eventbrite Financials)
3. Teaching ServSafe for ten food service workers.

**Jalynne Ward
Agriculture Agent**



This was my view for the month of February! These winter meetings provided farmers with updated research information from NC State University, as well as pesticide



credits and required training for pesticide applicators. **A total of 410 farmers and agribusiness attended 19 meetings.**



I partnered with Ms. Annette Ward with Washington/ Tyrrell EMS to provide our citizens with three "4 Life Training" sessions. We had a total of **23 participants**, ranging from farmers to librarians. During this training, attendees learned the mechanics of calling 911, Stop the Bleed, Narcan administration, and hands-on CPR. **This program was so well received that Tyrrell County Farm Bureau has requested it - they will have 2 training sessions in March.** Participants also inquired about hosting sessions at their church, fire department, and workplace.

Veteran's Service Officers Report
Vacant

No report submitted

Tax Office
Sherri Wilkins

1. The staff is working on the Business Personal Property and Personal Property listings, each one is reviewed, additions and deletions are made and values are added.
2. 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. They are assisting with the filings of the BPP & PP documents.
3. Felesha and Darlene Harrison continue to review and enter the data from the BPP forms.
4. We continue to work every day with Zacchaeus Legal Services, there was not a sale on February 9th as the taxpayer paid the taxes before the sale. It was a court date for the filing of other documents.
5. Assisted the taxpayers with the Tag & Tax program, handling adjustments, refunds, releases, and general questions in regards to motor vehicles.
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. Christal and Hollie continue to assist Darlene with the Employer Letters.
9. I attended the Fundamental Supervisory Practices course via ZOOM this month. It was a very good course and I know I benefited from it.
10. Denise continues to work part-time to assist our office with NCVTS reports and estate files.
11. I submitted the Statistical Report for February.

Planning/Inspections/Floodplain Management
Allen Pittman

Permits Issued	22
Inspections	31
Plan/Applications Review	5
Floodplain Reviews	2

Planning Board February 16:

Thomas Patrick approved to Planning Board on February 6
Katie Walker elected Chair to the Planning Board (to fill David Clifton's seat)
Mary Barnes elected Vice-Chair to Planning Board (to fill Katie Walker's seat)
Board recommended Marty Swett to replace Steve Barnes –Creswell rural seat

Began reading and review of Ordinances and Rules of Procedure for Planning Board education and to verify they merge GS 160-D and current ordinances

Continuing Education: Allen Feb 22 – Mechanical Inspector - Rocky Mount
Connie Feb 7 – FEMA – Prepare to Improvise
Connie Feb 15 – FEMA – Individual Preparedness for Seniors
Allen – Fire Inspector’s Class online for licensing

Staff completed the move from 205 E. Main Street to 116 Adams Street –most items are put away – dumpster has been removed from lot at 205 E. Main Street

Staff worked on CMS audit documents and mailed letters
Working on a budget package
Staff assisted EM with paperwork, meetings, and projects

Emergency Management

Lance Swindell

1. 2/1 -Water Dept. Assistance with water line breaks/light tower and Hyper Reach notifications
2. 2/1 -Wildland Fire Training
3. 2/8 –Viper Test
4. 2/8 –DH Meeting
5. 2/9 –NCEM Training on Mass Care/Sheltering
6. 2/8 -Assist 911 with radio communication outage
7. 2/14 -Virtual meeting with Perryweather/ Real time weather app warning system and hardware/meteorologist support for Recreation/EM and eventually school system.
8. 2/14 -February Safety Meeting at Water Department
9. 2/14 -Virtual Consultation with HSI Safety for online Safety Training
10. 2/15 – Vehicle Maintenance
11. 2/17 – Meeting with NCEM Communications Director
12. 2/19 – Structure Fire @ 0330, Reno Rd. House lost, Assisted Homeowner with Red Cross and CAD sheet, call back for rekindle @ 6 pm
13. 2/19 Structure Fire , Falcon Lane saved, confined to electrical outlet and small section of wall
14. 2/20 – Washington County VIP Support Group/Golden Skillet. Home Fire and Emergency Preparedness Talk for the Visually Impaired done by Plymouth Fire Dept. Representative and EM-1
15. 2/22 – RAP-LEPC Meeting @1000, Martin County EOC
16. 2/25 – Structure Fire Morratock Rd. EM-1 notified. Call found to be a pile burning behind mat company. Call Cancelled.
17. 2/25 Call for lost stranded motorist somewhere in Pocosin Lakes Refuge @ 0930. EM-1, Deputy Sheriff, Sherriff’s investigator, State Park Ranger and Lake Phelps VFD. Found couple and stuck vehicle off between Boerma Rd. and Clayton Rd. Coordination with

Federal authorities was over the phone. Couple taken to Sportsman's Inn for family to come get them.

18. 2/27 -Fire Chief's Meeting @1800 in Commissioner's Meeting Room.

Soil and Water
VACANT

No report submitted.

Register of Deeds
Tim Esolen

Ledger Summary Report - Roll-up

Timothy J. Esolen, REGISTER OF DEEDS

Washington, NC
30708-3088

Printed 02/28/2023

Category	Receipt Code	Count	Total	Recording	Special	Floodplain Mapping	Excise Tax	Land Transfer	Dept Cultural Res	Pension Fund	Automation Fund	State General Fund	State Treasurer Amt	County Receipts
DEC SURVEY														
	DECSUR DEC SURVEY	1	\$21.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.32	\$2.07	\$0.00	\$0.00	\$18.61
	Category Totals	1	\$21.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.32	\$2.07	\$0.00	\$0.00	\$18.61
DEED														
A/N	ASSUMED NAME	4	\$104.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.56	\$7.76	\$0.00	\$24.80	\$69.88
ADMN/N	ADMINISTRATIVE NOTICE	1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
AMEND	AMENDMENT	5	\$130.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.95	\$9.70	\$0.00	\$31.00	\$87.35
ASGMT	ASSIGNMENT	14	\$464.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6.98	\$37.00	\$0.00	\$86.80	\$333.22
C/D	CORRECTION DEED	1	\$26.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.39	\$1.94	\$0.00	\$6.20	\$17.47
CAN	CANCELLATION	19	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CERT	CERTIFICATION	2	\$52.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.78	\$3.88	\$0.00	\$12.40	\$34.94
D/T	DEED OF TRUST	21	\$1,369.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.54	\$132.66	\$0.00	\$130.20	\$1,085.60
DEED	DEED	26	\$6,857.00	\$0.00	\$0.00	\$0.00	\$6,181.00	\$0.00	\$0.00	\$10.14	\$50.44	\$0.00	\$161.20	\$454.22
GIFT/D	DEED OF GIFT	4	\$104.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.56	\$7.76	\$0.00	\$24.80	\$69.88
MEMO	MEMORANDUM	4	\$104.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.56	\$7.76	\$0.00	\$24.80	\$69.88
MOD/A	MODIFICATION AGREMT	2	\$52.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.78	\$3.88	\$0.00	\$12.40	\$34.94
N/FOR	NOTICE OF FORECLOSURE NO F-1	1	\$26.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.39	\$1.94	\$0.00	\$6.20	\$17.47
NOTICE	NOTICE	1	\$26.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.39	\$1.94	\$0.00	\$6.20	\$17.47
OPT	OPTION	2	\$52.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.78	\$3.88	\$0.00	\$12.40	\$34.94
P/A	POWER OF ATTORNEY	8	\$233.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3.50	\$17.98	\$0.00	\$49.60	\$161.92
QCD	QUITCLAIM DEED	1	\$26.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.39	\$1.94	\$0.00	\$6.20	\$17.47
REQ	REQUEST FOR NOTICE	1	\$26.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.39	\$1.94	\$0.00	\$6.20	\$17.47
S/TR	SUBSTITUTION TRUSTEE	1	\$26.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.39	\$1.94	\$0.00	\$6.20	\$17.47
TR/D	TRUSTEE'S DEED	1	\$93.00	\$0.00	\$0.00	\$0.00	\$67.00	\$0.00	\$0.00	\$0.39	\$1.94	\$0.00	\$6.20	\$17.47
UCC	UCC 1 TO 2 PAGES	2	\$76.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.14	\$7.48	\$0.00	\$0.00	\$67.38
	Category Totals	121	\$9,846.00	\$0.00	\$0.00	\$0.00	\$6,248.00	\$0.00	\$0.00	\$54.00	\$303.76	\$0.00	\$613.80	\$2,626.44

Timothy J. Esolen
Submitted 2/28/2023 by Timothy J. ESOLEN
Reg. of Deeds

Ledger Summary Report - Roll-up
 Timothy J. Esolen, REGISTER OF DEEDS

Printed 02/28/2023

Washington, NC
 30708-30888

Category	Receipt Code	Count	Total	Fee	NCCTF	DVCF	Pension Fund	Automation Fund	County Receipts
MARR									
	ML MARRIAGE LICENSE	4	\$240.00	\$0.00	\$20.00	\$120.00	\$3.60	\$9.64	\$86.76
	Category Totals	4	\$240.00	\$0.00	\$20.00	\$120.00	\$3.60	\$9.64	\$86.76
NO BOOK									
	B BIRTH CERTIFICATE	20	\$240.00	\$0.00	\$0.00	\$3.60	\$23.72	\$212.68	
	COPIES COPIES	1	\$4.25	\$0.00	\$0.00	\$0.06	\$0.42	\$3.77	
	DC DEATH CERTIFICATE	16	\$540.00	\$0.00	\$0.00	\$8.10	\$53.20	\$478.70	
	MC MARRIAGE CERTIFICATE	8	\$90.00	\$0.00	\$0.00	\$1.35	\$8.90	\$79.75	
	NA NOTARY AUTHENTICATION	1	\$3.00	\$0.00	\$0.00	\$0.04	\$2.96	\$0.00	
	NSTP NOTARY STAMP	1	\$20.00	\$0.00	\$0.00	\$0.30	\$19.70	\$0.00	
	Category Totals	47	\$897.25	\$0.00	\$0.00	\$13.45	\$108.90	\$774.90	
NOTARY									
	NOTARY NOTARY	6	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.90
	Category Totals	6	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.90
PLAT CABINET									
	MAP MAP	2	\$42.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.64
	Category Totals	2	\$42.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.64
	Report Totals	181	\$11,106.25						
	Automation Fund Total:		\$434.45						
	County Receipts Total:		\$3,597.09						
	DVCF Total:		\$120.00						

Ledger Summary Report - Roll-up
 Timothy J. Esolen, REGISTER OF DEEDS

Printed 02/28/2023

Washington, NC
 30708-30888

Category	Receipt Code	Count	Total
	Excise Tax Total:		\$6,248.00
	NCCTF Total:		\$20.00
	Pension Fund Total:		\$72.91
	State Treasurer Amount Total:		\$613.80
	Cash Total:		\$983.25
	Check Total:		\$10,123.00
	ACH Total:		\$0.00
	Card Total:		\$0.00
	Escrow Account Total:		\$0.00
	Overpayment Total:		\$0.00

Public Utilities

Lee Sasser

No report submitted.

Sheriff's Office/Detention/E911

Chief Deputy Arlo Norman/Clinta Blount/Anna Johnson

Detentio

1. **UNIFIRST LINEN ARRIVED ON 02/03/2023.**
2. **DR. DEVAUL ARRIVED 02/08/2023**
3. **UNIFIRSTCAME TO DROP OFF AND PICK LINEN ON 02/10/2023.**
4. **CHARM-TEX BROUGHT INMATE MATS ON 02/13/2023**
5. **DR. DEVAUL ARRIVED ON 02/14/2023**
6. **CHARM-TEX ARRIVED WITH INMATE UNIFORMS ON 02/17/2023**
7. **UNIFIRST LINEN CAME FOR DROP OFF AND PICK UP 02/17/2023**
8. **BB&J PLUMBING ARRIVED ON 02/23/2023.**
9. **CHARM-TEX ARRIVED WITH EMPLOYEE GLOVES ON 02/24/2023**
10. **WILLIAMSTON FIRE EXTINUISHER ON 02/27/2023.**

No other reports submitted.

Information Technology

Darlene Fikes

1. Work on Exchange documentation for O365. Compare spreadsheet listing with Active Directory to verify. Move all non-active user mailboxes to a disabled folder. Review proposal with Curtis and submit for a quote.
2. Troubleshoot issue with Edmunds connectivity in Planning.
3. Attend meeting with 911 Board Regional Manager (Angie) along with Missy and Anna to discuss Fund Balance and items that need to be completed and submitted to the 911 Board (updated Technology Plan and Backup Plan).
4. Troubleshoot issue with internet connectivity at Landfill.
5. Complete clean-out of electronic equipment in Planning/EM office on Main Street. Move items for surplus sale.
6. Get quote for Facilities computer and order.
7. Complete and submit IT Assessment required for departments applying for certain grants. Certificate attached.
8. Email Allen and recommend replacing legacy planning software package currently being used.
9. Apply security updates to the Exchange.
10. Troubleshoot issues with Tax office connectivity to server.
11. Review Specialty Contract and verify items. Request quote for FY23-24.
12. Change permissions for Renee in Edmunds to access Senior Center.
13. Work on FY23-24 budget.
14. Update phone lines/extensions spreadsheet and replace in phone closet.
15. Research invoice from NCDIT for a subscription charge. Discuss with Missy and Jamie. Appears this is a new charge NCDIT has implemented.
16. Attend PSAP meeting in Greenville with Anna. Items Discussed: CHEMPACK during emergencies. Review multiple items for upcoming PSAP Assessment

(expectations/timelines/procedures). Review Financial Planning Tool and Funding Reconsideration. SIP Pilot Program. Discuss AT&T Public Safety Portal (PSP), Rapid SOS, ECaTS and Intrado Viper updates. 911 Board FY2024 Grant Cycle begins March 23 and application will be available March 31. Recommended Anna attend the required workshop that will be held March 23.

17. Attend Departmental meeting.
18. Attend County Manager group meeting.
19. Check postage machine during the month to determine when postage is needed.
20. Stamp, sign & copy invoices & take to Finance.
21. Reconcile Budget Statement.



Senior Center

Vanessa Joyner

(report from January)

Overall: January was a good month with plenty of activities for the seniors.

Pictionary - January 3, 2023 – We have a computer program that we can play different games with the seniors. We use the TV to display the information. They sit in the Lobby chairs to play. They are very good at these games. Throughout the month we will be using Spin and Solve, Hangman, Matching and Jeopardy from the same program.

Computer Class – January 3, 2023 -Vanessa is teaching Computer Basics to seniors on Tuesdays and Thursdays. She is also teaching Beyond the Basics computer class on Mondays and Wednesdays to a second group of seniors.

DYI with Staff – January 4, 2023 – Maria had to seniors to make flowers out of tissue paper. We used the flowers to decorate their tables at the center and they made flowers to present a Valentine Card to give to Roanoke Landing Nursing and Rehabilitation Center.

Pickleball3

Woo Ball – January 11, 2023 – The seniors are in a circle and we use a beach ball they hit around to each other. The seniors have a lot of fun doing that.

Glaucoma Awareness with Staff – January 12, 2023 – Maria shared information on glaucoma with the seniors. It was good information for the seniors because some of them have glaucoma.

Memory Games – January 17, 2023 – Ms. Lois Davis prepares games for the seniors that they have to think about. She has different ways of challenging the seniors. They love to see her come. She also gives them prizes for getting the right answers. They are good at some of her trivia questions.

Martin L. King – January 18, 2023 – Maria shared interesting facts about Martin Luther King and his Memorial in Washington DC. We had pictures in the center displaying some of his achievements.

Indoor Bowling – January 23, 2023 – The senior enjoy bowling. We have bowling pins and ball.

Coffee Break - January 31, 2023 – This is the time for the seniors to sit down and talk with the Director. They get to express new things they want to do. We share things we have in mind to do in the near future.

Nutrition Presentation – January 31, 2023 – Martha shares information with the seniors on healthier lifestyles. She gives examples of healthy snacks or ways to prepare food in a healthier way. She also gives them a printed version of the information.

Exercise Classes offered at the Center:

Yoga – Monday 7:00 p.m. cost \$5.00 monthly

Chair Exercise – Tuesday/Thursday 1:00 – 2:00 cost \$5.00 monthly

Fitness Workout – Monday/Wednesday – 5:30 cost \$5.00 monthly

Beginner's Line Dancing – Tuesday 5:30 cost \$5.00 monthly

Advanced Line Dancing – Thursday 6:30 with Linda Brannon

Beginner's Line Dancing – Saturday 10:00

The Line Dancing and Fitness Workout classes are opened to all citizens regardless of age.

Airport

Knapp Brabble

1. Explosion proof motor for jet fuel dispenser is obsolete. Having one made. Estimated delivery March 16.
2. Replaced 3 runway lights.

3. Campbell Oil installed piping and sump pump on avgas tank and also installed piping and sump pump on jet fuel tank. Also installed fuel filter on fuel farm avgas dispenser and installed fuel filter on jet fuel dispenser.
4. Attended NCAA region one meeting at Albert J Ellis Airport in Jacksonville.
5. Remarkd parking lines in airport parking lot and directional lines.
6. Future Projects:
 - Replace Av/gas hose and jet fuel hose.
 - Clean debris around perimeter of airport.
 - Clean logging road overgrowth.
 - Replace fuel pump night light at fueling station, about 20' tall.
 - Have to add fill dirt in spots around runway lights, and fixtures that has sunken in or washed away to meet FAA safety standards.
 - Runway: Need to put weed killer in cracks on runway and taxiway.
 - Need to cut grass north end, south end of runway, entire airport.
 - 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.
 - Repair Beacon
 - Repair/replace PAPI lights (precision approach path indicator)
 - Repair/replace REIL (runway end identifier lights)
 - Replace underground phone line to FMU at refueling station.

And other items that are not on this list.

Facility Services

Mary Moscato (Interim)

- I worked with Curtis and Fetima on selecting and filling the Facilities Director, Maintenance Worker II, and Maintenance Worker I positions. As a result, the Facilities Department is now fully staffed.
 - Richard Collins was hired as Maintenance Worker II and started on February 16th. He has a lot of building experience, jumped right in, and is already applying his skills.
 - Ricky Young accepted the Facilities Director position and Randall Price the Maintenance Worker I position. They both start on March 16th.
- I reviewed and coded invoices for Accounts Payable.
- I met with Williamston Glass and Mirror for them to measure and get a quote to replace the windows on the 2nd floor of the Strader bldg.
- I worked with contractor Curtis Vinson to get his COI policy updated.
- I spent a good bit of time on the Mowing contract. I worked with Joey Barber on getting the insurance policies that are required. I also calculated the cost breakdown for the contract, which was tricky because it's a 2-year contract that spans three fiscal years.
- I ordered office and cleaning supplies and equipment.

Work Orders:

- Daniel and Richard processed 47 Work Orders.

Housekeeping:

- Maintained their weekly schedule of cleaning all public buildings, the courtroom, and Courthouse offices.

BCCC/Roper Annex:

- Met with Clay Carter and Chanta Rickards at the Annex. BCCC staff removed old office furniture and installed new.
- Daniel and I removed a good bit of surplus computer equipment from the Board of Elections.
- Worked with ServPro and the insurance company to finalize the scope of work; they added replacing the flooring in the janitor closet and the Board of Elections storage closet adjacent to the auditorium.
- Sent Mr. Vinson a PO to replace four (4) windows in the auditorium.

Probation Relocation:

- Daniel and I worked in the old Emergency Management building. The staff has mostly moved out, so we cleaned for two days to get it ready for the Probation walk-through.
- Met with Sharon Stevens, Mr. Woolard, and Curtis to walk through the proposed office space at 205 E Main Street. Daniel and I measured each room, and I drew up a floor plan with measurements and sent it to Sharon so she'd have a diagram to work with when planning the new office layout.

Note: I was on leave Feb. 21-28.

MTW Health District
Wes Gray

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

Surplus Report
Renee' Collier

Surplus Update-
2/28/23

Currently At Auction

Asset	List Price	End Date
2023-010 (ID Printer)	30	3/9/2023
2023-009 (ID Printer)	20	3/9/2023
2023-008 (ID Printer)	20	3/9/2023

Sold (or pending sale)

Asset	Price	Status
Small TV with VHS		\$5 pending
Fencing		\$100 pending

Preparing to be Listed

Asset	Status
SO Vehicles	Plan on preparing to list

Washington County Board of Social Services
Regular Meeting Minutes
Tuesday, January 17, 2023

Attendance

- Board of Social Services: Julius Walker and Harry White
- By Phone: Rona Norman and Paulique Horton
- Staff: Clifton Hardison, Cathy Ange, Kim Blevins and Lynn Swett

Call to Order

The monthly meeting of the Washington County Board of Social Services was held on Tuesday, January 17, 2023 at 9:00 AM. Mr. Walker, Chairman, called the meeting to order and welcomed everyone.

Additions/Deletions to the Agenda

Mr. Walker asked for any additions or deletions to the agenda. None were added.

Public Comments

None were given.

Consent Agenda

Harry White moved to approve the consent agenda that included the December 20, 2022 regular board meeting minutes. Ms. Norman gave a second to the motion and the vote in favor of the motion was unanimous.

Riverlight Transit compliance

Kim Blevins presented the results of the compliance review. Only two minor deficiencies were found. All deficiencies have been addressed and all outstanding findings resolved. Riverlight Transit is fully in compliance. Also, our grants were submitted in December. As part of the capital grant we should get two new buses this year.

Director's Report/Informational Items

Administration: We have one vacancy at this time, the Child Support Supervisor I in the Child Support Unit. Demaine Hill, LaSheka Council and Amber Dunlow have turned in their resignations. Those positions have been posted.

Food and Nutrition Services: Food Stamp statistics were reviewed.

Child Care: Child Care statistics were reviewed. We are continuing to pull children off the waiting list. We have 25 children on the waiting list at the time.

Medicaid: Medicaid and Program Integrity statistics were reviewed.

Children Services: Child Protective Services and Foster Care statistics were reviewed. We are currently working with a total of 17 children who are in our custody. We have three cases we are continuing to review and may have to take a total of seven children in custody. We are currently talking with our attorney about these cases.

Adult Services: Adult Services and Work First statistics were reviewed.

Child Support: Child Support statistics were reviewed. Lynn continues to manage the unit until we can get a new Child Support Supervisor hired.

Energy Program: Energy Programs were reviewed.

Riverlight Transit: Riverlight Transit statistics were reviewed.

Director's PowerPoint presentation and spreadsheet reports are attached.

Other items: The next meeting for the Board is February 21, 2023 at 9 a.m.

Adjournment

Ms. Norman made a motion to adjourn and Mr. White gave a second to the motion. There being no further business to come before the Board, Mr. Walker adjourned the meeting.

Respectively submitted,
Julius Walker, Chairman

Submitted by Cathy Ange

**WASHINGTON COUNTY
BOARD OF SOCIAL SERVICES MEETING
TUESDAY, FEBRUARY 21, 2023
9:00 AM**

**CONFERENCE ROOM
WASHINGTON COUNTY
DEPARTMENT OF SOCIAL
SERVICES
209 EAST MAIN ST
PLYMOUTH, NC 27962**



WASHINGTON COUNTY BOARD OF SOCIAL SERVICES MEETING
AGENDA
TUESDAY, FEBRUARY 21, 2023
9:00 AM

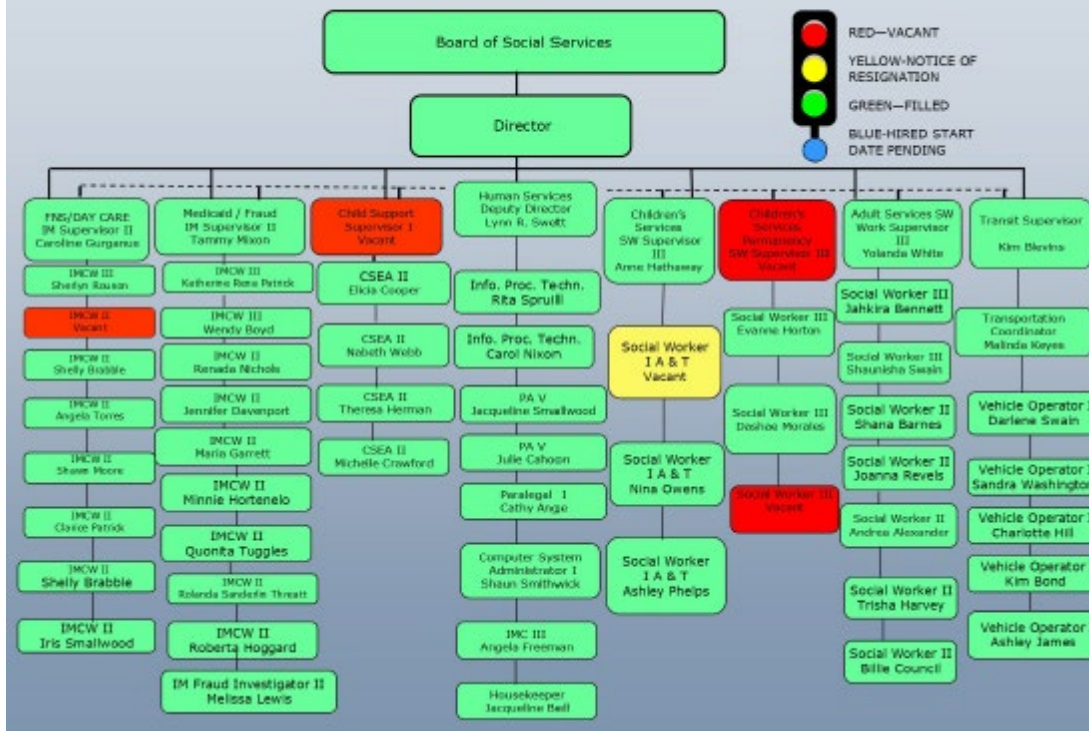
1. WELCOME AND CALL TO ORDER –*CHAIR, JULIUS WALKER*
2. ADDITIONS OR DELETIONS TO THE AGENDA
– *CHAIR, JULIUS WALKER*
3. PUBLIC COMMENTS – *CHAIR, JULIUS WALKER*
4. CONSENT AGENDA – *CHAIR, JULIUS WALKER*
 - A. OPEN MEETING MINUTES – *January 17, 2022*
5. FOOD & NUTRITION PRESENTATION – *CAROLINE GURGANUS*
6. DIRECTOR'S REPORT – *CLIFTON HARDISON*
7. OTHER ITEMS BY BOARD MEMBERS OR DIRECTOR-
NEXT MEETING – *Tuesday, March 21, 2023 at 9:00 AM*
8. ADJOURN – *CHAIR, JULIUS WALKER*

Agenda Item 7: Consent Agenda

The consent agenda contains items that may be considered at one time and can be approved with one motion. These items may include the minutes of previous open meetings and closed meetings, budget amendments or other items that board members may deem to be approved with little or no discussion.

- Board members may add, delete or change any items that appear on the consent agenda. If any board member desires to discuss or vote separately on any item placed on the consent agenda, the item may be removed and placed on the regular agenda.
- If board members agree with the items placed on the consent agenda and they do not desire to discuss or remove any of the items, all of the items on the consent agenda may be approved with one vote. The consent agenda may be approved as presented with one motion. A second to the motion is required and the board will need to vote on the motion.
- If corrections must be made to Closed Session meeting minutes, a Closed Session will be needed to discuss them. If there are no corrections, the motion approving the minutes of the Regular Session minutes will also include the Closed Session minutes.
- Items on the consent agenda may be acted and voted upon individually also. The board will decide whether or not to consider consent agenda items individually.

WASHINGTON COUNTY DSS ORGANIZATIONAL CHART



DIRECTOR'S REPORT

- * ADMINISTRATION/FINANCE
- * FOOD & NUTRITION SERVICES
- * CHILD CARE
- * MEDICAID
- * PROGRAM INTEGRITY
- * CHILD WELFARE
- * ADULT PROTECTIVE SERVICES
- * IN-HOME SERVICES
- * WORK FIRST EMPLOYMENT SERVICES
- * WORK FIRST CASH ASSISTANCE
- * ENERGY PROGRAMS
- * CHILD SUPPORT SERVICES
- * RIVERLIGHT TRANSIT

Upcoming Audits / Monitorings

- Washington County SCCA (CHILD CARE) Monitoring begins November 22, 2022—an exit interview was held December 13, 2022, and results will not arrive no later than 90 days from that date.

Audit/Monitoring Findings

COMMENTS? QUESTIONS?



DIRECTOR'S TRAVEL

February 22, 23, 24 – Eastern Regional Meeting – Atlantic Beach
 March 10th - Vacation

ADMIN. FY 22-23		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Staff Level	58	56	55	55	55	56	57	53					
Vacancies		2	3	3	3	2	1	5					
Front Desk Visits		246	213	201	236	193	195	456					
FINANCIAL													
Expenditures from 1571	\$2,385,809	\$381,904	\$342,334	\$316,642	\$342,939	\$356,643	\$321,315	\$324,032					
Percentage of total budget Remaining		86.00%	79.00%	72.00%	65.00%	57.00%	50.00%	43.00%					

FNS FY 22-23	YTD TOTALS	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Individuals Served		3,054	3,087	3,094	3,131	3,161	3,198	3,242					
Benefits	\$5,745,792	\$812,555	\$740,429	\$748,665	\$845,114	\$856,637	\$870,055	\$872,337					
Applications Taken	511	97	84	59	81	68	53	69					
Reviews Completed	417	142	55	55	39	42	43	41					

CHILD CARE FY 22-23	YTD TOTALS	June Service Month	July Service Month	August Service Month	Sept Service Month	Oct Service Month	Nov Service Month	Dec Service Month	Jan Service Month	Feb Service Month	March Service Month	April Service Month	May Service Month
Children Served		197	197	194	194	186	186	184	192				
Waiting List		25	25	27	36	39	19	25	18				
Benefit Amount	\$1,048,860	\$82,773	\$83,989	\$78,962	\$74,082	\$71,116	\$70,333	\$102,845	\$89,670				
Total Benefit Issued	\$ 653,770												
Benefit Remaining	\$966,087												

** January figures are Preliminary

MEDICAID FY 22-23	Monthly Totals	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Individuals Served		4,281	4,294	4,320	4,336	4,326	4,380	4,425					
Applications Taken	282	28	28	49	34	49	54	40					
Reviews Completed	1,490	216	225	184	241	168	206	250					

PROGRAM INTEGRITY FY 22-23		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Claims-On Going													
	FNS	21	21	23	21	21	7	9					
	Medicaid	2	2	2	2	3	1	1					
	WFFA	0	0	0	0	0	0	0					
	Child Care	12	12	12	12	12	12	12					

DUE TO COVID-19 PANDEMIC SUSPENSION OF CLAIM COLLECTIONS, CASES HAVE MOVED FROM (CO) PLC IN COLLECTIONS STATUS TO (TE)

CHILD PROTECTIVE SERVICES FY 22-23													
		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Total Children involved with Foster Care		30	29	28	19	19	17	23					
Total Children in DSS Custody		23	23	22	19	19	17	22					
Total Children not in DSS Custody		7	6	6	0	0	0	1					
Reports Received		13	8	6	4	3	3	6					
Children in Assessments/ Investigations		28	33	28	27	26	44	23					

ADULT PROTECTIVE SERVICES FY '22-23													
		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Reports Received		5	5	5	6	11	5	5					
Total Active Cases		10	6	10	7	10	8	5					
Guardianship Cases		5	5	5	5	5	5	5					

IN HOME SERVICES FY 22-23			July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
In Home Aid Clients			10	10	10	9	9	10	10					
In Home Aid Inquiry List			0	22	22	20	22	22	22					
Special Assist In Home Aid Clients			0	1	1	1	1	1	1					
Community Alternatives Program for Disabled Adult Clients (CAP)														
			52	54	51	50	50	50	49					
CAP Waiting List														
			0	0	0	0	0	0	0					

Work First Employment & Cash Assistance FY 22-23	ytd Totals	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Cash Benefits Issued		\$4,822	\$30,225	\$5,303	\$4,734	\$4,650	\$5,079	\$5,461					
Emergency Assist Issued		\$964	\$0	\$1,983	\$6,404	\$5,862	\$3,432	\$1,355					
Employment Assist Issued		\$0	\$0	\$0	\$0	\$0	\$0	\$0					
Community Med Suppt		\$0	\$0	\$0	\$64	\$0	\$0	\$0					
Applications Taken		1	0	0	2	2	1	5					
Single Parent Caseload		11	11	12	12	12	13	14					
Two Parent Caseload		0	0	0	0	0	0	0					
Child Only Cases		13	13	11	11	11	12	12					
200% of Poverty Cases		4	4	4	4	5	4	7					
TOTAL OPEN CASES		29	29	29	28	28	28	34					

ENERGY PROGRAMS FY 22-23	Balance	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
CIP Apps	300	20	35	49	57	48	49	42					
CIP Paid	\$61,527	\$2,975	\$10,248	\$8,760	\$13,479	\$13,102	\$12,220	\$743					
CIP remaining balance	\$ 7,310												
LIEAP Apps		0	0	0	0	0	35	189					
LIEAP paid	\$ 9,100	\$0	\$0	\$0	\$0	\$0	\$3,100	\$6,000					
LIEAP remaining balance	\$ 43,645												
LIHWAP Apps		15	17	22	17	18	12	19					
LIHWAP paid	\$ 30,540	\$ 2,499	\$ 7,324	\$ 9,466	\$ 7,016	\$ 3,409	\$ 827	\$ -					
LIHWAP remaining balance	\$ 2,941												

CHILD SUPPORT- WASHINGTON CO. FY 22-23	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Caseloads	1,140	1,136	1,128	1,131	1,114	1,109	1,052					
Paternity Established	28	4	1	8	0	4	8	3				
Total Collections	\$773,706	\$125,060	\$116,925	\$120,670	\$106,259	\$104,828	\$97,524	\$102,440				
Orders Established	25	6	1	5	3	2	6	2				
CHILD SUPPORT- TYRRELL CO.												
Total Caseload	190	189	187	186	188	190	190					
Paternity Tests Performed	1	0	0	0	1	0	0	0				
Total Collections	\$202,191	\$29,253	\$30,800	\$29,684	\$28,331	\$27,856	\$30,092	\$26,175				

RIVERLIGHT TRANSIT FY 22-23	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Monthly Unduplicated Riders	70	72	57	66	67	62	70					
Medicaid Transportation	39	41	36	41	35	31	29					
MODIVCARE	10	8	4	5	3	3	6					
ONE CALL	0	0	0	0	0	0	0					
Roanoke Development Center	0	0	0	0	0	0	0					
Senior Center	6	0	0	8	9	8	9					
Rural General Public	9	12	10	8	12	8	15					
Other (DDS, WF, EDTAP)	6	11	7	4	8	12	11					

RIVERLIGHT TRANSIT FY 22-23	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Monthly One-Way Passenger Trips	311	376	290	423	406	311	469					
Roanoke Development Center	0	0	0	0	0	0	0					
Medicaid Transportation	205	265	207	236	189	135	159					
MODIVCARE	0	0	0	0	0	0	0					
ONE CALL	0	0	0	0	0	0	0					
Senior Center	12	0	0	102	105	71	156					
Other (DDS, WF, EDTAP)	45	70	48	58	76	85	98					
Rural General Public	49	41	35	27	36	20	56					

WASHINGTON COUNTY

STATISTIC REPORT



Reporting Period:

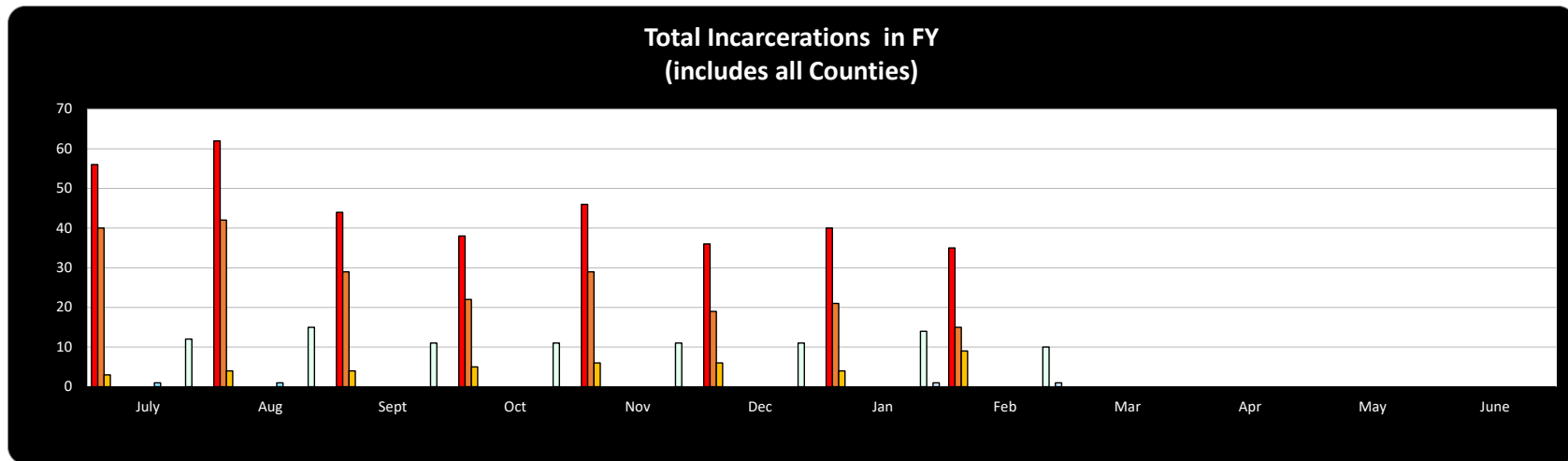
FEBRUARY 2023

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	40	35	0	0	0	0	357	357
WASHINGTON	Male	40	42	29	22	29	19	21	15					217	258
	Female	3	4	4	5	6	6	4	9					41	
CHOWAN	Male	0	0	0	0	0	0	0	0					0	0
	Female	0	0	0	0	0	0	0	0					0	
HYDE	Male	0	0	0	0	0	0	0	0					0	0
	Female	0	0	0	0	0	0	0	0					0	
MARTIN	Male	0	0	0	0	0	0	0	0					0	0
	Female	0	0	0	0	0	0	0	0					0	
BEAUFORT	Male	0	0	0	0	0	0	0	0					0	2
	Female	1	1	0	0	0	0	0	0					2	
PITT	Male	0	0	0	0	0	0	0	0					0	0
	Female	0	0	0	0	0	0	0	0					0	
HERTFORD	Male	0	0	0	0	0	0	0	0					0	0
	Female	0	0	0	0	0	0	0	0					0	
SMCP	Male	12	15	11	11	11	11	14	10					95	95
	Female	0	0	0	0	0	0	0	0					0	
NORTHAMPTON	Male	0	0	0	0	0	0	1	1						2
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

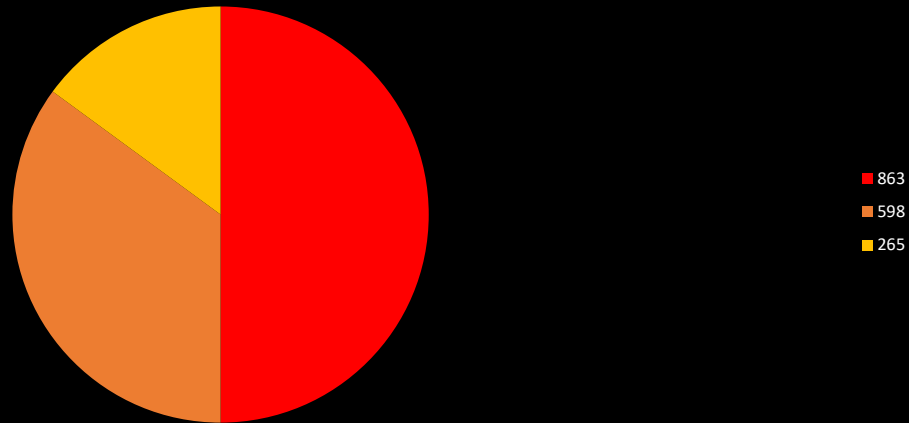
Washington County

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	YTD Totals
WC Dispatched	138	134	130	151	144	166							863
WC Transported	98	101	91	106	98	104							598
WC Refusals	40	33	39	45	46	62							265
Transport Washington													
Hospital to Hospitals	6	2	3	1	1	0							13
SNF to Doctors	85	65	98	136	88	95							567
Hospital Discharges	10	21	12	19	10	6							78
EMS Back Up	1	6	6	3	1	7							24

Tyrrell County

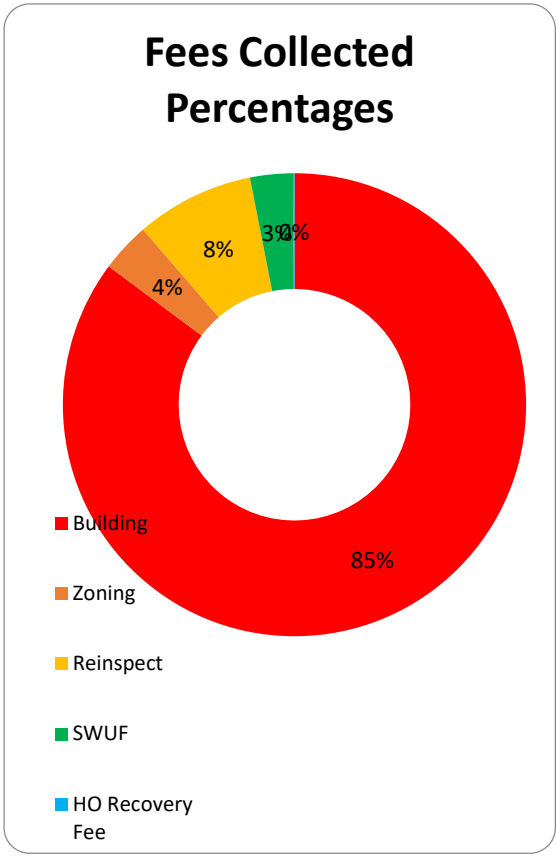
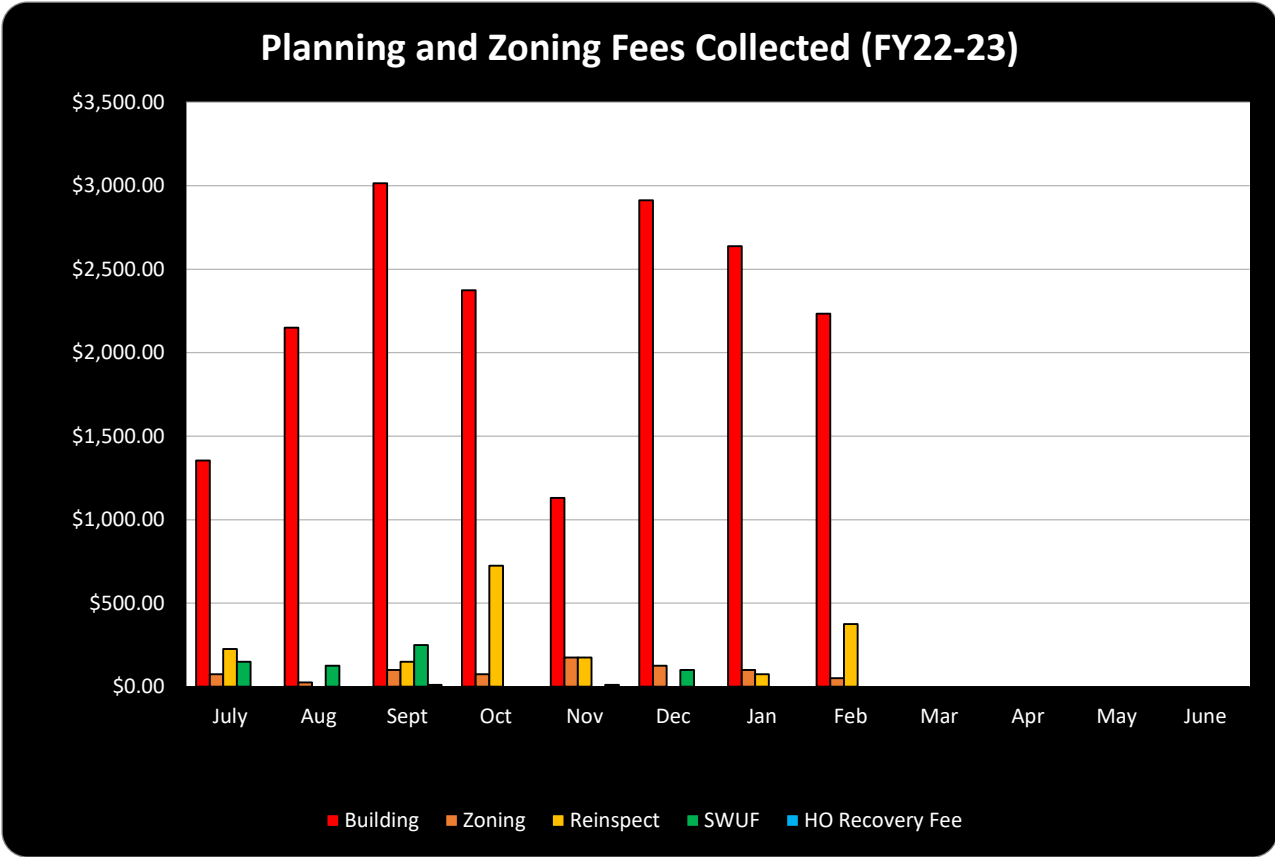
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	YTD Totals
TC Dispatched	60	61	69	71	54	50							365
TC Transported	49	41	48	44	36	38							256
TC Refusals	11	20	21	27	18	12							109
Mutual Aid Hyde													
HC Dispatched	0	0	0	2	0	0							2
HC Transported	0	0	0	0	0	0							0
HC Refusals	0	0	0	2	0	0							2

EMS Pickups FY23



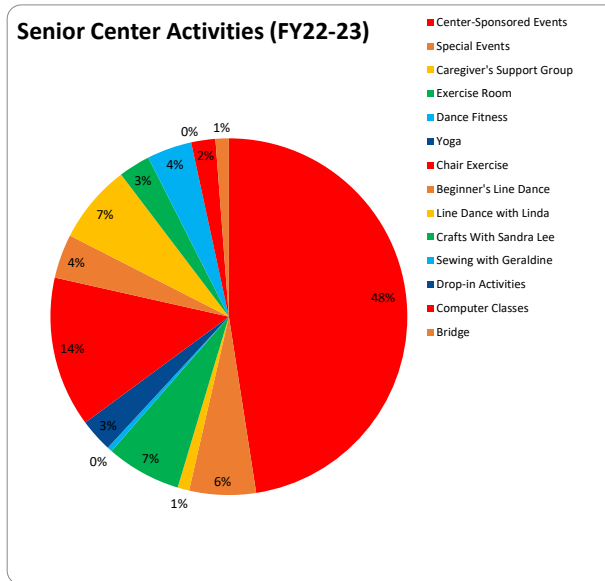
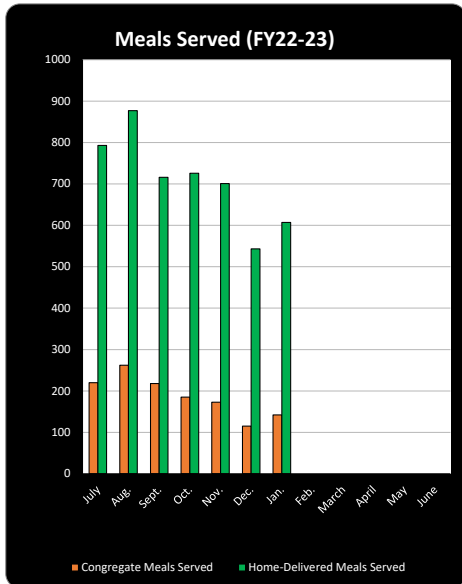
**PLANNING AND ZONING
FY22-23
Inspections and Fees**

	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	\$ 2,912.12	\$ 2,638.24	\$ 2,233.00					\$17,807.50
Zoning	\$ 75.00	\$ 25.00	\$ 100.00	\$ 75.00	\$ 175.00	\$ 125.00	\$ 100.00	\$ 50.00					\$725.00
Reinspect	\$ 225.00	\$ -	\$ 150.00	\$ 725.00	\$ 175.00	\$ -	\$ 75.00	\$ 375.00					\$1,725.00
SWUF	\$150.00	\$ 125.00	\$ 250.00	\$ -	\$ -	\$ 100.00	\$ -	\$ -					\$625.00
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	\$3,137.12	\$2,813.24	\$2,658.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,902.50



SENIOR CENTER FY22-23

	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	YTD Total
PARTICIPANT DATA													1504
Unduplicated Attendees	54	68					50						172
New Participants	2	2					1						5
Center-Sponsored Events	265	261					105						631
Special Events	26	40					14						80
Caregiver's Support Group	5	5					4						14
Exercise Room	24	51					15						90
Dance Fitness	6												6
Yoga	16	12					12						40
Chair Exercise	65	70					46						181
Beginner's Line Dance	14	21					18						53
Line Dance with Linda	27	31					37						95
Crafts With Sandra Lee	14	12					12						38
Sewing with Geraldine	16	22					16						54
Drop-in Activities													0
Computer Classes							29						29
Bridge							16						16
													YTD Total
MEAL DATA	1013	1139	934	911	874	658	749	0	0	0	0	0	6278
Congregate Meals Served	220	262	218	185	173	115	142						1315
Home-Delivered Meals Served	793	877	716	726	701	543	607						4963
Congregate Meals-Pick-Ups													0
													YTD Total
CONTRIBUTION DATA	\$ 438.50	\$ 532.19	\$ 309.05	\$ 54.65	\$ 216.90	#####	\$ 289.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,650.29
Congregate Meals	\$ 148.50	\$ 132.19	\$ 39.05	\$ 54.65	\$ 91.90		\$ 70.00						\$ 536.29
Home-Delivered Meals	\$ 155.00	\$ 215.00	\$ 270.00	225.00	\$ 125.00	#####	\$ 129.00						\$ 1,704.00
Activity Fees	\$ 125.00	\$ 85.00					\$ 90.00						\$ 300.00
Donations	\$ 10.00	\$ 100.00											\$ 110.00



**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	\$ 1,110,348.78	\$ 1,091,162.57						\$ 6,381,571.99
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	\$ 3,821.16	\$ 1,645.99						\$ 9,001.61
Current Year Interest	\$ -	\$ -	\$ -	\$ 554.41	\$ -	\$ -	\$ 3,831.19						\$ 4,385.60
Watershed Tax Current Yr	\$ 10,162.47	\$ 27,388.25	\$ 4,764.97	\$ 2,666.75	\$ 3,961.14	\$ 13,162.78	\$ 12,982.50						\$ 75,088.86
Watershed Discount	\$ (203.16)	\$ (387.62)	\$ (7.00)	\$ -	\$ -	\$ -	\$ -						\$ (597.78)
Watershed Penalty	\$ 1.24	\$ 30.56	\$ 6.09	\$ 1.11	\$ 1.17	\$ 40.09	\$ 18.08						\$ 98.34
Watershed Interest	\$ -	\$ -	\$ -	\$ 6.41	\$ -	\$ -	\$ 40.19						\$ 46.60
Prior Year Tax	\$ 44,247.58	\$ 89,391.99	\$ 42,863.52	\$ 33,593.45	\$ 42,599.81	\$ 25,468.87	\$ 46,974.51						\$ 325,139.73
Prior Year Penalty	\$ 154.44	\$ 72.04	\$ 12.85	\$ 58.08	\$ 33.73	\$ 70.85	\$ 1,149.64						\$ 1,551.63
Prior Year Interest	\$ 4,028.32	\$ 8,724.90	\$ 5,215.11	\$ 3,961.82	\$ 13,239.58	\$ 3,192.96	\$ 6,444.00						\$ 44,806.69
Prior Year Watershed	\$ 378.70	\$ 590.37	\$ 306.97	\$ 265.82	\$ 245.71	\$ 111.99	\$ 460.53						\$ 2,360.09
Prior Year WS Penalty	\$ 1.69	\$ 0.91	\$ 0.33	\$ 0.88	\$ 0.44	\$ 0.53	\$ 1.72						\$ 6.50
Prior Year WS Interest	\$ 333.37	\$ 468.29	\$ 271.88	\$ 289.19	\$ 364.36	\$ 177.76	\$ 390.63						\$ 2,295.48
Bad Checks	\$ -	\$ -	\$ (538.54)	\$ (1,425.85)	\$ -	\$ -	\$ (16,503.95)						\$ (18,468.34)
Prepayments	\$ 520.18	\$ 3,572.47	\$ 3,255.73	\$ 3,081.94	\$ 2,834.72	\$ 2,578.00	\$ 4,024.04						\$ 19,867.08
TOTAL	\$ 940,958.96	\$ 2,391,971.42	\$ 460,254.98	\$ 267,099.54	\$ 425,231.51	\$ 1,158,973.77	\$ 1,152,621.64	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,797,111.83
Advalorem Garnishments													
Initiated	1	5	0	9	10	0	0						25
Amount	\$ 1,338.48	\$ 3,763.76	\$ -	\$ 4,187.72	\$ 8,832.11	\$ -	\$ -						\$ 16,783.59
Satisfied/Cancelled	0	0	0	2	7	0	0						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	\$ 76,396.96	72,306.44						\$ 460,762.54
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	\$ 164,851.90	\$ 105,240.78						\$ 968,094.22
Bad Checks	\$ -	\$ -	\$ (300.00)	\$ (340.00)	\$ -	\$ -	\$ (903.57)						\$ (1,543.57)
TOTAL	\$ 171,230.20	\$ 329,298.44	\$ 73,261.83	\$ 54,029.74	\$ 69,541.33	\$ 164,851.90	\$ 104,337.21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 966,550.65
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	\$ 47,021.58	\$ 15,204.97						\$ 180,407.15
Town Collections													
Creswell Levy	\$ 3,564.64	\$ 22,463.38	\$ 14,258.93	\$ 1,581.06	\$ 3,605.24	\$ 34,264.36	\$ 21,193.34						\$ 100,930.95
TOTAL TAX DEPOSIT	\$ 1,124,487.59	\$ 2,899,575.18	\$ 661,896.41	\$ 411,110.91	\$ 578,726.81	\$ 1,481,508.57	\$ 1,365,663.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,522,969.08

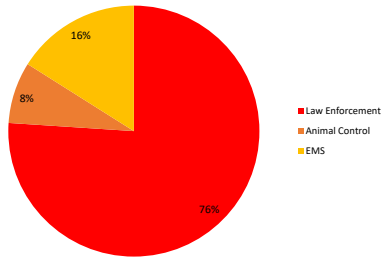
Oct Int - Def Tax Pmt

Oct Int - Def Tax Pmt

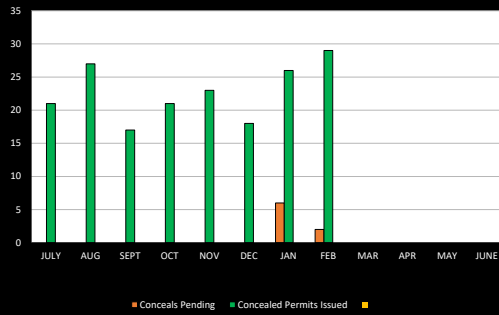
SHERRIFF FY22-23

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	YTD TOTALS
Total Number of Dispatched Calls	0	1187	1165	1129	1039	1062	982	935	0	0	0	0	7499
Law Enforcement		927	894	874	796	801	725	685					5702
Animal Control		88	126	79	71	63	86	81					594
EMS		172	145	176	172	198	171	169					1203
Reported Incidents	62	54	50	52	57	47	45	34					401
Total Arrests	14	16	11	10	11	5	13	0	0	0	0	0	80
Misdemeanor Arrests	5	6	9	8	5	4	4	0					41
Felony Arrests	9	10	2	2	6	1	9	0					39
Total Papers Served	64	79	66	75	48	36	70	46	0	0	0	0	484
Criminal Papers Served	10	2	0	3	3	1	3	4					26
Civil Papers Served	54	77	66	72	45	35	67	42					458
Total Papers Outstanding	15	27	32	16	20	16	53	40	0	0	0	0	219
Criminal Papers Outstanding	7	0	0	2	2	2	1	0					14
Civil Papers Outstanding	8	27	32	14	18	14	52	40					205
Gun Permits Issued	23	18	16	18	39	29	22	11					176
Conceals Pending	0	0	0	0	0	0	6	2					8
Concealed Permits Issued	21	27	17	21	23	18	26	29					182

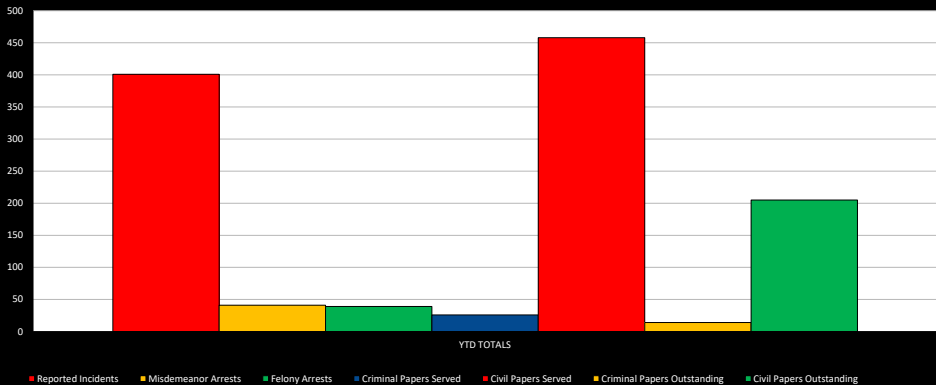
Dispatched Calls (FY22-23)



Gun Permits (FY22-23)

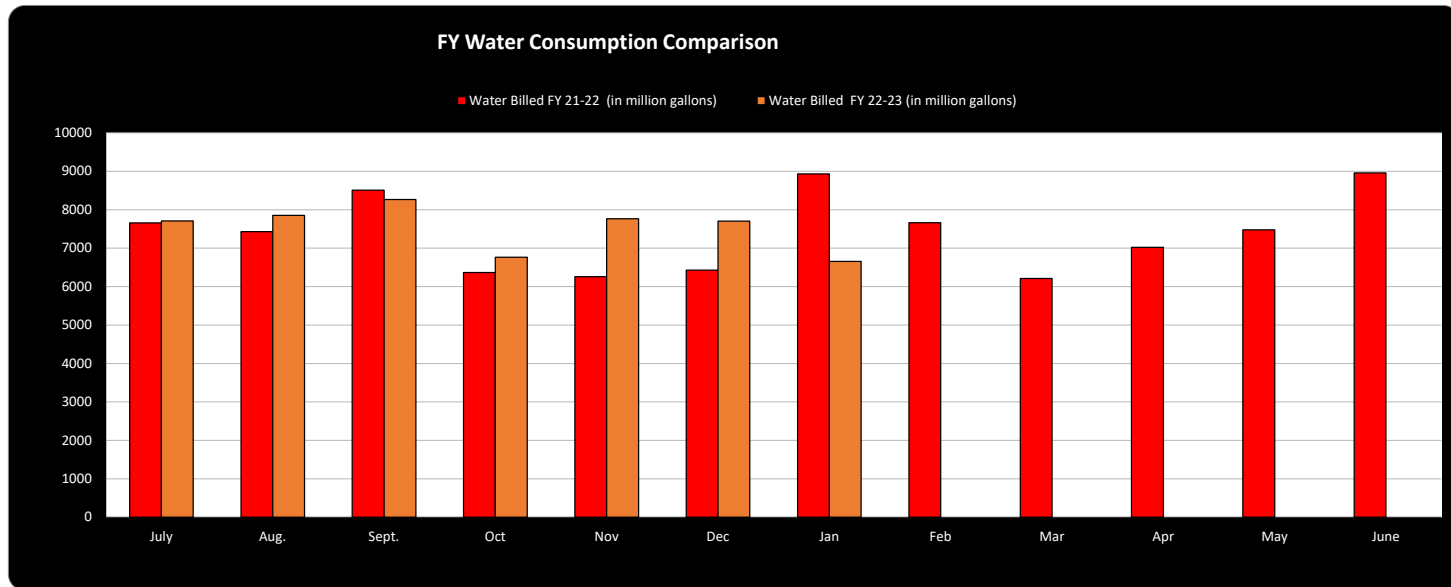


Total Arrests & Papers Processed/Served (FY22-23)



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	7706	6657						52,723
Base Charges	\$ 65,364	\$ 65,388	\$ 65,292	\$ 65,292	\$ 65,268	\$ 65,316	\$ 65,099						\$ 457,019
Consumption Charges	\$ 48,516	\$ 50,505	\$ 55,159	\$ 38,779	\$ 48,932	\$ 49,049	\$ 37,856						\$ 328,796
Reconnecton Charges	\$ 1,785	\$ 2,205	\$ 1,645	\$ 1,715	\$ 1,470	\$ 1,365	\$ 1,785						\$ 11,970
Number of Abatements	13	21	23	21	14	15	27						134
Dollar Amount of Abatements	\$ 1,547.00	\$ 2,697	\$ 3,146	\$ 3,452	\$ 1,794	\$ 1,274	\$ 3,874						\$ 17,784.00
Water Pumped (in million gallons)	13.9	15.6	14.5	14.5	12	12	12						94.359
Number of Customers	2657	2658	2654	2654	2653	2655	2652						18,583
New taps	0	0	2	0	0	0	0						2
Water Billed to Roper	\$ 4,844.65	\$ 4,844.65	\$ 4,844.65	\$ 4,844.65	\$ 4,844.65	\$ 4,844.65	\$ 4,844.65						\$ 33,912.55
													0

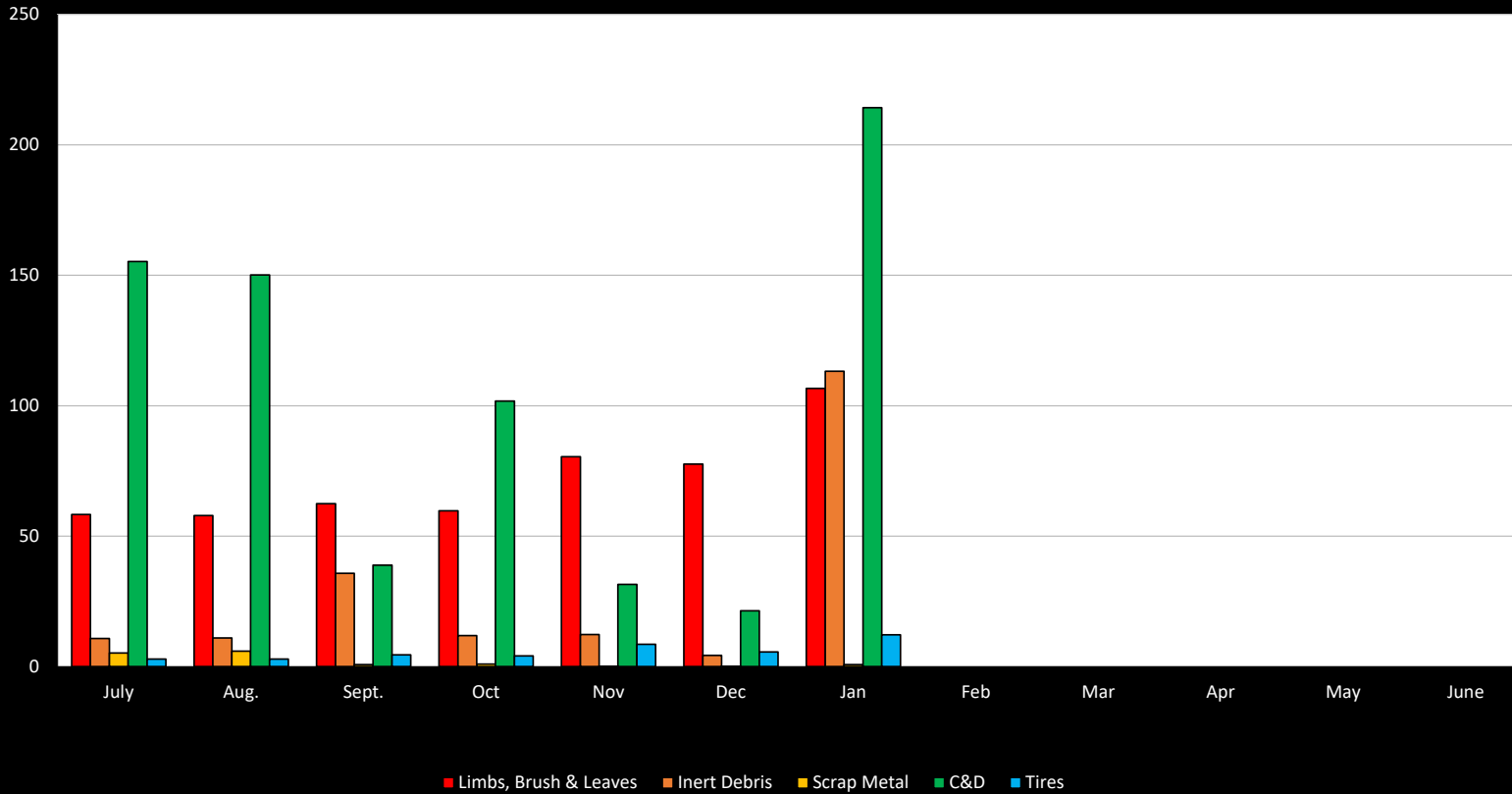


LANDFILL *(in tons)*

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	77.68	106.63						503.22
Inert Debris	10.77	11	35.74	11.96	12.35	4.35	113.24						199.41
Scrap Metal	5.27	5.97	0.77	0.96	0.13	0.13	0.80						14.03
C&D	155.3	150.13	38.92	101.80	31.55	21.43	214.27						713.40
Tires	2.9	2.90	4.54	4.18	8.6	5.68	12.19						40.99

Landfill Collections in Tons



Washington County ABC Board
Budget Amendment 2022-2023

The following Amendment to the Annual Budget for the fiscal year ending June 30, 2023 had been Approved and Adopted at the December 13, 2022 Board Meeting.

INCREASE	
Capital Improvements	\$30,000.00
Total Capital Improvement	\$50,000.00

A copy of this Budget Amendment shall be forwarded to the following:
NC ABC Commission
Washington County Board of Commissioners, Julie J. Bennett

J. Todd Moore
General Manager / Deputy Finance Officer



Jack Faulk
Chairman



WASHINGTON COUNTY BOARD OF COMMISSIONERS

AGENDA STATEMENT

ITEM NO: 11

DATE: March 6, 2023

ITEM: Closed Session

SUMMARY EXPLANATION:

A Closed Session has been scheduled pursuant to NCGS §143-318.11(a)(3) (attorney-client privilege) and NCGS §143-318.11(a)(6) (personnel).

February 6, 2023

The Washington County Board of Commissioners met in a regular meeting on Monday, February 6, 2023 at 6:00 PM by in person and using ZOOM for Facebook Live Streaming in the Commissioners' Room, 116 Adams Street, Plymouth, NC. Commissioners Tracey A. Johnson, Ann C. Keyes, Carol V. Phelps, John C. Spruill and Julius Walker, Jr. were present. Also present were County Manager/County Attorney Curtis Potter, Clerk to the Board Julie J. Bennett and County Finance Officer Missy Dixon.

Chair Walker called the meeting to order. Commissioner Keyes gave the invocation and Commissioner Phelps led the pledge of allegiance.

ADDITIONS/DELETIONS: Mr. Potter also noted the modification of Consent Agenda Item 1c) of revised pay table with the Sheriff's Office re-grades. Mr. Potter noted the addition of a Budget Amendment # BA 2023-095 for SS Economic Support.

CONSENT AGENDA:

- a) Approval of Minutes for January 3, 2023
- b) Approval of Budget Guidelines
- c) Revised FY23 Salary Schedule/Pay Tables with Re-graded LEO Positions
- d) RESO 2023-005 Resolution for Conveyance of Land for a New School by Special Warranty Deed to Washington County
- e) RESO 2023-007 Black History Month

Commissioner Keves made a motion to approve the Consent. Commissioner Phelps seconded. Motion carried unanimously.

PUBLIC FORUM: Mr. Joe Barber, 251 Breezy Banks Road, Roper, talked about the animal shelter. He wanted to know if any changes have been made to it. Chair Walker said the County Manager's Office will respond to him.

EMPLOYEE OF THE YEAR: Chair Walker recognized Ms. Sharon Pray, Facilities Housekeeper as the 2022 Employee of the Year. Mr. Walker said the 2022 Employee of the Year was hired on June 16, 2020. He also said she is all of the following:

- Hard working
- Dedicated
- Understands what she is directed to do and you don't have to tell her twice
- Takes initiative in doing things before she is asked
- Fits in well with the Facilities staff

Chair Walker said Ms. Pray will receive a Certificate and a check for \$250 along with having her picture in County Administration Building. She will also be recognized at the Department Head Meeting on Wednesday, February 8, 2023.

Ms. Keyes said Ms. Pray is pleasant and always working.

DEPARTMENT INFORMATION UPDATE: TRAVEL & TOURISM UPDATE: Mr. Tom Harrison, TTA Director gave the following presentation to the Board showing all that has been happening in the County in the past year and upcoming events as well.



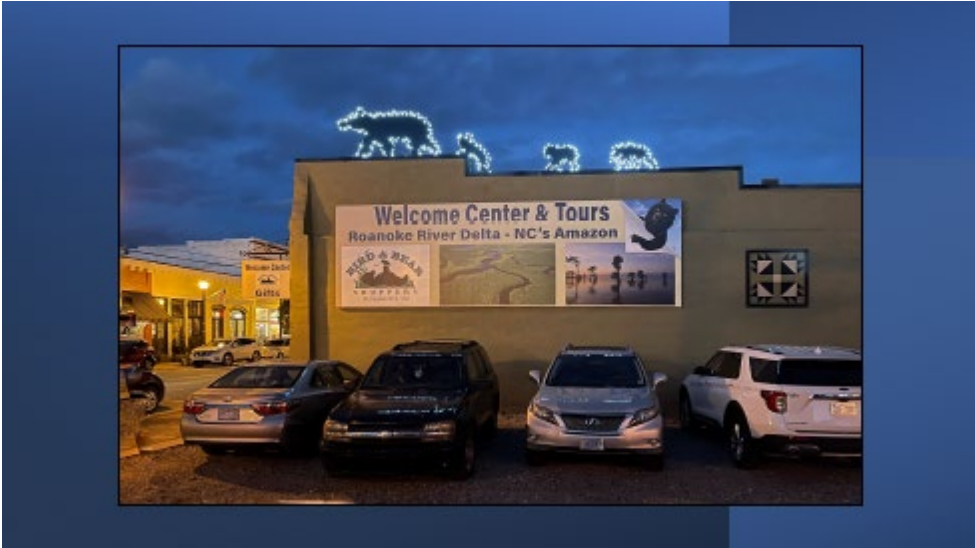
Take a Bite of Bear-olina Restaurants Downtown Plymouth

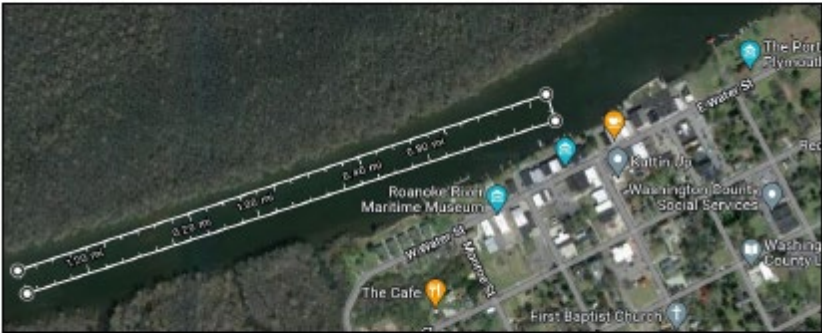
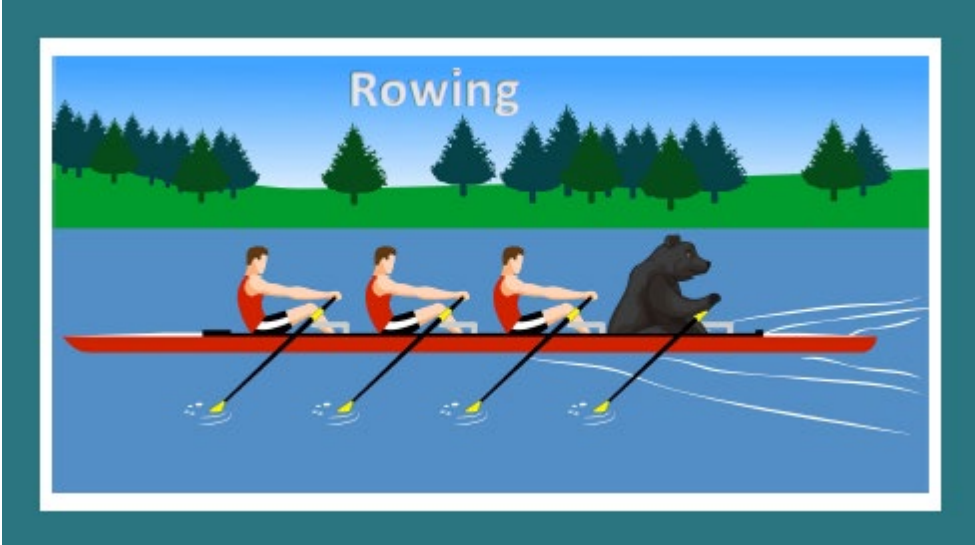
Garden Root Cafe and Upstairs Diner Bar 201 W. Main St., Plymouth 252.791.3434	Overview Cafe 401 E. Main St., Plymouth 252.791.0634
Bistro 116 116 E. Main St., Plymouth 252.791.4141	Stola's Cafe 201 E. Main St., Plymouth 252.791.5555

Call first to confirm business hours!

Plymouth, NC - Hwy 64 Locally Owned Restaurants

Samuel's Pizzeria 411 Highway 64, Plymouth 252.791.1234	Dean Garcia 474 Hwy 64, Plymouth 252.791.1234
Travis's Restaurant 201 E. Main St., Plymouth 252.791.0634	Golden Skillet 17 Hwy 64 E., Plymouth 252.791.1234
Golden Skillet 17 Hwy 64 E., Plymouth 252.791.1234	Roper, NC The Lodge 411 Highway 64, Roper, NC 252.791.1234
Golden Skillet 17 Hwy 64 E., Plymouth 252.791.1234	Creswell, NC The Lodge 411 Highway 64, Creswell 252.791.1234

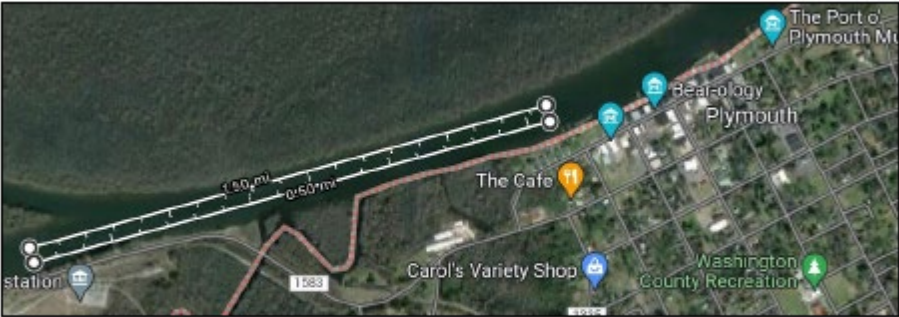




1000m (adult spring/summer distance) race course.
This is easy in this area and be shifted east or west and there is enough space to make a good course.



The best **2000 Meter** (college spring distance/youth club May/June) distance.



Possible **1500m** (High School Spring Racing Distance) course, any much further east to finish and the curvature will take away lanes.

Row the Roanoke River

Plymouth, NC
500m (1/2 mile) "water on wheels"

- Calm Protected Waters
- Average River Width of 400'
- 1 Mile of Relatively Straight Course
- Deep River with Avg. Depth of 20'
- 1/2 Mile of Waterfront for Viewing
- Three Boat Access Ramps
- Ample Parking and Staging Area
- 87' Low Profile O2 Dock

James Thomson, Head Coach
Maury High School & Norfolk Youth Rowing Club

www.GoWildNC.com

Washington Center
Boats & Gear
Tel: 252-712-9127

"During my thirty plus years coaching rowing I have been to many race courses on the East Coast and West Coast. The Roanoke River in Plymouth is about as ideal as they get for both Sprints and Head races."

James Thomson, Head Coach
Maury High School & Norfolk Youth Rowing Club



We will start with a dinner/ excursion boat and two catamaran hydrofoil small fast ferry/ excursion boats operating on the sound in April 2023.

- One 140 +/- guest dinner/ excursion boat for dinner cruises, water excursions, charters, events, festivals, weddings, ...
- Two 30+ passenger small fast ferry boats for routes between towns, events, festivals, charters, and river excursions



Possible expansion into Pamlico Sound and Wilmington at some future time...

Harbor Towns Inc has added several major local staff resources to our project team

Tex Gallop -- Senior Captain



Nicole J & Co team - Marketing, branding, and social media



Mel Martine - Director of Events





Draft 2023 schedule for Eagle 1 dinner / excursion boat
SUBJECT TO CHANGE

7

- April 1-12 In this time period appreciation, celebration, and welcome events for members of the General Assembly, local elected officials and community leaders, and all five chambers of commerce from the dock in Edenton
- April 14 and 15 Dinner in Edenton Historic Pilgrimage Tour
- April 21 Friday Night Dinner Cruise Legends and Lore in Elizabeth City Suggest host Chamber "After Hours" on Thursday April 20th
- May 20 Boogie on Broad St. Edenton Dinner Boat
- June 2 Dinner Boat in Plymouth (either dinner or cocktail cruise or both) for Bear Festival
- June 30-July 1 First Friday in Elizabeth City Dinner Cruise both nights, possible Hysu Cat as well, Big First Friday and Fireworks Display
- July 4 Dinner Cruise Edenton Harbor for Fireworks
- October 13 Columbia Scuppermong Festival Eve, Dinner / Excursion Boat
- Dec 1 Dinner Boat Elizabeth City First Friday and Lighted Boat Parade (NB Boat should be decorated)
- Dec 2 Dinner Boat in Edenton Lighted Boat Parade (NB Boat should be decorated)
- Dec 8-9 Edenton Candlelight Tour Dinner Boat
- Dec 15 Elizabeth City Dinner Cruise
- Dec 16 Elizabeth City Day Cruise at Hot Chocolate Festival
- Dec 22 Plymouth "Christmas Dinner on the Delta"



Draft 2023 schedule for Hysu Cat fast ferry passenger boats and other events
SUBJECT TO CHANGE

2023 Hysu Cat Events

- May 20, 22, 23 Elizabeth City Hysu Cat rides at Potato Festival
- June 3 Hysu Cat rides in Plymouth for Bear Festival
- July 21-24 Edenton Hysu Cats for paddle festival
- September 9 Hertford Indian Summer Festival Hysu Cat rides
- Oct 14 Hysu Cat rides in Columbia



Other 2023 Events Under Consideration for Dinner / Excursion Boat

- May 6 Columbia, Dock of the Bay Fundraiser
- May 27 Columbia Spring and Summer Festival
- October 7 Plymouth Paddle Festival
- October 21 Columbia Pocosin Arts Festival Benefit Auction
- Dec 16/17 Plymouth Christmas Laser Light Show



**SMOKY MOUNTAIN
JETBOATS** OUR BOATS™ BLOG

Our Boats **CALL US (828) 431-6796**

 <p>20'12"</p>	 <p>30'15"</p>	 <p>14' SPRINT</p>
 <p>22'15"</p>	 <p>25'10"</p>	 <p>CUSTOM</p>
 <p>38'15"</p>	 <p>26'15"</p>	

**SMOKY MOUNTAIN
JETBOATS**





**Roanoke River Delta
Adventure Cruises**

HARBOR TOWNS
Albemarle Sound Adventure Cruises
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HARBOR TOWNS Cruises

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The UNC KFBS student consulting team will make initial site visits to all five Harbor Towns this weekend, will follow up with many of you in the next three months, and will present their recommendations to you at a regional meeting on the dinner boat



Katie Lockhart
MBA/MCRP '24
Consulting



Daniel Hawkins
MBA '24
Consulting



Oliver Jones
MBA '24
Marketing



Hayden Patel
BSBA '24
Public Policy



Megha Gupta
MBA '24
Consulting



Katie Hillow
MBA '24
Real Estate



Anna Cornelius
BSBA '24
Journalism &
Data Science



Anna Miller
Faculty Advisor

- o Key question: *What attractions, activities, and experiences can each town, its local businesses, and/or its entrepreneurs offer to be more engaging and welcoming to young adults?*





Hello Tom,

My name is Katie Kane and I am the editorial assistant at *Our State*. We are planning on featuring the North Carolina black bear as focus for our monthly section "NC Icons" in the June issue. Elizabeth Hudson shared your contact information with me and spoke highly of your event. I'd love to speak with you about the inspiration behind the North Carolina Black Bear Festival and how it's grown over the years. I plan to highlight the black bear as a symbol for the state and then feature a separate section on the festival.

If you have any time next week, I'd love to jump on a quick phone call. Let me know if your interested and we'll find a time that works.

Have a great weekend!

Best,
Katie Kane
Our State Magazine
Editorial Assistant
732-272-6410
kkane@ourstate.com

Our State
CELEBRATING NORTH CAROLINA

June 2023



Rowing and the Quilt Trail Featured on TV Yesterday

TAX COLLECTOR'S REPORT: Ms. Sherri Wilkins, Tax Office Administrator submitted the information below on the Unpaid 2022 Taxes that are Liens on Real Property to the Commissioner's in their Agenda Package. Ms. Wilkins was unable to attend the meeting tonight. Ms. Bennett, Clerk to the Board spoke on Ms. Wilkins's behalf.

In accordance with NCGS 105-369(a) the following represents the total of unpaid 2022 taxes that are liens on Real Property as of January 31, 2023 - \$802,454.83.

In accordance with NCGS 105-369 (b1) letters will be mailed the week of March 6th to notify the taxpayers of their delinquencies and that the delinquent taxes will be advertised in April.

The letters will include the Debt Set-off information and the Notice of Lien Advertisement information (also referred to as the 2nd Notice letter). The taxes have to be delinquent 60 days to send the Debt Set-off letter (the date of delinquency is January 6th) so the letters will be mailed in March. We advertise the delinquent taxes in April.

Washington County's Delinquent Tax Coordinator/Deputy Tax Collector, Darlene Harrison, has already started wage garnishments and bank attachments on the delinquent amounts. These enforced collections can begin on the date of delinquency.

Taxpayers are contacting the Tax Office to set up monthly payments. They are setting up payment agreements to have the taxes paid by June 2023. If they default on their monthly payment, the Tax Office will enforce collections through the wage garnishment, bank attachment or foreclosure.

TAX COLLECTOR'S REPORT
UNPAID 2022 TAXES THAT ARE LIENS ON REAL PROPERTY
JANUARY 31, 2023

In accordance with North Carolina General Statute 105-369(a), the following represents the total of unpaid 2022 taxes that are liens on real property to date:

\$ 802,454.83

Sherri M. Wilkins

Sherri M. Wilkins
Tax Collector

The Washington County Tax Collector is ordered to advertise unpaid 2022 taxes that are liens on real property, pursuant to North Carolina General Statute 105-369(a).

By: _____
Julius Walker, Jr, Chair

Date: _____

ATTEST:

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

Commissioner Keyes made a motion to approve advertising the 2022 Tax Liens. Commissioner Phelps seconded. Motion carried unanimously.

PLYMOUTH'S UNDERGROUND RAILROAD DESIGNATION: Mr. Willie Drye, Chair of the Maritime Museum Board asked to be on the agenda to talk to the Commissioners regarding Plymouth's Underground Railroad designation. He is joining the meeting by ZOOM. The following documents were sent to the Board in their Agenda Package. [*These documents are incorporated by reference herein and attached to this document.*]

(1) NPS Network to Freedom notification, which is a letter from Diane Miller, National Program director of the program.

(2) NTF Accessible Benefits and Owner Information, which explains the background of the Network to Freedom program and some of the benefits of being a part of it.

(3) NTF Final Water Street Landing Park 09.26.2022, which is a news release from the National Park Service officially announcing Plymouth's designation as an Underground Railroad site.

(4) Plymouth Waterfront NTF Underground Railroad Application

Mr. Drye went over the high points of his documents. He stated that there could be markers and exhibits at Water Street Landing Park. Displays could go in area museums. There are over 700 underground railroad sites designated in the US. There are some that are 40-50 miles near Plymouth. Mr. Drye said he is working on setting up a meeting with community leaders and would like a Commissioner present to continue with moving this forward.

Commissioner Keyes thanked Mr. Drye for his hard work on getting this designation.

Commissioner Phelps said Mr. Drye's package was very informative.

Mr. Drye said he tried to get the Picot-Armistead-Pettiford house designated as an underground railroad site (which was built in 1830), but that fell short. It was the home to some influential people in Washington County.

Mr. Drye also mentioned that North Carolina's Poet Laureate Jaki Green will be in Washington County on February 17 visiting WCS Early College in Creswell, the Roanoke River Lighthouse Museum in Plymouth and the African American Museum in Roper.

Commissioner Johnson asked Mr. Drye about the tunnel that she remembers when she was a kid. She asked Mr. Drye if it collapsed. He said the story around that is murky. It may have been a drainage tunnel. Mr. Drye said that when Commissioner Keyes was Washington County's Emergency Manager, she had someone come conduct some tests on it. The tunnel did not go all the way to the house. It stopped in the middle of Main Street. There would have to be some sort of documentation to validate an underground tunnel, not just hearsay. Mr. Drye said it was filled in in 1960. He did mention some trap doors in the Picot-Armistead-Pettiford house; however, the cellar has been filled in because water was pooling in the cellar and they didn't want it to rot the wood.

Mr. Drye said he will keep Commissioner Keyes updated and thanked the Board for their interest.

Commissioner Keyes made a motion to approve the Plymouth Water front as an Underground Railroad Designation. Commissioner Spruill seconded. Motion carried unanimously.

RESO 2023-008 RESOLUTION OF SUPPORT FOR MATCHING OPIOID SETTLEMENT GRANT FUNDS (MARTIN-TYRRELL-WASHINGTON HEALTH DEPARTMENT (MTW): Ms. Andrea Freeman, MTW Finance Officer spoke to the Board.

MTW has received a notice of award for their *Leveraging Opioid Settlement Dollars to Support Harm Reduction Programs in NC Jurisdictions* RFA from an organization called Vital Strategies. They are awarding MTW a matching grant of \$70,000 per year for 3 years (\$210,000 total) to supplement their opioid settlement dollars. The matching funds will come

to MTW from the North Carolina Community Foundation, which is the organization handling this grant for Vital Strategies.

Resolution of Support for Matching Opioid Settlement Grant Funds

2/6/2023



Martin-Tyrrell-Washington

DISTRICT HEALTH

Wes Gray, MPA, MPH, Health Director

252.793.3023 (p) • 252.791.3108 (f) • mtwdistricthealth.org



Public Health

Protect. Promote. Prevent.



- Cabarrus County & Cabarrus Health Alliance (\$70,000)
- Hoke County & Tia Hart Community Recovery (\$20,000)
- **Martin-Tyrell-Washington Health District & The Hope Exchange (\$70,000)**
- Mecklenburg County & Queen City Harm Reduction (\$70,000)
- Montgomery County & FirstHealth of the Carolinas (\$69,854)
- Rowan County & Rowan County Public Health Department (\$69,995)
- Stanly County & Uwharrie Harm Reduction (\$59,405)
- Watauga, Ashe, & Alleghany Counties & AppHealthCare (\$70,000)

Contribution Breakdown	2020 Census	% of District Population	Match Per County
Martin	22031	61%	\$ 42,508.61
Tyrrell	3245	9%	\$ 6,261.20
Washington	11003	30%	\$ 21,230.19
<i>Total</i>	36279	100%	\$ 70,000.00
Grant Award Match	\$ 70,000	per year	

	2022 Settlement	Match Per County	
Martin	\$ 184,343	\$ 42,508.61	\$ 21,254.31
Tyrrell	\$ 32,804	\$ 6,261.20	\$ 3,130.60
Washington	\$ 59,186	\$ 21,230.19	\$ 10,615.09

3 Year Summary	Martin	Tyrrell	Washington	Totals
2022 Settlement	\$ 184,343.00	\$ 32,804.00	\$ 59,186.00	\$ 276,333.00
2022 Match Per County	\$ 42,508.61	\$ 6,261.20	\$ 21,230.19	\$ 70,000.00
2022 Remaining	\$ 141,834.39	\$ 26,542.80	\$ 37,955.81	\$ 206,333.00
2023 Settlement	\$ 100,293.00	\$ 17,847.00	\$ 32,201.00	\$ 150,341.00
2023 Match Per County	\$ 42,508.61	\$ 6,261.20	\$ 21,230.19	\$ 70,000.00
2023 Remaining	\$ 57,784.39	\$ 11,585.80	\$ 10,970.81	\$ 80,341.00
2024 Settlement	\$ 120,963.00	\$ 21,525.00	\$ 38,837.00	\$ 181,325.00
2024 Match Per County	\$ 42,508.61	\$ 6,261.20	\$ 21,230.19	\$ 70,000.00
2024 Remaining	\$ 78,454.39	\$ 15,263.80	\$ 17,606.81	\$ 111,325.00

Resolution template provided by the NC Association of County Commissioners to fulfill the requirements of spending Opioid Settlement funds from the special revenue fund outlined in Section D of the MOA between the State of NC and Local Governments.

We are requesting a total of \$21,230.19 in settlement funds broken down evenly among these two allowable strategies to fulfill the requirements of the matching grant:

- \$10,615.10 for Exhibit A, Strategy 7 (Naloxone Distribution)
- \$10,615.09 for Exhibit A, Strategy 9 (Harm Reduction)

Funding will be used to support the salary of for a Health Educator II position (“Opioid Health Educator”) and our outreach projects

Thank You!



Martin-Tyrrell-Washington District Health
Department

COVID-19 VACCINATIONS!



Offering Pfizer (12 and older),
Moderna and J&J (FREE!)

Call (252) 793-3023 to schedule your appointment!

COUNTY OF WASHINGTON
BOARD OF COMMISSIONERS

COMMISSIONERS:
JULIUS WALKER, JR., CHAIR
ANN C. KEYES, VICE-CHAIR
TRACEY A. JOHNSON
CAROL V. PHELPS
JOHN C. SPRUILL



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

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

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

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

RESOLUTION 2023-008

**A RESOLUTION BY THE COUNTY OF WASHINGTON
TO DIRECT THE EXPENDITURE OF OPIOID SETTLEMENT FUNDS**

WHEREAS, Washington County has joined national settlement agreements with companies engaged in the manufacturing, distribution, and dispensing of opioids, including settlements with drug distributors Cardinal, McKesson, and AmerisourceBergen, and the drug maker Johnson & Johnson and its subsidiary Janssen Pharmaceuticals;

WHEREAS, the allocation, use, and reporting of funds stemming from these national settlement agreements and certain bankruptcy resolutions ("Opioid Settlement Funds") are governed by the Memorandum of Agreement Between the State of North Carolina and Local Governments on Proceeds Relating to the Settlement of Opioid Litigation ("MOA");

WHEREAS, Washington County has received Opioid Settlement Funds pursuant to these national settlement agreements and deposited the Opioid Settlement Funds in a separate special revenue fund as required by section D of the MOA;

WHEREAS, section E.6 of the MOA states:

E.6. Process for drawing from special revenue funds.

- a. **Budget item or resolution required.** Opioid Settlement Funds can be used for a purpose when the Governing Body includes in its budget or passes a separate resolution authorizing the expenditure of a stated amount of Opioid Settlement Funds for that purpose or those purposes during a specified period of time.
- b. **Budget item or resolution details.** The budget or resolution should (i) indicate that it is an authorization for expenditure of opioid settlement funds; (ii) state the specific strategy or strategies the county or municipality intends to fund pursuant to Option A or Option B, using the item letter and/or number in Exhibit A or Exhibit B to identify each funded strategy, and (iii) state the amount dedicated to each strategy for a stated period of time.

NOW, THEREFORE BE IT RESOLVED, in alignment with the NC MOA, Washington County
Washington County Resolution 2023-007 Page 1 of 2

authorizes the expenditure of opioid settlement funds as follows:

- I. First strategy authorized
 - a. Name of strategy: Naloxone Distribution
 - b. Strategy is included in Exhibit A
 - c. Item letter and/or number in Exhibit A or Exhibit B to the MOA: Strategy 7
 - d. Amounted authorized for this strategy: \$10,615.10
 - e. Period of time during which expenditure may take place:
Start date January 1, 2023 through End date December 31, 2023
 - f. Description of the program, project, or activity: Funding will support a Health Educator II position focused on opioids and a naloxone distribution project through our "Hope Exchange" harm reduction program. These funds will be used as a match for funds from Vital Strategies to support naloxone distribution.
 - g. Provider: Martin-Tyrell-Washington District Health Department

- 2. Second strategy authorized
 - a. Name of strategy: Harm Reduction SSP
 - b. Strategy is included in Exhibit A
 - c. Item letter and/or number in Exhibit A or Exhibit B to the MOA: Strategy 9
 - d. Amounted authorized for this strategy: \$10,615.09
 - e. Period of time during which expenditure may take place:
Start date January 1, 2023 through End date December 31, 2023.
 - f. Description of the program, project, or activity: Funding will support a Health Educator II position focused on opioids and the "Hope Exchange" harm reduction program. These funds will be used as a match for funds from Vital Strategies to support harm reduction SSPs.
 - g. Provider: Martin-Tyrell-Washington District Health Department

The total dollar amount of Opioid Settlement Funds appropriated across the above named and authorized strategies is \$21,230.19.

Adopted this the 6th day of February, 2023.

Julius Walker, Jr. Chair
Washington County Board of Commissioners

ATTEST:

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

(COUNTY SEAL)

Commissioner Johnson asked if any of the money goes directly to MTW. Ms. Freeman said no, the funds go to the County and the County distributes the money to MTW.

Commissioner Keyes thanked Ms. Freeman for the job that she and MTW is doing.

Commissioner Keyes made a motion to approve the resolution supporting the expenditure of Opioid Settlement Funds. Commissioner Spruill seconded. Motion carried unanimously.

BOARDS & COMMITTEES: Ms. Bennett, Clerk to the Board spoke to the Commissioners.

WASHINGTON COUNTY PLANNING BOARD

The Washington County Planning Board is recommending that Mr. Thomas Patrick fill the unexpired term of Mr. David Clifton (who resigned) that ends on March 21, 2024.

Mr. Patrick has agreed to serve if appointed.

Commissioner Phelps made a motion to appoint Mr. Thomas Patrick to fill the unexpired term of Mr. David Clifton on the Washington County Planning Board. Commissioner Keyes seconded. Motion carried unanimously.

FINANCE OFFICER'S REPORT: Ms. Dixon went over the budget transfers and budget amendments that were in the Commissioners' Agenda Package and also BA #2023-095 that was added this evening.

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: January 6, 2023
RE: Emergency Management

BT #: 2023 - 077

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

Account Code	Description	Old	+ or (-)	New
10-4330-260	Emergency Management - Departmental Supplies	8,500.00	(1,000.00)	7,500.00
10-4330-310	Emergency Management - Travel	2,000.00	500.00	2,500.00
10-4330-350	Emergency Management - Maintenance & Repair Equipment	4,000.00	500.00	4,500.00
Emergency Management		14,500.00	-	14,500.00

Justification:

This transfer is to move monies within the Emergency Management Department Budget. The transfer to Maintenance & Repair Equipment is due to unforeseen Motorola Radio Programming needs and pricing for certain repairs that exceeded initial quotes. The transfer to travel is for the cost of fuel due to the increase in prices.

Budget Officer's Initials CSB

Approval Date: 1/6/23

Initials: CSB
 Batch #: 2023-077
 Date: 1/6/2023

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2023 - 078

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

Date: January 9, 2023

RE: Senior Center

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

Account Code	Description	Old	+ or (-)	New
10-5150-350	Senior Center - Maintenance & Repair-Building	2,500.00	(2,000.00)	500.00
10-5150-390	Senior Center - Dues & Subscriptions	1,500.00	2,000.00	3,500.00
Senior Center		4,000.00	-	4,000.00

Justification:

This transfer is to move monies within the Senior Center Budget. There are two invoices that have to be paid for our Linked Senior Account that is used for various games/programs for the Seniors. One of the invoices is from the prior fiscal year that was overlooked and not paid in a timely manner and is now past due and has incurred late fees. The other invoice is now due for the current fiscal year.

Budget Officer's Initials CPD

Approval Date: 1/10/23

Initials:	<u>MD</u>
Batch #:	<u>2023-078</u>
Date:	<u>1/10/2023</u>

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2023 - 079

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

Date: January 9, 2023

RE: Governing Board

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

Account Code	Description	Old	+ or (-)	New
10-4110-310	Governing Board - Travel	13,000.00	(1,000.00)	12,000.00
10-4110-380	Governing Board - Advertising	750.00	1,000.00	1,750.00
Governing Board		13,750.00	-	13,750.00

Justification:

This transfer is to move monies within the Governing Board Budget. There have been a significant number of public hearing advertisements along with job vacancy advertisements therefore requiring more money in this line than had originally been budgeted.

Budget Officer's Initials CSR

Approval Date: 1/10/23

Initials: [Signature]
 Batch #: 2023-079
 Date: 1/10/2023

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: January 9, 2023
RE: Contingency/Finance

BT #: 2023 - 080

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

Account Code	Description	Old	+ or (-)	New
10-9990-000	Contingency	12,441.00	(2,175.00)	10,266.00
10-4130-180	Finance - Professional Services	92,000.00	2,175.00	94,175.00
Contingency/Finance		104,441.00	-	104,441.00

Justification:

This transfer is to move monies from Contingency to Finance. This move is necessary to cover the increased costs of the new GASB 87 and GASB 96 requirements that have been placed on all County's from the Governmental Accounting Standards Board. These requirements deal with leases and now all subscriptions and the way in which we have to track and account for them in our financials.

Budget Officer's Initials CP

Approval Date: 1/10/23

Initials: MD
Batch #: 2023-080
Date: 1/10/2023

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: January 19, 2023
RE: Central Services

BT #: 2023 - 081

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

Account Code	Description	Old	+ or (-)	New
10-8300-130	Additional Unemployment Insurance	5,000.00	(450.00)	4,550.00
10-8300-451	Insurance-Property & Liability	212,500.00	450.00	212,950.00
Central Services		217,500.00	-	217,500.00

Justification:

This transfer is to move monies within the Central Services Department from the Additional Unemployment Insurance line to the Insurance-Property & Liability line to cover the additional insurance premium to add the new ambulance to coverage.

Budget Officer's Initials CP

Approval Date: 1/19/23

Initials:	<u>MD</u>
Batch #:	<u>2023-081</u>
Date:	<u>1/19/2023</u>

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2023 - 082

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

Date: January 19, 2023

RE: Landfill

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

Account Code	Description	Old	+ or (-)	New
33-7400-010	Landfill - Salaries & Wages-Regular	55,434.00	4,200.00	59,634.00
33-7400-100	Landfill - Retirement Expense	10,093.00	900.00	10,993.00
33-7400-101	Landfill - 401(K) Contribution	1,663.00	(400.00)	1,263.00
33-7400-180	Landfill - Group Insurance	17,481.00	(4,000.00)	13,481.00
33-7400-140	Landfill - Workman's Comp	8,025.00	(700.00)	7,325.00
33-7401-600	Landfill - Contract - Scrap Tire	60,000.00	21,077.00	81,077.00
33-8100-601	Landfill - Designated for Future Appropriation	21,077.00	(21,077.00)	-
Central Services		173,773.00	-	173,773.00

Justification:

This transfer is to move monies within the Landfill Budget. This movement is to cover the costs of the 2.5% COLA that was implemented. These increases were budgeted and approved in the General Fund Central Services line however we are able to cover the additional costs within the individual department in order not to have to make a transfer from the General fund. This movement will also cover the increased costs for the Scrap Tire Contract - these costs continue to increase each year and are out of our control - there has been an exorbitant amount of time spent to try to see if these costs can be decreased.

Budget Officer's Initials CP

Approval Date: 1/19/23

Initials:	<u>MD</u>
Batch #:	<u>2023-082</u>
Date:	<u>1/19/2023</u>

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2023 - 083

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

Date: January 19, 2023

RE: Airport

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

Account Code	Description	Old	+ or (-)	New
39-4530-997	Airport - Designated for Future Appropriation	20,000.00	(20,000.00)	-
39-4530-250	Airport - AV Gas and Jet Fuel	50,000.00	20,000.00	70,000.00
Airport		70,000.00	-	70,000.00

Justification:

This transfer is to move monies within the Airport Budget from the Designated for Future Appropriation to the AV Gas and Jet Fuel line. According to the Airport Director, there is a need to purchase additional fuel as there is only 2,344 gallons of AV Gas and 1,307 gallons of Jet Fuel left in the tanks. Also, there will be a budget amendment forthcoming for Board approval requesting an additional \$20,000 to be allocated from Airport fund balance.

Budget Officer's Initials CBP

Approval Date: 1/19/23

Initials:	mm
Batch #:	2023-083
Date:	1/19/2023

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2023 - 084

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

Date: January 26, 2023

RE: Contingency/Emergency Management/

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

Account Code	Description	Old	+ or (-)	New
10-9990-000	Contingency	10,266.00	(500.00)	9,766.00
10-4330-270	Emergency Management-Generator Fuel	2,084.00	500.00	2,584.00
Contingency/Emergency Management		12,350.00	-	12,350.00

Justification:

This transfer is to move monies from Contingency to Emergency Management to cover the costs of fuel for the Roper Tower Generator. There was an unforeseen problem that occurred which caused all but 20% of the gas to leak. This fuel needs to be replenished but there were no funds budgeted to cover this kind of incident.

Budget Officer's Initials CP

Approval Date: 1/30/23

Initials:	<u>CP</u>
Batch #:	<u>2023-084</u>
Date:	<u>1/30/2023</u>

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: January 26, 2023
RE: SS Economic Support

BT #: 2023 - 085

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

Account Code	Description	Old	+ or (-)	New
10-5380-384	Child Care (MOE-Part of \$65K Minimum)	25,000.00	(15,000.00)	10,000.00
10-5380-190	WF Employment Services	10,000.00	10,000.00	20,000.00
10-5380-370	TANF-Emergency Assistance	20,000.00	5,000.00	25,000.00
SS Economic Support		55,000.00	-	55,000.00

Justification:

This transfer is to move monies within DSS from the Child Care MOE line to the WF Employment Services line and the TANF Emergency Assistance line. The funds in these two lines are to assist clients with eligible needs that fall within the parameters of these two programs. In order to assist these clients through fiscal year end, there is a need to increase the line item budgets. None of these lines are reimbursable so this change does not affect revenue.

Budget Officer's Initials CPD

Approval Date: 1/30/23

Initials:	<u>MD</u>
Batch #:	<u>2023-085</u>
Date:	<u>1/30/2023</u>

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: January 26, 2023
RE: Recreation

BT #: 2023 - 086

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

Account Code	Description	Old	+ or (-)	New
10-6120-030	Recreation-Salaries-Part Time	14,400.00	(2,500.00)	11,900.00
10-6120-610	Recreation-Contracted Services-Lead/Asst/Officials	5,000.00	2,500.00	7,500.00
Recreation		19,400.00	-	19,400.00

Justification:

This transfer is to move monies within the Recreation budget from the Part Time Salary line to the Contracted Services line. The monies in the contracted services line are almost depleted. These funds are needed to pay officials and a scorekeeper for 8 more weeks of basketball.

Budget Officer's Initials CSB

Approval Date: 1/30/23

Initials:	<u>CSB</u>
Batch #:	<u>2023-086</u>
Date:	<u>1/30/2023</u>

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: January 26, 2023
RE: Water

BT #: 2023 - 087

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

Account Code	Description	Old	+ or (-)	New
35-7135-600	Designated for Future Appropriation	60,303.00	(10,000.00)	50,303.00
35-7135-350	Water-Maintenance & Repair-Equipment	40,000.00	10,000.00	50,000.00
Water		100,303.00	-	100,303.00

Justification:

This transfer is to move monies within the Water Department budget. These monies are being moved to the Repair & Maintenance Equipment line. This line is almost depleted due to the need to replace two motors. These motors were originally ordered in FY 2022 however due to the supply chain issues did not arrive until FY 2023 and had to be paid for out of the current years budget. These monies will be used for any equipment repair/maintenance through fiscal year end.

Budget Officer's Initials CSF

Approval Date: 1/30/23

Initials:	<u>CSF</u>
Batch #:	<u>2023-087</u>
Date:	<u>1/30/2023</u>

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2023 - 088

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

Date: January 31, 2023

RE: School Capital Outlay

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

Account Code	Description	Old	+ or (-)	New
21-5912-695	Grant-Needs Based Pub School-Planning/Design	5,338,583.00	(9,920.00)	5,328,663.00
21-5912-693	Capital Outlay-Engineering Services	49,993.00	9,920.00	59,913.00
School Capital Outlay		5,388,576.00	-	5,388,576.00

Justification:

This transfer is to move monies within the School Capital Outlay Budget to cover the costs associated with the Geotechnical Engineering Services provided by Terracon for the new school property.

Budget Officer's Initials CSP

Approval Date: 1/31/23

Initials:	<u> MD </u>
Batch #:	<u> 2023-088 </u>
Date:	<u> 1/31/2023 </u>

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: January 31, 2023
RE: Contingency/Sheriff

BT #: 2023 - 089

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

Account Code	Description	Old	+ or (-)	New
10-9990-000	Contingency	9,766.00	(1,500.00)	8,266.00
10-4310-031	Sheriff-Salaries & Wages-Overtime	5,000.00	1,500.00	6,500.00
Contingency/Sheriff		14,766.00	-	14,766.00

Justification:

This transfer is to move monies from Contingency to the Sheriff's Office Salaries and Wages-Overtime line. This move is necessary to cover overexpenditures in this line due to the staffing shortage that we are currently experiencing. It is the hope that this situation will improve with the current salary increases that were approved. If it takes longer to fill positions than we hope, there may be a need to move additional monies.

Budget Officer's Initials CP

Approval Date: 1/31/23

Initials:	MD
Batch #:	2023-089
Date:	1/31/2023

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2023- 090

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

Date: February 6, 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	(2,744,677.00)	(2,935.00)	(2,747,612.00)
10-5380-405	LIHWAP-Low Income Household Water Assistance	30,546.00	2,935.00	33,481.00
SS-Economic Support				
		Balanced:		
		(2,714,131.00)	-	(2,714,131.00)

Justification:

This amendment is to increase the revenue and expenditure budgets in the Low Income Household Water Assistance line as NCDHHS has notified the County that we will be receiving additional monies to provide this program. These expenses are 100% reimbursable.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:
Batch #:
Date:

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2023- 091

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

Date: February 6, 2023

RE: Facility Services

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

Account Code	Description	Old	+ or (-)	New
10-3353-000	Insurance Proceeds	(7,102.00)	(30,537.00)	(37,639.00)
10-4265-256	Facility Services-Insurance Claims	20,735.00	30,537.00	51,272.00
Facility Services				
Balanced:		13,633.00	-	13,633.00

Justification:

This amendment is to increase the revenue and expenditure budgets in the insurance proceeds line due to a water leak at the Beaufort Community College Center in Roper. There has been an insurance claim filed and the check has been mailed to the County to begin this repair work.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:
Batch #:
Date:

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2023- 092

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

Date: February 6, 2023

RE: Sheriff/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	(3,325.00)	(805.00)	(4,130.00)
10-4310-611	Gun Permits Discretionary-County Portion	38,185.00	805.00	38,990.00
10-3540-030	Gun Permits-State Portion	(4,010.00)	(950.00)	(4,960.00)
10-4310-612	Gun Permits-State Portion	5,145.00	950.00	6,095.00
10-3540-040	Fingerprinting	(690.00)	(90.00)	(780.00)
10-4310-613	Fingerprinting	4,895.00	90.00	4,985.00
Sheriff				
10-3360-000	Recreation-Donations	(1,075.00)	(200.00)	(1,275.00)
10-6120-650	Recreation-Donations	3,987.00	200.00	4,187.00
Recreation				
Balanced:		43,112.00	-	43,112.00

Justification:

This amendment is to increase the revenue and expenditure budgets for the Sheriff's Office Gun Permitting and Fingerprinting and for Recreation Donations as we have received additional monies.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:	
Batch #:	
Date:	

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2023- 093

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

Date: February 6, 2023

RE: Senior Center

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

Account Code	Description	Old	+ or (-)	New
10-3509-010	Senior Center Trips	(495.00)	69.00	(426.00)
10-3990-000	Appropriated Fund Balance	(4,235,498.00)	(100.00)	(4,235,598.00)
10-5150-380	Senior Center Trips	4,071.00	31.00	4,102.00
Senior Center				
Balanced:		(4,231,922.00)	-	(4,231,922.00)

Justification:

This amendment is to correct the budget in the Senior Center Trips line. This correction is due to a refund issued to a Senior for a cancelled trip and for the collection of revenue that was coded to the wrong account and never budgeted.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:
Batch #:
Date:

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2023- 094

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

Date: February 6, 2023

RE: Airport

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

Account Code	Description	Old	+ or (-)	New
39-3990-000	Appropriated Fund Balance-Airport	(20,000.00)	(20,000.00)	(40,000.00)
39-4530-250	Airport-AV Gas and Jet Fuel	70,000.00	20,000.00	90,000.00
Airport				
Balanced:		50,000.00	-	50,000.00

Justification:

This amendment is to appropriate Airport Fund Balance and increase the AV Gas and Jet Fuel budget. This increase is needed to fill tanks to be able to continue to sale fuel to incoming air traffic.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:
Batch #:
Date:

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2023- 095

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

Date: February 6, 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	(2,747,612.00)	(23,763.00)	(2,771,375.00)
10-5380-406	LIEAP Payments (Low Income Energy Assistance)	28,982.00	23,763.00	52,745.00
SS Economic Support				
		Balanced:		
		(2,718,630.00)	-	(2,718,630.00)

Justification:

This amendment is to increase budgeted revenue and expenditures for the Low Income Energy Assistance Program (LIEAP) lines. The State recently implemented changes for Energy Providers allowing for direct deposits. During this transition, it was initially explained to counties that funds for direct deposit payments would be separated from county check write funds. As explained in an email from Jasmyne at NCDHHS, this was not the case and monies can be moved between check write and direct deposit - the system is designed to not let counties overspend their full allocation. This request is to increase the line to pay vendors that are not set up under the direct deposit pay process. The increase is supplemental ARPA funding that rolled over from FY 2021-2022.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:	
Batch #:	
Date:	

Commissioner Johnson had a question about BT #2023-080 regarding moving money from Contingency to Professional Services. Commissioner Johnson asked for clarification as to whether the money was going to be used for GASB 87 or GASB 96 requirements. Ms. Dixon replied that it is for GASB 87 AND GASB 96.

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:

Mr. Potter said that the Soil & Water Conservation Board (SWCB) has requested a part-time Office Assistant. The job description is below.

REQUEST FOR ASSISTANCE IN SOIL AND WATER OFFICE

TO: County Commissioners

CC: Curtis Potter, County Manager

RE: Office Assistance

The Washington County Board of Supervisors of the Washington County Soil And Water Conservation District are requesting consideration of a permanent office assistant. This office is charged with administrating funds that come to the county for the NC Agriculture Cost Share Program from the state, as well as any funds that come into the county relating to disasters that pertain to maintaining the soils and waters of the county. This is the first and foremost purpose of the office. In addition, this office carries out:

1. The Beaver Management Control Program which entails locating beaver dams that are obstructing waterways and coordinating work with the beaver control technician.
2. The yearly control of invasive aquatic plants; which for Washington County is Alligator Weed.
3. The yearly program of clearing and snagging the canals and other waterways in the county recently intensified by storm damages.
4. The office was asked several years ago to give technical assistance to the work of establishing drainage service districts in the county. Over the years, our office has been asked to do more and more until now, we are seen as the lead agency in doing the legwork for these programs, including handling the Eddie Smith Service district monies. This has added a great deal of additional workload on the technician.

Just administering the NC Cost Share program is full time work for one person. The technician has to take applications, rank them, do the preliminary work of sitting the work, get paper work to Raleigh for approval, and then monitoring and confirming the work is done properly so payment can be made.

Much of the work outlined above requires the employee to be out of the office. In addition, this work also requires Job Approval Authority, a designation that the state gives to employees as they acquire experience and training.

In the past, this office has had 2 or more employees, but with retirements, the county eliminated the office assistant position. We are asking that a part-time office assistant be considered. This person, when in the office, will answer phones, greet clients, take applications, and process paperwork.

Continually, year after year, this office brings in and/or administers between \$350,000-500,000. Programs include: Stream Debris Removal, NC Cost Share Program, Non-Field Farm Road Repair, Beaver Control Program, Clearing and Snagging, Alligator Weed Control, just to name a few.

The Washington County Soil and Water office works closely with our Federal counterpart, NRCS. The two offices must work together in order to get both programs up and running for Washington county. Because NRCS has had to cut back on their personnel, we are often left without assistance. Our technician cannot pick up that deficit for many reasons, such as time, money and access to a federal computer.

Washington county continues facing problems with water and keeping water from flooding the productive farmlands and forestlands. Without our office, Washington county would be facing drainage issues due to clogged canals, streams and rivers due to trees, weeds and soil eroding into the waterways. We also assist producers to be more productive by providing an incentive to put in practices that make them more profitable and improves the quality of our water and soils. Our agency works with the largest two; and possibly the only 2; industries in Washington county—agriculture and forestry. We are asking that the office be recognized for the importance of the work carried out.

Mr. Potter said various folks have been assisting SWCB throughout the years with the clerical duties. The SWCB will be interviewing for their S&W Tech position soon. Mr. Potter said he would recommend the Board approve the OA hire.

Commissioner Phelps made a motion to approve the hiring of an Office Assistant for Soil & Water. Commissioner Keyes seconded. Motion carried unanimously.

Commissioner Spruill commented on the budget workshops. He said he appreciated staff's time and effort.

Commissioner Keyes said she has been attending various meetings. She said she also appreciated staff's time and effort during the budget workshops.

Chair Walker piggybacked on what Commissioners Spruill and Keyes said. It gave the Board an opportunity to meet folks and he also thanked the Commissioners for taking time out of their schedules for the meetings.

Mr. Potter said he and Ms. Dixon had a meeting with financial advisors regarding the new school. The County is reissuing our request for bank loans. It is a challenging time to be asking for loans from banks. Fortunately, commercial rates aren't as high as residential rates right now. The next meeting with the school committee is March 8. The County may be able to go to the LGC's April meeting, but more likely we will have to wait until their May meeting.

Mr. Potter mentioned that the re-grades have been made in the Sheriff's Office and staff is looking at re-grades for other staff too.

Commissioner Spruill 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.

Back in Open Session at 7:35 PM, with no further business to discuss, **Commissioner Phelps made a motion to adjourn. Commissioner Keyes seconded. Motion carried unanimously.**

Julius Walker, Jr.
Chair

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