

**Board of Commissioners  
Meeting  
August 5, 2024**



WASHINGTON COUNTY BOARD OF COMMISSIONERS  
REGULAR MEETING AGENDA  
AUGUST 5, 2024

**MEDIA CENTER**  
**WASHINGTON COUNTY SCHOOL EARLY COLLEGE**  
**115 MIDDLE STREET, CRESWELL, NC**

- 6:00 PM Call to Order—Chair Keys  
6:01 PM Invocation / Pledge  
Additions / Deletions
- Item 1 6:05 PM Consent Agenda  
a) Approval of Minutes of July 1, 2024  
b) FY25 Salary Schedule/Pay Tables Effective 7/16/24 v2  
c) Language Access Plan (LAP) for ESFRLP2023  
d) NCDHHS-DSS MOU FY25  
e) RESO 2024-026 Approving & Accepting Sale of Real Property, 90 Cumberland St., Plymouth, NC  
f) RESO 2024-027 Approving & Accepting Sale of Real Property, 134 Daisy Lane, Roper, NC.  
g) RESO 2024-028 Opioid Resolution
- Item 2 6:10 PM Public Forum (3-minute limit per speaker)
- Item 3 6:20 PM Department Information Update: Ricky Young, Facilities Director
- Item 4 6:30 PM Airport Engineering RFQ Selection, Ms. Mary Moscato, Airport Development Director
- Item 5 6:40 PM Boards & Committees, Ms. Julie J. Bennett, Clerk to the Board  
a. Re-Appointment of Ms. Linda West to the Beaufort County Community College (BCCC) Board of Trustees
- Item 6 6:50 PM Finance Officer’s Report, Budget Amendments/Budget Transfers, Ms. Missy Dixon, Finance Officer
- Item 7 7:00 PM Other Items by Chair, Commissioners, CM/CA, Finance Officer or Clerk  
a. NCACC Legislative Goals for FY24-25
- Item 8 7:10 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)  
Adjourn

# WASHINGTON COUNTY BOARD OF COMMISSIONERS

## AGENDA STATEMENT

**ITEM NO: 1**

**DATE: August 5, 2024**

**ITEM: Consent Agenda**

**SUMMARY EXPLANATION:**

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

- a) Approval of Minutes of July 1, 2024.  
See attached at the end of the package
- b) FY25 Salary Schedule/Pay Tables Effective 7/16/24 v2  
See attached.
  - 1. After further review and evaluation of the 911 dispatcher positions , the proposed pay tables effective 7/16/24 v2 have been modified to regrade certified and uncertified 911 dispatchers to bring starting salaries in line with current comparable county salaries.
  - 2. 2 additional corrections were made to the original table (noting the correct 8 total 911 positions rather than the 10 previously shown by error) and (updating the Sheriff's Admin Asst. to match the grade for Admin Asst. in other departments).
  - 3. Staff believes the maximum additional cost of the 911 regraded positions will be approximately \$45k, but will in reality likely be lower due to ongoing vacancies and turnover, and that the additional costs within FY25 will most likely be absorbed within the currently allocated budget lines (including salary contingencies). Therefore no additional funding allocations are recommended at this time.
  - 4. Staff recommends approving the revised Pay Table as presented.
- c) Language Access Plan (LAP) for ESFRLP2023  
See attached.
- d) NCDHHS-DSS MOU FY25  
See attached. Staff's recommendation is to approve the MOU as presented in the cover letter.

Also, below is the email from DSS Director Clifton Hardison on this subject.

**From:** Clifton Hardison <[CliftonH@wcchs.org](mailto:CliftonH@wcchs.org)>  
**Sent:** Monday, June 17, 2024 3:31 PM  
**To:** Curtis Potter <[cpotter@washconc.org](mailto:cpotter@washconc.org)>  
**Cc:** Lynn Swett <[lynns@wcchs.org](mailto:lynns@wcchs.org)>  
**Subject:** 24-26 MOU - County/NCDHHS  
Curtis,

*I have attached the MOU for signature. I have reviewed the performance requirements subject to corrective action in Attachment I. I do not have any concerns at this time. The attachment for signature is labeled "County MOU and Data Sharing 2024-25 and 2025-26". The remaining attachments are for information. I would recommend reading the Cover Letter for summary information.*

- e) RESO 2024-026 Approving & Accepting Sale of Real Property, 90 Cumberland St., Plymouth, NC
- f) RESO 2024-027 Approving & Accepting Sale of Real Property, 134 Daisy Lane, Roper, NC
- g) RESO 2024-028 Opioid Resolution

FY25 Washington County

# Salary Schedule/Pay Tables (County - Non Sheriff/Emergency Services & Non-DSS)

Revised/Effective: 7/16/2024 v2

Grade	Position Title FY25	#POS FY25	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17
	(YORE) Index:	44	0	1	2	3	4	5	6	7&8	9&10	11&12	13&14	15&16	17&18	19&20	21&22	23&24	25&26
8	Veteran's Service Officer <sup>Frozen</sup>	PT	\$ 23,260	\$ 23,838	\$ 24,443	\$ 25,062	\$ 25,653	\$ 26,339	\$ 26,971	\$ 27,656	\$ 28,342	\$ 29,028	\$ 29,767	\$ 30,480	\$ 31,287	\$ 32,053	\$ 32,819	\$ 33,666	\$ 34,507
10	Office Assistant/Floater Housekeeper	PT 2	\$ 25,411	\$ 26,029	\$ 26,675	\$ 27,361	\$ 28,020	\$ 28,746	\$ 29,444	\$ 30,198	\$ 30,923	\$ 31,717	\$ 32,497	\$ 33,290	\$ 34,137	\$ 34,997	\$ 35,871	\$ 36,759	\$ 37,678
11	Maintenance Worker I Senior Center Nutrition Prog. Mgr.	3 1	\$ 26,460	\$ 27,132	\$ 27,818	\$ 28,490	\$ 29,216	\$ 29,929	\$ 30,694	\$ 31,421	\$ 32,215	\$ 33,047	\$ 33,855	\$ 34,702	\$ 35,562	\$ 36,477	\$ 37,391	\$ 38,291	\$ 39,248
12	Asst Register of Deeds Landfill Operator	1 1	\$ 27,509	\$ 28,234	\$ 28,921	\$ 29,660	\$ 30,373	\$ 31,166	\$ 31,892	\$ 32,698	\$ 33,519	\$ 34,352	\$ 35,199	\$ 36,072	\$ 36,973	\$ 37,914	\$ 38,856	\$ 39,851	\$ 40,847
13	Accounting Technician Property Tax Clerk Utility/AR Clerk Waterworks Technician I	1 2 2 4	\$ 28,570	\$ 29,296	\$ 30,009	\$ 30,789	\$ 31,542	\$ 32,336	\$ 33,169	\$ 33,989	\$ 34,822	\$ 35,723	\$ 36,584	\$ 37,498	\$ 38,425	\$ 39,380	\$ 40,334	\$ 41,411	\$ 42,446
14	Administrative Assistant	3	\$ 29,673	\$ 30,386	\$ 31,179	\$ 31,905	\$ 32,711	\$ 33,532	\$ 34,379	\$ 35,240	\$ 36,100	\$ 36,987	\$ 37,942	\$ 38,896	\$ 39,864	\$ 40,859	\$ 41,881	\$ 42,902	\$ 43,975
15	Code Enforcement Officer	1	\$ 30,735	\$ 31,474	\$ 32,267	\$ 33,088	\$ 33,895	\$ 34,755	\$ 35,629	\$ 36,516	\$ 37,431	\$ 38,345	\$ 39,300	\$ 40,254	\$ 41,276	\$ 42,351	\$ 43,387	\$ 44,449	\$ 45,560
16	Chief Landfill Operator Water Plant Operator <sup>Frozen</sup>	1 0	\$ 31,784	\$ 32,590	\$ 33,383	\$ 34,231	\$ 35,064	\$ 35,952	\$ 36,826	\$ 37,767	\$ 38,708	\$ 39,690	\$ 40,685	\$ 41,666	\$ 42,741	\$ 43,764	\$ 44,893	\$ 45,996	\$ 47,145
17	Airport Operations Manager Soil and Water Supervisor	1 1	\$ 32,833	\$ 33,666	\$ 34,514	\$ 35,361	\$ 36,248	\$ 37,162	\$ 38,089	\$ 39,030	\$ 40,012	\$ 41,007	\$ 42,015	\$ 43,077	\$ 44,180	\$ 45,242	\$ 46,371	\$ 47,528	\$ 48,716
18	Assistant Tax Assessor Delinquent Tax Coordinator	1 1	\$ 33,908	\$ 34,782	\$ 35,629	\$ 36,530	\$ 37,444	\$ 38,358	\$ 39,326	\$ 40,282	\$ 41,276	\$ 42,351	\$ 43,400	\$ 44,462	\$ 45,565	\$ 46,748	\$ 47,851	\$ 49,101	\$ 50,328
19	Accounting/HR Specialist Recreation Director Senior Center Director	1 1 1	\$ 34,997	\$ 35,858	\$ 36,731	\$ 37,660	\$ 38,574	\$ 39,528	\$ 40,590	\$ 41,572	\$ 42,594	\$ 43,643	\$ 44,772	\$ 45,874	\$ 46,990	\$ 48,200	\$ 49,396	\$ 50,607	\$ 51,872
20	Airport Development Director Tax Land Records Coord	1 1	\$ 36,033	\$ 36,934	\$ 37,847	\$ 38,789	\$ 39,810	\$ 40,778	\$ 41,801	\$ 42,822	\$ 43,884	\$ 44,987	\$ 46,102	\$ 47,259	\$ 48,442	\$ 49,639	\$ 50,902	\$ 52,167	\$ 53,471
21	Clerk to Board/Admin. Asst.	1	\$ 37,081	\$ 38,022	\$ 38,990	\$ 39,959	\$ 40,954	\$ 41,962	\$ 42,984	\$ 44,100	\$ 45,188	\$ 46,304	\$ 47,487	\$ 48,631	\$ 49,410	\$ 51,118	\$ 52,395	\$ 53,712	\$ 55,055
22	Elections Director (FN1) Deputy Tax Administrator IT Systems Operator	1 1 1	\$ 38,184	\$ 39,166	\$ 40,093	\$ 41,088	\$ 42,083	\$ 43,185	\$ 44,261	\$ 45,350	\$ 46,479	\$ 47,676	\$ 48,845	\$ 50,055	\$ 51,292	\$ 52,596	\$ 53,901	\$ 55,259	\$ 56,640
25	Maintenance Supervisor	1	\$ 41,396	\$ 42,419	\$ 43,454	\$ 44,516	\$ 45,673	\$ 46,802	\$ 47,918	\$ 49,168	\$ 50,365	\$ 51,615	\$ 52,919	\$ 54,263	\$ 55,608	\$ 57,006	\$ 58,432	\$ 59,857	\$ 61,353
26	Water Treatment Plant Supervisor Grants & Procurement Manager	1 1	\$ 42,445	\$ 43,481	\$ 44,543	\$ 45,712	\$ 46,828	\$ 47,985	\$ 49,195	\$ 50,418	\$ 51,695	\$ 52,973	\$ 54,304	\$ 55,649	\$ 57,034	\$ 58,458	\$ 59,924	\$ 61,403	\$ 62,938
27	Register of Deeds (FN2)	1	\$ 43,481	\$ 44,543	\$ 45,726	\$ 46,828	\$ 47,985	\$ 49,208	\$ 50,418	\$ 51,695	\$ 52,973	\$ 54,304	\$ 55,649	\$ 57,047	\$ 58,472	\$ 59,924	\$ 61,416	\$ 62,949	\$ 64,522
28	Deputy Finance Officer/Financial Analyst	1	\$ 44,529	\$ 45,699	\$ 46,815	\$ 47,944	\$ 49,181	\$ 50,405	\$ 51,682	\$ 52,960	\$ 54,291	\$ 55,635	\$ 57,019	\$ 58,445	\$ 59,883	\$ 61,389	\$ 62,922	\$ 64,482	\$ 66,094
34	Tax Administrator	1	\$ 50,943	\$ 52,220	\$ 53,537	\$ 54,828	\$ 56,200	\$ 57,598	\$ 59,036	\$ 60,529	\$ 62,048	\$ 63,595	\$ 65,181	\$ 66,808	\$ 68,475	\$ 70,182	\$ 71,944	\$ 73,758	\$ 75,602
39	Utilities Director	1	\$ 56,267	\$ 57,638	\$ 59,104	\$ 60,583	\$ 62,102	\$ 63,634	\$ 65,207	\$ 66,848	\$ 68,516	\$ 70,249	\$ 71,998	\$ 73,812	\$ 75,627	\$ 77,523	\$ 79,459	\$ 81,435	\$ 83,471
40	Planning Dir./Bldg Insp (Dual Role)	1	\$ 57,342	\$ 58,781	\$ 60,219	\$ 61,753	\$ 63,272	\$ 64,831	\$ 66,445	\$ 68,139	\$ 69,833	\$ 71,567	\$ 73,355	\$ 75,197	\$ 77,066	\$ 78,975	\$ 81,247	\$ 82,995	\$ 85,070
44	Finance Officer Assistant County Manager	1 1	\$ 62,022	\$ 63,595	\$ 65,168	\$ 66,808	\$ 68,475	\$ 70,182	\$ 71,929	\$ 73,758	\$ 75,587	\$ 77,469	\$ 79,405	\$ 81,395	\$ 83,426	\$ 85,523	\$ 87,647	\$ 89,866	\$ 92,112

FN1: Elections Director & Employee Compensation Subject to NCGS 163-37

FN2: Sheriff&ROD Compensation Subject to NCGS 153A-92

FN3: Time spent in uncertified positions is not counted for YORE purposes in a higher pay grade/range position resulting from obtaining certification

FY23 Note: Total actual compensation amounts for NCSU Coop Extension Staff should be monitored to insure equitable progression comparable to regular county staff. Countywide COLAs shall be applied to county only portion of NCSU Coop Extension Staff.

Historical COLAs: [2% 2013]; [2% 2015]; [2% 2018]; [1st YORE adj began w/ Jan22' payroll a year after Jan21' grade adj] [2.5% 7.16.22]; [2.5% 7.16.23]; [2.5% 7.16.24]

**FY25 Washington County**  
**Salary Schedule/Pay Tables (Sheriff/Emergency Services Only)**

Revised/Effective: 7/16/2024 v2

Grade	FY25 Position Title	#POS FY25	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17
	(YORE) Index:	67	0	1	2	3	4	5	6	7&8	9&10	11&12	13&14	15&16	17&18	19&20	21&22	23&24	25&26
12	WCSCO Animal Control Officer	1	\$27,509	\$28,234	\$28,921	\$29,660	\$30,373	\$31,166	\$31,892	\$32,698	\$33,519	\$34,352	\$35,199	\$36,072	\$36,973	\$37,914	\$38,856	\$39,851	\$40,847
14	WCSCO Admin Asst	1	\$29,673	\$30,386	\$31,179	\$31,905	\$32,711	\$33,532	\$34,379	\$35,240	\$36,100	\$36,987	\$37,942	\$38,896	\$39,864	\$40,859	\$41,881	\$42,902	\$43,975
15	Detention Officer (FN3)	8	\$30,735	\$31,474	\$32,267	\$33,088	\$33,895	\$34,755	\$35,629	\$36,516	\$37,431	\$38,345	\$39,300	\$40,254	\$41,276	\$42,351	\$43,387	\$44,449	\$45,560
	EMT Basic	8																	
	Telecommunicator I - Uncert (FN3)	3																	
16	Detention Corporal	3	\$31,784	\$32,590	\$33,383	\$34,231	\$35,064	\$35,952	\$36,826	\$37,767	\$38,708	\$39,690	\$40,685	\$41,666	\$42,741	\$43,764	\$44,893	\$45,996	\$47,145
17	EMT Intermediate	5	\$32,833	\$33,666	\$34,514	\$35,361	\$36,248	\$37,162	\$38,089	\$39,030	\$40,012	\$41,007	\$42,015	\$43,077	\$44,180	\$45,242	\$46,371	\$47,528	\$48,716
	Telecommunicator II - EMD Cert	4																	
18	Detention - Lieutenant	1	\$33,908	\$34,782	\$35,629	\$36,530	\$37,444	\$38,358	\$39,226	\$40,282	\$41,276	\$42,351	\$43,400	\$44,462	\$45,565	\$46,748	\$47,851	\$49,101	\$50,328
21	911 Telecom Supervisor - EMD Cert	1	\$37,081	\$38,022	\$38,990	\$39,959	\$40,954	\$41,962	\$42,984	\$44,100	\$45,188	\$46,304	\$47,487	\$48,631	\$49,410	\$51,118	\$52,395	\$53,712	\$55,055
22	EMT Paramedics	9	\$38,184	\$39,166	\$40,093	\$41,088	\$42,083	\$43,185	\$44,261	\$45,350	\$46,479	\$47,676	\$48,845	\$50,055	\$51,292	\$52,596	\$53,901	\$55,259	\$56,640
23	Chief Detention Officer	1	\$39,246	\$40,200	\$41,195	\$42,284	\$43,320	\$44,368	\$45,471	\$46,614	\$47,783	\$48,993	\$50,189	\$51,454	\$52,731	\$54,048	\$55,407	\$56,778	\$58,197
26	WCSCO Deputy (FN3)	8	\$42,445	\$43,481	\$44,543	\$45,712	\$46,828	\$47,985	\$49,195	\$50,418	\$51,695	\$52,973	\$54,304	\$55,649	\$57,034	\$58,458	\$59,924	\$61,403	\$62,938
27	WCSCO Corporal	2	\$43,481	\$44,543	\$45,726	\$46,828	\$47,985	\$49,208	\$50,418	\$51,695	\$52,973	\$54,304	\$55,649	\$57,047	\$58,472	\$59,924	\$61,416	\$62,949	\$64,522
28	WCSCO Sergeant	2	\$44,529	\$45,699	\$46,815	\$47,944	\$49,181	\$50,405	\$51,682	\$52,960	\$54,291	\$55,635	\$57,019	\$58,445	\$59,883	\$61,389	\$62,922	\$64,482	\$66,094
29	WCSCO Investigator	3	\$45,632	\$46,774	\$47,905	\$49,127	\$50,351	\$51,602	\$52,906	\$54,223	\$55,567	\$56,966	\$58,391	\$59,829	\$61,335	\$62,854	\$64,414	\$67,736	\$69,429
31	Emergency Mgmt Coord	1	\$47,743	\$48,939	\$50,150	\$51,400	\$52,691	\$54,022	\$55,353	\$56,724	\$58,122	\$59,615	\$61,080	\$62,613	\$64,186	\$65,786	\$67,426	\$69,107	\$70,834
	WCSCO Lieutenant	2																	
32	EMS Deputy Director	1	\$48,791	\$50,029	\$51,266	\$52,557	\$53,887	\$55,231	\$56,590	\$58,001	\$59,440	\$60,932	\$62,465	\$64,011	\$65,611	\$67,264	\$68,945	\$70,666	\$72,080
36	WCSCO Chief Deputy	1	\$53,067	\$54,399	\$55,756	\$57,140	\$58,566	\$60,031	\$61,510	\$63,030	\$64,643	\$66,256	\$67,883	\$69,591	\$71,352	\$73,114	\$74,955	\$76,837	\$78,758
37	EMS Director	1	\$54,115	\$55,487	\$56,885	\$58,310	\$59,749	\$61,255	\$62,761	\$64,321	\$65,947	\$67,574	\$69,281	\$70,989	\$72,791	\$74,579	\$76,447	\$78,370	\$80,329
45	WCSCO Sheriff (FN2)	1	\$63,572	\$65,184	\$66,797	\$68,478	\$70,187	\$71,936	\$73,728	\$75,602	\$77,477	\$79,406	\$81,391	\$83,430	\$85,511	\$87,661	\$89,838	\$92,112	\$94,415

Refer to FNs on Non-Sheriff/Emergency Services Salary Schedule/Pay Tables

**FY25 Washington County**  
**Salary Schedule/Pay Tables (DSS Only)**

Revised/Effective: 7/16/2024 v2

Grade	Position Title FY25	#POS FY25	Step 1/A1	Step 2/A2	Step 3/B1	Step 4/B2	Step 5/B3	Step 6/C1	Step 7/C2	Step 8/C3	Step 9/D1	Step 10/D2	Step 11/D3	Step 12/E1	Step 13/E2	Step 14/E3	Step 15/F1	Step 16/F2	Step 17/F3																												
	(YORE) Index:	54	0	1	2	3	4	5	6	7&8	9&10	11&12	13&14	15&16	17&18	19&20	21&22	23&24	25&26																												
52 <sup>FN1</sup>	Housekeeper (FN1)	1	\$25,411	\$26,029	\$26,675	\$27,361	\$28,020	\$28,746	\$29,444	\$30,198	\$30,923	\$31,717	\$32,497	\$33,290	\$34,137	\$34,997	\$35,871	\$36,759	\$37,678																												
61	Processing Assistant V	2	\$27,051	\$27,751	\$28,410	\$29,136	\$29,848	\$30,560	\$31,327	\$32,080	\$32,873	\$33,680	\$34,540	\$35,387	\$36,328	\$37,203	\$38,089	\$39,044	\$40,026	\$41,021	\$42,002	\$42,997	\$44,046	\$45,175	\$46,304	\$47,582	\$48,711	\$49,827	\$51,118	\$52,382	\$53,740	\$55,003	\$56,455	\$57,812	\$59,318	\$60,824	\$62,344	\$63,890	\$65,476	\$67,090	\$68,798	\$70,451	\$72,199	\$74,054	\$75,923	\$77,792	\$79,728
	IM CW I	0																																													
	Vehicle Operator I	5																																													
63	Transportation Coordinator	1	\$29,848	\$30,560	\$31,327	\$32,080	\$32,873	\$33,680	\$34,540	\$35,387	\$36,328	\$37,203	\$38,089	\$39,044	\$40,026	\$41,021	\$42,002	\$42,997	\$44,046	\$45,175	\$46,304	\$47,582	\$48,711	\$49,827	\$51,118	\$52,382	\$53,740	\$55,003	\$56,455	\$57,812	\$59,318	\$60,824	\$62,344	\$63,890	\$65,476	\$67,090	\$68,798	\$70,451	\$72,199	\$74,054	\$75,923	\$77,792	\$79,728				
	IM Caseworker II (FN2)	14																																													
	Info Processing Tech	2																																													
	Social Worker I	0																																													
65	CS Enforcement Agent II	0	\$32,873	\$33,680	\$34,540	\$35,387	\$36,328	\$37,203	\$38,089	\$39,044	\$40,026	\$41,021	\$42,002	\$42,997	\$44,046	\$45,175	\$46,304	\$47,582	\$48,711	\$49,827	\$51,118	\$52,382	\$53,740	\$55,003	\$56,455	\$57,812	\$59,318	\$60,824	\$62,344	\$63,890	\$65,476	\$67,090	\$68,798	\$70,451	\$72,199	\$74,054	\$75,923	\$77,792	\$79,728								
	IM Investigator II (FN2)	1																																													
	IM Caseworker III (FN2)	5																																													
67	IM Supervisor II	2	\$36,328	\$37,203	\$38,089	\$39,044	\$40,026	\$41,021	\$42,002	\$42,997	\$44,046	\$45,175	\$46,304	\$47,582	\$48,711	\$49,827	\$51,118	\$52,382	\$53,740	\$55,003	\$56,455	\$57,812	\$59,318	\$60,824	\$62,344	\$63,890	\$65,476	\$67,090	\$68,798	\$70,451	\$72,199	\$74,054	\$75,923	\$77,792	\$79,728												
	Paralegal I	1																																													
	Transit Supervisor	1																																													
	Social Worker II (FN3)	5																																													
69	Social Worker III (FN3)	5	\$40,026	\$41,021	\$42,002	\$42,997	\$44,046	\$45,175	\$46,304	\$47,582	\$48,711	\$49,827	\$51,118	\$52,382	\$53,740	\$55,003	\$56,455	\$57,812	\$59,318	\$60,824	\$62,344	\$63,890	\$65,476	\$67,090	\$68,798	\$70,451	\$72,199	\$74,054	\$75,923	\$77,792	\$79,728																
	Social Worker Inv/Ass/Tr (FN3)	3																																													
70	Social Worker Supervisor II	1	\$42,002	\$42,997	\$44,046	\$45,175	\$46,304	\$47,582	\$48,711	\$49,827	\$51,118	\$52,382	\$53,740	\$55,003	\$56,455	\$57,812	\$59,318	\$60,824	\$62,344	\$63,890	\$65,476	\$67,090	\$68,798	\$70,451	\$72,199	\$74,054	\$75,923	\$77,792	\$79,728																		
	Computer System Administrator I	0-Frozen																																													
73	Social Worker Supervisor III	3	\$48,711	\$49,827	\$51,118	\$52,382	\$53,740	\$55,003	\$56,455	\$57,812	\$59,318	\$60,824	\$62,344	\$63,890	\$65,476	\$67,090	\$68,798	\$70,451	\$72,199																												
75	Social Services Deputy Director	1	\$53,740	\$55,003	\$56,455	\$57,812	\$59,318	\$60,824	\$62,344	\$63,890	\$65,476	\$67,090	\$68,798	\$70,451	\$72,199	\$74,054	\$75,923	\$77,792	\$79,728																												
81	Social Services Director	1	\$72,100	\$73,833	\$75,664	\$77,609	\$79,568	\$81,525	\$83,555	\$85,654	\$87,782	\$89,966	\$92,220	\$94,516	\$96,870	\$99,307	\$101,788	\$104,309	\$106,888																												

FN1: DSS Housekeeper step values are based on and pasted into the schedule from the non-DSS salary schedule's values for non-DSS housekeepers to create equity between all housekeeper positions

FN2: YORE value subject to work against reduction (refer to Supplemental DSS YORE Guidelines v20201216)

FN3: Subject to YORE reductions for Work Against/Prior Experience (refer to Supplemental DSS YORE Guidelines v20201216)

CS = Child Support

IM = Income Maintenance

## **Providing Meaningful Communication with Persons with Limited English Proficiency Washington County**

**The purpose of this Policy and Plan is to ensure compliance with Title VI of the Civil Rights Act of 1964, and their applicable federal and state laws and their implementing regulations with respect to persons with limited English proficiency (LEP). Title VI of the Civil Rights Act of 1964 prohibits discrimination based on the ground of race, color or national origin by any entity receiving federal financial assistance. Administrative methods or procedures, which have the effect of subjecting individuals to discrimination or defeating the objective so these regulations, are prohibited.**

### **POLICY:**

In order to avoid discrimination on the grounds of national origin, all programs or activities admin by the County will take reasonable steps to ensure that persons with Limited English Proficiency (LEP) have meaningful access and an equal opportunity to participate in benefits and services for which such persons qualify. This Policy defines the responsibilities the agency has to ensure LEP individuals can communicate effectively.

### **DEFINITIONS:**

***Limited English Proficient (LEP) Individual*** – Any prospective, potential, or actual recipient of benefits or services from the agency who cannot speak, read, write, or understand the English language at a level that permits them to interact effectively with health care providers and social service agencies.

***Vital Documents*** – These forms include, but are not limited to, applications, consent forms, all compliance plans, bid documents, fair housing information, citizen participation plans, letters containing important information regarding participation in a program; notices pertaining to the reduction, denial, or termination of services or benefits, the right to appeal such actions, or that require a response from beneficiary notices advising LEP persons of the availability of free language assistance, and other outreach materials.

***Title VI Compliance Officer:*** the person or persons responsible for administering compliance with the title V LEP policies.

***Substantial number of LEP:*** 5% or 1000 people whichever is smaller are potential applicants or recipients of the agency and speak a primary language other than English and have limited English proficiency.

### **PROCEDURES:**

#### **1. IDENTIFYING LEP PERSONS AND THEIR LANGUAGE**

The County will promptly identify the language and communication needs of the LEP person staff will use a language identification card (or “I speak cards”, provided by Community Investment and Assistance (CI))and LEP posters to determine the language. In addition, when

records are kept of past interactions with individuals or family members the language used to communicate with the LEP person will be included as part of the record.

## 2. OBTAINING A QUALIFIED INTERPRETER

List the current name, office telephone number, office address and e-mail address of the Title VI compliance officers:

Julie J. Bennett  
Clark to the board  
Washington County  
PO Box 1007  
Plymouth NC 27962  
252-793-5823  
[jay.bennett@washconc.org](mailto:jay.bennett@washconc.org)

*(Note: the agency must notify the CI Compliance Office immediately of changes in name or contact information for the Title VI compliance officer.)*

### Check all methods that will be used:

Maintaining an accurate and current list showing the language, phone number, and hours of availability of bilingual staff.

Contacting the appropriate bilingual staff member to interpret, in the event that an interpreter is needed, if an employee who speaks the native language is available and is qualified to interpret.

Using telephone or computer translator software

Obtaining an outside interpreter if a bilingual staff or staff interpreter is not available or does not speak the needed language.

*(Identify the agency's names with whom you have contracted or made arrangements.)*

Have/has agreed to provide qualified interpreter services. The agency's telephone number(s) is/are and the hours of availability are:

Other (describe):

**All staff will be provided notice of this policy and procedure, and staff that may have direct contact with LEP individuals will be trained in effective communication techniques, including the effective use of an interpreter.**



Some LEP persons may prefer or request to use a family member or friend as an interpreter. However, family members or friends of the LEP person will not be used as interpreters unless specifically requested by that individual and after the LEP person has understood that an offer of an interpreter at no charge to the person has been made by the facility. Such an offer and the response will be documented in the person's file if the LEP person chooses to use a family member or friend as an interpreter. Issues of competency of interpretation, confidentiality, privacy, and conflict of interest should be considered. If the family member or friend is not competent or appropriate for any of these reasons, competent interpretive services will be provided to the LEP person.

Children and other residents will **not** be used to interpret, in order to ensure confidentiality of information and accurate communication.

### **3. PROVIDING WRITTEN TRANSLATIONS**

- i.* The County will set benchmarks for translation of vital documents into additional languages. *(please ensure to keep records of those documents that apply to your agency)*
- ii.* When translation of vital documents is needed, the County will submit documents for translation into frequently-encountered languages.
- iii.* Facilities will provide translation of other written materials, if needed, as well as written notice of the availability of translation, free of charge, for LEP individuals.

### **4. PROVIDING NOTICE TO LEP PERSONS**

The County will inform LEP persons of the availability of language assistance, free of charge, by providing written notice in languages LEP persons will understand. Example: the notification will include, in the primary language of the applicant/recipient, the following language:  
IMPORTANT: IF YOU NEED HELEP IN READING THIS, ASK THE AGENCY FOR AN INTERPRETER TO HELEP, AN INTERPRETER IS AVAILABLE FREE OF CHARGE.

All interpreters, translators and other aides needed to comply with this policy shall be provided without cost to the person being served, and individuals and their families will be informed of the availability of such assistance free of charge.

At a minimum, notices and signs will be posted and provided in intake areas and other points of entry, including but not limited to the main lobbies, waiting rooms, etc.

These signs will be posted in the library, the Police Department, and the County Administration Building, all of which are highly visible to the public.

Notification will also be provided through one or more of the following: outreach documents, telephone voicemail menus, local newspapers, and/or community-based organizations.

### **5. MONITORING LANGUAGE NEEDS AND IMPLEMENTATION**

On an ongoing basis, the County will assess changes in demographics, types of services or other needs that may require reevaluation of this policy and its procedures. In addition, the County will

regularly assess the efficacy of these procedures, including but not limited to mechanisms for securing interpreter services, complaints filed by LEP persons, feedback from residents and community organizations, etc.

## **I. Compliance Procedures, Reporting And Monitoring**

### **A. Reporting**

The agency will complete an annual compliance report and send this report to CI. (Format will be supplied by CI.)

### **B. Monitoring**

The agency will complete a self-monitoring report on a quarterly basis, using a standardized reporting system proposed by the local government. These reports will be maintained and stored by the Title VI compliance officer and will be maintained by the CI upon request.

The agency will cooperate, when requested, with special review by the CI.

## **II. Applicant/Recipient Complaints of Discriminatory Treatment**

### **A. Complaints**

The agency will provide assistance to LEP individuals who do not speak or write in English if they indicate that they would like to file a complaint a complaint will be filed in writing, contain the name and address of the person filing it or his slash her designee and briefly describe the alleged violation of this policy. The form can be found at <http://www.nccommerce.com/cd/community-investment/forms-resources/compliance-plans-and-templates>.

The agency will maintain records of any complaints filed, the date of filing, actions taken and resolution.

The agent will notify the appropriate section within CI of complaints filed, the date of filing, actions taken and resolution. This information will be provided within 30 days of resolution.

### **B. Resolution of Matter**

If the matter cannot be resolved by informal means, the individual be informed of his or her right to appeal further to CI. This notice will be provided in the primary language of the individual with limited English proficiency. The CI compliance office will conduct an investigation of the allegations of the complaint. The investigation will afford all interested persons and their representatives, if any, an opportunity to submit evidence relevant to the complaint. The investigation will not exceed 30 days, absent a 15-day extension for extenuating circumstances.

If the investigation indicates a failure to comply with the act, the local unit of government, agency director or his hard designee will so inform the recipient and the matter will be resolved by informal means whenever possible within 60 days.

If the matter cannot be resolved by informal means, then the individual will be informed of his or her right to appeal further to the Department of Justice. This notice will be provided in the primary language of the individual with limited English proficiency. If not resolved by CI, then complaint will be forwarded to Department of Justice (DOJ), Department of Housing and Urban Development (HUD) field office

**ADOPTED** this \_\_\_ day of \_\_\_\_\_ 2024.

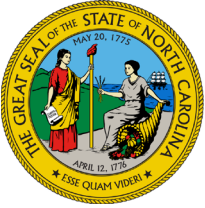
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Ann C. Keyes, Chair  
Washington County Board of Commissioners

ATTEST:

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



NC DEPARTMENT OF  
**HEALTH AND  
HUMAN SERVICES**  
Division of Social Services

ROY COOPER • Governor  
KODY H. KINSLEY • Secretary  
CARLA WEST • Division Director, Human Services

April 22, 2024

Dear County Manager and County Director of Social Services:

Session Law 2017-41 requires all counties to enter into an annual written agreement, referred to as a Memorandum of Understanding (MOU), with the North Carolina Department of Health and Human Services (NCDHHS) for all social services programs excluding medical assistance (Medicaid). State Fiscal Year (SFY) 2018-2019 was the first year of these agreements.

Since March 2020 COVID-19 has had an impact on our daily business. In 2020 the leadership in NCDHHS made the decision to not issue formal corrective actions relating to MOU performance for SFY 2019-2020. We know that the focus of all work was to provide services to the families of North Carolina, and you continued to commit to meeting the needs in your communities, because of that NCDHHS chose to not issue a new MOU for SFY 2020-2021 but continued to work with counties to improve performance and meet or exceed the standards that were outlined. A MOU was issued with an effective date of January 1, 2021, through June 30, 2022, and June 30, 2022 through June 30, 2024. In an effort to allow each county to remain focused on providing the best possible services to the families in North Carolina, NCDHHS again chose not to issue formal corrective actions relating to MOU performance for the period of January 1, 2021, through June 30, 2024. The MOU effective January 1, 2021, also formalized the ongoing criteria for implementing a pause in issuing Corrective or Development Plans that NCDHHS would follow.

This letter provides an overview of the MOU process for SFY 2024-2025 and SFY 2025-2026.

The Department worked jointly with the NC Association of County Directors of Social Services to vet all measures prior to the finalization for the upcoming MOU, which remains the same as the most recent MOU. Attached you will find the MOU with an effective date of July 1, 2024, through June 30, 2026. The measures for the SFY 2024-2025 and SFY 2025-2026 MOU can be found in **Attachment I** entitled Mandated Performance Requirements. **These are the only measures that will be evaluated as part of the MOU for SFY 2024-2025 and SFY 2025-2026 and are subject to performance improvement actions.**

**NC DEPARTMENT OF HEALTH AND HUMAN SERVICES - VISION OF SOCIAL SERVICES**

LOCATION: 820 S. Boylan Avenue, McBryde Building, Raleigh, NC 27603  
MAILING ADDRESS: 2401 Mail Service Center, Raleigh, NC 27699-2401  
www.ncdhhs.gov • TEL: 919-527-6335 • FAX: 919-334-1018

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

**Attachment II** includes information concerning the upcoming Child and Family Services Review Round IV and the measures that will be reviewed by the Administration for Children and Families (ACF) and **will not be included in any corrective action**. Ongoing monitoring and support activities will continue as they have in prior years for these measures. We will continue to develop reports and validate data for these remaining performance measures. As always, we will work with the NC Association of County Directors of Social Services and counties to assist with the data validation process.

The goal of this work is not intended in any way to be punitive. NCDHHS will work collaboratively with counties that are having difficulty consistently meeting the measures and provide support using a Continuous Quality Improvement framework.

COVID-19 changed our world and had a tremendous impact on the work of human services. We recognize that you experienced significant increases in requests for the safety net services you provide. We also recognize that through Medicaid unwinding, Medicaid Expansion, Tailored Plans, and workforce shortages, there continues to be barriers that are difficult to overcome in meeting the performance measures outlined in the SFY 2024-2025 and SFY 2025-2026 MOU.

**Based on the conditions established in 2019, NCDHHS has determined that the barriers that counties are currently facing meet the criteria for a pause in issuing corrective or development plans. This pause will give counties time to establish procedures to meet the barriers outlined in the previous paragraph. The pause will be reevaluated in December of 2024.** In the future, NCDHHS will consider a pause on issuing a corrective action or development plan on a county-by-county basis if there are barriers outside the control of the county that has a significant impact on the counties ability to meet their performance requirements (i.e., a significant hurricane, tornado, etc.). While we will continue to monitor performance and share data with you and provide your team support, if the pause is in place there will be no formal performance improvement or corrective actions taken related to MOU performance. We will also hold off publishing the Rylan's Law Dashboard to the public at this time.

Several items are included with this letter for your review and information:

- Memorandum of Understanding for SFY 2024-2025 – SFY 2025-2026
- Addendum A – Data Sharing Memorandum of Agreement
- Attachment I - MOU Performance Measures At-A-Glance
- Attachment II - Child Welfare Performance Measures At-A-Glance
- Fact Sheets for each program area that provide information on the measures

Please take the steps below and return signed agreements to Carla West ([carla.west@dhhs.nc.gov](mailto:carla.west@dhhs.nc.gov)) and Danielle Upchurch ([Danielle.upchurch@dhhs.nc.gov](mailto:Danielle.upchurch@dhhs.nc.gov)) no later than June 30, 2022.

1. On page 6 please add the name and contact person to whom information and notices regarding this agreement should be sent.
2. On page 10 submit this document for signature to the person who the county designates as the signature authority. In case the county elects to have the document co-signed by county leadership and the Department of Social Services director, two spaces for signatures have been provided.
3. On page 9 of Addendum A: Data Sharing Agreement please add the name and contact person who will be designated as the point of contact for data sharing/security.
4. Once we receive your returned, signed copy of the MOU it will be submitted to Secretary Kody Kinsley for signature and a signed copy will be returned for your records.

Please note that any signing statement, resolution or other documentation that a County may return to NCDHHS along with a signed MOU will be deemed separate from the MOU and not incorporated as a part of the MOU. If any documentation is physically affixed to the signed MOU, NCDHHS may return the MOU to be signed without any affixed documentation. NCDHHS will review and retain any submissions received from a County and follow up with a County as needed.

Thank you for your ongoing partnership with us in serving North Carolina's citizens with critical services. Please feel free to contact me directly if you have any questions or need any additional information.

Sincerely,



Carla West  
Division Director, Human Services  
Child Support, Economic Services, Aging and Operations

# MEMORANDUM OF UNDERSTANDING

(FISCAL YEAR 2024-25 and 2025-26)

BETWEEN

THE NORTH CAROLINA DEPARTMENT OF HEALTH AND HUMAN SERVICES  
AND

**COUNTY**

**A Written Agreement Pursuant to N.C. Gen. Stat. § 108A-74,  
an Act of the North Carolina General Assembly**

This Memorandum of Understanding (“MOU”) is made by and between the North Carolina Department of Health and Human Services, (hereinafter referred to as the “Department”) and **County** a political subdivision of the State of North Carolina (hereinafter referred to as the “County”) to comply with the requirements of law, N.C. Gen. Stat. § 108A-74. The Department and the County may be referred to herein individually as a “Party” and collectively as the “Parties.”

## TERMS OF UNDERSTANDING

In consideration of the mutual promises and agreements contained herein, as well as other good and valuable consideration, the sufficiency of which is hereby acknowledged by the Parties, the Parties agree to this MOU, effective July 1, 2024, in compliance with the mandates of law enacted by the North Carolina General Assembly and in recognition of possible amendments by the General Assembly, the Parties further agree to conform to changes made to the law, notwithstanding a contractual term previously agreed upon.

### 1.0 Parties to the MOU

The only Parties to this MOU are the North Carolina Department of Health and Human Services and **County**, a political subdivision of the State of North Carolina.

### 1.1 Relationships of the Parties

Nothing contained herein shall in any way alter or change the relationship of the parties Parties as defined under the laws of North Carolina. It is expressly understood and agreed that the enforcement of the terms and conditions of this MOU, and all rights of action relating to such enforcement, shall be strictly reserved to the Department and the County. Nothing contained in this document shall give or allow any claim or right of action whatsoever by any other third person. It is the express intention of the Department and County that any such person or entity, other than the Department or the County, receiving services or benefits under this MOU shall be deemed an incidental beneficiary only.

**Subcontracting:** The County shall be responsible for the performance of all of its subcontractors. The County shall disclose the names of its subcontractors to the Department within thirty (30) days of the execution thereof. The County shall also provide additional information concerning its subcontractors as may be requested by the Department within thirty (30) days of the request. The

County additionally agrees not to enter into any confidentiality agreement or provision with a subcontractor or other agent to provide services related to this MOU that would prevent or frustrate the disclosure of information to the Department. Subcontractors shall be defined under this MOU to mean any party the County enters into a contractual relationship with for the complete administration of one or more social services programs covered by this MOU. Temporary employees hired by the County shall not be considered subcontractors under this MOU.

**Assignment:** No assignment of the County's obligations or the County's right to receive any funding made in any way concerning the matters covered by this MOU hereunder shall be permitted.

## **2.0 Terms of the MOU**

The term of this MOU shall be for a period of two years beginning July 1, 2024 and ending June 30, 2026.

### **2.1 Default and Modification**

**Default:** In the event the County fails to satisfy the mandated performance requirements as set forth in **Attachment I** or fails to otherwise comply with the terms of this MOU, the Department may withhold State and/or federal funding. Any such withholding shall be in compliance with, and as allowed by, state and/or federal law.

**Performance Improvement:** Prior to the Department exercising its authority to withhold State and/or federal funding for a failure to satisfy the mandated performance requirements set forth in **Attachment I** or failure to meet the terms of this MOU, the process for performance improvement set forth in N.C. Gen. Stat. § 108A-74 will govern. Nothing contained in this MOU shall supersede or limit the Secretary's authority to take any action otherwise set forth in N.C. Gen. Stat. § 108A-74.

**Waiver of Default:** Waiver by the Department of any default or breach in compliance with the terms of this MOU by the County shall not be deemed a waiver of any subsequent default or breach and shall not be construed to be modification of the terms of this MOU unless stated to be such in writing, signed by an authorized representative of the Department and the County and attached to the MOU.

**Force Majeure:** Neither Party shall be deemed to be in default of its obligations hereunder if and so long as it is prevented from performing such obligations by any act of war, hostile foreign action, nuclear explosion, riot, strikes, civil insurrection, earthquake, hurricane, tornado, public health emergency or other catastrophic natural event or act of God.

**Modification:** The terms and conditions of this MOU may only be modified by written agreement of the Parties, signed by an authorized representative of the Parties.



### **3.0 MOU Documents**

The Recitals and the following attachments are incorporated herein by reference and are part of this MOU:

- (1) The portions hereof preceding the Terms of Understanding, including but not limited to the introductory paragraph and the Recitals, which are contractual as well as explanatory.
- (2) The Terms of Understanding
- (3) Addendum A – Data Sharing Memorandum of Agreement
- (4) Attachment I – Mandated Performance Requirements:
  - a. I-A: Energy Programs
  - b. I-B: Work First
  - c. I-C: Food and Nutrition Services
  - d. I-D: Child Welfare – Foster Care
  - e. I-E: Adult Protective Services
  - f. I-F: Special Assistance
  - g. I-G: Child Support Services
- (5) Attachment II - Child Welfare - CFSR

### **4.0 Entire MOU**

This MOU and any documents incorporated specifically by reference represent the entire agreement between the Parties and supersede all prior oral or written statements or agreements between the Parties.

### **5.0 Definitions**

While “County” is used as an abbreviation above, the following definitions, some of which are contained in N.C. Gen. Stat. § 108A-74(a), also apply to this MOU:

- (1) "County department of social services" also means the consolidated human services agency, whichever applies.
- (2) "County director of social services" also means the human services director, whichever applies.
- (3) "County board of social services" also means the consolidated human services board, whichever applies.
- (4) "Child welfare services or program" means protective, foster care, and adoption services related to juveniles alleged to be abused, neglected, or dependent as required by Chapter 7B of the General Statutes.
- (5) "Social services programs" or "Social services programs other than medical assistance" means social services and public assistance programs established in Chapter 108A other than the medical assistance program (Part 6 of Article 2 of Chapter 108A). This includes, but is not limited to, child welfare programs, adult protective services, guardianship services for adults, and programs of public assistance established in Chapter 108A. It also includes the child support enforcement program, as established in Article 9 of Chapter 110 of the General Statutes, and the North Carolina Subsidized Child Care Program.

To the extent that any term used herein is defined by a statute or rule applicable to the subject matter of this MOU, the statutory or rule definition shall control. For all remaining terms, which

are not defined by statute or rule, those terms shall have their ordinary meaning. Should any further definition be needed, the Parties agree that the meanings shall be those contained in the current version (as of the time the dispute or question arises) of Black's Law Dictionary, and if not defined therein, then of a published unabridged modern American English Language Dictionary published since the year 2000.

## **6.0 Audit Requirements**

The County shall furnish to the State Auditor, upon his/her request, all books, records, and other information that the State Auditor needs to fully account for the use and expenditure of state funds in accordance with N.C.G.S. § 147-64.7. Additionally, as the State funding authority, the Department of Health and Human Services shall have access to persons and records as a result of all contracts or grants entered into by State agencies or political subdivisions.

## **7.0 Record Retention**

The County shall retain records at its own expense in accordance with applicable State and Federal laws, rules, and regulations. The County shall facilitate and monitor the compliance of its subcontractors with all applicable requirements of record retention and disposition.

In order to protect documents and public records that may be the subject of Department litigation, the Department shall notify the County of the need to place a litigation hold on those documents. The Department will also notify the County of the release of the litigation hold. If there is no litigation hold in place, the documents may be destroyed, disposed of, or otherwise purged through the biannual Records Retention and Disposition Memorandum from the Department's Controller's Office.

## **8.0 Liabilities and Legal Obligations**

Each party hereto agrees to be responsible for its own liabilities and that of its officers, employees, agents or representatives arising out of this MOU. Nothing contained herein is intended to alter or change the relationship of the Parties as defined under the laws of the State of North Carolina.

## **9.0 Confidentiality**

Any medical records, personnel information or other items exempt from the NC Public Records Act or otherwise protected by law from disclosure given to the Department or to the County under this MOU shall be kept confidential and not divulged or made available to any individual or organization except as otherwise provided by law. The Parties shall comply with all applicable confidentiality laws and regulations, including but not limited to the Health Insurance Portability and Accountability Act of 1996 (HIPAA), the administrative simplification rules codified at 45 Parts 160, 162, and 164, alcohol and drug abuse patient records laws codified at 42 U.S.C. §290dd-2 and 42 CFR Part 2, and the Health Information Technology for Economics and Clinical Health Act (HITECH Act) adopted as part of the American Recovery and Reinvestment Act of 2009 (Public Law 111-5).

**10.0 Secretary’s Authority Undiminished**

Certain functions delegated to the County pursuant to this MOU are the duty and responsibility of the Department as the grantee of federal grant funds. The Parties understand and agree that nothing in this MOU shall be construed to diminish, lessen, limit, share, or divide the authority of the Secretary of the Department to perform any of the duties assigned to the Department or its Secretary by the North Carolina General Statutes, the terms and conditions of the federal funds and their applicable laws and regulations or other federal laws and regulations regarding any federal funding which is used by the Department to reimburse the County for any of its duties under this MOU.

**11.0 MOU does not Diminish Other Legal Obligations**

Notwithstanding anything to the contrary contained herein and to facilitate the mandated performance requirements of N.C. Gen. Stat. § 108A-74, the Parties acknowledge and agree that this MOU is not intended to supersede or limit, and shall not supersede or limit, the County’s obligations to comply with all applicable: 1) federal and state laws; 2) federal and state rules; and 3) policies, standards, and directions of the Department, as all such currently exist and may be amended, enacted, or established hereafter.

**12.0 Notice**

The persons named below shall be the persons to whom notices provided for in this MOU shall be given. Either Party may change the person to whom notice shall be given upon written notice to the other Party. Any notice required under this MOU will only be effective if actually delivered to the Parties named below. Delivery by hand, by first class mail, or by email are authorized methods to send notices.

**For the Department of Health and Human Services, Division of Social Services**

IF DELIVERED BY US POSTAL SERVICE	IF DELIVERED BY ANY OTHER MEANS
Carla West, Division Director, Human Services NCDHHS 2417 Mail Services Center Raleigh, NC 27699-2001	Carla West NCDHHS Dorethea Dix Campus, McBryde Building Phone: 919-855-4755 E-mail: carla.west@dhhs.nc.gov

For \_\_\_\_\_ County:

IF DELIVERED BY US POSTAL SERVICE	IF DELIVERED BY ANY OTHER MEANS

### 13.0 Responsibilities of the Department

The Department hereby agrees that its responsibilities under this MOU are as follows:

- (1) The Department shall develop performance requirements for each social services program based upon standardized metrics utilizing reliable data. The performance requirements are identified in Attachments I and II.
- (2) The Department shall provide supervision, program monitoring and technical assistance to the counties in the administration of social services programs.
- (3) The Department shall provide leadership and coordination for developing strategies that address system-level barriers to the effective delivery of social services programs, including but not limited to: the Administrative Office of Courts, the LME/MCO, Department of Public Instruction, and the Department of Public Safety.
- (4) The Department shall have the following administrative responsibilities:
  - a. Staff Training and Workforce Development:
    - i. Develop training requirements for county personnel and provide guidance for adequate staffing patterns related to the provision of social services programs. The Department will publish annually, a list of required and recommended trainings for county personnel directly involved in the administration of social services programs covered under this MOU.
    - ii. Develop training curricula and provide, timely, adequate access to statewide training opportunities for county personnel related to the provision of social services programs. Training opportunities may include in-person, self-guided, web-based and remotely facilitated programs.
    - iii. The Department will publish a training calendar, at least quarterly, notifying the counties of training opportunities.
    - iv. Provide timely written guidance related to new federal or state statutes or regulations. The Department will provide information thirty days in advance of the effective date of new policy to the extent feasible or practicable, including interpretations and clarifications of existing policy.
    - v. Provide technical assistance and training in areas where quality control, monitoring or data indicates a lack of correct application of law, rule or policy.
  - b. Performance Monitoring:
    - i. Monitor and evaluate county compliance with applicable federal and state laws, rules and policies.
    - ii. Provide feedback to counties with recommended changes when necessary.
    - iii. Monitor that all financial resources related to the provision of social services programs covered by this MOU are utilized by the county in compliance with applicable federal and state laws.

- c. Data Submission:
  - i. Maintain and review data submitted by counties pursuant to the mandatory performance requirements.
  - ii. Provide counties with reliable data related to their performance requirements as well as accuracy and timeliness of programs in accordance with state and federal program guidelines. This includes but is not limited to processing applications and recertification, quality control standards, program statistics and fiscal information.
  - iii. The Department shall be responsible for the maintenance and functionality of its information systems utilized in the statewide administration of social services programs covered by this MOU.
- d. Communication:
  - i. Provide counties with clarification or explanation of law, rule or policy governing social services programs when necessary or as requested.
  - ii. Disseminate policy on social services programs and provide counties with timely information on any updates to policy.
  - iii. Provide timely information to counties on any changes to federal law or policy made known to the Department.
  - iv. Provide counties with a timely response to requests for technical assistance or guidance.
  - v. Maintain all policies covering social services programs in a central, accessible location. Policies will be updated, to the extent possible, in advance of the effective date of any new policies or policy changes.
  - vi. Provide counties with an opportunity to submit questions, concerns and feedback related to the administration of social services programs to the Department and provide County a timely response to such communication.
  - vii. Communicate proactively with the County Director of Social Services on matters that affect social services programs covered under this MOU. Communication shall be timely, and alerts sent to counties to let them know of the upcoming changes.
  - viii. Communicate directly with the County Manager, Governing Boards, and the County Director of Social Services on matters including but not limited to, corrective action, and significant changes to law, rule and policy that impact the administration of social services programs covered by this MOU.
- e. Inter-agency Coordination:
  - i. Provide guidance to counties in the event they are unable to reach a resolution on a conflict of interest that arises related to the provision of social services programs covered by this MOU.
  - ii. Provide guidance for county DSS personnel on federal and state Emergency Management, mass shelter, Business Continuity Plan (BCP) and Continuity of Operations Plan (COOP) requirements.
  - iii. Coordinate with and communicate to county DSS agencies regarding available and required training opportunities associated with DSS Mass Shelter, BCP and COOP responsibilities.
  - iv. Assist and support counties as needed in implementation of operational functions of mass shelter operations and as needed during other emergencies as they arise.

- (5) The Department shall timely meet all of its responsibilities contained in this MOU. “Timely” shall be defined consistent with timeliness requirements set forth in relevant statute, regulation, and policy. Where timeliness is not otherwise defined, “timely” shall mean within a reasonable time under the circumstances.

#### **14.0 Responsibilities of the County**

The County hereby agrees that its responsibilities under this MOU are as follows:

- (1) The County shall adhere to the mandated performance requirements for each social services program as identified in Attachment I. The County will ultimately work toward achievement of the Standard Measure for all performance requirements set forth in Attachments I and II.
- (2) The County shall comply with the following administrative responsibilities:
  - a. Staff Requirements and Workforce Development:
    - i. The personnel, including new hires and existing staff, involved in the County’s provision of social services programs covered by this MOU shall complete all required and necessary training, which is documented as required by federal and state law and policy.
  - b. Compliance:
    - i. Perform activities related to its social services programs in compliance with all applicable federal and State laws, rules, regulations and policies. Nothing contained herein is intended to, nor has the effect of superseding or replacing state law, rules or policy related to social services programs.
    - ii. Develop and implement internal controls over financial resources related to the County’s social services programs to ensure that all financial resources are used in compliance with applicable federal and state laws.
    - iii. Provide and adhere to corrective action plans as required based on monitoring findings and the Single Audit.
  - c. Data Submission:
    - i. Maintain accurate, thorough records of all social services programs covered by this MOU, in particular, records related to the mandated performance requirements that can be accessed for the purpose of data collection, service provision, monitoring or consultation.
    - ii. Ensure reliable data entry into state systems utilized for the administration of social services programs covered under this MOU.
    - iii. Provide, upon request, data to the state for the purpose of, but not limited to, conducting monitoring, case file reviews, error analysis and quality control.
    - iv. Utilize data to understand the performance of their county and to conduct analysis and implement changes where needed if performance measures are not being met.
  - d. Communication:
    - i. Respond and provide related action in a timely manner to all communications received from the Department.
    - ii. Provide timely information on all matters that have a potential negative impact on the social services programs they administer, including but not limited to, litigation risks (not including child welfare cases governed by Chapter 7B or adult services cases governed by Chapter 35A or 108A), network and computer issues, or data breaches.

- iii. Provide timely information regarding temporary or permanent changes to the Social Services Governing Board. or the County Social Services Director, including retirements, separations, or any leaves of absence greater than two calendar weeks.
  - e. Inter-agency Cooperation:
    - i. Ensure that county social services personnel complete required training and are prepared to engage in Disaster Management, mass shelter, BCP and COOP operations.
    - ii. Ensure that all plans and systems are in place to meet potential disaster (natural, technical, otherwise) response requirements.
    - iii. Engage with DHHS, state Emergency Management and local leadership in associated efforts.
    - iv. Assist or operate mass shelter operations or other required disaster management responsibilities.
- (3) The County shall timely meet all its responsibilities contained in this MOU. “Timely” shall be defined consistent with timeliness requirements set forth in relevant statute, regulation, policy or as otherwise required by the Department. If timeliness is not otherwise defined, “timely” shall mean within a reasonable time under the circumstances.

## **15.0 Data Security and Reporting**

**Data Security:** The County shall adopt and apply data privacy and security requirements to comply with all applicable federal, state, department and local laws, regulations, and rules. The Parties hereby adopt and incorporate the terms of the Data Sharing Agreement attached as Addendum A as if fully set forth herein.

**Duty to Report:** The County shall report all privacy and security incidents related to the provision of social services programs covered by the MOU to the Department and the Privacy and Security Office within twenty-four (24) hours after the privacy and security incident is first discovered, provided that the County shall report a breach involving Social Security Administration data or Internal Revenue Service data within one (1) hour after the incident is first discovered. During the performance of this MOU, the County is to notify the Department of any contact by the federal Office for Civil Rights (OCR) received by the County related to the provision of social services programs covered by the MOU. In case of a privacy and security incident, the County, including any subcontractors or agents it retains, shall fully cooperate with the Department.

## **16.0 Miscellaneous**

**Choice of Law:** The validity of this MOU and any of its terms or provisions, as well as the rights and duties of the Parties to this MOU, are governed by the laws of North Carolina. The Parties, by signing this MOU, agree and submit, solely for matters concerning this MOU, to the exclusive jurisdiction of the courts of North Carolina and agrees, solely for such purpose, that the exclusive venue for any legal proceedings shall be Wake County, North Carolina. The place of this MOU and all transactions and agreements relating to it, and their situs and forum, shall be Wake County, North Carolina, where all matters, whether sounding in contract or tort, relating to the validity, construction, interpretation, and enforcement shall be determined.

**Amendment:** This MOU may not be amended orally or by performance. Any amendment must be made in written form and executed by duly authorized representatives of the Department and the County. The Parties agree to obtain any necessary approvals, if any, for any amendment prior to such amendment becoming effective. Also, the Parties agree that legislative changes to state law shall amend this MOU by operation of law to the extent affected thereby.

**Effective Date:** This MOU shall become effective July 1, 2024 and shall continue in effect until June 30, 2026.

**Signature Warranty:** Each individual signing below warrants that he or she is duly authorized by the party to sign this MOU and to bind the party to the terms and conditions of this MOU.

**County**

BY: \_\_\_\_\_  
Name

BY: \_\_\_\_\_  
Name

TITLE: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

**North Carolina Department of Health and Human Services**

BY: \_\_\_\_\_  
Secretary, Department of Health and Human Services

DATE: \_\_\_\_\_



# ADDENDUM A: DATA SHARING MEMORANDUM OF AGREEMENT

Between

North Carolina Department of Health and Human Services

And

County

This Data Sharing Memorandum of Agreement (MOA) between the North Carolina Department of Health and Human Services (NC DHHS or Agency) and County (County) (and collectively with Agency referred to as the Parties) establishes the agreement between the Parties regarding the County's access to, and use and disclosure of, all confidential data and information provided by the Agency to the County, for purposes of administering North Carolina's public assistance and public service programs.

## 1. PURPOSE AND SCOPE

The purpose of this MOA is to identify certain roles and responsibilities of each party as it relates to the sharing and use of all confidential data and information provided by the Agency to the County in connection with the administration of North Carolina's public assistance programs as well as the County's administration and performance of other public services delegated to it by law (collectively referred to as NCDHHS Data). For purposes of this MOA, NCDHHS Data, includes, but is not limited to:

- a. Social Security Administration (SSA) data;
- b. Federal Tax Information (FTI) as defined in the current IRS Publication 1075, Tax Information Security Guidelines for Federal, State and Local Agencies (IRS Publication 1075);
- c. protected health information as defined by 45 CFR 160.103;
- d. personal information, as defined by the North Carolina Identity Theft Protect Act, N.C.G.S. § 75-61(10);
- e. identifying information, as defined by N.C.G.S. § 14-113.20(b); and
- f. names or other information concerning persons applying for or receiving public assistance or social services which are confidential pursuant to N.C.G.S. §108A- 80.

More specifically, the objectives of this MOA are to:

- Manage the information technology process and systems pertaining to the NCDHHS Data provided by the Agency to the County, and received by the County from the Agency, to ensure compliance with all applicable federal and state laws, regulations, standards and policies regarding the confidentiality, privacy and security of this NCDHHS Data.

- Enhance the County’s secure receipt, access to, and use of NCDHHS Data provided by the Agency to the County.
- Allow the County to access and utilize NCDHHS Data provided by the Agency for purposes of administering North Carolina’s public assistance and public service programs.

## **2. BACKGROUND**

The Agency administers and oversees a variety of public assistance and public service programs for the State of North Carolina (collectively, Public Assistance Programs), including, but not limited to, the following:

- NC Medicaid Program
- NC Health Choice for Children (North Carolina’s CHIP Program)
- Temporary Assistance for Needy Families
- Supplemental Nutrition Assistance Program
- NC Food and Nutrition Services (North Carolina’s SNAP Program)
- Work First (North Carolina’s Temporary Assistance for Needy Families program)
- Women, Infants and Children (WIC)
- Adult and Family Services
- Child Support Services
- Child Welfare Services

As part of its role pertaining to these Public Assistance Programs, the Agency receives, maintains, and stores certain data pertaining to applicants for, and recipients participating in, the Public Assistance Programs, which includes NCDHHS Data.

The County administers the daily operations of many of the Public Assistance Programs at the local level, in accordance with State and Federal law, and policies and rules adopted by the Agency. As part of its role pertaining to these Public Assistance Programs, the County accesses and utilizes certain data pertaining to applicants for, or recipients participating in, the Public Assistance Programs, which includes NCDHHS Data.

The Agency and the County agree to work cooperatively to ensure that NCDHHS Data is available to the County for purposes of administering North Carolina’s Public Assistance Programs, and that the County accesses and utilizes NCDHHS Data in accordance with applicable federal and state laws, regulations, standards and policies governing confidentiality, privacy and security of the NCDHHS Data and the terms of this MOA. The parties acknowledge and agree that this MOA is intended to continue and renew and prior similar memorandum of agreement in place between the Parties which was effective on or about October 14, 2016.

### **3. AUTHORITY OF PARTIES**

Each Party is an agency of the State of North Carolina and operating pursuant to its respective statutory authority and obligations. This MOA is authorized under the provisions of N.C.G.S. §§ 108A-25, 108A-54, and 153A-11 and Article 13 of Chapter 153A of the North Carolina General Statutes, and the implementing recommendations or regulations of these laws, if any. For the convenience of the Parties and avoidance of doubt, the Parties acknowledge and agree that NC DHHS is the “Agency” as such term is used in IRS Publication 1075, and that the County is a statutory agent but not a “contractor” or “agent” as such term is used in North Carolina statutory or common law. The Agency acknowledges it is authorized to receive and use FTI pursuant to 26 U.S.C.

§ 6103.

### **4. PARTIES’ ROLES AND RESPONSIBILITIES**

Pursuant and subject to this MOA, the Agency shall provide to the County NCDHHS Data pertaining to the Public Assistance Programs, through access to the Agency’s information technology systems utilized in conjunction with the Public Assistance Programs. These information technology systems include, but are not limited to, the Agency’s current NC FAST case management system (NC FAST), and the legacy information systems which preceded NC FAST (collectively, NCDHHS Information Systems). The NCDHHS Information Systems are secured via Agency access control mechanisms and related procedures, including, but not limited to, Resource Access Control Facility (RACF), North Carolina Identification (NCID), and Web Identity Role Management Portal (WIRM) (collectively, NCDHHS Access Controls).

All NCDHHS Data that the Agency provides to the County shall remain confidential and secure at all times. Confidentiality and security of this NCDHHS Data will be maintained by the County in accordance with all applicable federal and state laws, regulations, standards and policies governing this NCDHHS Data and in accordance with the terms of this MOA. Only appropriately authorized County employees and contractors whose job responsibilities require access to the NCDHHS Data will be granted access to the NCDHHS Data, through the NCDHHS Information Systems and NCDHHS Access Controls. Any data, records or other information shared through this MOA are protected from unauthorized use and disclosure and shall be accessed and used by the County solely for purposes of administering and operating the Public Assistance Programs.

NCDHHS agrees:

- a. To provide NCDHHS Data to the County through access to the NCDHHS Information Systems in strict accordance with the NCDHHS Access Controls and in accordance with the terms of this MOA.
- b. To allow the County to access and utilize the NCDHHS Data to administer and operate the Public Assistance Programs.

- c. To allow appropriately authorized County employees and contractors whose job responsibilities require access to the NCDHHS Data to access and utilize the NCDHHS Data through access to the NCDHHS Information Systems, to the extent needed to perform their job responsibilities.
- d. To work cooperatively with the County regarding County employee and contractor access to NCDHHS Data and NCDHHS Information Systems, and compliance with this MOA and applicable law.
- e. To be responsible for supervision of its own employees and contractors.

The County agrees:

- a. To grant access to NCDHHS Data through access to the NCDHHS Information Systems only to County employees and contractors authorized in strict accordance with the NCDHHS Access Controls and in accordance with the terms of this MOA. The County shall conduct background checks for individual employees prior to authorizing their access to FTL.
- b. To ensure the NCDHHS Data and NCDHHS Information Systems are accessed and utilized only for the purposes authorized by law and under this MOA in conjunction with the administration and operation of the Public Assistance Programs.
- c. To grant access to the NCDHHS Data only to appropriately authorized County employees and contractors whose job responsibilities require access to the NCDHHS Data, and only for purposes of administering and operating the Public Assistance Programs.
- d. To ensure NCDHHS data is available only to persons authorized by law and this MOA to access and use the NCDHHS Data.
- e. To ensure NCDHHS Information Systems are accessed only by persons authorized by law and this MOA to access the NCDHHS Information Systems.
- f. To obtain prior written permission from NCDHHS for the disclosure of any NCDHHS Data to any contractor. If NCDHHS approves disclosure of any NCDHHS Data to a County contractor, the County shall ensure the contractor is provided a copy of this MOA and signs a written agreement with the County acknowledging receipt of a copy of this MOA and agreeing to comply with the terms of this MOA as it relates to the contractor's access to NCDHHS Data.
- g. To obtain prior written permission from NCDHHS for granting access to any of the NCDHHS Information Systems to any contractor. If NCDHHS approves access of a contractor to any NCDHHS Information System, the County shall ensure the contractor is provided a copy of this MOA and signs a written agreement with the

County acknowledging receipt of a copy of this MOA and agreeing to comply with the terms of this MOA as it relates to the contractor's access to NCDHHS Information Systems.

- h. To ensure that all information technology systems receiving, storing, processing, or transmitting FTI meet the requirements in IRS Publication 1075, including the requirements set forth in Exhibit 7 to IRS Publication 1075, a copy of which is available at: <https://www.irs.gov/pub/irs-pdf/p1075.pdf>.
- i. To maintain a current list of employees and contractors authorized to access and utilize the NCDHHS Data provided by the Agency pursuant to this MOA, and to provide the Agency a copy of that list upon written request by the Agency.
- j. To submit, when requested by the Agency, a written certification that continuous security monitoring has been performed in accordance with applicable requirements. Additionally, the County will submit a written certification that all mainframe and network device configurations supporting the County environment is compliant with all applicable requirements. This certification will be provided to the Agency with supporting evidence, such as a recent vulnerability scan.
- k. At the Agency's request, the County will work with the IRS, Social Security Administration, or other federal agencies or their agents with respect to periodic safeguard and security reviews. The County will support the resolution of the Agency's finding based on a written plan satisfactory to both Parties.
- l. Upon notification from the IRS, Social Security Administration, other federal agencies, or the Agency of changes to functional and security specifications, the County will collaborate with the Agency to develop and implement plans to meet specified requirements in accordance with guidance and direction provided by the IRS and/or the Agency. The County will be responsible for costs arising from such modifications.
- m. To provide annual access and disclosure awareness and incident reporting training to its employees and any approved contractors that may have access to SSA data and/or FTI data (only certain functions in support of Child Support Enforcement may allow contractor access to FTI).
- n. To work cooperatively with the Agency regarding County employee or contractor access to NCDHHS Data and NCDHHS Information Systems, and compliance with this MOA and applicable law.
- o. To be responsible for supervision of its own employees and contractors.

## **5. ACCESS CONTROL**

The County shall be responsible for reviewing, approving, delegating and monitoring access by County employees and any approved contractors to NCDHHS Data, in strict accordance with the NCDHHS Access Controls applicable to the NCDHHS Information Systems involved and in accordance with the terms of the MOA. In addition, the County will adhere to any written standard or guidelines provided by the Agency regarding management and implementation of the NCDHHS Access Controls, and access to the NCDHHS Information Systems, including, but not limited to, the information systems [access control policy](#) in the current version of the [North Carolina Statewide Information Security Manual](#).

## **6. CONFIDENTIALITY AND SECURITY**

The Agency and the County acknowledge and agree that the NCDHHS Data which the Agency provides to the County shall be classified as, and shall remain, “NCDHHS Data” or “State Data”. At no time will the NCDHHS Data provided by the Agency ever be classified as County data.

The County acknowledges and agrees that in accessing, receiving, utilizing or otherwise dealing with the NCDHHS Data, it will safeguard and not use or disclose such NCDHHS Data except as provided in this MOA. The County shall protect the confidentiality of the NCDHHS Data in accordance with applicable federal and North Carolina laws, regulations, standards and guidelines, including, but not limited to the following:

- Privacy Act of 1974 (5 USC § 552a), as amended by the Computer Matching and Privacy Protection Act of 1988;
- IRS Publication 1075;
- Medicaid, 42 U.S.C. § 1396(a)(a)(7), 42 CFR Part 431.300-307;
- Temporary Assistance to Needy Families, 42 U.S.C. § 602 (a)(1)(A)(iv);
- Supplemental Nutrition Assistance Program, 7 U.S.C. § 2020 (e)(8); 7 CFR Part 272.1(c);
- Social Security Act, 42 U.S.C. § 1396(a)(a)(7);
- Social Security Administration Disclosure, 20 CFR Part 401;
- Child Support, 42 U.S.C. § 654(26);
- Public Assistance Programs (Public Welfare), 45 CFR Part 205.50; and U.S. Department of Labor Employment and Training Administration, 20 CFR Part 603;
- Health Information Portability and Accountability Act and HIPAA Privacy Rule, 45 CFR Part 160 and Subparts A and E of Part 164;
- North Carolina law governing confidentiality of, and access to, public assistance program data and records, including N.C. Gen. Stat. 108A-80 and implementing regulations; and
- North Carolina Identify Theft Protection Act, N.C. Gen. Stat. 75-60 et seq. and 132-1.10 and any implementing regulations.

The County acknowledges and agrees that some of the data elements included within the NCDHHS Data can be classified as “identifying information” within the meaning of N.C.G.S. § 14-113.20(b). In addition, the combination of certain data elements could classify the data elements as “personal information” within the meaning of N.C.G.S. § 75-61(10). Since the Agency and the County are subject to the North Carolina Identity Theft Protect Act requirements, N.C.G.S. § 132-1.10 and 75-65, the Agency and the County acknowledge and understand that the unauthorized disclosure, misuse, or loss of these certain data elements could subject the County and/or the Agency to security breach notification requirements.

The County shall safeguard and protect the security of the NCDHHS Data from loss, theft, or inadvertent disclosure, in accordance with applicable federal and North Carolina laws, regulations, standards and guidelines, and policies including, but not limited to the following:

- Federal Information Security Management Act of 2002 (44 USC 3541 et seq.);
- SSA’s “Electronic Information Exchange Security Requirements and Procedures for State and Local Agencies Exchanging Electronic Information with the Social Security Administration”
- IRS Publication 1075;
- Health Information Portability and Accountability Act and HIPAA Security Rule, 45 CFR Part 160 and Subparts A and C of Part 164; and
- National Institute of Standards and Technology guidelines.

In accordance with applicable federal and North Carolina statutes, regulations, standards, and policies, the County shall use appropriate physical and technological security safeguards to prevent re-disclosure of NCDHHS Data, and to protect NCDHHS Data in paper and/or electronic forms during transmission, storage or transport. The County shall use encryption during the data transmission process and shall protect NCDHHS Data on portable computers and devices through the use of applicable encryption and strong authentication procedures and other security controls to make NCDHHS Data unusable and inaccessible by unauthorized individuals.

The County shall monitor County employees’ access to higher-risk NCDHHS Data elements such as Social Security numbers, dates of birth, and FTI. The County shall terminate access privileges to NCDHHS Data of County employees immediately when their employment has been terminated or their job responsibilities no longer require access.

The County shall dispose of paper and equipment containing NCDHHS Data in a secure manner in accordance with applicable law and information security NIST standards. At the request of the Agency, the County shall provide documentation of proper disposal of NCDHHS Data to NCDHHS.

The County shall implement procedures for detecting, investigating, reporting and responding to security incidents involving NCDHHS Data. The County shall implement an Incident Management Plan which will be the source for how to handle incident management involving NCDHHS Data, and the Incident Management Plan will be available to the Agency upon request.

The County shall evaluate and report all losses, misuse, or unauthorized disclosure of NCDHHS Data to the NCDHHS Privacy and Security Office without unreasonable delay. Any expenses incurred as a result of the loss, misuse, or unauthorized disclosure of NCDHHS Data by the County will be the responsibility of the County.

The County shall report any suspected or confirmed privacy or security breach or incident involving the NCDHHS Data to the NCDHHS Office of Privacy and Security via electronic mail and the Office's website: <http://www.ncdhhs.gov/about/administrative-divisions-offices/office-privacy-security>, within 24 hours after the suspected or confirmed breach is first discovered. The County shall report any suspected or confirmed privacy or security breach involving Social Security Administration or Federal Tax Information data to: (i) the NCDHHS Office of Privacy and Security via the online incident reporting tool at the link above, or if after normal business hours, (ii) the NCDHHS Chief Information Security Officer via the phone numbers listed at the link above, **IMMEDIATELY** and within 60 minutes after the suspected or confirmed privacy or security breach is first discovered. The County acknowledges and agrees that it must make immediate reports of any suspected or confirmed breach involving SSA or FTI data in the manner set forth above in order to enable the Agency to fulfill the Agency's obligation to report the suspected or confirmed breach to the SSA or IRS (as applicable) within one hour after it is first discovered.

The County will collaborate and cooperate with the Agency regarding investigation, actions and potential remedies pertaining to any suspected or confirmed privacy or security breach or incident involving NCDHHS Data.

If the County experiences a security breach involving NCDHHS Data, the County will be responsible for providing notification to all affected persons. The County will collaborate and cooperate with the NCDHHS Office of Privacy and Security regarding the content and timing of notification prior to providing the notification. Any and all expenses incurred as a result of any suspected or confirmed security breach involving NCDHHS Data will be the responsibility of the County.



**7. CONTACTS**

The Parties mutually agree that the following named individuals will be designated as points of contact for the MOA on behalf of the Agency and the County:

**For NCDHHS:**

Pyreddy Reddy Chief Information Security officer N.C. DHHS Privacy and Security Office 695 Palmer Drive Raleigh, NC 27605 Phone: (919) 855-3090 Fax: (919) 733-1524 Email: <a href="mailto:pyreddy.reddy@dhhs.nc.gov">pyreddy.reddy@dhhs.nc.gov</a>	
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**For County:**

Curtis S. Potter County Manager/County Attorney P.O Box 1007 Plymouth, NC 27962 Phone: 252-793-5823 E-mail: <a href="mailto:cpotter@washconc.org">cpotter@washconc.org</a>	
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The Parties agree that if there is a change regarding the information in this section, the party making the change will notify the other party in writing of such change.

**8. LIABILITY AND INDEMNIFICATION**

Nothing herein shall be construed as a waiver of the sovereign immunity of the State of North Carolina or the assumption by the State of any liability contrary to the laws and statutes of North Carolina. Each Party shall be responsible for its own liabilities and neither Party shall seek indemnification from the other.

This MOA shall inure to the benefit of and be binding upon the Parties hereto and their respective successors in the event of governmental reorganization pursuant to N.C.G.S. § 143A-6 or other authority.

## **9. MONITORING AND AUDITING**

The IRS, SSA, any other federal agency or the Agency, with advance notice, shall have the right to send its officers and employees into the offices and facilities of the County for inspection of the County's facilities to ensure that adequate safeguards and security measures have been maintained as required by this MOA. Key areas to be inspected include record keeping, secure storage, limited access, disposal, and computer security systems such as those described in IRS Publication 1075. The County and the Agency will work together to correct any deficiencies identified during any internal inspection. The Agency may opt to utilize the County representatives for compliance validation.

The State Auditor shall have access to persons and records as a result of all contracts or grants entered into by State agencies or political subdivisions in accordance with General Statute 147-64.7 and other applicable laws or regulations.

The NC DHHS Privacy and Security Office will conduct privacy and security assessments based on NIST Standards, Federal, State and DHHS Privacy and security requirements,

## **10. DURATION OF AGREEMENT AND MODIFICATION**

This MOA is effective on July 1, 2024, and shall continue for an initial term of 24 months following the effective date, through and including June 30, 2026.

The Parties shall review this MOA as deemed necessary by the Agency, or upon the written request of either the Agency or the County to the other party, or whenever a State or Federal statute is enacted that material affects the substance of this MOA, in order to determine whether it should be revised or renewed, as applicable.

Notwithstanding all other provisions of this MOA, the Parties agree that this MOA may be amended at any time by written mutual consent of both Parties.

## **11. GOVERNING LAW**

The validity of this MOA and any of its terms or provisions, as well as the rights and duties of the parties to this MOA, are governed by the laws of North Carolina. The place of this MOA and all transactions and agreements relating to it, and their situs and forum, shall be Wake County, North Carolina, where all matters, whether sounding in contract or tort, relating to the validity, construction, interpretation, and enforcement shall be determined.

## **12. OTHER PROVISIONS/SEVERABILITY**

Nothing in this MOA is intended to conflict with current federal or state laws or regulations, or any governing policies of the County or the Agency. If any term of this MOA is found by any court or other legal authority, or is agreed by the Parties to be in conflict with any law or regulation governing its subject, the conflicting term shall be considered null and void. The remaining terms and conditions of this MOA shall remain in full force and effect.

## **13. ENTIRE AGREEMENT**

This MOA and any amendments hereto and any documents incorporated specifically by reference represent the entire agreement between the Parties and supersede all prior oral and written statements or agreements.

## **14. TERMINATION**

The Parties may terminate this MOA at any time upon mutual written agreement. In addition, either party may terminate this MOA upon 90 days' advance written notice to the other party. Such unilateral termination will be effective 90 days after the date of the notice or at a later date specified in the notice. In the event this MOA is terminated unilaterally by the County, the Agency will suspend the flow of NCDHHS Data to the County until a superseding written agreement is executed by the Parties.

The Agency may immediately and unilaterally suspend the flow of NCDHHS Data to the County under this MOA, or terminate this MOA, if the Agency, in its sole discretion, determines that the County (including its employees, contractors and agents) has: (i) made an unauthorized use or disclosure of NCDHHS Data; (ii) provided unauthorized access to NCDHHS Information Systems; or (iii) violated or failed to follow the terms and conditions of this MOA.



# 2024-25 & 2025-26 NCDHHS/COUNTY MEMORANDUM OF AGREEMENT PERFORMANCE MEASURES AT-A-GLANCE

## ATTACHMENT I

### PERFORMANCE REQUIREMENTS:

The Standard Measure is the measure set forth in federal or state law, rule or policy that governs the particular program. This is the measure that all counties are ultimately aiming to achieve.

The County Performance Measure is the measure that the county is required to achieve to be in compliance with this MOU. For some programs, the County's Performance Measure will be the same as the Standard Measure. For other programs, the County's Performance Measure may be greater or less than the Standard Measure, dependent upon previous year's performance.

The Report of Performance is the period of time in which a county's response to a particular performance requirement is measured and reported.

### ENERGY PROGRAMS

	Standard Measure	County Performance Measure	Rationale and Authority	Report of Performance
1	The county will process 95% of Crisis Intervention Program (CIP) applications, with no heat or cooling source, or applications with a health-related crisis with a disconnect, final, or past due notice within one (1) business day from the date of application or date all verification is received, whichever comes first.	The county will process 95% of Crisis Intervention Program (CIP) applications, with no heat or cooling source, within one (1) business day from the date of application or date all verification is received, whichever comes first.	Ensure that eligible individuals in a household without a heating or cooling source receive relief as soon as possible. 42 USC §§ 8621-8630 10A NCAC 71V .0200	Monthly
2	The county will process 95% of Crisis Intervention Program (CIP) applications without a health-related crisis that have heat or cooling source with a past due or final notice, within two (2) business days from the date of application or date all verification is received, whichever comes first.	The county will process 95% of Crisis Intervention Program (CIP) applications, that have heat or cooling source with a past due or final notice, within two (2) business days from the date of application or date all verification is received, whichever comes first.	Ensure that eligible households who are in danger of losing a heating or cooling source receive financial assistance to avert the crisis. 42 USC §§ 8621-8630 10A NCAC 71V .0200	Monthly

## WORK FIRST

	<b>Standard Measure</b>	<b>County Performance Measure</b>	<b>Rationale and Authority</b>	<b>Report of Performance</b>
1	The county will process 95% of Work First applications within 45 days of receipt.	The county will process 95% of Work First applications within 45 days of receipt.	Ensure that eligible families receive Work First benefits in a timely manner. TANF State Plan FFY 2019-2022 NCGS 108A-31	Monthly
2	The county will process 95% of Work First recertifications within 60 calendar days prior to the last day of the current certification period.	The county will process 95% of Work First recertifications within 60 calendar days prior to the last day of the current certification period.	Ensure that Work First families continue to receive assistance and benefits without unnecessary interruption. TANF State Plan FFY 2019-2022 NCGS 108A-31	Monthly

## FOOD AND NUTRITION SERVICES

	<b>Standard Measure</b>	<b>County Performance Measure</b>	<b>Rationale and Authority</b>	<b>Report of Performance</b>
1	The county will process 95% of expedited FNS applications within the timeframe that allows the household to have access to the FNS benefits on or before the 7th calendar day from the date of application.	The county will process 95% of expedited FNS applications within the timeframe that allows the household to have access to the FNS benefits on or before the 7th calendar day from the date of application.	Ensure all expedited FNS applications are processed within required timeframes. 7 CFR § 273.2 FNS Manual: Section 315 FNS Administrative Letter 1-2015	Monthly
2	The county will process 95% of regular FNS applications within the timeframe that allows the household to have access to the FNS benefits on or before the 30th calendar day from the date of application.	The county will process 95% of regular FNS applications within the timeframe that allows the household to have access to the FNS benefits on or before the 30th calendar day from the date of application.	Ensure all regular FNS applications are processed within required timeframes. 7 CFR § 273.2 FNS Manual: Section 315 FNS Administrative Letter 1-2015	Monthly
3	The county will ensure that 95% of FNS recertifications are processed on time, each month.	The county will ensure that 95% of FNS recertifications are processed on time, each month.	Ensure that eligible families have their recertification benefits processed in a timely manner without interruption. 7 CFR § 273.14	Monthly

### CHILD WELFARE - FOSTER CARE

	Standard Measure	County Performance Measure	Rationale and Authority	Report of Performance
1	The county will ensure that 95% of all foster youth have a face-to-face visit with the social worker each month.	The county will ensure that 95% of all foster youth have a face-to-face visit with the social worker each month.	Ensure the ongoing safety of children and the engagement and well-being of families.  Child and Family Services Improvement Act of 2006 (Public Law 109-288, section 7) amending Section 422(b) of the Social Security Act (42 USC 622(b))	Monthly

### ADULT PROTECTIVE SERVICES (APS)

	Standard Measure	County Performance Measure	Rationale and Authority	Report of Performance
1	The county will complete 85% of APS evaluations involving allegations of abuse or neglect within 30 days of the report.	NCDHHS will work with the county to identify the county's performance measure for FY 22-23 and FY 23-24 based on the county's performance for the preceding state fiscal year	Responding quickly to allegations of adult maltreatment is essential to case decision-making to protect the adult. State law requires that a prompt and thorough evaluation is made of all reports of adult maltreatment.  NCGS 108A-103	Monthly
2	The county will complete 85% of APS evaluations involving allegations of exploitation within 45 days of the report.	NCDHHS will work with the county to identify the county's performance measure for FY 22-23 and FY 23-24 based on the county's performance for the preceding state fiscal year	Protecting a disabled adult from exploitation is critical to ensuring their safety and well-being. State law requires a prompt and thorough evaluation is made of all reports of adult exploitation.  NCGS 108A-103	Monthly

### SPECIAL ASSISTANCE (SA)

	Standard Measure	County Performance Measure	Rationale and Authority	Report of Performance
1	The county will process 85% of Special Assistance for the Aged (SAA) applications within 45 calendar days of the application date.	NCDHHS will work with the county to identify the county's performance measure for FY 22-23 and FY 23-24 based on the county's performance for the preceding state fiscal year	Ensure eligible individuals receive supplemental payments to support stable living arrangements.  Timely application processing of SAA benefits is essential to an individual's proper care and treatment.  10A NCAC 71P .0604	Monthly
2	The county will process 85% of Special Assistance for the Disabled (SAD) applications within 60 calendar days of the application date.	NCDHHS will work with the county to identify the county's performance measure for FY 22-23 and FY 23-24 based on the county's performance for the preceding state fiscal year	Ensure eligible individuals receive supplemental payments to support stable living arrangements.  Timely application processing of SAD benefits is essential to an individual's proper care and treatment.  10A NCAC 71P .0604	Monthly

## CHILD SUPPORT SERVICES

	Standard Measure	County Performance Measure	Rationale and Authority	Report of Performance
1	Percentage of paternities established or acknowledged for children born out of wedlock.	The county paternity establishment performance level must exceed 50% at the end of the State Fiscal Year (June 30).	Paternity establishment is an essential component in obtaining and enforcing support orders for children. 45 CFR § 305.33 (b) NCGS 110-129.1	Annual
2	Percentage of child support cases that have a court order establishing support obligations.	The county support order establishment performance level must exceed 50% at the end of the State Fiscal Year (June 30).	A court order creates a legal obligation for a noncustodial parent to provide financial support to their children. 45 CFR § 305.33 (d) NCGS 110-129.1	Annual
3	Percentage of current child support paid.	The county current collections performance level must exceed 40% at the end of the State Fiscal Year (June 30).	The current collections rate is an indicator for the regular and timely payment of child support obligations. 45 CFR § 305.33 (e) NCGS 110-129.1	Annual
4	Percentage of cases received a payment toward arrears.	The county arrearage collections performance level must exceed 40% at the end of the State Fiscal Year (June 30).	Collection of child support has been shown to reduce child poverty rates and improve child well-being 45 CFR § 305.33 (h) NCGS 110-129.1	Annual



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# 2024-25 & 2025-26 NCDHHS/COUNTY MEMORANDUM OF AGREEMENT PERFORMANCE MEASURES AT-A-GLANCE

Note: These Performance Measures are not subject to corrective action under 108A-74 for MOU 2024-25 and 2026-26

## ATTACHMENT II

### PERFORMANCE REQUIREMENTS:

North Carolina will participate in round four of the Child and Family Services Reviews (CFSR), beginning in Federal Fiscal Year (FFY) 2024 (October 1, 2023). The purpose of these reviews is to determine compliance with Title IV-B and Title IV-E plan requirements, and in doing so, assess the extent to which federally funded child welfare programs function effectively to promote the safety, permanency, and well-being of children and families with whom they have contact.

The overall goals of the reviews are to:

- Ensure conformity with Title IV-B and Title IV-E child welfare requirements using a framework focused on safety, permanency and well-being through seven outcomes and seven systemic factors;
- Determine what is happening to children and families as they are engaged in child welfare services including the legal and judicial processes; and
- Assist state child welfare systems in helping children and families achieve positive outcomes.\*

To this end, the NC Department of Health and Human Services, Division of Social Services is advising counties that since these measures will be included in the Data Review and performance for CFSR Round IV, counties need to continue monitoring and striving to achieve progress toward accomplishing these measures, to ensure that North Carolina can be determined to be in "substantial conformity." In an effort to assist counties in monitoring and achieving these progress measures, please find the following link to data provided by UNC-CH: <https://ssw.unc.edu/ma>.

\*Child and Family Services Review Technical Bulletin #12 Announcement of the CFSR Round 4 reviews, August 2020, Section I. Context and Overview of Next Round of CFSR - Round 4, pp 1-3

Standard Measure	County Performance Measure	Rationale and Authority	Report of Performance
1 The county will initiate 95% of all screened-in reports within required time frames	NCDHHS will work with the county to identify the county's performance measure for FY 24-25 and FY 25-26 based on the county's performance for the preceding state fiscal year	Ensure that allegations of abuse, neglect and dependency are initiated timely. The timeframes for initiating an investigation of child maltreatment are defined in state law as, immediately, within 24 hours, or within 72 hours depending on the nature and severity of the alleged maltreatment.  NC General Statutes § 7B-302; 10A NCAC 70A .0105;  NCDHHS Family Services Manual: Vol. 1, Chapter VIII: Child Protective Services, Section 1408 - Investigative & Family Assessments	
2 For all children who were victims of maltreatment during a 12-month period, no more than 9.1% received a subsequent finding of maltreatment	NCDHHS will work with the county to identify the county's performance measure for FY 24-25 and FY 25-26 based on the county's performance for the preceding state fiscal year	Ensure that children who have been substantiated as abused, neglected or dependent are protected from further harm.  National Standards for State Performance on Statewide Data Indicators established by the Children's Bureau to determine conformity with Title IV-B and Title IV-E of the Social Security Act and the Child and Family Services Review.	



**CHILD WELFARE - FOSTER CARE**

Standard Measure	County Performance Measure	Rationale and Authority	Report of Performance
<p><b>3</b> The county will provide leadership for ensuring that 40.5% of children who enter foster care in a 12-month period are discharged to permanency within 12 months of entering foster care.</p>	<p>DHHS will work with the county to identify the county's performance measure for FY 24-25 and FY 25-26 based on the county's performance for the preceding state fiscal year</p>	<p>Ensure that children in out-of-home placements are able to obtain safe and permanent homes as soon as possible after removal from their home.</p> <p>National Standards for State Performance on Statewide Data Indicators established by the Children's Bureau to determine conformity with Title IV-B and Title IV-E of the Social Security Act and the Child and Family Services Review.</p>	
<p><b>4</b> The county will provide leadership for ensuring that, of children who enter foster care in a 12-month period who were discharged within 12 months to reunification, kinship care, or guardianship, no more than 8.3% re-enter foster care within 12 months of their discharge.</p>	<p>DHHS will work with the county to identify the county's performance measure for FY 24-25 and FY 25-26 based on the county's performance for the preceding state fiscal year</p>	<p>Ensure that children exiting foster care are in stable homes so that they do not re-enter foster care.</p> <p>CFSR: Safety Outcome 1: Children are, first and foremost, protected from abuse and neglect.</p> <p>National Standards for State Performance on Statewide Data Indicators established by the Children's Bureau to determine conformity with Title IV-B and Title IV-E of the Social Security Act and the Child and Family Services Review.</p>	
<p><b>5</b> The county will provide leadership for ensuring that, of all children who enter foster care in a 12-month period in the county, the rate of placement moves per 1,000 days of foster care will not exceed 4.1%.</p>	<p>DHHS will work with the county to identify the county's performance measure for FY 24-25 and FY 25-26 based on the county's performance for the preceding state fiscal year</p>	<p>Ensure that children who are removed from their homes experience stability while they are in foster care.</p> <p>CFSR: Permanency Outcome 1: Children have permanency and stability in their living situations.</p> <p>National Standards for State Performance on Statewide Data Indicators established by the Children's Bureau to determine conformity with Title IV-B and IV-E of the Social Security Act and the Child and Family Services Review.</p>	





# CHILD WELFARE AND SOCIAL SERVICES REFORM LEGISLATIVE REPORT EXECUTIVE SUMMARY

NC Session Law 2017-41, Rylan's Law<sup>1</sup> requires the Department of Health and Human Services (DHHS) to submit "a plan [to the Joint Legislative Oversight Committee on Health and Human Services] that outlines regional supervision of and collaboration by local social services programs," and also requires DHHS to submit "preliminary recommendations to the Committee ... regarding legislative changes necessary to implement ... a plan to reform the State supervision and accountability for the social services system, including child welfare, adult protective services and guardianship, public assistance, and child support enforcement."

The recommendations presented by both the Social Services Working Group (SSWG) and the Center for Support of Families (CSF) were carefully analyzed by DHHS and have significantly informed DHHS' recommendations. SSWG and CSF included significant external stakeholder input gathered through surveys and focus groups held across the state in developing their reports. DHHS senior leadership actively participated as members of the SSWG. The Secretary's leadership team, as well as various DHHS division directors and section chiefs, helped to inform the CSF report.

DHHS also considered these goals in developing recommendations:

- All North Carolina citizens should have equal access to whole person-centered, high-quality social services.
- North Carolina's social services system should produce better outcomes for the citizens it serves and deliver maximum value to its customers, communities and taxpayers.

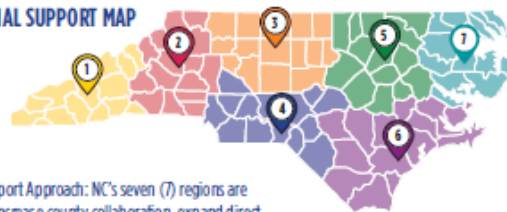
Detailed background and justifications for the 14 recommendations can be found in the [full report](#).

## A. Geographic Regions

The Department concurs with the recommendations from the SSWG to establish seven regions for regional supervision of county-administered child welfare and other social services. DHHS further recommends that legislation directing the establishment of regions allow for flexibility in determining county placement within regions. This will allow DHHS to make small adjustments as needed based on changes to judicial districts, new county level partnerships, significant population caseload changes, etc.

Among the considerations were ensuring that single counties are not divided by regions and that regions be contiguous. Also considered were total county population, geographic size and not disrupting judicial districts. DHHS supports the SSWG's recommendation for establishing physical offices for regional supervision of child welfare and social services. However, it will take significant time and cost to procure and renovate or build offices. Therefore, DHHS recommends phasing in regional supervision by first establishing virtual regions and using existing community spaces for shared trainings and meetings while the procurement of physical office space is pursued.

### NC REGIONAL SUPPORT MAP



Regional Support Approach: NC's seven (7) regions are designed to increase county collaboration, expand direct service programs, and improve accessibility to NCDSS resources and staff statewide.

- Region 1:** Buncombe, Cherokee, Clay, Graham, Haywood, Henderson, Jackson, Macon, Madison, Mitchell, Polk, Swain, Transylvania, Yancey
- Region 2:** Alexander, Alleghany, Ashe, Avery, Burke, Caldwell, Catawba, Cleveland, Gaston, Iredell, Lincoln, McDowell, Rutherford, Watauga, Wilkes
- Region 3:** Alamance, Caswell, Chatham, Davidson, Davie, Durham, Forsyth, Guilford, Orange, Person, Randolph, Rockingham, Stokes, Surry, Yadkin
- Region 4:** Anson, Cabarrus, Harnett, Hoke, Lee, Mecklenburg, Montgomery, Moore, Richmond, Robeson, Rowan, Scotland, Stanly, Union
- Region 5:** Edgecombe, Franklin, Granville, Greene, Halifax, Johnston, Nash, Northampton, Pitt, Vance, Wake, Warren, Wayne, Wilson
- Region 6:** Bladen, Brunswick, Carteret, Columbus, Craven, Cumberland, Duplin, Jones, Lenoir, New Hanover, Onslow, Pamlico, Pender, Sampson
- Region 7:** Beaufort, Bertie, Camden, Chowan, Currituck, Dare, Gates, Hertford, Hyde, Martin, Pasquotank, Perquimans, Tyrrell, Washington

<sup>1</sup> NC Session Law 2017-41, Rylan's Law: <https://www.ncleg.net/Sessions/2017/Bills/House/PDF/H630v6.pdf>

## B. Roles, Responsibilities and Staffing for Regional Supervision

Regional offices will be tasked with nine functions to strengthen support and supervision to counties:

- 1) best practice dissemination,
- 2) compliance monitoring,
- 3) fiscal monitoring,
- 4) integrated data systems and recordkeeping,
- 5) interagency coordination,
- 6) policy guidance and technical assistance,
- 7) quality improvement,
- 8) staffing standards and support, and
- 9) training.

Across these nine functions, a total of 40 duties are assigned to the central office in Raleigh and 45 are assigned to regional offices.

Both the CSF and SSWG Stage 1 reports recommended each region be staffed to cover all social services and child welfare areas: *Aging and Adult Services, Child Support Services, Child Welfare Services and Economic Services*. DHHS is proposing a staffing structure for regions based on caseloads, complexity of the program, and current staffing and performance.

TABLE 1. PROPOSED REGIONAL OFFICE STRUCTURE

ROLE		# OF POSITIONS
Leadership	Regional Director	1
	Administrative Assistant	1
Aging and Adult Services	Continuous Quality Improvement Specialist	3
Child Support	Continuous Quality Improvement Specialist/Trainer	2
Child Welfare	Continuous Quality Improvement Specialist	3
	Trainer	2
Economic Services	Continuous Quality Improvement Specialist	3
Fiscal Support	Local Business Liaison	2

In addition to the regionally-based positions, DHHS has sought to address the following resource deficiencies identified by CSF: *“There are five primary resource issues that must be addressed in order to successfully reform the current social services system: **inconsistent policy development and dissemination; deficiencies in workforce development in the form of staff training; a lack of high quality community resources; underserved populations in need of mental health services; and no easy access to reliable program and performance data ... The need for clear, consistent, accessible and timely policy and training was raised during focus groups, stakeholder interviews and calls, document reviews, and county and state-level conferences and meetings. The need for improved access to high-quality training cut across social services programs and was strongly voiced by counties of all sizes, types, and tier ranking.**”*

Maximizing efficient use of existing personnel was a top priority in developing the reorganization plan. DHHS conducted extensive analyses which resulted in recommendations to repurpose/redeploy existing central and home-based staff and identify the number of new positions needed.

DHHS recommends repurposing/redeploying 104 existing positions to support regionalization, repurposing/redeploying all managerial staff needed to support regionalization in the central office, and phasing in funding and positions to support 43 new regional and central office staff. DHHS further recommends prioritizing staffing to improve the child welfare system and moving to full implementation of a regional model with offices.

## C. Legislative Changes

The proposed legislative actions address preliminary key changes needed to transform our social services and child welfare systems and are responsive to the preliminary recommendations identified in the CSF report and Stage Two of the SSWG report. Examples include:

- Supporting the adoption of the child fatality review process recommendations made by the Child Fatality Review Taskforce.
- Protecting children by enhancing the scope and depth of background checks for employees of child caring institutions, pursuant to the Family First Prevention Services Act.
- Ensuring compliance with the Multi-Ethnic Placement Act to ensure placements for children are not denied or delayed due to race or ethnicity.
- Expanding scholarships for post-secondary education for youth who age out of foster care to include those exiting from the Guardianship Assistance Program.
- Including a statutory provision that offers increased training opportunities for Social Services Boards.
- Conducting a feasibility and cost study of a proposed child support tribunal with dedicated court officers to hear child support matters using quasi-judicial procedures.
- Amending state laws and delegating authority to DHHS and the Social Services Commission to better address conflicts of interest in casework related to services provided by county departments of social services.
- Undertaking a study to address the transferring of adult guardianship cases from DHHS to counties. The study and recommendations should address equitable distribution of slots and funds, capacity needs of counties to manage the cases, as well as any necessary legislative changes.

## D. Other Key Enablers of Improved Child Welfare and Social Services

### COUNTY STAFFING CAPACITY

Many county departments of social services have significant staff challenges that negatively impact the provision of quality, timely services to citizens. A feasibility and cost study is recommended to establish caseload range guidelines, pay scales, a funding equity formula and salary pool for county child welfare and social services staff.

### WORKFORCE DEVELOPMENT, RECRUITMENT AND RETENTION

A competent workforce is essential for improving outcomes for children and families. Counties face significant challenges with recruiting, training and retaining qualified employees at all levels.

To achieve a high-quality social services system with consistent practices across the state, counties need strong leaders committed to developing relationships across county lines, building and supporting excellent staff, and following law and policy closely.

It is recommended that DHHS, in collaboration with the Department of Commerce, the Office of State Human Resources, a state public university partner, and key stakeholder groups, study and recommend a workforce development model for key positions in county departments of social services, regional offices and central offices.



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# COUNTY OF WASHINGTON

**BOARD OF COMMISSIONERS:**

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



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

**ADMINISTRATIVE STAFF:**

CURTIS S. POTTER, ICMA-CM  
 COUNTY MANAGER & COUNTY ATTORNEY  
 cpotter@washconc.org  
 JASON SQUIRES  
 ASSISTANT COUNTY MANAGER  
 acm@washconc.org  
 CATHERINE "MISSY" DIXON  
 FINANCE OFFICER  
 mdixon@washconc.org  
 JULIE J. BENNETT, MMC, NCMCC  
 CLERK TO THE BOARD  
 jbennett@washconc.org

## RESO 2024-026

### APPROVING AND ACCEPTING SALE OF REAL PROPERTY AT PIN#6798.00-13-2233 90 CUMBERLAND ST., PLYMOUTH, NC

**WHEREAS**, the County Manager or their designee was authorized by RESO2024-019 ; and of the Washington County Board of Commissioners to sell by electronic auction at [www.govdeals.com](http://www.govdeals.com) the surplus properties described below by advertising such properties for sale from 5/23/24 to 6/22/24 and accepting bids from 6/23/24 to 7/16/24; and

**WHEREAS**, the County Manger’s Office did in fact advertise and solicit bids for the sale of such properties pursuant to the authority and terms of the foregoing Board Resolution authorizing such action; and

**WHEREAS**, the foregoing Resolution does respectively require that the bid results be reported to the Board at their next regularly scheduled meeting, and provide that the Board shall accept or reject the bid within 30 days of said report; and

**WHEREAS**, the surplus properties and their respective bid results are hereby reported as follows:

Address/ Deed Ref	Tax PIN/ Value	Taxes Owed @ Foreclosures	High Bid/%Tax Value	Notes/Others
90 Cumberland St. – Plymouth Deed Book 523, Page 892	#6798.00-13-2233  \$13,200.00	\$5,472.81	\$3,300.00  -75%	Net of Back Taxes: \$-2,172.81

**NOW THEREFORE**, the Board of County Commissioners of Washington County hereby resolves as follows:

1. That the highest bid reported above for the purchase of 90 Cumberland St., Plymouth, NC be accepted and approved.
2. That the County Manager or their designated agent is authorized to execute any and all necessary documents including without limitation deeds, settlement statements, or other closing or related legal documents approved by the County Attorney for the purpose of conveying the properties described above to their respective purchasers upon receipt of the purchase funds, or upon adequate legal assurances given by a bona fide settlement agent holding such funds in escrow for the purpose of disbursing such funds to the County upon actual closing.

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_ 2024.

---

Ann C. Keyes, Chair  
Washington County Board of Commissioners

ATTEST:

---

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

# COUNTY OF WASHINGTON

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CURTIS S. POTTER, ICMA-CM  
COUNTY MANAGER & COUNTY ATTORNEY  
cpotter@washconc.org  
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mdixon@washconc.org  
JULIE J. BENNETT, MMC, NCMCC  
CLERK TO THE BOARD  
jbennett@washconc.org

## RESO 2024-027

### APPROVING AND ACCEPTING SALE OF REAL PROPERTY AT PIN#7719.00-14-5614, 134 DAISY LANE, ROPER, NC

**WHEREAS**, the County Manager or their designee was authorized by RESO2024-018 ; and of the Washington County Board of Commissioners to sell by electronic auction at [www.govdeals.com](http://www.govdeals.com) the surplus properties described below by advertising such properties for sale from 5/23/24 to 6/22/24 and accepting bids from 6/23/24 to 7/16/24; and

**WHEREAS**, the County Manger's Office did in fact advertise and solicit bids for the sale of such properties pursuant to the authority and terms of the foregoing Board Resolution authorizing such action; and

**WHEREAS**, the foregoing Resolution does respectively require that the bid results be reported to the Board at their next regularly scheduled meeting, and provide that the Board shall accept or reject the bid within 30 days of said report; and

**WHEREAS**, the surplus properties and their respective bid results are hereby reported as follows:

Address/ Deed Ref	Tax PIN/ Value	Taxes Owed @ Foreclosures	High Bid/%Tax Value	Notes/Others
134 Daisy Lane. – Roper Deed Book 541, Page 818	#7719.00-14-5614 \$6000	\$4,756.16	\$2,125.00 -75%	Net of Back Taxes: \$-2,631.16

**NOW THEREFORE**, the Board of County Commissioners of Washington County hereby resolves as follows:

1. That the highest bid reported above for the purchase of 134 Daisy Lane, Roper, NC be accepted and approved.
2. That the County Manager or their designated agent is authorized to execute any and all necessary documents including without limitation deeds, settlement statements, or other closing or related legal documents approved by the County Attorney for the purpose of conveying the properties described above to their respective purchasers upon receipt of the purchase funds, or upon adequate legal assurances given by a bona fide settlement agent holding such funds in escrow for the purpose of disbursing such funds to the County upon actual closing.

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_ 2024.

---

Ann C. Keyes, Chair  
Washington County Board of Commissioners

ATTEST:

---

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



# COUNTY OF WASHINGTON

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CLERK TO THE BOARD  
jbennett@washconc.org

## RESOLUTION 2024-25

### **TO DIRECT THE EXPENDITURE & CLARIFY THE BUDGETING OF OPIOID SETTLEMENT FUNDS FOR FY25**

**WHEREAS**, Washington County has joined national settlement agreements with companies engaged in the manufacturing, distribution, and dispensing of opioids.

**WHEREAS**, the allocation, use, and reporting of funds stemming from these national settlement agreements and 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") and the Supplemental Agreement for Additional Funds from Additional Settlements of Opioid Litigation ("SAAF") and as applicable a Second Supplemental Agreement for Additional Funds ("SAAF-2");

**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 commonly referred to within its chart of accounts and financial statements as Fund 50;

**WHEREAS**, section E.6 of the MOA states that, before spending opioid settlement funds, the local government's governing body must adopt a resolution that:

- (i) indicates that it is an authorization for expenditure of opioid settlement funds; and,
- (ii) states 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) states the amount dedicated to each strategy for a specific period of time.

**WHEREAS**, in addition to the authorizing resolution required pursuant to the MOA, the North Carolina Local Government and Fiscal Control Act also requires that the funds also be properly budgeted prior to expenditure each fiscal year;

**WHEREAS**, Washinton County initially sought to budget its settlement funds using an “Opioid Settlement – Grant Project Ordinance” adopted on or about June 6<sup>th</sup>, 2022, pursuant to budgetary guidance from the School of Government which was subsequently reversed by an Official Opinion issued by the North Carolina Attorney General’s Office;

**WHEREAS**, the amounts actually budgeted for Fund 50 have also been shown for informational purposes within the Annual Budget Ordinances adopted by the Washington County Board of Commissioners for both FY24 and FY25;

**WHEREAS**, previously authorized strategy/allocations are shown within the following table:

STRAT	TYPE	RESOLUTION	AMOUNT
1	A7-Naloxone Dist (CY23)	2023-08	\$10,615.10
2	A9-Hope Exchange Program (CY23)	2023-08	\$10,615.09
Resolution 2023-008 Total			\$21,230.19
1	A3-Drug Recovery Court Match (FY23)	2023-033	\$5,000
2	A3-Drug Recovery Court Match (FY24)	2023-033	\$5,000
3	A7-Naloxone Dist (CY24)	2023-033	\$10,615.10
4	A9-Hope Exchange Program (CY24)	2023-033	\$10,615.09
Resolution 2023-033 Total			\$31,230.19
5	A3-Drug Recovery Court Match (FY25)	This Resolution	\$10,000
6	A7-Naloxone Dist (CY25)	This Resolution	\$10,615.10
7	A9-Hope Exchange Program (CY25)	This Resolution	\$10,615.09
This Resolution Total			\$31,230.19
All Resolutions Grand Total			\$83,690.57

**NOW THEREFORE BE IT RESOLVED**, in alignment with the NC MOA, the SAAF, and as applicable the SAAF-2, Washington County authorizes the expenditure of opioid settlement funds as follows:

1. Fifth strategy authorized:
  - a. Name of strategy: Recovery Support Services (A3)
  - b. Strategy is included in Exhibit A
  - c. Item letter and/or number in Exhibit A or Exhibit B to the MOA: 3
  - d. Amounted authorized for this strategy: \$10,000.00
  - e. Period of time during which expenditure may take place: Start date July 1, 2024, through End date June 30, 2025
  - f. Description of the program, project, or activity: County contribution/match to help fund the Martin-Tyrrell-Washington (MTW) Health Department Grant Funded 2<sup>nd</sup> Judicial District Drug Recovery Court Program (see attached 1 page overview)
  - g. Provider: Martin-Tyrrell-Washington (MTW) Health Department
  
2. Sixth strategy authorized
  - a. Name of strategy: Naloxone Distribution (A7)
  - b. Strategy is included in Exhibit A
  - c. Item letter and/or number in Exhibit A or Exhibit B to the MOA: 7
  - d. Amounted authorized for this strategy: \$10,615.10
  - e. Period of time during which expenditure may take place: Start date January 1, 2025, through End date December 31, 2025

- 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-Tyrrell-Washington (MTW) Health Department

3. Seventh strategy authorized

- a. Name of strategy: Syringe Service Program (A9)
- b. Strategy is included in Exhibit A
- c. Item letter and/or number in Exhibit A or Exhibit B to the MOA: 9
- d. Amounted authorized for this strategy: \$10,615.09
- e. Period of time during which expenditure may take place: Start date January 1, 2025, through End date December 31, 2025
- 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-Tyrrell-Washington (MTW) Health Department

For informational purposes only: Note that Strategy/Items 6 and 7 above represent funding the third calendar year of a multi-year grant-funded combined Naloxone Distribution/Syringe Service Program administered by MTW for Washington County.

**NOW THEREFORE BE IT FURTHER RESOLVED**, that the “Opioid Settlement – Grant Project Ordinance” adopted on or about June 6<sup>th</sup>, 2022 is hereby rescinded and repealed in its entirety, and the amounts shown for informational purposes as allocated for Fund 50 revenues and expenditures in the Annual Budget Ordinances originally adopted for FY24 and FY25 shall be deemed to have been actually allocated together with and pursuant to said Annual Budget Ordinances.

**ADOPTED** this \_\_\_ day of \_\_\_\_\_ 2024.

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Ann C. Keyes, Chair  
Washington County Board of Commissioners

ATTEST:

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

New National Opioids Settlement: Kroger  
Opioids Implementation Administrator  
[opioidsparticipation@rubris.com](mailto:opioidsparticipation@rubris.com)

Washington County, NC  
Reference Number: CL-794334

***TO NORTH CAROLINA COUNTIES AND MUNICIPALITIES:***

**THIS PACKAGE CONTAINS DOCUMENTATION TO PARTICIPATE IN THE NEW NATIONAL OPIOIDS SETTLEMENT. YOU MUST TAKE ACTION IN ORDER TO PARTICIPATE.**

***Deadline: August 12, 2024***

A new proposed national opioids settlement ("*New National Opioids Settlement*") has been reached with Kroger ("*Settling Defendant*"). This *Participation Package* is a follow-up communication to the *Notice of National Opioids Settlement* recently received electronically by your subdivision.

You are receiving this *Participation Package* because North Carolina is participating in the Kroger settlement.

This electronic envelope contains:

- The *Participation Form* for the Kroger settlement, including a release of any claims.
- The North Carolina Second Supplemental Agreement for Additional Funds from Additional Settlements of Opioid Litigation ("*SAAF-2*").

**The *Participation Form* must be executed, without alteration, and submitted on or before August 12, 2024, in order for your subdivision to be considered for initial participation calculations and payment eligibility.**

The SAAF-2 is a supplement to the North Carolina Memorandum of Agreement ("*MOA*") on the allocation, use, and reporting of funds from the prior Wave One and Wave Two opioid settlements.

Based upon subdivision participation forms received on or before August 12, 2024, the subdivision participation rate will be used to determine whether participation is sufficient for the settlement to move forward and whether a state earns its maximum potential payment under the settlement. If the settlement moves forward, your release will become effective. If a settlement does not move forward, that release will not become effective.

Any subdivision that does not participate cannot directly share in the settlement funds, even if the subdivision's state is settling and other participating subdivisions are sharing in settlement funds. Any subdivision that does not participate may also reduce the amount of money for programs to remediate the opioid crisis in its state. Please note, a subdivision will not necessarily directly receive settlement funds by

participating; decisions on how settlement funds will be allocated within a state are subject to the North Carolina SAAF-2 and MOA.

You are encouraged to discuss the terms and benefits of the *New National Opioids Settlement* with your counsel, the North Carolina Attorney General's Office, the North Carolina Association of County Commissioners, and the North Carolina League of Municipalities.

Information and documents regarding the *New National Opioids Settlement* can be found on the national settlement website at <https://nationalopioidsettlement.com/>. This website will be supplemented as additional documents are created.

Information about how this settlement is being implemented in North Carolina and how funds will be allocated within the state can be found at <https://www.MorePowerfulNC.org>. This website also includes draft resolution templates for your governing body to authorize joining these settlements and the North Carolina SAAF-2.

**How to return signed forms:**

There are three methods for returning the executed *Participation Form* and any supporting documentation to the Implementation Administrator:

- (1) *Electronic Signature via DocuSign:* Executing the *Participation Form* electronically through DocuSign will return the signed form to the Implementation Administrator and associate your form with your subdivision's records. Electronic signature is the most efficient method for returning the *Participation Form*, allowing for more timely participation and the potential to meet higher settlement payment thresholds, and is therefore strongly encouraged.
- (2) *Manual Signature returned via DocuSign:* DocuSign allows forms to be downloaded, signed manually, then uploaded to DocuSign and returned automatically to the Implementation Administrator. Please be sure to complete all fields. As with electronic signature, returning a manually signed *Participation Form* via DocuSign will associate your signed forms with your subdivision's records.
- (3) *Manual Signature returned via electronic mail:* If your subdivision is unable to return an executed *Participation Form* using DocuSign, the signed *Participation Form* may be returned via electronic mail to [opioidsparticipation@rubris.com](mailto:opioidsparticipation@rubris.com). Please include the name, state, and reference ID of your subdivision in the body of the email and use the subject line Settlement Participation Form - [Subdivision Name, Subdivision State] - [Reference ID].

Detailed instructions on how to sign and return the *Participation Form*, including changing the authorized signer, can be found at <https://nationalopioidsettlement.com>. You may also contact [opioidparticipation@rubris.com](mailto:opioidparticipation@rubris.com).

**The sign-on period for subdivisions ends on August 12, 2024.**

If you have any questions about executing the *Participation Form*, please contact your counsel, the Implementation Administrator at [opioidparticipation@rubris.com](mailto:opioidparticipation@rubris.com), or the North Carolina Attorney General's Office at [opioidsettlement@ncdoj.gov](mailto:opioidsettlement@ncdoj.gov).

Thank you,

New National Opioids Settlement Implementation Administrator

*The Implementation Administrator is retained to provide the settlement notice required by the New National Opioids Settlement and to manage the collection of the Participation Form.*

**Subdivision Participation and Release Form**

Governmental Entity: Washington County	State: NC
Authorized Signatory:	
Address 1:	
Address 2:	
City, State, Zip:	
Phone:	
Email:	

The governmental entity identified above (“*Governmental Entity*”), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to the Settlement Agreement dated March 22, 2024 (“*Kroger Settlement*”), and acting through the undersigned authorized official, hereby elects to participate in the Kroger Settlement, release all Released Claims against all Released Entities, and agrees as follows.

1. The Governmental Entity is aware of and has reviewed the Kroger Settlement, understands that all terms in this Participation and Release Form have the meanings defined therein, and agrees that by executing this Participation and Release Form, the Governmental Entity elects to participate in the Kroger Settlement and become a Participating Subdivision as provided therein.
2. The Governmental Entity shall promptly, and in any event no later than 14 days after the Reference Date and prior to the filing of the Consent Judgment, dismiss with prejudice any Released Claims that it has filed. With respect to any Released Claims pending in *In re National Prescription Opiate Litigation*, MDL No. 2804, the Governmental Entity authorizes the Plaintiffs’ Executive Committee to execute and file on behalf of the Governmental Entity a Stipulation of Dismissal with Prejudice substantially in the form found at <https://nationalopiodsettlement.com/>.
3. The Governmental Entity agrees to the terms of the Kroger Settlement pertaining to Participating Subdivisions as defined therein.
4. By agreeing to the terms of the Kroger Settlement and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.
5. The Governmental Entity agrees to use any monies it receives through the Kroger Settlement solely for the purposes provided therein.
6. The Governmental Entity submits to the jurisdiction of the court in the Governmental Entity’s state where the Consent Judgment is filed for purposes limited to that court’s role as provided in, and for resolving disputes to the extent provided in, the Kroger Settlement. The Governmental Entity likewise agrees to arbitrate before the National



Arbitration Panel as provided in, and for resolving disputes to the extent otherwise provided in, the Kroger Settlement.

7. The Governmental Entity has the right to enforce the Kroger Settlement as provided therein.
8. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes in the Kroger Settlement, including without limitation all provisions of Section XI (Release), and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in their official capacity elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in any forum whatsoever. The releases provided for in the Kroger Settlement are intended by the Parties to be broad and shall be interpreted so as to give the Released Entities the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The Kroger Settlement shall be a complete bar to any Released Claim.
9. The Governmental Entity hereby takes on all rights and obligations of a Participating Subdivision as set forth in the Kroger Settlement.
10. In connection with the releases provided for in the Kroger Settlement, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

**General Release; extent.** A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the Kroger Settlement.





11. Nothing herein is intended to modify in any way the terms of the Kroger Settlement, to which Governmental Entity hereby agrees. To the extent this Participation and Release Form is interpreted differently from the Kroger Settlement in any respect, the Kroger Settlement controls.

I have all necessary power and authorization to execute this Participation and Release Form on behalf of the Governmental Entity.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

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

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

## Second Supplemental Agreement for Additional Funds From Additional Settlement of Opioid Litigation (“SAAF-2”)

### **I. PURPOSE**

The purpose of this Second Supplemental Agreement for Additional Funds (“SAAF-2”) is to direct Kroger Funds from the Kroger Settlement to the state of North Carolina and local governments in a manner consistent with the 2021 Memorandum of Agreement (“MOA”) Between the State of North Carolina and Local Governments on Proceeds Relating to the Settlement of Opioid Litigation (finalized in 2022) as well as the 2023 Supplemental Agreement for Additional Funds From Additional Settlements of Opioid Litigation (“SAAF”), which govern the distribution of Opioid Settlement Funds to the State and its Local Governments.

This SAAF-2 does not change the scope or meaning of the MOA or SAAF with respect to Opioid Settlement Funds governed by the MOA or Additional Funds governed by the SAAF, respectively. Instead, this SAAF-2 applies the terms of the MOA – with certain clarifications noted below – to the Kroger Funds from the Kroger Settlement described below.

### **II. SCOPE**

- A. Scope of the MOA. Under the terms of the MOA, the MOA governs Opioid Settlement Funds from:
  - 1. The National Settlement Agreement with the drug distributors Cardinal, McKesson, and AmerisourceBergen and the drug maker Johnson & Johnson and its subsidiary Janssen Pharmaceuticals; and
  - 2. The Bankruptcy Resolution with Mallinckrodt; the Bankruptcy Resolution with Endo; any Bankruptcy Resolution with Purdue; and any other Bankruptcy Resolution as the term “Bankruptcy Resolution” is defined in the MOA.
- B. Scope of the SAAF. The SAAF governs Additional Funds from the Additional Settlements with Additional Settling Defendants 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 the Additional Settlements.
- C. This SAAF-2 governs Kroger Funds from the Kroger Settlement as described below.



### **III. APPLICATION OF THE MOA TO THE KROGER SETTLEMENT AND FUNDS**

The MOA, which is incorporated herein by reference, governs the Kroger Settlement and Kroger Funds in every respect, except as set forth hereinbelow. In the event of any conflict between the MOA and this SAAF-2, with respect to the Kroger Settlement and Kroger Funds, the provisions of this SAAF-2 shall take precedence.

#### **A. Definitions.**

1. The definitions used in the MOA and the SAAF are incorporated by reference into this SAAF-2.
2. “Kroger” means the Kroger Co., as well as its subsidiaries, affiliates, officers, and directors named in the Kroger Settlement.
3. “Kroger Funds” means all funds allocated by the Kroger Settlement to the State or Local Governments for purposes of opioid remediation activities, as well as any repayment of those funds and any interest or investment earnings that may accrue as those funds are temporarily held before being expended on opioid remediation strategies. Not included are funds made available in the Kroger Settlement for the payment of the Parties’ litigation expenses or the reimbursement of the United States Government.
4. “Kroger Settlement” means a national opioid settlement agreement with the Parties and Kroger concerning alleged misconduct in manufacture, marketing, promotion, distribution, or dispensing of an opioid analgesic.
5. “Local Counsel” means legal counsel and law firms who have a principal office in North Carolina and represented one or more North Carolina counties and municipalities in litigation against one or more Additional Settling Defendant or Kroger concerning opioids.
6. “National Counsel” means legal counsel and law firms who have a principal office outside of North Carolina and represented various North Carolina counties and municipalities in litigation concerning opioids against one or more Settling Defendant, Additional Settling Defendant, or Kroger.
7. “Required Local Governments” means all North Carolina counties and municipalities that have filed litigation against any of the Settling Defendants, Additional Settling Defendants, or Kroger.



## B. Allocation of Additional Funds

1. Method of distribution. Pursuant to the Kroger Settlement, Kroger Funds shall be distributed directly to the State, Local Governments, and Local Counsel for such uses as set forth in the MOA and this SAAF-2, provided Kroger Funds shall not be considered funds of the State, any Local Governments, or any Local Counsel unless and until such time as each distribution is made.
2. Overall allocation of funds. Kroger Funds shall be allocated as follows with respect to each payment from Kroger: (i) 15% directly to the State (“State Kroger Abatement Fund”), (ii) 84.62% to abatement funds established by Local Governments (“Local Kroger Abatement Funds”), and (iii) 0.38% to a Local Counsel Fee Fund described in section IV of this SAAF-2.
3. The allocation of Local Kroger Abatement Funds between Local Governments shall be as described in MOA section B.3. However, to the extent required by the terms of the Kroger Settlement, the proportions set forth in MOA Exhibit G shall be adjusted: (i) to provide no payment from the Kroger Settlement to any listed county or municipality that does not participate in the Kroger Settlement; and (ii) to provide a reduced payment from the Kroger Settlement to any listed county or municipality that signs onto the Kroger Settlement after the deadline specified by the Kroger Settlement.
4. Municipal allocations of Local Kroger Abatement Funds shall be as described in MOA section B.4. Consistent with the manner in which MOA section B.4.b has been interpreted by the parties to the MOA with respect to Opioid Settlement Funds, a municipality that directs Local Kroger Abatement Funds to the county or counties in which it is located pursuant to MOA section B.4 shall be relieved of any reporting or other obligations under the MOA with respect to the redirected funds.
5. The use of Kroger Funds for opioid remediation activities shall be as described in MOA section B.5.
6. All Parties acknowledge and agree the Kroger Settlement will require a Local Government to release all its claims against Kroger to receive Kroger Funds. All Parties further acknowledge and agree based on the terms of the Kroger Settlement, a Local Government may receive funds through this SAAF-2 only after complying with all requirements set forth in the Kroger Settlement to release its claims.



### **C. Payment of Litigating and Non-Litigating Parties**

No party engaged in litigating the MDL Matter shall receive a smaller payment than a similarly situated non-litigating Party, other than as based on the Allocation Proportions in MOA Exhibit G.

### **D. Special Revenue Fund**

Every Local Government receiving Kroger Funds shall either (1) deposit the Kroger Funds in the special revenue fund that the Local Government created for Opioid Settlement Funds pursuant to MOA section D.1 and/or Additional Funds pursuant to SAAF section D.1 or (2) create a separate special revenue fund as described in MOA section D.1 that is designated for the receipt and expenditure of the Kroger Funds. In either case, every Local Government receiving Kroger Funds shall abide by MOA section D and other relevant provisions of the MOA with respect to the Kroger Funds in the special revenue fund.

### **E. Opioid Remediation Activities**

1. Local Governments shall expend Kroger Funds according to the requirements for Opioid Settlement Funds stated in MOA section E.
2. The coordination group established by MOA section E.7 and described in MOA Exhibit D shall have the same responsibilities with respect to remediation activities funded by Kroger Funds and related requirements and procedures that it has with respect to the Opioid Settlement Funds covered by the MOA.

### **F. Auditing, Compliance, Reporting, and Accountability**

1. The Auditing, Compliance, Reporting, and Accountability provisions stated in MOA section F shall apply to Kroger Funds in the way they apply to Opioid Settlement Funds.
2. The coordination group established by MOA section E.7 and described in MOA Exhibit D shall have the same responsibilities with respect to auditing, compliance, reporting, and accountability provisions relating to Kroger Funds that it has with respect to the Opioid Settlement Funds covered by the MOA.



## G. Effectiveness

1. When this SAAF-2 takes effect. This SAAF-2 shall become effective at the time a sufficient number of Local Governments have joined the SAAF-2 to qualify the SAAF-2 as a State-Subdivision Agreement under the Kroger Settlement. If this SAAF-2 does not thereby qualify as a State-Subdivision Agreement, this SAAF-2 will have no effect.
2. Amendments to the SAAF-2.
  - a. Amendments to conform to final national documents. The Attorney General, with the consent of a majority vote from a group of Local Government attorneys appointed by the Association of County Commissioners, may initiate a process to amend this SAAF-2 to make any changes required by the final provisions of the Kroger Settlement. The Attorney General's Office will provide written notice of the necessary amendments to all the previously joining parties. Any previously joining party will have a two-week opportunity to withdraw from the SAAF-2. The amendments will be effective to any party that does not withdraw.
  - b. Coordination group. The coordination group may make the changes to the SAAF-2 described and authorized in MOA Exhibit D.
  - c. No amendments to allocation between Local Governments. Notwithstanding any other provision of this SAAF-2, the allocation proportions set forth in MOA Exhibit G may not be amended.
  - d. General amendment power. After execution, the coordination group may propose other amendments to the SAAF-2, subject to the limitation in Section G.2.c of this SAAF-2. Such amendments will take effect only if approved in writing by the Attorney General and at least two-thirds of the Local Governments who are Parties to this SAAF-2. In the vote, each Local Government Party will have a number of votes measured by the allocation proportions set forth in MOA Exhibit G.
3. Acknowledgement. The Parties acknowledge this SAAF-2 is an effective and fair way to address the needs arising from the public health crisis due to the misconduct committed by the Pharmaceutical Supply Chain Participants.



## G. Effectiveness

1. When this SAAF-2 takes effect. This SAAF-2 shall become effective at the time a sufficient number of Local Governments have joined the SAAF-2 to qualify the SAAF-2 as a State-Subdivision Agreement under the Kroger Settlement. If this SAAF-2 does not thereby qualify as a State-Subdivision Agreement, this SAAF-2 will have no effect.
2. Amendments to the SAAF-2.
  - a. Amendments to conform to final national documents. The Attorney General, with the consent of a majority vote from a group of Local Government attorneys appointed by the Association of County Commissioners, may initiate a process to amend this SAAF-2 to make any changes required by the final provisions of the Kroger Settlement. The Attorney General's Office will provide written notice of the necessary amendments to all the previously joining parties. Any previously joining party will have a two-week opportunity to withdraw from the SAAF-2. The amendments will be effective to any party that does not withdraw.
  - b. Coordination group. The coordination group may make the changes to the SAAF-2 described and authorized in MOA Exhibit D.
  - c. No amendments to allocation between Local Governments. Notwithstanding any other provision of this SAAF-2, the allocation proportions set forth in MOA Exhibit G may not be amended.
  - d. General amendment power. After execution, the coordination group may propose other amendments to the SAAF-2, subject to the limitation in Section G.2.c of this SAAF-2. Such amendments will take effect only if approved in writing by the Attorney General and at least two-thirds of the Local Governments who are Parties to this SAAF-2. In the vote, each Local Government Party will have a number of votes measured by the allocation proportions set forth in MOA Exhibit G.
3. Acknowledgement. The Parties acknowledge this SAAF-2 is an effective and fair way to address the needs arising from the public health crisis due to the misconduct committed by the Pharmaceutical Supply Chain Participants.



4. When SAAF-2 is no longer in effect. This SAAF-2 is effective until one year after the last date on which any (a) Opioid Settlement Funds are being spent by Local Governments pursuant to the National Settlement Agreement and any Bankruptcy Resolution, or (b) Additional Funds are being spent by Local Governments pursuant to the Additional Settlements, or (c) Kroger Funds are being spent by Local Governments pursuant to the Kroger Settlement.
5. Application of SAAF-2 to settlements. This SAAF-2 applies to the Kroger Settlement.
6. Applicable law and venue. Unless required otherwise by the Kroger Settlement, this SAAF-2 shall be interpreted using North Carolina law and any action related to the provisions of this SAAF-2 must be adjudicated by the Superior Court of Wake County. If any provision of this SAAF-2 is held invalid by any court of competent jurisdiction, this invalidity does not affect any other provision which can be given effect without the invalid provision.
7. Scope of this SAAF-2. The Parties acknowledge this SAAF-2 does not excuse any requirements placed upon them by the terms of the Kroger Settlement, except to the extent those terms allow for a State-Subdivision Agreement to do so.
8. No third party beneficiaries. No person or entity is intended to be a third party beneficiary of this SAAF-2.
9. No effect on authority of parties. Nothing in this SAAF-2 shall be construed to affect or constrain the authority of the Parties under law.
10. Signing and execution of this SAAF-2. This SAAF-2 may be signed and executed simultaneously in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same agreement. A signature transmitted by facsimile, electronic image, or DocuSign shall be deemed an original signature for purposes of executing this SAAF-2. Each person signing this SAAF-2 represents he or she is fully authorized to enter into the terms and conditions of, and to execute, this SAAF-2, and all necessary approvals and conditions precedent to execution have been satisfied.





#### **IV. LOCAL COUNSEL FEE FUND**

Local Counsel have reviewed the Kroger Settlement, find it to be equitable, and recommend their clients execute the Kroger Settlement and this SAAF-2. If (1) all Local Counsel sign this SAAF-2 whereby they consent to the terms of this SAAF-2 and agree to be legally bound by this SAAF-2, including but not limited to Section IV of this SAAF-2, and (2) all Required Local Governments agree on or before August 12, 2024 to execute the Kroger Settlement, and dismiss litigation against Kroger (if applicable), as required by the Kroger Settlement, then each Local Counsel shall be entitled to receive a portion of the Local Counsel Fee Fund for the Kroger Settlement, in such proportions as set forth below. If one or more Required Local Governments does not execute the Kroger Settlement, and dismiss litigation (if applicable), as required by the Kroger Settlement, then the 0.38% share of Kroger Funds set forth in Section III.B.2 of this SAAF-2 for the Local Counsel Fee Fund shall be included in the Local Kroger Abatement Funds, such that 85% of the Kroger Funds will be allocated to Local Kroger Abatement Funds, and 0% will be allocated to the Local Counsel Fee Fund.

Local Counsel release all North Carolina counties and municipalities from any claim regarding the obligation to pay legal fees or costs relating to their representation of North Carolina counties and municipalities regarding opioid claims and litigation against Kroger. Local Counsel retain their rights to recover legal fees from any national legal fee fund established by a national settlement and to collect any fees due from National Counsel. If one or more National Counsel fails to release its North Carolina client counties and/or municipalities from any contractual obligation to pay legal fees or costs relating to their representation of North Carolina counties and municipalities regarding opioid claims and litigation against Kroger, as required for National Counsel and Local Counsel to receive a portion of the national fee funds created by the Kroger Settlement, then the 0.38% share of Kroger Funds set forth in Section III.B.2 of this SAAF-2 for the Local Counsel Fee Fund shall be included in the Local Kroger Abatement Funds, such that 85% of the Kroger Funds will be allocated to Local Kroger Abatement Funds, and 0% will be allocated to the Local Counsel Fee Fund.

The proportion of the Local Counsel Fee Fund to be received by each Local Counsel will be the same as for the Local Counsel Fee Fund created by the SAAF. Each Local Counsel's release of claims against all North Carolina counties and municipalities as provided above shall remain in full force and effect regardless of the proportion of the Local Counsel Fee Fund that any Local Counsel receives.



**IN WITNESS WHEREOF**, the parties, through their duly authorized officers, have executed this Second Supplemental Agreement for Additional Funds under seal as of the date hereof.

Washington County, NC  
Reference Number: CL-794334

Signature:

Name:

Title:

Date:

# WASHINGTON COUNTY BOARD OF COMMISSIONERS

## AGENDA STATEMENT

**ITEM NO: 2**

**DATE: August 5, 2024**

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

### **SUMMARY EXPLANATION:**

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

#### Public Comment Statements

In December of 2015, the Washington County Board of Commissioners adopted a public comment period. Essentially this policy said that a public comment period shall be set aside at the beginning of each regular monthly Commissioners and it shall be limited to a maximum of thirty (30) minutes.

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

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

1. Speakers shall be acknowledged by the Board Chairperson.
2. Speakers shall address the Board from the lectern at the front of the room, and begin their remarks by stating their name and address.
3. Public comment is not intended to require any Board or staff members to answer any impromptu questions or engage in debate. Speakers shall address all remarks to the Board as a body, and not to any individual board or staff members. Discussions between speakers and members of the audience shall not be allowed.
4. Speakers shall be courteous in their language and presentations, and shall not use profanity, racial slurs, or make any obscene remarks, nor engage in any personal attacks of commissioners.
5. Speakers shall have a maximum of three (3) to five (5) minutes to make their remarks depending on the number of speakers and topics. The Chairperson may limit the number of speakers allowed to make substantially similar comments with respect to the same topic.
6. Speakers who have prepared written remarks or supporting documents are encouraged to leave a copy of such remarks and documents with the County Clerk.
7. Speakers shall not discuss any of the following: matters which are the subject of public hearings set for the same meeting; matters which are closed session matters, including without limitation matters within the attorney-client privilege, anticipated or pending litigation, personnel, property acquisition, and matters which are made confidential by law.

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

**ITEM NO: 3**

**DATE: August 5, 2024**

**ITEM: Department Information Update: Facilities, Mr. Ricky Young, Director**

**SUMMARY EXPLANATION:**

Mr. Young will speak to the Board on the work that has been taking place around the County facilities and upcoming projects. (See list below.)

Also listed below are the Departments that have spoken to the Board this year. If there is a particular Department you are interested in hearing about, please let the Clerk know so she can arrange for them to attend an upcoming meeting. A list of all Departments is on the second page of this statement.

<b>Month</b>	<b>Department</b>	<b>Director</b>
JAN		
FEB	Sheriff's Office	Arlo Norman
MAR	Elections	Dora Bell
APR		
MAY		
JUNE	Senior Center	Renee' Collier
JULY	Soil & Water	Chris Respass
<b>AUG</b>	<b>Facilities</b>	<b>Ricky Young</b>
SEPT		
OCT		
NOV	Cooperative Ext.	Rebecca Liverman
DEC		

## **List of Departments**

Planning/Inspections	Human Resources
EM	Tax
EMS	Soil & Water
Elections	Utilities
Detention	DSS
Airport	Facilities
Landfill	TTA
Finance	Library
Register of Deeds	Soil & Water
MTW	Sheriff's Office
Senior Center	IT
Recreation	E911

## Projects list

2023- 2024

### Probation building:

- Added three new offices.
- Remodeled the kitchen.

### Former Facilities Office:

- Remodeled all three rooms.
- Installed new flooring.
- Converted all the lights to LED.

### DSS:

- Patched and painted 59 rooms.
- Converted all the lights to LED (69 lights).
- Removed four walls to enlarge the offices.
- Constructed three new walls.

### Tax/IT

- Remodeled former IT room for Tax.
- Installed new carpet.

### Airport:

- Converted kitchen to a Pilots lounge.
- Installed 4 new parking lot lights.
- Installed new cameras.

### Animal Shelter:

- Painted the inside of the building for new fencing.

### Courthouse:

- Replaced the sewer lines on the 1<sup>st</sup> and 2<sup>nd</sup> floor bathrooms.

### County Managers building:

- Replaced the sewer line in the kitchen.

### Library:

- Replaced the sewer line from the building to the road.
-

### Upcoming Projects

- Install exhaust fans over drink machines in Courthouse.
  - Install exhaust fan in Water Department.
  - Replace outside lights at the Library.
  - Pressure wash and paint Courthouse steps.
  - Pressure wash and paint fire exit steps by the Jail.
  - Install new plumbing at the Library for their remodeling.
  - Cut down a tree at the County Managers office.
  - Cut the trees at Probation and reconfigure the parking lot.
  - Cut a tree on the back of the garage in the Courthouse parking lot.
  - Install a new receptacle at the Creswell EMS building.
  - Replace cabinets and countertops at the Airport.
  - Convert all the lights to LED at the Water Plant in Roper.
-

Jul-24 HVAC Schedule

Location	Filter Changed	vent cleaned	Coil cleaned		
Airport					
Airport-Vault bldg					
Animal Control					
Board of Elections					
Courthouse					
Breakroom					
Clerk of Court-A					
Clerk of Court-b					
Communications					
Courtroom					
Finance					
Finance-HR					
Finance-Officer					
Finance-Asst Officer					
Finance-Storage rm					
Highway Patrol					
IT					
Jail- Booking					
Jail-A block					
Jail-B block					
Jail-Sallyport- Basement					
Maintenance-Supply rm					
Magistrate					
Resgister of Deeds					
Sheriff- closet					
Sheriff-entry					
Tax-1					
Tax-2					
Delinquent taxes					
Water Dept					
911					
911-server rm					
Creswell EMS					
CMO					
Planning					





## Completed Work Orders

Department	Hours	Materials	Cost	Date	Description
Health Department					
	3	toilet wall seal, vacuum breaker	\$20.00	2/8/2023	replaced toilet wall seal and vacuum breaker
	1	toilet and seat	\$250.00	3/2/2023	replaced toilet and seat
	1	hinges	\$15	3/20/2023	replaced the hinges
	2	exhaust fan	\$25.00	3/27/2023	installed new exhaust fan
	1	n/a	n/a	3/29/2023	replaced the drawer
	1	hinges	\$8.00	3/29/2023	replaced the hinges
	2	n/a	n/a	3/29/2023	adjusted the door knob
	1	n/a	n/a	4/3/2023	put tubes on light bulbs
	1	n/a	n/a	4/3/2023	plunged the toilet
	1	n/a	n/a	4/10/2023	adjusted the thermostat
	1	n/a	n/a	5/4/2023	plunged the toilet
	1	1 box of copy paper	26.96	5/9/2023	took supplies to them
	2	9-t12 bulbs	\$35.00	5/22/2023	replaced 9 bulbs
	1	n/a	n/a	6/12/2023	adjusted the door
	1	n/a	n/a	7/3/2023	hung light back that fell
	1	n/a	n/a	7/7/2023	put hinge back together
	1	2 t12 bulbs	\$7.00	7/11/2023	replaced the bad bulbs
	6	12ft shelving board	\$15.00	6/23/2023	made and hung a shelf
	4	25 bags tar patch	\$693.00	7/26/2023	filled in the holes in the driveway
	1.5	1t-12 bulb, 1 ballast	\$41.00	7/17/2023	replaced 1 bulb and 1 ballast
	10.5	6-2x6x8 boards, 1lb screws	\$52.00	8/9/2023	filled in the holes so the birds could not build their nests
	2.5	n/a	n/a	8/16/2023	adjusted the door
	2	exhaust fan/1-t12 bulb	\$28.50	8/17/2023	replaced exhaust fan 1 bulb
	1	n/a	n/a	8/29/2023	adjusted two doors
	0.5	toilet handle	\$4.00	9/1/2023	replaced the toilet handle
	2	Had the HVAC unit serviced by Bowens	\$149.00	9/12/2023	serviced by Bowens
	1.5	new p-trap	\$13.00	9/18/2023	replaced the p-trap
	1	GFCI cover plate	0.5	10/6/2023	replaced the cover plate
	2	flapper-flush valve	2	9/29/2023	repaired the toilet
	0.5	n/a	n/a	10/12/2023	removed 2 light bulbs
	0.5	n/a	n/a	10/13/2023	moved surplus items
	1	n/a	n/a	10/27/2023	moved office items
	0.5	n/a	n/a	10/31/2023	plunged the toilet
	56		\$1,361.00		

## Completed Work Orders

Department	Hours	Materials	Cost	Date	Description
Detention					
	0.5	n/a	n/a	3/20/2023	adjusted water valve
	0.5	2 t-8 bulbs	\$7.00	3/28/2023	replaced 2 bulbs
	0.5	caulking	\$3.00	3/28/2023	caulked the crack
	0.5	n/a	n/a	3/30/2023	adjusted water valve
	1	toilet tissue,paper towels disinfect,trash bags	\$144.00	3/31/2023	took supplies to them
	1	toilet tissue,paper towels disinfect,trash bags	\$144.00	4/14/2023	took supplies to them
	2	diaphragm,plunger assembly,exit light bulb	\$25.00	4/20/2023	fix the toilet,shower, exit light
	1	bug spray,toilet paper, paper towels,bags, copy paper	\$192.00	4/28/2023	took supplies to them
	1	n/a	n/a	5/3/2023	checked the HVAC system
	4	8 exit light bulbs,push button	\$40.00	5/4/2023	replaced 8 exit light bulbs replaced push button, adjusted 2 pvk's
	1	toilet paper,paper towels 2 mop heads	\$134.00	5/12/2023	took supplies to them
	3	n/a	n/a	5/19/2023	moved supplies to stoage
	1	box of copy paper	\$38.00	5/23/2023	took supplies to them
	1	l-box of toilet paper	488	5/24/2023	took supplies to them
	0.5	1 key	\$2.50	5/26/2023	gave them a key
	0.5	box of trash bags, 4 citrus sprays	\$39.00	5/26/2023	took supplies to them
	1	n/a	n/a	6/2/2023	checked the ice machine
	0.5	box of toilet papper	\$88.00	6/6/2023	took supplies to them
	0.5	box of paper towels,trash bags	\$41.00	6/9/2023	took supplies to them
	1	vacuum breaker, diaphragm		6/12/2023	repaired the toilet
	1	trash bags	\$15.00	6/15/2023	took supplies to them
	1	vacuum breaker		6/15/2023	repaired the toilet
	1	toilet paper,trash bags	\$103.00	6/16/2023	took supplies to them
	1	3 batteries		6/28/2023	replaced 33 batteries in emergency lights
	4	10 exit light bulbs	\$50.00	4/15/2023	replaced exit light bulbs
	1	faucett	\$25.00	6/28/2023	replaced the faucett
	1	3 t8 light bulbs	\$11.00	6/28/2023	replaced the bad bulbs
	0.5	box of toilet paper	88	6/30/2023	took supplies to them
	1	diaphragm		6/30/2023	replaced the diaphragm
	32.5		\$1,677.50		

# WASHINGTON COUNTY BOARD OF COMMISSIONERS

## AGENDA STATEMENT

**ITEM NO: 4**

**DATE: August 5, 2024**

**ITEM: Airport Engineering RFQ Selection, Ms. Mary Moscato, Airport Development Director**

### **SUMMARY EXPLANATION:**

Ms. Moscato will speak to the Board on the abovementioned subject.

See attached.

Recommendations from staff:

1. Make a motion to approve the RFQ evaluation team's recommended priority of most qualified firms and direct the County Manager to negotiate with firm in that priority until a contract to provide the services solicited by the RFQ at a fair and reasonable price is successfully reached between the parties; and
2. Make a motion to approve and authorize the County Manager to execute the engineering services contract presented, subject to any additional modifications or amendments requested by the Board or recommended to be made in the county's favor by the County Attorney prior to its execution.

# COUNTY OF WASHINGTON

## BOARD OF COMMISSIONERS:

ANN C. KEYES, CHAIR

CAROL V. PHELPS, VICE-CHAIR

TRACEY A. JOHNSON

JOHN C. SPRUILL

JULIUS WALKER, JR.



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

## ADMINISTRATIVE STAFF:

CURTIS S. POTTER, ICMA-CM  
COUNTY MANAGER & COUNTY ATTORNEY  
cpotter@washconc.org

JASON SQUIRES  
ASSISTANT COUNTY MANAGER  
acm@washconc.org

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

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

## AGENDA ITEM MEMO

**MEETING DATE:** August 5, 2024      **MEMO Date:** July 29, 2024      **ITEM:** 4

**SUBJECT:** Airport Engineering Services RFQ Evaluation & Award

**DEPARTMENT:** Airport

**FROM:** Mary Moscato, Airport Development Director

### **ATTACHMENTS:**

- A- RFQ Issued 4/30/24 for Architectural, Engineering, & Planning Consultant Services for Airport Development Projects for Plymouth Municipal Airport (PMZ) (4 pgs)
- B- Qualification Proposal from: AVCON, Inc. (15 pgs)
- C- Qualification Proposal from: Delta Group (14 pgs)
- D- Qualification Proposal from: Parrish & Partners (15 pgs)
- E- Qualification Proposal from: Talbert & Bright (15 pgs)
- F- Proposed Contract from: Talbert & Bright

**PURPOSE:** Review the attached Statements of Qualifications received from the firms in response to the County's RFQ for Consultant Services for Airport Development Projects and select the most qualified firm to direct staff to negotiate a contract for such services at a fair and reasonable price.

**BACKGROUND:** General Aviation airports like the Plymouth Municipal Airport, owned and operated by Washington County, are strongly encouraged by the FAA to recruit and maintain a resident engineering firm under contract. This firm provides a range of architectural, engineering, and planning consultant services for airport development projects.

Washington County's current contract for resident aviation engineering services with AVCON, Inc. expires on August 5, 2024. To continue planning future projects identified in the FAA-approved Airport Layout Plan (ALP) and to assist in obtaining state and federal funding, Washington County needs to secure a variety of professional services for its airport development projects. These services are best provided by contracting with a resident aviation engineering firm.

Applicable regulations mandate that the selection of such firms be based on their qualifications, without initial consideration of the costs they may charge for their services. Once the most qualified firm(s) are selected, the County will negotiate a contract to ensure the services are provided at a fair and reasonable cost.

**ANALYSIS:** The attached RFQ was published on the County website and distributed directly to known interested firms as well as indirectly to the NC Aviation Association Listserve to which most qualified firms providing such services in NC are subscribed for that specific purpose.

Four Statements of Qualification (attached) were received by the RFQ deadline and evaluated by a team consisting of the County Manager, Assistant County Manager, Airport Development Director, a County Commissioner, and NCACC Strategic Project Coordinator. The evaluation was conducted individually using a weighted scoring approach in which each firm could earn 100 possible points based on the same evaluation criteria published in Section 5 of the RFQ itself. The evaluation team collectively weighted the criteria, as shown in the Max Points column in the table below.

Each team member conducted an independent evaluation of each firm. The average of those scores is reflected in the table below. The evaluation team unanimously scored and recommends Talbert & Bright. as the most qualified firm.

<b>AVIATION RFQ EVALUATION CRITERIA:</b>	<b>MAX POINTS:</b>	<b>AVCON Average Score</b>	<b>DELTA GROUP Average Score</b>	<b>PARRISH &amp; PARTNERS Average Score</b>	<b>TALBERT &amp; BRIGHT Average Score</b>
Specific professional backgrounds and experience of the key personnel who will be involved in providing these services.	15	67	52	71	74
Demonstrated capability of firm to furnish said personnel for work on county's projects and availability of said personnel to county staff and for attendance of public hearings and board meetings as required.	20	85	47	85	87
Firms' knowledge of FAA/NCDOT Division of Aviation regulations, policies and procedures and proven background, experience in working with the FAA and NCDOT Department of Aviation, and other airports of this type and size, including Firm's ability to assist county staff with any online portal documentation required by state and/or federal agencies.	30	123	92	137	139
Quality of comparable projects previously undertaken and capability to complete projects without having major cost escalations or overruns.	15	61	22	70	71
Demonstrated ability to complete work in a timely manner.	10	44	14	47	46
Overall evaluation of completeness and contents of the proposal.	5	21	5	24	22
References	5	22	19	24	22
<b>TOTAL POINTS:</b>		<b>423</b>	<b>251</b>	<b>458</b>	<b>461</b>
<b>RECOMMENDED PRIORITY OF MOST QUALIFIED FIRMS:</b>		<b>3<sup>rd</sup></b>	<b>4<sup>th</sup></b>	<b>2<sup>nd</sup></b>	<b>1<sup>st</sup></b>

**FINANCIAL IMPACTS:** No immediate direct financial impact at this time. Upon entering into a contract for services, the County would pay for services as requested and incurred from within the Airport budget.

**RECOMMENDATION(S):** Review the attached Statement of Qualifications and:

1. VOTE: To approve the RFQ evaluations team's recommended priority of most qualified firms and direct the County Manager to negotiate with the firm in that priority until a contract to provide the services solicited by the RFQ at a fair and reasonable price is successfully reached between the parties.
2. VOTE: To approve and authorize the County Manager to execute the engineering services contract presented, subject to any additional modifications or amendments requested by the Board or recommended to be made in the County's favor by the County Attorney prior to its execution.

# Plymouth Municipal Airport - PMZ

REQUEST FOR QUALIFICATIONS

FOR  
ARCHITECTURAL, ENGINEERING, AND PLANNING CONSULTANT SERVICES

FOR  
AIRPORT CAPITAL IMPROVEMENT PROJECTS

FOR THE  
PLYMOUTH MUNICIPAL AIRPORT  
(PMZ)

1069 Plymouth Airport Road  
Plymouth, NC 27962

Mary Moscato  
Airport Development Director  
(252) 495-1411  
[mmoscato@washconc.org](mailto:mmoscato@washconc.org)



**April 30<sup>th</sup>, 2024**

## 1. GENERAL

Washington County, a body politic of North Carolina, and the owner, operator, and sponsor of the **Plymouth Municipal Airport (PMZ)**, is seeking statements of qualifications from qualified consultants for professional on-call airport architectural, engineering, and planning services for Airport Development Projects for the next five (5) years. A&E services will generally consist of architectural design, civil, geotechnical, structural, mechanical, electrical engineering, and capital project planning.

Submittals will be received until **5:00 p.m. on June 14th, 2024**, in the office of the Airport Director to the attention of Mary Moscato at the address below:

Plymouth Municipal Airport  
1069 Plymouth Airport Road  
Plymouth, NC 27962

**No proposal will be accepted after this time.** Firms are solely responsible for ensuring timely delivery of any proposals to the County by the deadline stated. Washington County assumes no responsibility for costs incurred in responding to this RFQ.

Questions regarding the scope of services or other items related to this request must be directed to:

Mary Moscato  
Airport Development Director  
Plymouth Municipal Airport  
252-495-1411  
[mmoscato@washconc.org](mailto:mmoscato@washconc.org)

## 2. SEQUENCE of Activity

- Issue RFQ on April 30<sup>th</sup>, 2024
- Receive and answer any questions concerning RFQ
- Interested firms respond by the deadline of 5:00 pm on June 14<sup>th</sup>, 2024
- Review committee convenes to review submittals – June 21<sup>st</sup>, 2024
- Interviews conducted if necessary
- Contract negotiations begin
- Contract approval recommendation to Board of County Commissioners – July/August, 2024

## 3. SCOPE OF SERVICES

Washington County continues to work diligently to provide improvements that will promote growth and enhance safety and service at PMZ.



Projected project services may include airside and landside planning, preliminary engineering, design, bidding/negotiation, construction management, and project closeout phase services. Special services, such as geotechnical investigations, materials testing, surveying, construction observation and resident inspection services may also be needed and may be accomplished by the principal consultant or a subcontracted sub-consultant. Among the projects that may be considered during the next five (5) years are as follows:

- a. AWOS
- b. 10-Unit T-Hangar
- c. Airfield maintenance equipment storage building
- d. Terminal building
- e. Rehabilitation of terminal parking Lot
- f. Terminal apron rehabilitation
- g. Taxi-lane and asphalt apron rehabilitation
- h. Perimeter fencing
- i. 60' x60' hangar, apron, and parking lot
- j. Land acquisition
- k. Other capital improvement projects that may be funded

Consultant will be expected to provide miscellaneous services relating to the airport on an as-needed and as-requested basis. Services may include technical assistance, general consulting and assistance with grant applications, research, contract document preparation, or other professional services.

Key individuals identified in the proposal as members of the project team will be expected to be available to perform the work as identified for each project.

#### **4. CONTENT OF THE PROPOSAL**

Washington County requests that any firm desiring to be considered submit four (4) hard copies and one (1) flash drive copy of the Statement of Qualifications as requested in section one of this RFQ. Copies of your proposal should be marked "ARCHITECTURAL, ENGINEERING, AND PLANNING CONSULTANT SERVICES FOR PMZ", and should contain the following tabbed sections:

- a)** Cover/Title Page listing the statement purpose, the firm's name, address, and a contact person's information for questions concerning the submitted statement.
- b)** A section on the prospective firm's experience, providing a description of the firm's experience and qualifications in airport engineering, planning, and construction work for similar type projects. A list of similar airport projects that involved federal and state funding and were completed within the last

five (5) years should be included, along with a listing of any and all office locations that would be available to assist in the Airport's projects' work.

- c) A section that provides a list of those firm employees who would be pertinent in developing and supporting all airport development and project management. This listing should include capability and the responsibility for each of those firm employees, especially for those who have specific similar experience to the projects listed above, and who have experience in working with FAA and NCDOT regulations and procedures.
- d) Provide as a minimum, three (3) references familiar with the quality of work accomplished by the prospective firm on similar type projects. References must include the reference agency's name and address, along with a contact person's telephone number/email address; and a summary of the relation and experience the reference has with the prospective firm.

The entire Statement of Qualifications should not exceed fifteen (15) pages; excluding the cover/title page. Statement of Qualifications that exceed 15 pages will not be considered.

#### 5. QUESTIONS PRE-SUBMITTAL

All questions and clarifications should be submitted by e-mail to the above e-mail address. **No phone calls, please.** Any responses will be provided in writing as Addenda, and uploaded for all interested parties to view at <https://washconc.org/bid-opportunities/>

#### 6. EVALUATION PROCESS

Washington County follows the qualification-based selection process set by the FAA under AC150/5100-14E, Change 1, and as required by the NCDOT Division of Aviation. Proposals received will be evaluated by a review committee and the committee will select the firms to be interviewed, if necessary. Statements will be evaluated according to the following non-exclusive selection criteria:

- a) Specific professional backgrounds and experience of the key personnel who will be involved in providing these services. **15 points**
- b) Demonstrated capability of firm to furnish said personnel for work on county's projects and availability of said personnel to county staff and for attendance of public hearings and board meetings as required. **20 points**
- c) Firm's knowledge of FAA/NCDOT Division of Aviation regulations, policies and procedures and proven background, experience in working with the FAA and NCDOT Division of Aviation, and other airports of this type and size, including Firm's ability to assist county staff with any online portal documentation

required by state and/or federal agencies. **30 points**

**d)** Quality of comparable projects previously undertaken and capability to complete projects without having major cost escalations or overruns. **15 points**

**e)** Demonstrated ability to complete work in a timely manner. **10 points**

**f)** Overall evaluation of completeness and contents of the proposal. **5 points**

**g)** References. **5 points**

**General Comments:** Any cost incurred by respondents in preparing or submitting proposals for the project shall be the respondents' sole responsibility. All responses, inquiries, or correspondence relating to this RFQ will become the property of the County when received and will be subject to the open records law of the state of North Carolina. The County reserves the right to refuse any or all proposals received. The County reserves the right to select a Firm without holding interviews

## **7. CONTRACT**

The top-ranked firm or firms will be invited to negotiate a five-year on-call master contract with Washington County to be recommended to the Washington County Board of Commissioners for approval. For each project performed under the Master Contract, a detailed scope of work will be developed and agreed to by the Aviation Consultant and Washington County. This detailed scope of work and associated fee will be developed into a work authorization and be included as an attachment to the Master Contract. The Master Contract may be cancelled by either party for any reason at any time.

**END OF RFQ**

JUNE 14, 2024

# Architectural, Engineering, and Planning Consultant Services

for Airport Capital Improvements Projects  
for the Plymouth Municipal Airport (PMZ)



Submitted by:



Marty Wynn, PE  
Senior Project Manager  
6230 Carolina Beach Road  
Wilmington, NC 28412  
(P) 910.685.7113  
(C) 910.612.6900



June 14, 2024

Mary Moscato  
Airport Development Director  
1069 Plymouth Airport Road  
Plymouth, NC 27962

**Reference: Architectural, Engineering, and Planning Consultant Services for PMZ**

Dear Ms. Moscato,

AVCON, INC. is pleased to submit four (4) hard copies and one (1) flash drive of the Statement of Qualifications for Architectural, Engineering, and Planning Consultant Services for Plymouth Municipal Airport (PMZ) for Airport Capital Improvement Projects.

Founded in 1988, **AVCON, INC. (AVCON)** serves the aviation, facilities, transportation, and development industries and employs over 120 professionals with expertise in all aspects of aviation planning and design; civil engineering, electrical engineering, mechanical engineering, plumbing engineering, fire protection design, utilities coordination and design, and structural engineering; traffic planning and highway design; and a full array of design and construction support services. AVCON has built its reputation on delivering innovative and practical engineering solutions to clients throughout the Southeast. These solutions blend both economic and technological elements to provide an effective approach to all the firm's projects. AVCON offers high-level technical expertise based on more than three decades of hands-on experience – ensuring the job is done right the first time. AVCON prides itself on partnering with clients in *Transforming Today's Ideas into Tomorrow's Reality*.

For 36 years, AVCON and its dedicated personnel have cultivated a reputation for implementing and delivering innovative and practical engineering solutions to our clients. In addition to our quick response times and creative solutions, one of the greatest benefits of contracting with AVCON is our involvement on the front end of projects, providing innovative concepts for improvements and efficiencies, avoiding constructability issues with creative solutions, working to design less costly alternatives, and designing projects in a manner that provides for reduced long-term maintenance, higher operating efficiencies, and increased sustainability and resilience.

The AVCON team has truly unparalleled qualifications to support Washington County and PMZ on this contract. We bring extensive, relevant, and award-winning project experience such as airport planning, environmental analysis, land acquisition assistance, preliminary design, final design, estimating, bidding, construction administration, and resident project representative services, and excellent relationships with many governing agencies, including NCDOA, NCDOT, and the FAA. We also possess a thorough knowledge of current regulations and permitting requirements for local, state, and federal regulatory agencies. Finally, AVCON's proven response capabilities are unmatched and are only a phone call or a short drive away.

AVCON has earned our reputation as a leading airport consultant for airports throughout the Southeast and the firm has successfully been serving the Carolinas since opening its Charlotte office in 2002. AVCON has served as the prime consultant for individual project-based and multiyear, airport general and on-call consulting contracts since its inception and the firm's airport professionals have been instrumental in the design, permitting, and construction of hundreds of projects at multiple airports throughout the southeast. Additionally, AVCON has specifically selected this team of professionals and subconsultants based on long-term successful working relationships as well as the specific expertise required to address the needs of PMZ.

**James Moose, PE, Principal-in-Charge**, and **Marty Wynn, PE, Senior Project Manager** understand the importance and future potential of PMZ as a key economic contributor to the County and region. They both hold more than eight years of experience at PMZ, and will continue to work with the County/Airport to map out development and funding strategies over the next five years and beyond. AVCON will keep the County/Airport up to date throughout all phases of a project through regular communication with the designated County/Airport staff. Your Senior Project Manager, Marty Wynn, PE is available to the County/Airport on a 24/7 basis, ensuring that each priority is addressed appropriately and meets or surpasses expectations in every instance. He works out of AVCON's Wilmington office and can be reached by email or phone at: [mwynn@avconinc.com](mailto:mwynn@avconinc.com), Office: **910.685.7113**, Cell: **910.612.6900**.

We appreciate your review of our team's credentials for this contract and are excited to demonstrate our personal and corporate commitment to Washington County and PMZ. We look forward to the opportunity to serve you and thank you in advance for your consideration in this important role.

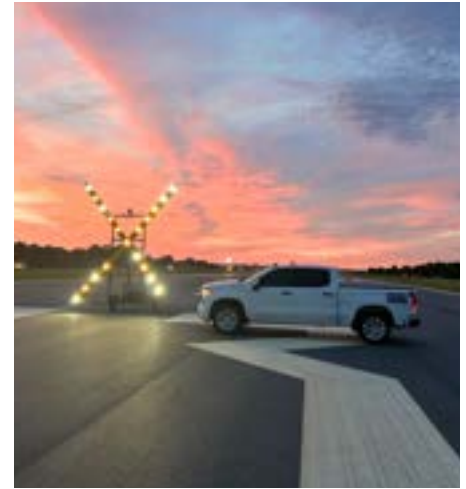
Sincerely,  
**AVCON, INC.**

James Moose, PE | Principal-in-Charge

Marty Wynn, PE | Senior Project Manager

# FIRM OVERVIEW AND EXPERIENCE

AVCON is a full-service engineering and planning firm specializing in airports, transportation, facilities, and site development projects. With 36 years of airport general consulting, on-call services, and design and planning experience at more than 100 airports, AVCON's staff of engineers and planners has completed essentially every type of airport project, ranging from airport master plans, environmental assessments, DBE plans, and condition assessments, to airfield pavement designs, lighting and NAVAIDs, hangar developments, terminal upgrades, fuel farms, security and access control, roadway and parking designs, and utility and stormwater improvements. AVCON also provides specialty services related to airfield and lighting evaluation, electrical vault arc-flash analysis, and capacity studies utilizing in-house testing equipment and fully trained staff. These capabilities result in safe, cost-effective, and efficient enhancements while reducing construction impacts.



Because an airport includes many elements beyond the limits of the airfield, it is important to consider an engineering team that also understands the connection between the airfield and the supporting infrastructure and can offer an experienced and insightful perspective on development and project execution. AVCON provides this understanding and skill. In

addition to our airfield expertise, AVCON also provides related civil engineering design services for elements more commonly associated with the landside (non-aviation) portion of airports, including land development such as utilities, roads, and parking facilities; structural and support engineering for hangars and other building infrastructure; and electrical design for primary power distribution and airfield lighting improvements. AVCON offers complete civil, structural, mechanical, electrical, plumbing, and fire protection design services to augment their recognized airport and aviation disciplines.






Complementing a long history of design services is an extensive construction background that allows AVCON to provide quantity takeoffs and realistic cost estimates. This capability has contributed to a proven track record, assisting AVCON's clients (and funding agencies) with budgeting for small and large multi-phase projects.

The collective experience of AVCON for both commercial service and general aviation airports is extraordinary and unmatched. AVCON frequently receives industry recognition and exposure through our award-winning projects and knowledgeable staff. Our aviation professionals are often present at industry conferences and workshops about implementing cost-saving and sustainable project strategies that have resulted in long-lasting design solutions.

AVCON's airport professionals have been instrumental in the design, permitting, and construction of thousands of projects at airports throughout the Carolinas and the Southeast, allowing the team to offer an extensive range of experience that meets the needs of PMZ and specifically the requirements of the RFQ. AVCON has worked at over 100 airports, which include air carriers, general aviation, and military facilities. As evidence of AVCON's long-term commitment to quality and service, the firm continues to provide engineering services to many of its earliest clients.

## TEAM EXPERTISE

Both James and Marty have successfully served many airports in assignments similar to this role, including similar multi-year contracts for airports in Smith Reynolds Airport, Ashe County Airport, Kinston Regional Jetport, Clinton-Sampson County Airport, Asheville Regional Airport, Montgomery County Airport, Duplin County Airport, Avery County/Morrison Airport, Wilmington International Airport and on-call with DOA. AVCON is prepared to handle any project services including planning, design, bidding, construction administration, grant administration, and land acquisition. With the list of projects covered over the next few pages, you will see that AVCON has the experience needed to handle any assigned project including AWOS, hangars and maintenance buildings, terminal building, rehabilitation of landside and airside pavements, fencing, site developments, and land acquisition. Additionally, this management team will work to:

-  Review and coordinate project management tasks for the team.
-  Adhere to approved project schedules by allocating appropriate staff and subconsultant resources
-  Maintain project costs per grant limitations and pre-established budget
-  Remain accountable for the content of plans and specifications along with bidding/contract documents.
-  Perform quality reviews prior to certifying deliverables.



## PROJECT EXPERIENCE

### Runway 24 Obstruction Removal | Clinton-Sampson County Airport

This \$341K project included the removal of trees and brush within the Runway Protection Zone and the approach of Runway 24. The site included an existing pond, two existing streams, and wetland areas. Construction comprised stump removal and grass reseeding in areas that were not identified as Waters of the US (i.e., jurisdictional wetlands or streams). Tree stumps remained in areas that were identified as jurisdictional to avoid land disturbance within the Waters of the U.S. Project elements included clearing by stump in place, clearing and grubbing, erosion and sediment control, and revegetation (seeding and mulching) to increase safety around the airfield.



### Partial Parallel Taxiway and Apron Expansion | Ashe County Airport

The \$3.8M Partial Parallel Taxiway and Apron Expansion project consisted of the western portion of the parallel taxiway and Phase 1 of the apron expansion, as well as approximately 4 acres of obstruction removal. The overall scope of work for the project included clearing and grubbing, demolition/relocation of existing pavement and marking; proposed asphalt paving; aggregate base course; LED taxiway lighting and signage; electrical duct bank installation; drainage improvements; wind cone relocation; and obstruction removal.



### Runway 15-33 Rehabilitation | Smith Reynolds Airport

Smith Reynolds Airport's primary runway, Runway 15-33, was deteriorating and required rehabilitation. To minimize impact on MRO tenants, AVCON developed a phased approach, including alternatives like displaced thresholds and declared distances, night closures, full-time closures, and weekend closures. Work on this \$6.8M project comprised 4" mill/asphalt pavement resurfacing, adjustment to "Hot Spot" taxiway intersections, replacement of a failed storm drain pipe crossing under Runway 15-33, and installation of new taxiway edge lighting and guidance signs at the reconfigured taxiway intersections. Through coordination with tenants and suppliers, we completed the project successfully within budget and on schedule.



### Airfield Lighting Rehabilitation | Smith Reynolds Airport

This project consists of the rehabilitation of the airfield electrical systems including Runway 4-22 and 15-33 and Taxiways A, B, C, D, E, F, H, M, N, O and P. The rotating beacon was also replaced with a new LED rotating beacon. The work included the removal of all light fixtures, cable, conduit, and counterpoise and installation of new Taxiway edge light fixtures and signage. In addition, new runway edge lights, threshold lights, and signage were installed for Runways 15-33 and 4-22. The design included the cable, conduit, duct bank, junction can plazas, and lightning protection to provide a reliable, resilient, and efficient airfield lighting system.



### Apron Expansion and Partial Parallel Taxiway | Avery County Airport

As part of the Terminal Area Development Program, the Authority worked with AVCON on the design and construction of an apron expansion and partial parallel taxiway. A total of three design options were developed for the Authority's review. The Authority selected one of the options and requested some changes to the layout. AVCON incorporated the suggestions/recommendations and then finalized the design. The overall scope of work for this \$1.7M project included demolition/relocation of existing utilities, pavement, and marking; removal of existing fueling tanks; proposed paving; stone; grading; matting; electrical duct bank installation; relocation of existing fuel tanks and dispenser equipment; installation and testing of the relocated fueling facility; drainage improvements; fencing; and access controls.



### Forest Service Hangar Facility | Duplin County Airport

This \$7M project comprised the design and construction of a new facility consisting of two hangars, approximately 11,500 sf each with one having an interior office space of 3,000 sf, approximately 9,400 sf of apron and access taxiway parking area, and entrance road (approx. 750 sy), and extension of water and dry utilities to service the site. The project was completed in two phases, with the first phase being the site preparation with clearing/ grubbing and grading. The second phase of the overall development included minor site grading and unclassified excavation, taxiway construction, apron construction, drainage installation, and utility installation as well as construction of the two hangars, parking lot, and entrance drive; taxiway marking and lighting; fence/gate installation; and seeding/mulching.



### Runway 5-23 Rehabilitation | Kinston Regional Airport

This \$8.5M project included milling and overlay of Runway 5-23 based on the findings and inspection report from the NCDOA. The pavements exhibited various levels of distress, oxidation/weathering, lane separation, raveling, and longitudinal/transverse cracking. The project removed the distressed upper surface coarse and replaced with new asphalt pavement.



### Airfield Electrical Rehabilitation | Kinston Regional Jetport

This project includes the removal and replacement of the existing Runway 5-23 edge lighting and signage, Runway 5 displaced threshold lighting, Runway 5 end lighting, distance-remaining signs, Runway 23 threshold lighting, and Runway 23 end lighting with new LED fixtures as well as updating the infrastructure, adjusting linear spacing of lights between thresholds, upgrading lightning protection, replacing circuit conductors including the homeruns, and vault modifications. Modifications and updates were also made to Taxiways A and B. Additional services included removal and replacement of the Runway 5 PAPI system with a new LED system and removal and replacement of Runway 5-23 REILs and wind cones as well as replacement of the circuit conductors and power source.



### Fuel Farm and Terminal Fence | Ashe County Airport

This facility contains a new 12,500-gallon tank and a relocated 10,000-gallon tank. In addition, a 10,000-gallon underground tank was removed. The fuel farm facility has self-dispensing and card reader capabilities. The \$637K project also included removal of 255 ft of existing chain link fence, two existing swing gates, and one existing pedestrian gate as well as installation of approximately 337 ft of new terminal fence. Additionally, two sliding gates with Advantage DK Digital Keypad and one pedestrian gate were installed. The scope of work included relocation of the existing tank, removal of the existing underground tank and installation of the new fuel farm facility.



### Perimeter Fencing | Montgomery County Airport

This \$472K project included the construction of over 8,500 ft of 8 ft tall chain-link fence with one 20-ft long double swing gate around the perimeter of the airport. The project was divided into Base Bid and Additive Alternative. The Base Bid project included the construction of approximately 5,500 ft of chain-link fence, starting from the south end of the site. The south eastern and north eastern property line and tied into the existing airport entrance gate. It also included the installation of one 20 ft manual double-swing gate on the existing gravel road at the south end of the site and approximately 40 ft from the property line. Additionally, the Base Bid included the dismantling and removal of 500+ ft of a pre-existing six ft tall chain-link fence. The Additive Alternate included the installation of approximately 3,200 ft of chain-link fence along the south and western property line, at a midpoint of the Runway 3-21.



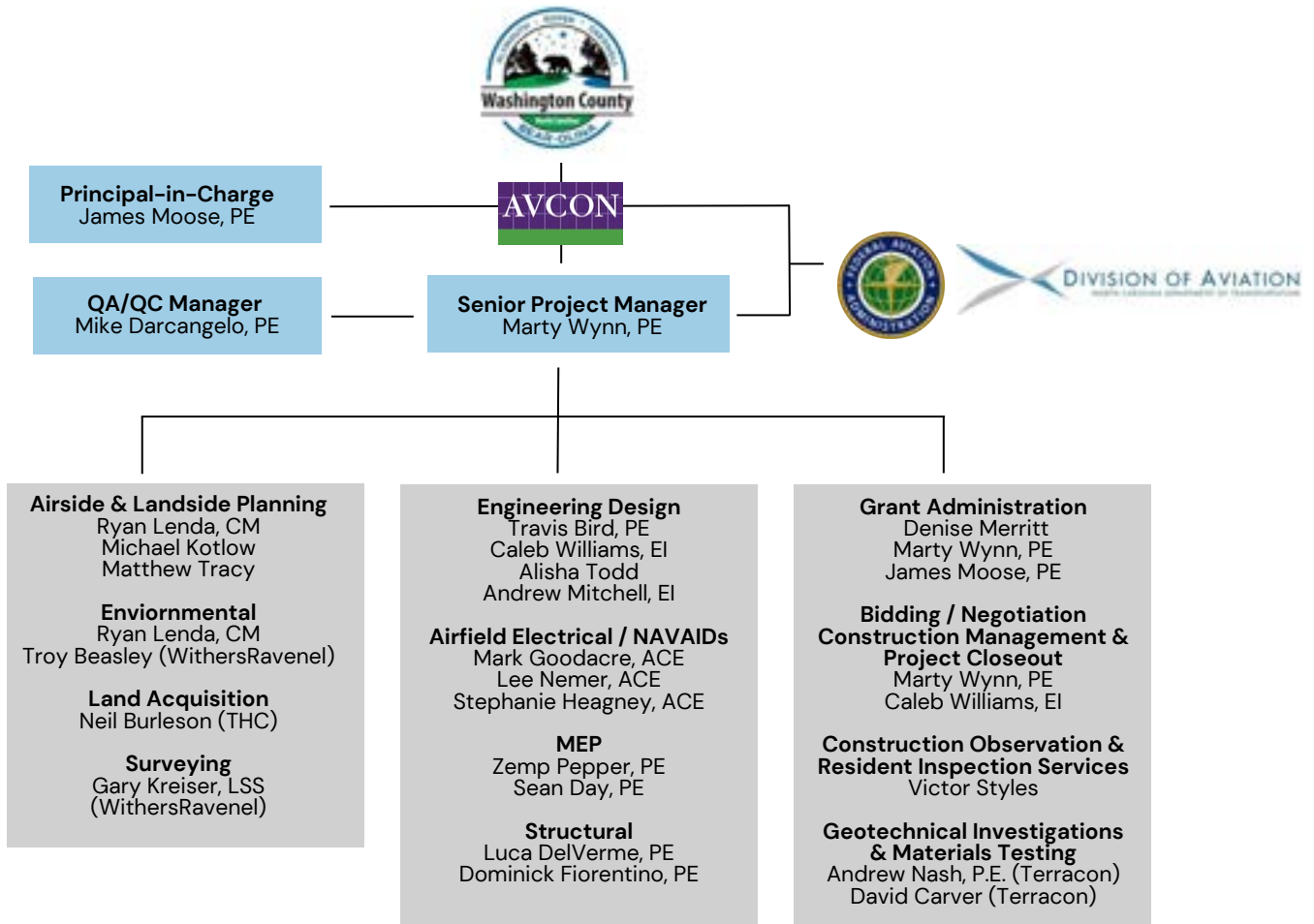


# RECENT / RELEVANT EXPERIENCE

AVCON's airport professionals have been instrumental in the design, permitting, and construction of thousands of projects at airports throughout the Carolinas and the Southeast, allowing the team to offer an extensive range of experience that meets the needs of PMZ and specifically the requirements of the RFQ. AVCON has worked at over 100 airports, which include air carrier, general aviation, and military facilities. As evidence of AVCON's long-term commitment to quality and service, the firm continues to provide engineering services to many of its earliest clients. The matrix below shows additional projects and services completed in the last 5 years that AVCON has completed in North Carolina which provide relevant experience to similar projects for PMZ.

SIMILAR EXPERIENCE		Airport Planning	Environmental Analysis	Grading	Drainage	Airfield Pavements	Parking and Roadway Pavements	Pavement Rehabilitation	Obstruction Removal	Hangars	Terminal Buildings	Fuel Farm and Fuel Improvements	Airfield Lighting Systems	Land Acquisition	NCDOA and FAA Coordination	Grant Administration Assistance	Bidding Support	Construction Administration
Airport	Project Name																	
Asheville Regional Airport	Parking Lots Project		●	●	●		●										●	●
	Temporary North Parking Lot						●										●	●
	South Parking Lot		●				●	●									●	●
Avery County Airport	Apron Expansion and Partial Parallel Taxiway Project		●	●	●	●	●	●				●			●	●	●	●
	South Parallel Taxiway		●	●	●	●									●	●		●
	Terminal and Hangar Project		●	●	●	●	●			●	●				●	●	●	
Ashe County Airport	Partial Parallel and Apron Expansion Taxiway Project		●	●	●	●		●	●				●		●	●	●	●
	Land Acquisition		●											●	●			
	Perimeter Fence		●												●	●	●	●
	Taxiway A Study	●													●			
	Apron Expansion and Taxiway Rehab		●	●	●	●		●					●		●	●	●	●
Duplin County Airport	Fuel Farm and Terminal Fence											●	●					
	Drainage Assessment		●	●	●										●	●	●	●
Clinton Sampson Airport	Forestry Service Hangars	●	●	●	●	●	●		●	●			●		●	●	●	●
	Airport Layout Plan	●													●	●		
Kinston Regional Jetport	Obstruction Removal		●	●					●						●	●	●	●
	Taxiway A Rehabilitation		●												●	●	●	●
	Airport Layout Plan	●													●	●		
	Terminal Building Rehabilitation										●							
Montgomery County Airport	Fuel Farm											●					●	●
	Land Acquisition		●											●	●	●		
	Airport Layout Plan	●													●	●		
	Perimeter Fence		●												●	●	●	●
Smith Reynolds Airport	Fuel Farm											●			●	●	●	●
	Taxiway A Rehabilitation		●										●		●	●	●	●
	Taxiway L Project		●										●		●	●	●	●
	Taxiway Q	●	●	●	●	●			●				●	●	●	●	●	●
	Land Acquisition		●										●	●	●			
	Runway 15-33 Rehabilitation		●	●	●	●		●					●		●	●	●	●
Terminal Rehabilitation						●				●						●	●	

# TEAM ORGANIZATION CHART



## PROJECT TEAM



### MARTY WYNN, PE | SENIOR PROJECT MANAGER

Marty Wynn, PE is a civil engineer with 34 years of experience. He is skilled in managing projects from funding, to design and construction; he has established relationships with funding agencies; and he is experienced in preparing client reimbursements for FAA and state grants. Marty's strengths include pavement studies, overlay pavement designs, drainage system design, master plan updates, runway extensions, apron expansions and rehabilitation, roadway design, NAVAID installations, airfield lighting rehabilitation, hangars, taxiways, approach analyses, land use planning, permitting, stormwater design, perimeter fencing, grant reimbursements, terminal area studies, land use planning, and innovative ways of value engineering for efficient use of available funding.

#### **Airfield Pavement Rehabilitation**, Kinston Regional Jetport, NC | Project Manager

This project consisted of the design and construction of the rehabilitation of the existing runway and general aviation apron pavements were in poor condition and in need of rehabilitation. The pavements were exhibiting various levels of distress; oxidation/weathering, paving lane separation, raveling, and longitudinal/transverse cracking.

#### **Forestry Service Hangar Facility**, Duplin County Airport, NC | Project Manager

This project consisted of two hangars that were approximately 11,500 sq ft each with one having an interior office space of 3,000 sq ft. A 9,400 sq ft apron was also constructed. The parking area and entrance road were approximately 750 sq yd. This was a new facility being built for the Forest Service which will be relocating from Kinston Regional Jetport out of their aging facilities. This project consists of clearing/grubbing, grading, drainage, taxiway and apron construction, utility installation, parking lot construction, taxiway lighting, fence/gate installation, and seeding/mulching.

#### **FBO and Terminal Area Parking Lot Rehabilitation**, Clinton-Sampson County Airport, NC | Project Manager

This project included the design and construction of the existing FBO apron and terminal parking lot pavement rehabilitation. The existing parking lot exhibited various levels of distress; oxidation/weathering, pavement separation, raveling, and cracking. The existing pavement section varies from 1.5 to 2 in. of state mix asphalt over a sand clay base. The parking lot was paved with 2 in's of an NCDOT S9.5B mix. The FBO Apron was paved with 1.5 in's of P-401 Asphalt overlaid with 1.5 in's of P-404 Fuel Resistant Asphalt.

#### **Parallel Taxiway Design**, Plymouth Municipal Airport, NC | Project Manager

This project consists of the construction of a full parallel taxiway and connector taxiways and taxilanes. The parallel taxiway was needed to bring PMZ into compliance with the current statewide system plan, and in doing so, increase the overall safety of the airport users. The project also included extensive permitting efforts in order to minimize environmental impacts. The project consisted of substantial undercutting/underdrain system to stabilize the subgrade, grading, drainage, paving, lighting, and seeding/mulching.



**JAMES MOOSE, PE | PRINCIPAL-IN-CHARGE**

James Moose, PE has 23 years of experience managing and designing airport development projects in North Carolina and across the southeast. His areas of expertise include project management, planning, grading, drainage, pavement design, detention, sediment and erosion control, roadway layout and design, utilities, lighting, NAVAIDS, estimating, permitting, and construction administration. He has been responsible for the design of pavements for numerous airfield projects, including ramps, taxiways, runways, and overlays.

**Partial Parallel Taxiway and Apron Expansion, Ashe County Airport, NC | Project Manager**

Project included clearing and grubbing, demolition/ relocation of existing pavement and marking; proposed asphalt paving; aggregate base course; grading; drainage and erosion control installation; LED taxiway lighting and signage; electrical duct bank installation; drainage improvements; wind cone relocation; and obstruction removal.

**Runway 15-33 Rehabilitation, Smith Reynolds Airport, NC | Project Manager**

The project consisted of a 4" mill/asphalt pavement resurfacing, adjustment to "Hot Spot" taxiway intersections, replacement of a failed storm drain pipe crossing under Runway 15-33, and installation of new taxiway edge lighting and guidance signs at the reconfigured taxiway intersections.

**Parking Lots Program, Asheville Regional Airport, NC | Project Manager**

The Asheville Regional Airport Parking Lot Program was developed due to the growing needs for parking. The demand was due to historic growth at the airport as well as the Terminal Expansion Program that would impact existing parking systems. Through multiple projects and years, AVCON developed and completed the design of four separate parking areas, including a new Cell Phone Lot, TNC and Taxi Lot, and two long-term shuttle lots. The parking lots completed to date have added more than 1,100 parking spaces through the airport at a cost of over \$10.5 million.

**Terminal Building and Corporate Hangar, Avery County Airport | Project Manager**

The terminal and corporate hangar project includes the design and bidding of a 3200 sf Terminal building and 10,000 sf hangar. Each building includes full civil site work, mechanical, electrical, utilities, and lighting design. This project is part of a larger airport Terminal Building program that includes the relocation of an existing fuel farm, expansion of the existing apron, construction of a new partial parallel taxiway, security fencing, tie downs, drainage and utility infrastructures, and other related work.



**MIKE DARCANGELO, PE | QA/QC MANAGER**

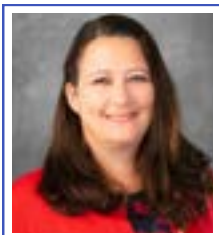
Mike Darcangelo, PE has over 46 years of aviation experience including the management, planning, design, and construction of airside and landside projects at commercial service, general aviation, and military airports. His areas of expertise include project management; client services; project development and coordination; general consultation; grants administration; budgeting; scheduling; and direct oversight of the production of project plans, specifications, cost estimates, and other related studies and project documents.

**Runway 15-33 Rehabilitation, Smith Reynolds Airport, NC | QA/QC Manager**

Managed the design and construction phase services for the rehabilitation of primary Runway 15-33. The project included an updated pavement condition survey of the runway, comparing it to the results from the 1999 Pavement Management and Maintenance Study, for use in the pavement rehabilitation design process. The final approach and pavement design included the milling of 3½" of existing asphalt pavement and replacing it with 3½" of new FAA P-401 asphalt pavement.

**Airfield Pavement Rehabilitation, Kinston Regional Jetport, NC | QA/QC Manager**

This project consisted of the design and construction of the rehabilitation of the existing runway and general aviation apron pavements were in poor condition and in need of rehabilitation. The pavements were exhibiting various levels of distress; oxidation/weathering, paving lane separation, raveling, and longitudinal/transverse cracking.



**DENISE MERRITT | GRANT ADMINISTRATOR**

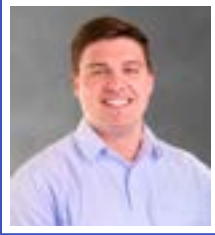
Denise Merritt has seven years of experience in the development and management of grants using different funding sources for all types of airport development projects. She is knowledgeable in the use of the EBS/Partner Connect system and remains in contact with the NCDOT APMs and Grant Staff regularly. Denise is experienced in Request for Aids (RFA), reimbursement requests, quarterly status reports, project budget and A-code breakdowns, and grant close-out requirements. Currently Denise is managing multiple grants for multiple airports across North Carolina including PMZ. The projects and grants include planning, design and bidding, construction and construction phase services, and land acquisition.



*When we went through our last RFP for professional services we focused on wanting a knowledgeable, dependable, and reputable firm. The firm had to be knowledgeable in all the Federal, State, and Local policies, rules, and requirements to assist us in getting the wide variety of projects we were pursuing completed... AVCON's staff reputation was one of the items that helped us select them as our On-Call Consultant.*

**-Richard Barkes, Airport Director  
North Carolina Global TransPark**





### **CALEB WILLIAMS, EI | PROJECT ENGINEER**

Caleb Williams, EI has over seven years of experience in different aspects of civil engineering, including road design, storm design, grading, erosion and sediment control, cost estimating, permitting, MOT, pavement marking plans, and stormwater management/BMP. Additionally, Caleb brings knowledge in preparing floodplain studies and floodplain alterations using HEC-RAS software.

#### **Airport Parking Strategy Study, Wilmington International Airport, NC | Project Engineer**

This project included an updated airline forecasting was developed and used to make facility recommendations over the next 20 years, including an evaluation for a future parking structure. Immediate curb front improvement recommendations to improve traffic flow on the curb front while increasing public safety were developed. A plan to eventually construct a parking structure was also developed providing phasing to be utilized to reroute the entrance roadway system over some time to spread out the capital outlay and to minimize the disturbance to travelers.

#### **Airfield Pavement Rehabilitation, Kinston Regional Jetport, NC | Project Engineer**

This project consisted of the design and construction of the rehabilitation of the existing runway and general aviation apron for the North Carolina Global Transpark (NCGTP)–Kinston Regional Jetport (ISO). In 2016, the Final Submission of the Airport Pavement Management System Update, Inspection Report was submitted to North Carolina Division of Aviation. The report findings indicated that Runway 5–23 and the general aviation apron pavements were in poor condition and need of rehabilitation. The pavements were exhibiting various levels of distress; oxidation/weathering, paving lane separation, raveling, and longitudinal/transverse cracking.

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### **ALISHA TODD | PROJECT ENGINEER**

Alisha Todd has over 20 years of experience in the design and preparation of site plans and specifications for all types of airport development projects. Her areas of expertise include grading, drainage, pavement, electrical layouts, pipe networks, stormwater management, erosion and sediment control, safety and phasing plans, and airfield geometrics (horizontal alignment and vertical profiles) for runways, taxiways, and aprons.

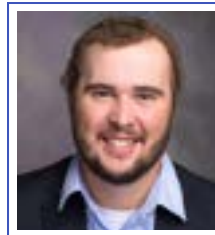
#### **Runway 15–33 Rehabilitation, Smith Reynolds Airport, NC | Project Engineer**

The project comprised an analysis of the existing runway pavement section, the development of pavement rehabilitation alternatives, and a complete pavement design based on selected alternatives.

#### **Forest Service Hangar, Duplin County Airport, NC | Project Engineer**

The project comprised two hangars of approximately 11,500 sf each with one having an interior office space of 3,000 sf; 9,400 sf apron and access taxiway; and 750 sy parking area and entrance road as well as drainage and utility installation, taxiway marking and lighting, and fence/gate installation.

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### **TRAVIS BIRD, PE | PROJECT ENGINEER**

Travis Bird, PE has over seven years of experience as an Engineer with AVCON, focusing on airfield pavement related projects. He graduated in 2017 from the University of Central Florida with a BS in Civil Engineering. He has extensive experience with the identification and assessment of pavement distresses (in both asphalt and concrete pavements) and the design of rehabilitation alternatives. Recent projects have included the development of Airport Pavement Management Systems (APMS), runway and taxiway rehabilitations, parking lot expansions, and apron rehabilitations. In addition to his analysis and design efforts, Travis has also been responsible for construction oversight and inspection on airfield paving projects. His recent experience includes projects at Asheville Regional Airport, Mobile International Airport, Orlando International Airport, and Smith Reynolds Airport.

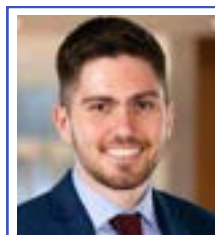
#### **AVL Parking Lot Revisions, Asheville Regional Airport, NC | Project Engineer**

This project consisted of the alteration and extension of the general aviation middle ramp to develop a new parking lot to accommodate up to 256 vehicle parking spots. The overall scope of work included a new gravel parking lot entrance, reconfiguration of the existing pavement area, airport fencing, and gate, and associated permitting. The South Parking Area project consisted of the development of a new South Parking Area as identified by the AVL Master Plan.

#### **Parallel Taxiway A, Plymouth Municipal Airport, NC | Grant Administration**

The project comprised the design and construction of a full parallel taxiway, connector taxiways and taxi lanes and included extensive permitting efforts to minimize environmental impacts.

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### **ANDREW MITCHELL, EI | CIVIL ENGINEER**

Andrew Mitchell, EI has had broad exposure to airport engineering and design, despite only having two years of professional experience. He has worked in the areas of planning, pavement design, grading, estimating, permitting, contract administration, and construction observation. Andrew's experience includes apron, taxiway, and runway rehabilitation projects for both GA and commercial airports.

#### **Cargo Apron Phase 2 – Design, Greenville–Spartanburg International Airport, SC | Designer**

Assisted Project Engineer in design development, plan set production, and cost estimates/quantity takeoffs for 30%, 60%, and 90% Submittals. In addition to producing a quality plan set, assisted in compiling contract documents, administration of bids, and addressing bid questions.

#### **Airport Pavement Improvement Program Priorities 2 & 4, Greenville–Spartanburg International Airport, SC | Designer**

Conducted inspections of all of GSP airfield's concrete areas, including Runway 4-22, Taxiways A, B, C, J, K, and L, and Aprons of the MRO, FBO, and Fed Ex Facilities. Analyzed and quantified distresses for the production of maintenance plans.



**MARK GOODACRE, ACE | SENIOR ELECTRICAL DESIGNER**

Mark Goodacre, ACE has over 40 years of experience in the planning, design, construction, and maintenance of electrical distribution systems and airfield lighting systems. He is an AAAE Airport Certified Employee (ACE) in the field of Airfield Lighting Maintenance, and he serves as an instructor for the Florida Airports Council's (FAC) Basic Airfield Electrical Safety Workshop. He has experience preparing design documentation for an airfield's lighting layout and circuitry for all associated runways, taxiways, and parking aprons.

**Airfield Lighting Replacement, Marine Corps Air Station New River | Project Manager**

The project comprised the removal and replacement of incandescent, fluorescent, and first-generation LED airfield lighting equipment with new LED products. Navigational aids such as PAPI's and wind cones were replaced with LED products.

**Airfield Redevelopment Program – Permanent Runway, Asheville Regional Airport, NC | Senior Electrical Designer**

The project consisted of the removal of the existing Runway 16-34, construction of permanent Runway 17-35, and conversion of the temporary runway to a parallel taxiway. Included the development of two new ILS approaches and required coordination with the FAA for establishment of new flight procedures.

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**STEPHANIE HEAGNEY, ACE | ELECTRICAL ENGINEER**

Stephanie Heagney, ACE has over seven years of experience in airfield electrical design and lighting experience including multiple projects assisting as a CEI inspector performing duties related to airfield lighting and signage elements of new and rehabilitation construction projects on airfields.

**Airfield Lighting Replacement, Treasure Coast International Airport, FL | Project Engineer**

This project comprised the replacement of airfield signage to meet FAR Part 139 standards and various airfield electrical upgrades to increase the efficiency of the system, reduce maintenance costs, and improve safety. The work included multiple signs, all-new cables and transformers.

**Runway 4-22 Rehabilitation and Related Work, Blue Grass Airport, KY | RPR – Airfield Lighting**

This project included inspections for the recent rehabilitation of Runway 4-22 and related work at Bluegrass Airport, Lexington, KY, a single air carrier runway airport. The work included multiple signs, centerline lighting, TDZ lighting, runway edge lighting, multiple taxiway edge lighting, all new cables and transformers, and related lighting vault and controls work.

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**LEE NEMER, ACE | ELECTRICAL ENGINEER**

Lee Nemer joined AVCON in July 2018 and works under Mark Goodacre as an Electrical Engineer. Since joining AVCON he has worked on multiple airport projects throughout Florida, North Carolina, Texas, and Alabama. His skills include lighting layouts, circuit design, duct bank system design, manhole design, and vault work. He has provided cost estimates for large-scale projects and is proficient in AutoCAD.

**Airfield Lighting Replacement**

Marine Corps Air Station New River | Electrical Engineer

The project comprised the removal and replacement of incandescent, fluorescent, and first-generation LED airfield lighting equipment with new LED products. Navigational aids such as PAPI's and wind cones were replaced with LED products.

**Airfield Lighting Rehabilitation, Smith Reynolds Airport, NC | Electrical Engineer**

This project consisted of the rehabilitation of the airfield electrical systems including Runway 4-22 and 15-33 and various taxiways. The rotating beacon was also replaced with a new LED rotating beacon. The proposed work included installing new Taxiway edge light fixtures and signage for all Taxiways on the airfield.

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**VICTOR STYLES | CONSTRUCTION INSPECTOR**

Victor Styles serves as a Construction Inspector and has over 30 years of industry experience. He was previously employed with Kinston Regional Jetport where he served as Maintenance Supervisor and Fire Chief Department Supervisor. Victor is experienced and skilled in maintaining and implementing solutions for airports to keep operations running smoothly.

**FBO Apron Rehabilitation, Clinton-Sampson County Airport, NC | Construction Inspector**

The project included the removal of the existing apron asphalt, regrading the clay sand base, placing crushed aggregate base course, paving the NCDOT P-401 asphalt surface course, and the applying P-608 Emulsified Asphalt Seal Coat over the apron.

**Runway 24 Obstruction Removal, Clinton-Sampson County Airport, NC | Construction Inspector**

This project comprised approximately 21-acres and included clearing and grubbing, erosion and sediment control, construction safety and phasing, and turf restoration.

**Parallel Taxiway Rehabilitation, Kinston Regional Jetport | Construction Inspector**

The project included pavement removal, milling, pavement repair, and paving all the taxiways on the airfield.

**Parallel Taxiway, Plymouth Municipal Airport | Construction Inspector**

The project included subgrade stabilization, underdrains, grading/drainage, paving, electrical vault installation, airfield lighting/signage, and seeding/mulching.



**RYAN LENDA, CM | SENIOR AIRPORT PLANNER**

Ryan Lenda, CM is an aviation and business professional with over 20 years of experience in the aviation industry. His responsibilities include roles ranging from managing complex planning projects to providing consultant services and working with stakeholders to ensure design elements comply with aviation regulations. Ryan has completed multiple planning assignments at airports throughout the U.S. including Apron Utilization Plans, Gate Expansion Analyses, Airport Layout Plans, Exhibit A Updates, Feasibility Studies, Master Plans, Siting Studies, Land Use Planning, Development/Redevelopment Studies, and more.

**General Aviation Master Plan**, Charlotte Douglas International Airport, NC | Director of Aviation Planning

Developed a General Aviation Master Plan for Charlotte Douglas International Airport (CLT) to accommodate corporate GA traffic and expand the work completed in the 2018 hangar expansion study. The plan had two primary goals: preparing an affordable 20-year plan to meet GA needs and maximizing CLT's revenue-earning potential while utilizing its property effectively. The plan enabled CLT to attract new businesses and generate revenue over the long term.

**Capital Improvement Plan Program (CIPP)**, Kennedy Space Center | Director of Aviation Planning

Planner responsible for assisting in developing a roll-up Capital Improvement Plan Program (CIPP) incorporating budget, cost, and funds planning for NASA Centers nationally. As part of the CIPP, he helped conduct an inventory of existing facilities at Kennedy Space Center.

**South Apron Utilization Study**, Bob Sikes Airport, FL | Senior Airport Planner

Comprehensive analysis of current apron facilities at the Airport. The limits of the project measure approximately 1,350 ft by 250 ft. Tasks included evaluation of existing apron layouts, data analysis and development of aircraft parking requirements, preparation of proposed apron layout, and coordination with the FAA. The study was performed using recommendations in the Airport Cooperative Research Program (ACRP) Report 113, Guidebook on General Aviation Facility Planning.

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**MICHAEL KOTLOW | AIRPORT PLANNER**

As a Senior Airport Planner, Michael Kotlow is responsible for the production of aviation planning projects including master plans, airport layout plans, benefit-cost analyses, runway length analyses, noise studies, and various specialty studies. He has worked within the aviation planning field since 2005 gaining extensive knowledge and completing numerous projects for airports of all sizes throughout the U.S. He has experience with Microsoft Office, AutoCAD, and ArcGIS Pro software.

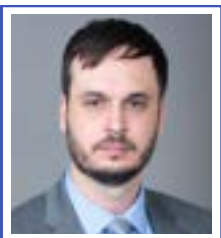
**Airport Layout Plan Update**, Kinston Regional Jetport, NC | Senior Airport Planner

Project tasks included evaluation of the airport facility layout for conformance with FAA AC 150/5300-13A, Airport Design; evaluation of the known obstructions to the airspace to determine the current impact to the Airport; determination of the current and future critical aircraft; assisting the airport in supporting aviation demand within the region; evaluation of the airfield development options; and provision of an aeronautical obstruction survey in compliance with FAA AGIS policies which includes an airport airspace analysis for vertically-guided operations for Runway 5/23; and the development of an ALP.

**Benefit-Cost Analysis (BCA) for Runway Extension**, Morgantown Municipal Airport, WV | Senior Airport Planner

Michael led the efforts for this BCA to extend the runway at MGW from 5,199 feet to 6,200 feet. The project was necessary to provide a more flexible operating environment that would result in a cost savings for existing. Michael coordinated all aspects of the BCA effort including meeting with various airport stakeholders such as the City of Morgantown, WVU, airport tenants, corporate aircraft users, and the FAA. The FAA approved the BCA and is funding the design and construction of \$50+ million runway extension project.

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**MATTHEW TRACY | CAD TECHNICIAN**

Matthew Tracy has eight years of experience and is proficient with CAD software such as AutoCAD, Fusion 360, Revit, and SolidWorks. Additionally, he has experience working with ASME Y14.5 standards and architectural and mechanical drawings. Matthew is a member of a local maker space where he teaches classes on the CAD program Fusion 360 on a

**Airport Layout Plan Update**, Kinston Regional Jetport, NC | CAD Technician

This project involved preparation of an Airport Layout Plan Update with Narrative Report for the Kinston Regional JetPort at the North Carolina Global TransPark (NCGTP). Project tasks included evaluation of the airport facility for conformance with FAA AC 150/5300-13A, Airport Design; evaluation of the known obstructions to the airspace to determine the impact to the Airport; determination of the current and future critical aircraft for the Airport; assisting the airport in supporting aviation demand within the region; evaluation of the airfield development options; and provision of an aeronautical obstruction survey in compliance with FAA AGIS policies.

**Master Plan Update**, Kissimmee Gateway Airport, FL | CAD Technician

This Master Plan Update will document the changes that have occurred in the last 17 years, including full-length parallel taxiways on both runways, a new airport administration building, the straightening and widening of Hoagland Boulevard to the west, and the new Martin Luther King Boulevard and roundabout to the north. Most importantly, this Master Plan Update will provide planning for an airport welcoming Cirrus Aircraft and several related clients to the airport.



**ZEMP PEPPER, PE | SENIOR MECHANICAL ENGINEER**

Zemp Pepper, PE serves as Mechanical Design Manager at AVCON where he is responsible for oversight of the firm’s MEP Group. Over his 39-year career, Zemp has completed hundreds of renovation and new construction projects. His wide range of experience includes commercial buildings, municipal buildings, educational buildings, universities, performing arts centers, museums, hotels, parking garages, airport terminals, and hangars.

**Forest Service Hangar, Duplin County Airport, NC | Senior Mechanical Engineer**

The project comprised two hangars approximately 11,500 sf each with one having an interior office space of 3,000 sf; 9,400 sf apron and access taxiway; and 750 sy parking area and entrance road as well as drainage and utility installation, taxiway marking and lighting, and fence/gate installation.

**Terminal Building and Corporate Hangar, Avery County Airport | Airport Senior Mechanical Engineer**

The terminal building MEP design includes gas fireplace, zoned heat pump HVAC systems, power distribution, LED lighting with occupancy controls, voice/data communications, access control, video surveillance, and WiFi. Hangar design includes ventilation by means of industrial ceiling fans, mini-split unit for office area, gas-fired heating, a trench drain system to contain spills and allow wash-down, power distribution for the hangar and site, static grounding system for aircraft, LED lighting for all areas including medium bay fixtures selected for hangar storage.



**SEAN DAY, PE | ELECTRICAL ENGINEER**

Sean Day, PE is an experienced Electrical Engineer with problem-solving and critical thinking skills coupled with excellent communication skills to contribute to complex design projects. His areas of expertise involve many low voltage systems including Premise Distribution, Physical Access Control, Video Surveillance, Public Announcement, Distributed Antenna, and Fire Alarm systems. He has knowledge of copper, fiber, and wireless ethernet networking over local and wide area networks.

**Corporate and Bulk Storage Hangars, Greenville-Spartan International Airport, SC | Electrical Engineer**

The project included a new 30,000 sf bulk storage hangar with provisions for a future 8,000 sf one-story attached office/shops area and a new 16,000 sf corporate hangar with 2,500 sf of associated office space. The project also included necessary drainage and utility enhancements to serve the two new hangars. These enhancements consisted of drainage improvements including treatment/attenuation storage areas; potable water and sanitary sewer services; fire supply water services including an estimated 300,000-gallon storage tank and 2,500 GPM diesel fire pump system; electrical power services; communication services; and natural gas service.

**Terminal B Expansion, Orlando Sanford International Airport, FL | Electrical Engineer**

Provided electrical engineering services for the new Access Control System and Closed-Circuit Television security systems. The work included replacing outdated security systems as well as the design of new security systems for the terminal expansion. The camera system included stationary indoor and outdoor cameras as well as PTZ.



**LUCA DELVERME, PE | SENIOR STRUCTURAL ENGINEER**

Luca DelVerme, PE has 24 years of structural engineering experience in both the public and private sectors. He has practiced structural design for a variety of building types, including airport terminals, hospitals, universities, courthouses and jails, parks and trail facilities, aircraft and storage hangars, and solid waste facilities throughout the state of Florida.

**Chiller Replacement, Smith Reynolds Airport, NC | Senior Structural Engineer**

The project included the replacement of two 200-ton water-cooled chillers, cooling towers, and associated chilled water pumps and condenser pumps which serve the 46,000 sf Piedmont Propulsion Facility.

**MRO Hangar with Associated Office/Shop Space, Treasure Coast International Airport, FL | Senior Structural Engineer**

The project comprised a 28,500 sf MRO hangar with an associated 3,000 sf one-story attached office/ administrative space, plus a detached 1,200 sf fire pump building, and a 200,000-gallon fire water ground storage tank. The project also included necessary site drainage improvements, a water main extension, a sanitary lift station and force main, electric and communication utility extensions to serve the new hangar, plus extensive security perimeter fencing and gate work.



**DOMINICK FIORENTINO, PE | STRUCTURAL ENGINEER (TRANSPORTATION)**

Dominick Fiorentino, PE is a licensed Structural Engineer with more than 35 years of experience in the design and construction of Public Facilities, including transportation and pedestrian bridge structures. He has experience in multiple disciplines including Structures, Roadways, Drainage, and Traffic Control. He provides structural assessments, new designs, rehabilitations, and ADA accessibility evaluations.

**Ballough Road Bridge Replacement, Daytona Beach, FL | Structural Engineer**

The primary project elements included dredging, a boardwalk around the entire perimeter of the basin, a new boat/kayak launch ramp and retrieval facility on the west side of the basin, and replace the bridge on Ballough Road with one that is designed to accommodate the size of watercraft that will be accessing the boat/kayak facility and the commercial waterfront development surrounding the Root Pond waterway.

**Parks and Recreation Bridge Assessments, Orange County, FL | Structural Inspector**

The project consisted of on-site, nondestructive visual inspection of ten existing pedestrian/trail bridges and preparation of a bridge inspection report for each identified and observed defect as well as an opinion of current structural condition under NBI and FDOT Bridge Inspector’s Field Guide. Five of the bridges were steel steadfast bridges, three were timber bridges, and one was a concrete structure.



**Office Location:** 2401 Brentwood Rd Ste 107, Raleigh, NC 27604-3686

Since its establishment in 1965, **Terracon** has transformed into a flourishing, employee-owned engineering consulting firm, boasting a workforce of over 5,500 professionals spread across 175 locations nationwide. Specializing in Facilities, Environmental, Geotechnical, and Materials Services, Terracon provides timely, data-driven insights for projects spanning from ground to sky. Notably, the firm secured the #20 spot in ENR's Top 500 Design Firms in 2023, solidifying its position as a leading player in the industry. Terracon's extensive team of professionals, encompassing engineers, architects, and industry specialists, ensures efficiency and risk mitigation in roofing, waterproofing, building enclosure consulting, and third-party testing. With a strong presence in North Carolina for over 20 years, Terracon's local experts, stationed across six offices, including Charlotte, Raleigh, and Greenville, NC, deliver comprehensive services backed by an in-house laboratory adhering to stringent quality standards.



**Office Location:** 8514 McAlpine Park Dr., Suite 295, Charlotte, NC 28211

For more than 28 years, **THC** has successfully provided land acquisition and relocation services for numerous clients throughout the United States, including municipal airports, Charlotte-Douglas International Airport, Piedmont Triad International Airport, Raleigh-Durham International Airport, Town of Knightdale, City of Mount Holly, Town of Huntersville, Town of Stallings, Town of Mooresville, City of Charlotte, Mecklenburg County, and North Carolina Department of Transportation (NCDOT). They have acquired a wide variety of right of way, obstruction easements, and land rights to include both partial and total acquisition of residential, commercial, and agricultural property. THC's experience includes assisting thousands of diverse businesses, property owners, and tenants with the relocation process while ensuring clients are in full compliance with local, state, and federal regulations. THC has been working continuously in the state of North Carolina for over 27 years.



**Office Location:** 219 Station Rd., Ste. 101, Wilmington, NC 28405

**WithersRavenel, Inc.** is a 100% Employee Stock Ownership Plan (ESOP) company, with more than 375 employee-owners who excel at providing a variety of engineering and consulting services for their clients. Founded in October 1983 as Withers & Ravenel, Inc., WithersRavenel is equipped with 39 years of serving a wide array of clients and projects through innovative and cost-effective solutions in North Carolina. WithersRavenel provides fast, accurate, and reliable geomatics services. By integrating their geomatics services with all of the other planning and engineering disciplines that they offer, they provide the most efficient solutions for the real-world challenges that their clients face. Services include Subsurface Utility Engineering (SUE), Remote Sensing, Geographic Information Systems (GIS), Residential & Commercial Survey, and Survey Construction Services. Additionally, WithersRavenel recognizes the importance of addressing environmental impacts related to land development. Communities have concerns for the well-being of plant and animal life as well as human life, and increasingly complex government regulations have been created to address these concerns.

## FIRM EXPERIENCE WITH FAA AND NCDOA

### EXPERIENCE WITH THE FAA AND NCDOA

AVCON staff, particularly James, Marty, and Denise, maintain strong working relationships with the North Carolina Division of Aviation (NCDOA) staff and the FAA Southern Region, Memphis, and Atlanta ADO's. AVCON is routinely engaged with the NCDOA and FAA Memphis ADO in projects at Avery County Airport, Smith Reynolds Airport, Kinston Regional Jetport, Clinton-Sampson County Airport, Norfolk International Airport, and Plymouth Municipal Airport, among others. AVCON routinely keeps in contact with the NCDOA staff members. This method of open communication and coordination has been mutually beneficial to clients and has helped promote the ideas and visions of airports into real projects. This communicative approach, be it by telephone, emails, letters, and/or meetings, has proven successful both before and during a project, the goal being no surprises at any level for anyone.

AVCON serves airport clients with exceptional attention, quality, and care. AVCON's ability to provide this level of service is based on its commitment to the airport and aviation industry, and its complete understanding of current FAA and NCDOA policies and design criteria. Having performed nearly every type of airport consulting service and airport project, AVCON and its partners know the specific submittal and review processes necessary for agency approval, including FAA, NCDOT, and other federal and state regulatory agencies. This knowledge and experience enable AVCON to establish and achieve realistic project schedules that meet the expectations of the client, NCDOA, and FAA, and ensure project compliance with applicable agency standards.



**EXPERIENCE WITH NCDOT BLOCK GRANT FUNDS, FAA DISCRETIONARY AND REIMBURSABLE AGREEMENTS**

AVCON works with numerous clients that receive FAA and state funding, including discretionary and entitlement grants, as well as state block grants and STI funding. We are very knowledgeable of FAA design standards and guidelines, as well as regulations, rules, policies, and procedures. AVCON’s projects have utilized FAA staff at the Southern Region Office, as well as in the Atlanta, Memphis, and Orlando ADOs.

AVCON has provided grant funding assistance for many airport clients and airfield projects over the past three decades. These grants have included FAA AIP, FAA Discretionary, NCDOT Block Grants, STI Grants, Noise Funding, Property Acquisitions, DOT Grants, Economic Development Grants, REA grants for rural utility expansions, and others. We have partnered with our North Carolina clients and have proven to be very successful with securing project funding, grant amendments, and additional grants for vital projects. AVCON has aided airports across the state to identify funding, develop funding plans, and implement successful applications to the funding source below that are available to North Carolina’s airports.

**Federal Funding**

- Non-Primary Entitlement (NPE)
- Apportionment (APP)
- Discretionary (DISC)
- Supplemental / Discretionary
- CARES/CRRSA/ARPA
- Airport Infrastructure Grant (AIG/BIL)

**State Funding**

- State Aid
- Safety Enhancement
- Economic Development
- STIP
- Directed Funds

**THE AVCON ADVANTAGE**



Unmatched familiarity with PMZ and the surrounding area



Prequalified with the NCDOT in 17 work categories, and current on-call consultant for Aviation Professional Services



Committed Project Manager with over 34 years of experience at airports throughout the Southeast



Strong working relationships (over 36 years) with the NCDOA and FAA, and extensive knowledge of funding sources, policies, and design criteria



Common sense approach to projects, incorporating value engineering to ensure the most efficient use of the County / Airport’s valuable time and money

**PROJECT APPROACH**

AVCON is a reliable and professional engineering and planning firm that offers a full range of services for airport projects. Our team of over 130 professionals is highly experienced, knowledgeable, and efficient in planning, designing, and managing airport projects. We specialize in administering the airport’s funding program, performing high-quality engineering design, and managing bidding and construction services. Our focus and strength lie in providing exceptional general consulting services to airports in North Carolina.

**PHILOSOPHY OF SERVICE**

The AVCON Team is prepared to address any aspect of planning, design, or construction services as may be requested under this continuing services agreement. This section of the proposal provides a synopsis of the overall approach to serving as a continuing services consultant, from the philosophical approach to doing business, to the actual day-to-day services AVCON would propose to County/PMZ staff. The ongoing relationship of a continuing services consultant must be based on the highest levels of trust between the Owner and the Consultant. To provide a basis for understanding this service relationship, the following page showcases types of philosophical commitments that should be considered:



**Serve as an extension of staff.** AVCON knows that the primary day-to-day responsibility of management relates to the ongoing operations of the airport, funding and grant help, and the needs of their tenants. To the extent requested, the team's role will be to support management in areas outside of these day-to-day responsibilities in identifying, orchestrating, and assisting in accomplishing Capital Improvements and other assigned projects.



**Create and maintain a unified and focused approach.** As a continuing services consultant, we will maintain overall cohesiveness of the entire array of airport development entrusted to the team. In addition, through our commitment to the construction quality assurance and the construction-monitoring phase of the firm's services, we will ensure that the final constructed project meets or exceeds the applicable design standards and the County's expectations.



**Experts with the requirements of on-call consultant services.** These include all aspects of task order assignments, reporting, financial controls, integrated construction phasing for multiple projects; and overall commitment to minimizing the impacts of construction and development on the day-to-day operations of the airport and adjacent facilities.



**Team Approach.** With multiple professionals, AVCON can commit to receiving and responding to County / Airport staff inquiries within 30 minutes. AVCON has an excellent track record of responsive service for all the firm's clients. To ensure this capability, AVCON will have an overlapping matrix of primary and support personnel for tasks so that the County / Airport can always find assistance among the team members.

### EXAMPLE OF ONGOING PROJECTS

The graphic below indicates the typical methodology for identifying and accomplishing Architectural, Engineering, and Planning Consultant services assignments. Although the approach varies among clients and tasks, this process closely resembles the step-by-step process for identifying and accomplishing the necessary tasks assigned under this agreement. Based on more than 450 previous assignments under continuing or general consultant roles over the past three and a half decades, AVCON has developed the outline on the following pages for undertaking continuing services agreements:

- 1 Finalize negotiation on Master Agreement
- 2 Receive/Respond to request for a service
- 3 Arrange a scoping meeting and identify project budget and funding
- 4 Coordinate and solicit proposal input from team members including potential MBE/DBE/SBE/VBE subconsultants
- 5 Develop proposed scope of work including intent, completion schedule, deliverables, and proposed startup for Owner concurrence
- 6 Prepare final scope of work, draft fee proposal and submit for approval to County Project Manager
- 7 Complete final task order with confirmed scope and negotiated fee
- 8 Establish task order schedule with County staff for performance
- 9 Designate and assign applicable planning, design or construction personnel for each task including subconsultants
- 10 Following receipt of NTP, proceed with the various tasks in accordance with the Task Order Agreement schedule



**ON-TIME / IN-BUDGET PERFORMANCE**

Planning and scheduling are essential elements in implementing controls on any project. From a budget perspective, AVCON takes pride in completing the project scope without requesting any additional fees over those authorized from the outset of the project. This has been demonstrated on our past assignments across the region, despite unforeseen conditions impacting projects, changes in scope due to permitting or other factors, etc. The thorough identification of an accurate program at the start of each design effort will ensure that the County / Airport minimizes or avoids entirely any surprises in professional fees or overall budget.

In addition to budget controls, AVCON is proud of our record in meeting Owner-established schedules for design and construction. Our projects are completed within the original design and construction schedule, with rare exceptions. Exceptions to schedule compliance are limited to those only where a delay was warranted due to factors outside of AVCON’s control (e.g. unforeseen conditions, federal permitting, inclement weather, etc.) and those specifically authorized by the Owner.

Schedule management is an essential element of the overall client communication effort and will be a focus of this contract. County / PMZ staff will be invited to attend regularly scheduled coordination meetings or teleconferences for project-related discussions so factors that may represent potential project delays can be addressed and resolved before adversely affecting the project schedule.

The following table demonstrates how our team has effectively managed projects to successful outcomes. Our reputation relies on these successes, and we will deliver this same level of care for all PMZ projects.

Project/Airport	Bid Cost	Final Cost	Schedule Met	Notes
Runway 15-33 Rehabilitation, INT	\$6,806,099.00	\$6,879,813.05	Yes	Additional work added to the project. Project remained within available funding.
NC Forestry Hangar Complex – Site Preparation, DPL	\$559,314.00	\$522,463.99	Yes	Savings applied to next phase of work. Project was completed under budget.
NC Forestry Hangar Complex – Hangar and Apron, DPL	\$4,981,812.60	\$5,534,675.56	No	Additional work added to the project. Project remained within available funding.
Taxiway A Rehabilitation, ISO	\$6,652,983.00	\$6,768,483.98	Yes	Additional work added to the project. Project remained within available funding.
Parallel Taxiway and Apron Expansion, GEV	\$3,113,776.50	\$3,121,514.05	No	Project delays due to weather, temperatures, and material deliveries. Project remained within available funding.
MRO Hangar and Associated Improvements, FPR	\$7,957,822.18	\$6,134,689.55	Yes	Value engineering was utilized to extend project funds.

**REFERENCES**

Providing quality Architectural, Engineering, and Planning Consultant services requires a firm-wide dedication by the consultant. It requires a consultant willing to partner with an airport to ensure the airport’s needs are met, regardless of contractual obligations. Below is a list of some of the entities in North Carolina for whom we are currently providing exceptional services.

Client / Reference	Description of Services	Dates
<b>Eric Payne, Airport Director</b> Ashe County Airport (336) 982-5144 epayne@ashecountygov.com	AVCON has served as the General Consultant for Ashe County Airport since 2005 providing consulting, planning, conceptual engineering, environmental study, design, bidding, and construction phase services for various projects, including the Runway Extension; Airport Layout Plan Update; Runway, Taxiway, and Apron Strengthening; Perimeter/Security Fence; Fuel Farm Facility; Land Acquisition; SWPPP and SPCCP Plans; Partial Parallel Taxiway and Apron Expansion; and Obstruction Removal.	2005 - Ongoing
<b>Mark Davidson, AAE, Airport Director</b> Smith Reynolds Airport (336) 767-6361 mark.davidson@smithreynolds.org	AVCON has served as general consultant to Smith Reynolds Airport and Forsyth County since 2007 providing planning, design, and construction phase services on a variety of projects, including: Runway 15-33 Rehabilitation; Airfield Pavement Rehabilitation (Runway, Taxiways, and Apron); Airfield Drainage Improvements; Terminal Fencing; Taxiway Q Pre-design and Environmental Assessment; and Taxilane L and Apron Expansion.	2007 - Ongoing
<b>Richard Barkes, Airport Director</b> North Carolina Global TransPark (252) 523-1351 ext. 309 rbarkes@ncdot.gov	AVCON has served as a general consultant to the North Carolina Global TransPark Authority since 2008, providing planning, design, and construction phase services on a variety of projects including: South Cargo Apron; Taxiway Extension; Signage, and Fencing; Approach Clearing and Grading; and Updates to the Airport Certification Manual and Airport Security Program Manual.	2008 - Ongoing

# Statement of Qualifications for Architectural, Engineering, and Planning Consultant Services Plymouth Municipal Airport (PMZ)

June 14, 2024



Submitted To:  
Attention: Mary Moscato  
Airport Development Director  
Plymouth Municipal Airport  
1069 Plymouth Airport Road  
Plymouth, NC 27962

Contact Person for Questions:  
Delta Airport Consultants, Inc.  
Douglas E. Sander, P.E., C.M.  
1750 E. International Drive, Suite 3  
P.O. Box 80036, Raleigh, NC 27623  
(919) 760-1326



June 14, 2024

Ms. Mary Moscato  
Airport Development Director  
Plymouth Municipal Airport  
1069 Plymouth Airport Road  
Plymouth, NC 27962

Dear Ms. Moscato,

We are very pleased to present our Statement of Qualifications to Washington County for Architectural, Engineering, and Planning Consultant Services at the Plymouth Municipal Airport (PMZ). Your airport is a critical asset to the region, and we believe that Delta Airport Consultants, Inc. is the right firm to partner with you to successfully complete your upcoming projects. Our team is familiar with PMZ and has extensive experience leading engineering projects at general aviation airports across the country. Delta has worked exclusively in the field of airport consulting for 46 years providing professional engineering, planning, construction administration and observation, and consultant services. Our priority will be to consistently provide top-notch service through our:

- **Solid engineering solutions.** We have 46 graduate engineers and 23 licensed professional engineers who are available to help meet your development needs.
- **FAA Southern Region Experience.** Delta has experience working throughout the FAA Southern Region and is currently working at Charlotte Douglas International, Raleigh-Durham International, Johnston Regional, and Myrtle Beach International Airports.
- **North Carolina Department of Transportation Division of Aviation Experience.** Delta has experience working with the Division of Aviation staff as part of our On-Call Professional Consulting Services with them.
- **Responsiveness.** Our Raleigh team members have relevant airport experience and will be quick to respond to all of your immediate needs.
- **Bench Strength.** Not only do we have an office in Raleigh, we have a deep team of personnel to meet an aggressive deadline. We also have a wide breadth of personnel. Our team includes airport management professionals with operations and finance experience and previous FAA professionals who bring a unique perspective on airport development. Our clients benefit from this diverse pool of talent; it improves our products and our relationships.

Delta is excited to submit our qualifications to the Washington County for your consideration. If you should have any questions, please do not hesitate to contact us.

Sincerely,



Courtney Beamon, P.E., C.M.  
President

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## b. Firm's Experience

An employee-owned company, Delta Airport Consultants, Inc. was established in 1978 and practices **exclusively in the airport industry**. We possess a deep understanding of airport planning and engineering regulations and procedures. We work regularly with the FAA and NCDOT Division of Aviation (NCDOA).

### OUR SERVICES

We specialize in aviation and provide a variety of airport development services, including:

-  **PLANNING & ENVIRONMENTAL:** master plans, environmental assessments, and other studies
-  **BUSINESS & FINANCIAL PLANNING:** business plans, minimum standards, and lease agreements
-  **PROGRAM MANAGEMENT:** program definition, funding strategies, and grant administration
-  **AIRPORT ENGINEERING:** a broad range of airside and landside design services
-  **CONSTRUCTION MANAGEMENT:** construction administration, observation, and field services

### LOCATION OF OFFICES

We have over 90 professionals located in nine offices across the country, **including Raleigh and Charlotte, NC**; Richmond, VA; Harrisburg, PA; Cleveland, OH; Oklahoma City, OK; Albuquerque, NM; Fort Worth, TX; and Atlanta, GA.

### OUR PEOPLE

In our 46 years, Delta has worked on thousands of projects for hundreds of clients. These projects have ranged from small, straight-forward efforts like pavement maintenance to complex, high-impact projects such as extensive runway rehabilitation, hangar developments, and fuel farm improvements. Our diverse and talented staff possesses a broad base of knowledge about the aviation industry. This comprehensive understanding of the challenges that face airports creates a unique perspective and allows us to provide a wide array of consulting services to our clients. Our in-house talent includes:

**46**  
Graduate  
Engineers



Industry Leaders, including the past chair of Airport Consultants Council (ACC), technical panel leaders, and conference presenters

**20** Pilots

American Association of Airport Executives (AAAE):



Advanced Degree Professionals, including Aviation Management and MBAs

**26** Certified Members (CM)

**2** Accredited Airport Executives (A.A.E.)

**3** A.C.E. Certified Employees

LEED® Green Associates and LEED® AP



**8** Certificated Commercial UAS Pilots

Former Airport Managers and FAA Directors



**2** Certified Members of the American Planning Association's (APA) American Institute of Certified Planners (AICP)



## CAPABILITIES

### DESIGN & CONSTRUCTION

- Hangar Development
- Overlay, Reconstruction, and Rehabilitation of Airfield Pavements
- New Runways and Taxiways
- NAVAIDs (Glideslopes, Localizers, NDBs, Marker Beacons, Approach Lights, PAPIs, REILs, etc.)
- Runway Extensions
- Apron Expansions
- New Air Carrier, Cargo, and General Aviation Aprons
- Maintenance and Storage Buildings
- Safety Area Improvements
- Airfield Lighting and Signage Projects
- Automated Weather Observation Stations (AWOS)
- New and Renovated Terminal Buildings
- Air Cargo Development
- Obstruction Clearing and Mitigation
- Drainage and Stormwater Management Plans
- Major Stream Relocations
- Fuel Farm Installations
- Roadways and Auto Parking
- Helipads and Heliports
- Airfield Marking
- Airfield Vaults and Lighting Control
- Stormwater Pollution Prevention Plans
- Security and Animal Control Fencing
- Wetland Mitigation
- Major Utility Relocations (Water, Sewer, etc.)
- Access Roads
- Washracks
- State Highway Relocations
- Program Management and ACIP Development

### PLANNING & ENVIRONMENTAL

- Environmental Assessments
- Runway Length Analysis and Justification Studies
- Capital Improvement Programs
- Benefit Cost Analysis
- Land/Easement Acquisition and Land Release
- Non-Aeronautical Use Planning
- Airport Master Plans and Airport Layout Plans
- Site Selection and Feasibility Studies
- Facility Planning and Design
- Zoning and Land Use Guidelines
- Noise Modeling
- Airport Terminal Feasibility Studies
- Capital Investment Implementation
- Land Use Compatibility Studies
- Independent Fee Estimates
- Obstruction Studies
- Surface Movement Guidance Control Systems
- Access Control Plans
- Air Traffic Control Tower Studies
- Pavement Condition Studies
- New Facility Activation
- Instrument Approach Procedures and TERPS Studies

### BUSINESS & FINANCIAL PLANNING

- Capital Improvement Planning, Programming, and Funding Strategies
- Strategic Planning
- Foreign-Trade Zone (FTZ) Application, Development, and Management Assistance
- Rates and Charges Studies and Analysis
- Airport Facility and Service Assessments
- Minimum Standards and Rules and Regulations
- Land Use Analysis
- Part 139 Consulting and Airport Certification Manual Assistance
- Education: Airport 101 Briefings and Short Courses
- Airport Safety Programs Including SMS, Runway Safety, Self-inspection Programs, Signage and Marking, and Project Risk Analysis
- State and System Wide Studies: Instrument Approach Procedures, NAVAIDS, and Weather Stations
- ACRP Projects
- Passenger Facility Charge Planning
- Lease Policies
- Peer Benchmarking Analysis
- Organizational Assessments
- Business and Financial Modeling





### RECENT EXPERIENCE IN AIRPORT PROJECTS

Delta has completed a wide range of aviation projects and has the capabilities and experience in airport planning, engineering, and construction phase services. A sample of services we have provided our airport clients is listed below:

Airport	On-Call Services	Airside Development	Landside Development	Planning	Environmental
Asheville Regional (AVL)	✓	✓	✓	✓	✓
Charlotte Douglas International (CLT)	✓	✓	✓	✓	
Johnston Regional Airport (JNX)	✓	✓			
Raleigh-Durham International (RDU)	✓	✓	✓		
Plymouth Municipal (PMZ)				✓	
Conway-Horry County (HYW)		✓		✓	
Myrtle Beach International (MYR)	✓	✓		✓	
Charlottesville-Albemarle (CHO)	✓	✓	✓	✓	✓
Farmville Regional (FVX)	✓	✓	✓	✓	✓
Hanover County Municipal (OFP)	✓	✓	✓		✓
Ingalls Field (HSP)	✓	✓	✓	✓	✓
Lancaster (LNS)	✓	✓	✓	✓	✓
Lee County (OVG)	✓	✓	✓	✓	✓
Luray Caverns (LUA)	✓	✓	✓	✓	✓
Lynchburg Regional (LYH)	✓	✓	✓	✓	✓
Manassas Regional (HEF)	✓	✓		✓	✓
Mecklenburg-Brunswick Regional (AVC)	✓	✓	✓	✓	✓
Mountain Empire (MKJ)	✓	✓	✓	✓	✓
New Kent County (W96)	✓	✓		✓	✓
Norfolk International (ORF)	✓	✓	✓	✓	✓
Orange County (OMH)	✓	✓	✓	✓	✓
Richmond Executive-Chesterfield County (FCI)	✓	✓	✓	✓	✓
Richmond International (RIC)	✓	✓	✓		
Roanoke-Blacksburg Regional (ROA)	✓	✓	✓	✓	✓
Shenandoah Valley Regional (SHD)	✓	✓	✓	✓	✓
Virginia Highlands (VJI)	✓	✓	✓	✓	✓



## SIMILAR AIRPORT PROJECTS INVOLVING FEDERAL AND STATE FUNDING

### Runways and Taxiways

- Taxiways A, C, and R Mill and Overlay  
Charlotte Douglas International Airport (NC)
- Rehabilitate Airfield Marking  
Charlotte Douglas International Airport (NC)
- Taxiway M Rehabilitation  
Charlotte Douglas International Airport (NC)
- Rehabilitate Taxiway C North  
Charlotte-Douglas International Airport (NC)
- Taxiways A and B Pavement and Lighting  
Myrtle Beach International Airport (SC)
- Rehabilitate Runway/Taxilanes/Apron  
Mecklenburg-Brunswick Regional Airport (VA)
- Extend Runway  
Virginia Highlands Airport (VA)
- Runway 5-23 Keel  
Morristown Municipal Airport (NJ)
- Construct Northside Connector  
Winchester Regional Airport (VA)
- Construct Taxiways K and L  
Lancaster Airport (PA)
- Rehabilitate Runway 3-21  
Charlottesville-Albemarle Airport (VA)
- Reconstruct North/South Taxiway  
Medina Municipal Airport (OH)
- Rehabilitate Taxiway A  
Montgomery County Airpark (MD)
- Seal Coat and Mark Taxiway A  
Las Cruces International Airport (NM)
- Taxiway Crack Seal, Seal Coat, and Remark Taxiway  
Roanoke-Blacksburg Regional Airport (VA)
- Rehabilitate Runway 8-26 Final Design  
Mountain Empire Airport (VA)
- Seal Coat Runway  
Los Alamos Airport (NM)
- Rehabilitate Runway 9-27  
NMDOT/Conchas Lake Airport (NM)

### Aprons

- Expand Terminal Apron  
Asheville Regional Airport (NC)
- Rehabilitate and Relocate South Apron  
Winchester Regional Airport (VA)
- Air Carrier Apron Rehabilitation  
Salisbury-Ocean City: Wicomico Regional Airport (MD)
- Snow Removal Equipment (SRE)  
Storage and Apron Construction  
Salisbury-Ocean City: Wicomico Regional Airport (MD)
- Rehabilitate Transient Aircraft Parking Apron  
Mansfield Lahm Regional Airport (OH)

- Construct South Apron  
Chester County/G. O. Carlson Airport (PA)
- Apron Reconstruction  
Bloomsburg Municipal Airport (PA)
- Construct South Apron and Reconstruct Terminal  
Chester County Airport (PA)

### NAVAIDs and Airfield Lighting

- Rehabilitate Runway 18-36 HIRLs  
Charlotte Douglas International (NC)
- Upgrade East Side Lighting and Pavement  
Raleigh Durham International Airport (NC)
- MIRLs and REILs Installation  
New Kent County Airport (VA)
- Taxiway Lighting Installation  
New Kent County Airport (VA)
- Runway 3 MALSR  
Charlottesville-Albemarle Airport (VA)
- Rehabilitate Airfield Lighting and Signage  
Charlottesville-Albemarle Airport (VA)
- Rehabilitate Taxiway Lights and Vault to LED  
Lynchburg Regional Airport (VA)
- Repair Runway and Taxiway Light and PAPIs  
Langley Air Force Base (VA)
- Airfield Lighting System Replacement  
Shenandoah Regional Airport (VA)
- PAPI Lights and Pavement Rehabilitation  
Atoka Municipal Airport (OK)

### Fueling Systems

- New Fuel Farm Construction  
Salisbury-Ocean City: Wicomico Regional Airport (VA)
- New Fuel Farm Construction  
Richmond Executive- Chesterfield County Airport (VA)
- Aviation Fueling System Installation  
Pocono Mountains Regional Airport (PA)
- Fuel Tanks Installation  
Brookneal-Campbell County Airport (VA)
- Aviation Fuel Farm Construction  
Truth or Consequences Municipal Airport (NM)

### Terminals/Hangars

- Southeast Hangars Site Prep Construction  
Richmond Executive-Chesterfield County Airport (VA)
- T-hangars Construction  
Luray Caverns Airport (VA)
- Corporate Hangar D/B Construction Assistance  
Williams County Airport (OH)
- Hangar Construction  
Okemah Municipal Airport (OK)
- North Hangar and Taxilane  
Seminole Municipal Airport (OK)



- Hangar Relocation  
Seminole Municipal Airport (OK)
- New Terminal Site Work Construction  
Winchester Regional Airport (VA)
- Terminal Area Buildings Rehabilitation  
Salisbury-Ocean City: Wicomico Regional Airport (MD)
- Terminal Building Construction  
Gallia-Meigs Regional Airport (OH)

#### Land Acquisition

- Easement and Land Acquisition  
Mountain Empire Airport (VA)
- Easement and Land Acquisition  
Greater Cumberland Regional Airport (WV)
- Easement and Land Acquisition  
Orange County Airport (VA)
- Land Acquisition  
Charlottesville-Albemarle Airport (VA)
- Land Acquisition  
Farmville Regional Airport (VA)
- Land Acquisition  
Lonesome Pine Airport (VA)

#### Environmental

- Environmental Assessment  
New Kent County Airport (VA)
- Environmental Assessment  
Shenandoah Valley Regional Airport (VA)
- Short Form EA for Land Acquisition  
Roanoke-Blacksburg Regional Airport (VA)
- Short Form EA Safety Area Improvements  
Roanoke-Blacksburg Regional Airport (VA)
- Environmental Assessment Reevaluation  
Carroll Count Regional Airport (MD)
- Environmental Assessment for Runway 32 Extension  
Salisbury-Ocean City: Wicomico Regional Airport (MD)
- Environmental Assessment  
William T. Piper Memorial Airport (PA)

#### Master Planning

- Airport Master Plan Update  
Plymouth Municipal Airport (NC)
- Airport Master Plan Update  
Asheville Regional Airport (NC)
- Airport Layout Plan Update  
Farmville Regional Airport (VA)
- Airport Layout Plan Update  
Lonesome Pine Airport (VA)
- Airport Layout Plan Update  
Sierra Blanca Regional Airport (NM)
- Airport Master Plan  
Shenandoah Valley Regional Airport (VA)

- Airport Master Plan Update  
Carroll County Regional Airport (MD)
- Airport Master Plan Update  
Salisbury-Ocean City: Wicomico Regional Airport (MD)
- Airport Master Plan Update  
Wellsboro Johnston Airport (PA)

#### CAPABILITY TO COMPLETE PROJECTS WITHOUT COST ESCALATIONS OR OVERRUNS

Our record of budget control, not only for construction but also for the total project budget, is one of our strongest attributes. We have an outstanding performance record of completing design and construction of our projects within budget. We believe this strong budget performance is a direct result of the level of accuracy and detail that we provide with our construction documents. Construction documents which are concise, accurate, and properly detailed allow the contractor to prepare construction proposals without increasing bid prices to cover conditions which are unclear, and also reduce the likelihood of change orders during construction. Delta's change order record reflects the quality of design we provide in our construction documents.

During construction, the contractor's efforts have a major impact on the project schedule. We proactively monitor progress and assist in keeping the construction on schedule. This is completed throughout the project, not just at the end when it may be too late.

#### LIST OF PERSONNEL PROPOSED TO WORK WITH PMZ

Delta proposes to serve your airport and the County primarily from our office in Raleigh, North Carolina. Ms. Elizabeth G. Lattimore, P.E., the Project Manager, will lead the team and will be supported by additional engineers and planners located in our Charlotte and Richmond offices. Ms. Lattimore can be at PMZ in less than two hours by car or half hour by plane and is prepared to commit the necessary time to the Airport and County to complete the proposed projects, attend public hearings and board meetings, and address any on-call requests you may have.



Below is a list of the proposed project team members and their office locations. In addition to the identified team members, many other professionals and support personnel are available to assist with upcoming projects. Resumes are on the following pages.

Team Member	Office Location
Elizabeth G. Lattimore, P.E., C.M.	Raleigh, NC
Douglas E. Sander, P.E., C.M.	Raleigh, NC
E. Brian Burkhart, P.E.	Raleigh, NC
Benjamin M. Coughenour, E.I.T.	Raleigh, NC
Kenneth W. Moody, P.E., C.M.	Charlotte, NC
J. Russell Ashburn, III, P.E., C.M.	Charlotte, NC
Mary Ashburn Pearson, AICP, C.M.	Richmond, VA
David J. Leech, P.E.	Richmond, VA

### EXPERIENCE WORKING WITH THE FAA AND NCDOT DIVISION OF AVIATION REGULATIONS AND PROCEDURES

Delta has worked with the NCDOT Division of Aviation since 1988, through various projects around the state at Smith Reynolds Airport, Raleigh-Durham International Airport, Charlotte Douglas International Airport, Gastonia Municipal Airport, Wilmington International Airport, Michael J. Smith Field, Johnston Regional Airport, and Asheville Regional Airport. Mr. Doug Sander is a former NCDOT Division of Aviation employee, and our Raleigh office is located at RDU across from the Division of Aviation's offices. As part of our on-call services, Delta became an extension of the NCDOA staff by filling in the vacant Planning and Environmental staff position, reviewing environmental documents, Master Plans, and Airport Layout Plans (ALPs).

In addition, the vast majority of Delta's clients are included in the National Plan of Integrated Airport Systems (NPIAS). Therefore, many of our clients' projects are federally obligated airports who utilize the Airport Improvement Program (AIP) to fund their eligible capital improvement projects. We understand the obligations sponsors commit themselves to when accepting these funds. Because we work exclusively on airports, we have to be experts in this area. Therefore, we will help you fulfill your obligations to meet the federal grant assurances.

We are very familiar with standard FAA design procedures, forms, specifications, advisory circulars, orders, certifications, formats, reimbursement requests, online portal documentation, contract requirements, and general procedures. We work daily with FAA Airport



District Offices, Regional Offices, Flight Standards Offices, Safety and Standards Branches, and Airways Facility Sectors. This frequent coordination includes, for example, analysis of airspace issues (7460 forms, Part 77 analysis, TERPS analysis, etc.), design of navigational aids (AF reimbursable agreements for design review and testing, meeting flight checks, FCC licensing, etc.), and preparation of environmental analysis (categorical exclusions, environmental assessments, etc.).

The FAA contracted with Delta to review the ten State Block Grant Programs, including North Carolina. Delta prepared ten individual state reports, an overall Technical Report, and guidance for FAA to use in its management of the block grant program.

Delta staff and Senior Advisor, Mr. Rusty Chapman served as Manager of the Southern Region's Airports Division for eight years. Under his leadership, FAA Southern Region successfully managed the nation's largest regional AIP (\$700 million annually), ensured over 100 Part 139 certificated airports met federal safety requirements, completed many important environmental studies, improved critical runway safety areas, and helped several airport communities plan and build major new air carrier runways. He also served for several months in FAA Headquarters as the Deputy Associate Administrator for Airports and as Manager, San Francisco Airports District Office. Delta also has experience with the staff of the FAA Memphis Airport District Office. While serving as Manager of the Southern Region's Airports Division, Mr. Chapman worked closely with the Memphis Airport District Office and its staff.



## c. Key Staff

It should be noted that, in addition to the identified team members below, our staff of over 90 professionals and support personnel are available to supplement the team and assist on the project if needed.



**Elizabeth G. Lattimore, P.E., C.M.**  
PROJECT MANAGER

Ms. Lattimore joined Delta in 2015 and has served as the Project Manager, Project Engineer, and Lead Designer on several general aviation and air carrier airports. Her experience includes airfield lighting layout, marking, signs, paving, stormwater, and drainage. She leads Delta's internal design project teams. In addition to her design experience, she has also contributed to several master plan projects and funding and feasibility studies. Ms. Lattimore is a graduate of Delta's LAUNCH program, an in-house training program that exposes recent graduates to all aspects of our airport consulting business.

### Education

- B.S., Civil Engineering, North Carolina State University

### Registrations

- Registered Professional Engineer - NC

### Certifications

- Certified Member, AAAE

### Office Location

- Raleigh, NC

### Select Project Experience:

- Maintenance Facility Parking Lot Rehabilitation (Secure Side) • Raleigh-Durham International Airport (NC)
- Runway 5R-23L Rehabilitation • Raleigh-Durham International Airport (NC)
- General Aviation Pavement Rehabilitation • Raleigh-Durham International Airport (NC)
- Fourth Parallel Runway-Preliminary Design • Charlotte Douglas International Airport (NC)
- Phase 1 Project Development • Charlotte Douglas International Airport (NC)
- Airfield Pavement Rehabilitation • Johnston Regional Airport (NC)
- Runway 6 Extension • Virginia Highlands Airport (VA)
- Hangar Sites Construction • Virginia Highlands Airport (VA)



**Douglas E. Sander, P.E., C.M.**  
PRINCIPAL-IN-CHARGE

Mr. Sander has 28 years of airport planning, design, and construction experience, all at Delta. He is a registered Professional Engineer and has served as the Principal, Project Manager, Planner, and Lead Designer on airport projects for clients ranging from large commercial service hubs to small general aviation facilities. Prior to joining Delta, Mr. Sander worked as an intern with the North Carolina Department of Transportation-Division of Aviation.

Mr. Sander is active in the industry through several organizations including serving as an instructor at the annual AAAE Pavement Maintenance Workshop and as a member of the Airports Consultants Council (ACC) Engineering Committee (previously serving as Committee Chair) as well as the Engineering Technical Committee.

### Education

- B.S. Civil Engineering, North Carolina State University

### Registration

- Registered Professional Engineer - NC

### Certifications

- Certified Member, AAAE

### Office Location

- Raleigh, NC

### Select Project Experience:

- Aviation Station • Raleigh-Durham International Airport (NC)
- West Side Electrical Rehabilitation • Raleigh-Durham International Airport (NC)
- Runway 5R-23L Safety Area Extensions • Raleigh-Durham International Airport (NC)
- Runway 5R-23L Rehabilitation • Raleigh-Durham International Airport (NC)
- Taxiway D Pavement Rehabilitation • Raleigh-Durham International Airport (NC)
- Taxiway C Reconstruction • Raleigh-Durham International Airport (NC)





**Kenneth W. Moody, P.E., C.M.**  
QA/QC

Mr. Moody's entire career of 40 years has been dedicated to airport design and construction management with Delta. He has managed many individual projects and comprehensive airport development programs. Mr. Moody has designed and administered construction on a multitude of major and complex multi-million dollar terminal development, runway, taxiway, drainage, and lighting improvement projects. He has served as Project Manager for development projects at airports throughout the country. Mr. Moody is very experienced with projects involving pavement rehabilitations, rigid and flexible pavement, complex design and construction phasing, fuel facilities, deice collection systems, drainage improvements, airfield geometries, airfield lighting, cost estimating, and federal funding. He has been involved with many projects requiring significant stakeholder coordination with numerous parties, including the owner, FAA, ATCT, AFSFO, state agencies, ATA, airlines, other tenants, and various review agencies.

**Education**

- B.S., Civil Engineering, North Carolina State University

**Registrations**

- Registered Professional Engineer- NC

**Certifications**

- Active Multi-Engine Private Pilot with Instrument Rating
- Remote Pilot Certification
- Certified Member, AAE

**Office Location**

- Charlotte, NC

**Selected Project Experience**

- Taxiway M Rehabilitation • Charlotte Douglas International Airport (NC)
- 2021 Runway and Taxiway Pavement Management Program Update • Charlotte Douglas International Airport (NC)
- Fourth Parallel Runway-Project Management-Controls • Charlotte Douglas International Airport (NC)
- DHL Cargo Building Site Preparation • Charlotte Douglas International Airport (NC)
- Runway 8-26 Rehabilitation • Lancaster Airport (PA)
- Taxiway A Rehabilitation • Myrtle Beach International Airport (SC)
- Runway 6-24 Rehabilitation • Lonesome Pine Airport (VA)



**J. Russell Ashburn, III, P.E.**  
DESIGN & CONSTRUCTION TEAM

Mr. Ashburn has over 38 years of experience with project management; geotechnical exploration and evaluation; foundation (deep and shallow) design analysis and installation; slope evaluations and repair designs; geo-physical evaluations; dam design and evaluation; site grading; construction phase testing; asphalt and concrete mix designs; pavement evaluations and design; failure investigations; and Phase 1 environmental assessments. Mr. Ashburn has contributed his technical expertise to the aviation industry by working with the FAA Airport Technology Research and Development Branch on the *Summary of Case Studies and Observations on Airport Experience with Pavement Surface Treatments*.

**Education**

- B.S., Civil Engineering, University of Tennessee

**Registrations**

- Registered Professional Engineer- NC

**Office Location**

- Columbia, TN

**Selected Project Experience**

- Terminal Improvements • Asheville Regional Airport (NC)
- South Ramp Expansion • Charlotte Douglas International Airport (NC)
- Fourth Parallel Runway • Charlotte Douglas International Airport (NC)
- Fourth Parallel Runway- Project Management-Controls • Charlotte Douglas International Airport (NC)
- Maintenance Facility Parking Lot Rehabilitation • Raleigh-Durham International Airport (NC)
- Airfield Pavement Rehabilitation • Johnston Regional Airport (NC)





**E. Brian Burkhart, P.E.**  
DESIGN & CONSTRUCTION

Mr. Burkhart has over 27 years engineering experience with hydrologic and hydraulic modeling for stormwater control, floodplain analysis, and watershed studies; and stream and wetland restoration projects. His experience includes leading a team of engineers in the hydrological and hydraulic study of rivers and streams impacted by recent hurricanes.

**Selected Project Experience:**

- Maintenance Pond Rehabilitation • Raleigh-Durham International Airport (NC)
- Runway 16-34 Reconstruction, Drainage, and Site Grading • Carroll County Regional Airport (MD)
- Southeast Hangar Apron Construction • Richmond Executive-Chesterfield County Airport (VA)
- Taxiway B-Taxilane Y Rehabilitation • Manassas Regional Airport (VA)
- Runway 4 Hold Apron Construction • Lynchburg Regional Airport (VA)
- North Apron Landside Development • Lynchburg Regional Airport (VA)
- Storage Hangar Construction • Virginia Highlands Airport (VA)
- Runway 6 Extension • Virginia Highlands Airport (VA)

**Education**

- B.S., Environmental Engineering, NC State University

**Registrations**

- Registered Professional Engineer- NC

**Office Location**

- Raleigh, NC



**Benjamin M. Coughenour, E.I.T.**  
DESIGN & CONSTRUCTION

Mr. Coughenour joined Delta in June 2022 as part of our LAUNCH program. The LAUNCH program is a 24-month rotational program during which trainees work in CAD and Civil 3D, actively work on design, construction administration, and planning projects, and gain valuable field experience as a resident project representative (RPR). Over the past year, Mr. Coughenour has gained experience working with clients, worked as a designer on engineering projects at both commercial service and general aviation airports, and has been involved with projects requiring coordination with numerous parties, including the owner, FAA, ATCT, airlines, and various review agencies.

**Selected Project Experience:**

- Fourth Parallel Runway-Preliminary Design • Charlotte Douglas International Airport (NC)
- Wilson North Parking Lot Improvement • Charlotte Douglas International Airport (NC)
- General Aviation Pavement Rehabilitation • Raleigh-Durham International Airport (NC)
- Maintenance Facility Parking Lot Rehabilitation (Secure Side) • Raleigh-Durham International Airport (NC)
- Runway 5R-23L Rehabilitation • Raleigh-Durham International Airport (NC)
- Runway Extension, Phase 4-Paving and Lighting • Virginia Highlands Airport (VA)
- Taxiway Rehabilitation • Farmville Regional Airport (VA)
- Electrical Rehabilitation-Design • Lee County Airport (VA)
- Taxiway B-Taxilane Y Rehabilitation • Manassas Regional Airport (VA)

**Education**

- B.S. Civil Engineering, University of Tennessee Knoxville

**Registrations**

- Engineer-in-Training

**Office Location**

- Raleigh, NC





**Mary Ashburn Pearson, AICP, LEED<sup>®</sup> GREEN ASSOCIATE, C.M.**  
PLANNING, ENVIRONMENTAL, & SPECIAL SERVICES

Ms. Pearson has 15 years of airport consulting experience and serves as an environmental and planning Project Manager. Ms. Pearson's knowledge of airport master planning, project management, FAA and state grants and funding programs, and the requirements of the National Environmental Policy Act (NEPA) make her a key asset to her clients.

Ms. Pearson has played a key role in the completion of many general aviation environmental assessments and master planning efforts, and she also manages land acquisition projects for airport clients.

**Education**

- M.S., Urban and Regional Planning, Virginia Tech
- B.S., Business Administration, College of William and Mary

**Certifications**

- Certified Planner, AICP
- Certified Member, AAAE

**Office Location**

- Richmond, VA

**Selected Project Experience:**

- Short Form Environmental Assessment - South Apron Expansion • Asheville Regional Airport (NC)
- Air Carrier Apron Expansion • Asheville Regional Airport (NC)
- Environmental Consulting • North Carolina Department of Transportation (NC)
- General Services • North Carolina Department of Transportation (NC)
- Fourth Parallel Runway – Preliminary Design • Charlotte Douglas International Airport (NC)
- Taxiway A and Taxiway D Safety Area Evaluation • Charlotte Douglas International Airport (NC)
- Airfield Pavement Rehabilitation • Johnston Regional Airport (NC)



**David J. Leech, P.E.**  
PLANNING, ENVIRONMENTAL, & SPECIAL SERVICES

Mr. Leech has seven years of airport design, construction, and planning experience, all at Delta. He serves as a Project Manager and has worked as both designer and planner on all phases of planning and engineering projects at both commercial service and general aviation airports. He has been involved with projects requiring coordination with numerous parties, including the owner, FAA, ATCT, airlines, and various review agencies.

**Selected Project Experience:**

- Parking Garage • Asheville Regional Airport (NC)
- Concourses A, B, and C Trench Drain Replacement • Charlotte Douglas International Airport (NC)
- Airfield Guidance Signs Rehabilitation • Charlotte Douglas International Airport (NC)
- Asphalt Pavement Rehabilitation • Charlotte Douglas International Airport (NC)
- Apron Pavement Management Study • Charlotte Douglas International Airport (NC)
- Concourse C Improvements - Sharklets • Charlotte Douglas International Airport (NC)
- Fourth Parallel Runway – Preliminary Design • Charlotte Douglas International Airport (NC)
- Pavement Marking Plans • Charlotte Douglas International Airport (NC)
- PCC Spall Repair • Charlotte Douglas International Airport (NC)
- Runway 18L-36R Rehabilitation • Charlotte Douglas International Airport (NC)

**Education**

- B.S., Civil Engineering, Virginia Tech
- M.S., GIS Development and Web-Map Programming, University of Wisconsin-Madison

**Registrations**

- Registered Professional Engineer - NC

**Office Location**

- Richmond, VA





### **SUBCONSULTANTS S&ME, INC.**

#### **GEOTECHNICAL ENGINEERING & MATERIALS TESTING**

S&ME delivers engineering, design, environmental, and construction services for the built environment. Founded in 1973, the firm operates in over 30 offices including in North Carolina. Their multidisciplinary team has knowledge of FAA, state, county, and local regulations, allowing the firm to assist with managing vital airport and community assets. In addition to the traditional service line capabilities (environmental and geotechnical engineering, as well as construction materials testing), S&ME has a team of pavement experts that can effectively analyze and engineer your airport pavement structures. They have a variety of pavement testing capabilities to meet almost any need, such as non-destructive pavement testing with Falling Weight Deflectometer (FWD), high speed Ground Penetrating Radar (GPR), airfield friction testing, and Inertial Profiler. Delta and S&ME, Inc. have worked together on airport projects for over 25 years.

### **KEY Engineering Group, Inc. (DBE)**

#### **ELECTRICAL ENGINEERING**

KEY Engineering Group, Inc. (KEY) is an electrical engineering firm based in Hapeville, GA with a branch office in Columbia, SC which offers electrical engineering services, facilities engineering, power quality analysis, and construction quality control services and specializes in the aviation field. KEY provides over 100 combined years of experience in airfield electrical services. Delta and KEY Engineering Group have worked together at Myrtle Beach International Airport, Charlotte Douglas International Airport, Virginia Highlands Airport, Charlottesville-Albemarle Airport, and Lonesome Pine Airport. KEY Engineering Group, Inc. is a DBE certified firm in North Carolina.

### **Wetherill Engineering, Inc. (DBE)**

#### **SURVEY/SITE DESIGN**

Wetherill Engineering, Inc. provides services in structural design and inspection, bridge design and inspection, roadway design, greenway and multi-use path design, hydraulic design, traffic engineering, traffic control and signing, planning, erosion control, utility engineering and coordination, civil/site engineering, construction administration/inspection, surveying, and SUE. The firm is prequalified with the North Carolina Department of Transportation, a woman-owned registered DBE and SPSF with the North Carolina Department of Transportation (NCDOT), and is a certified Historically Underutilized Business (HUB) firm with the North Carolina Department of Administration.

### **PSH+, ARCHITECTURAL SERVICES**

PSH+ is an architectural and interior design firm offering expertise in a variety of project types including corporate, aviation, and healthcare. Established in 2009, our group is comprised of twenty five (25) design professionals and two (2) administrative support staff. They share a commitment to both client service and high quality design which they do not view as being mutually exclusive. Their philosophy involves the inclusion of the client into the design process, making them part of the design team. Through on-site collaboration and work sessions, their client's expectations and goals are defined and integrated into the design, ultimately enhancing the built product. Delta and PSH+ have a long history of teaming together on many airport projects.

### **Ken Weeden & Associates, Inc. (DBE)**

#### **DBE PLANS & CONSTRUCTION COMPLIANCE MONITORING**

Ken Weeden & Associates, Inc. (KWA) is a full-service Disadvantaged Business Enterprise (DBE) programs consulting firm. KWA is nationally recognized for its expertise in USDOT DBE and Airport Disadvantaged Business Enterprise Program (ACDBE) programs (49 CFR Parts 26, and 23), especially with airports. KWA has developed DBE and ACDBE programs for and provided consulting services to airports in 36 states and three U.S. territories, in all five FAA airport size categories. KWA is certified as a DBE in 13 states, including in North Carolina. In addition, the firm has extensive experience in providing on-site contract compliance monitoring services for both short-term and long-term airport construction projects. KWA is a DBE certified firm with the NCDOT.



## d. References

Delta has worked exclusively in the field of airport consulting for 46 years providing professional engineering, planning, construction administration and observation, and consultant services. We welcome you to contact any of the references we have provided below, many of which we have provided services similar to your upcoming projects.



Raleigh-Durham International Airport

Ms. Hillary Sudbury  
RDU Project Manager  
hillary.sudbury@rdu.com

(919) 840-7734  
P. O. Box 80001  
Raleigh-Durham NC 27623

*Delta has worked with the Raleigh-Durham International Airport since 2004.*



Johnston Regional Airport

Mr. Philip Lanier  
Airport Director  
phil.lanier@jnxairport.com

(919) 934-0992  
3149 Swift Creek Road  
Smithfield, NC 27577

*Delta has worked with the Johnston Regional Airport since 2023.*



Mecklenburg-Brunswick Regional Airport

Mr. John Zubrod  
Commission Chairman  
voyager.aviation@gmail.com

(434) 774-8023  
1495 Regional Airport Road  
Brodnax, VA 23920

*Delta has worked with the Mecklenburg-Brunswick Regional Airport since 1990.*



Virginia Highlands Airport

Mr. Mickey Hines  
Airport Manager  
mhines@vahighlandsairport.com

(276) 628-2909  
PO Box 631  
Abingdon, VA 24212

*Delta has worked with the Virginia Highlands Airport since 1983.*



Statement of Qualifications  
June 14, 2024



ARCHITECTURAL, ENGINEERING, AND PLANNING CONSULTANT SERVICES  
*for* AIRPORT CAPITAL IMPROVEMENT PROJECTS  
*for the* PLYMOUTH MUNICIPAL AIRPORT

Dion Viventi, PE, CM, CFII  
Senior Project Manager  
O: 984.459.8273 | M: 252.333.4224  
dviventi@parrishandpartners.com  
220 Horizon Dr., Ste. 100, Raleigh, NC 27615

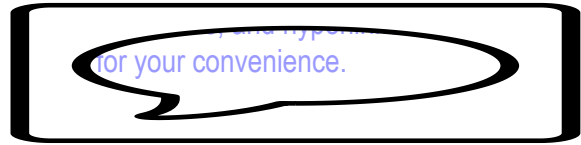
PARRISH & PARTNERS

# PARRISH & PARTNERS

220 HORIZON DRIVE, SUITE 100 ♦ RALEIGH, NC ♦ 27615 | O: 984.459.8280 ♦ F: 984.459.8279  
PARRISHANDPARTNERS.COM

June 14, 2024

Mary Moscato, Airport Development Director  
Plymouth Municipal Airport  
1069 Plymouth Airport Road  
Plymouth, NC 27962



**Re: RFQ for Architectural, Engineering, and Planning  
Consultant Services for Plymouth Municipal Airport**

Dear Ms. Moscato and Selection Committee Members:

Parrish and Partners of North Carolina, PLLC (P&P) would be honored to serve Plymouth Municipal Airport (PMZ) and Washington County as your trusted on-call consultant. Our goal at P&P is to start every project with a tailored approach specifically prepared for our partner. The specialized project team for this contract has been structured to provide the County and PMZ with industry experts who bring decades of experience helping advance industrial growth at airports throughout the Carolinas.

**We are proposing Dion Viventi, PE, CM, CFII, to serve as your Project Manager and Primary Point of Contact.** He will be supported by discipline specialists/task leads based on the nature of each assignment. Dion will work closely with the County and Airport as an extension of staff, keeping everyone informed of project progress while overseeing the project team, schedule, and deliverables.

As you complete your evaluation, I would like to note that we take pride in building long-term relationships with every client, and we achieve this by providing first-rate customer service, intensive quality control processes, close stakeholder coordination, and dedication to producing high quality deliverables at a reasonable cost.

If you have questions or need additional information please feel free to contact Dion any time.

Sincerely,

Parrish and Partners of North Carolina, PLLC

Jeff Kirby, PE, President

**Primary Point of Contact:**

DION VIVENTI, PE, CM, CFII  
Senior Project Manager

O: 984.459.8273 | M: 252.333.4224

[dviventi@parrishandpartners.com](mailto:dviventi@parrishandpartners.com)

220 Horizon Dr., Ste. 100, Raleigh, NC 27615



*We would be honored to partner with you!*



# B. FIRM EXPERIENCE & QUALIFICATIONS



**59** Total Professional Staff  
**24** Engineers & Planners  
**5** Offices in the Carolinas

**Accomplishments:**

Celebrating 11 Years of Service  
#1 Best Places to Work in Engineering by Best Companies Group (2024)  
Best Employers in North Carolina & South Carolina (2018-2023)



“Our vision at Parrish & Partners is to be the firm of choice. This is achieved by maintaining a focus on people – a focus on providing the best service for our extraordinary clients and setting up our talented team for success.  
We are proud, passionate, and committed. Our goal is to exceed each client’s expectation for personal service, timeliness, and budget on every project. We are not satisfied until our client is satisfied!” - Ed Parrish, PE, Chairman

**In-House Services:**

**PLANNING & ENVIRONMENTAL**

- Master Plans / System Plans
- Environmental Reviews
- NEPA Documentation
- Noise / Land Use Studies
- Terminal Area Studies
- Site Selection Studies
- eALP / ALP Studies & AGIS Coord.
- Airspace / Approach Analysis

**DESIGN & CONSTRUCTION**

- Runways, Taxiways, Aprons
- Greenfield Airport Sites
- Access Roads / Parking
- Airfield Lighting / NAVAIDS
- Drainage Improvements
- Airfield / Landside Structural
- Security Fencing / Access Control
- Maintenance / Storage Facilities

**OTHER**

- Land Acquisition
- Grants Administration
- Program Management
- Industrial Recruiting Assistance
- Operational Efficiency Analysis
- Activation Planning
- Government / Community Relations
- Signage & Wayfinding Studies
- GIS Analyses & Support

Since opening our doors in 2013, P&P's key objective is to provide a comprehensive set of highly qualified aviation planning and design professionals who have successfully completed a myriad of projects at airports of all sizes, and who are capable of responding at a moment’s notice with concise, proven solutions. This hits a cornerstone of our corporate philosophy, which is “unwavering client service.”

Serving as the Prime Consulting Firm, P&P is geared to meet your specific architectural, engineering, and planning needs, and appreciates this opportunity to be a part of your team. Not only do we offer a wide spectrum of professional services to the aviation community, our team has first-hand knowledge of local practices and procedures. Our capabilities range from planning and feasibility studies to environmental document preparation; from preliminary design and construction documents to field and office construction services; and from program management services to aviation related industrial recruitment support and assistance.

The P&P Team has consistently provided these services to both commercial service and general aviation (GA) airports. Our experienced aviation engineers, planners, and designers have completed numerous airport projects ranging in size and complexity from Airport Master Plans and new air carrier runways at some of the country’s largest airports, to apron rehabilitation and airfield electrical improvements at small GA airports. Additionally, we offer comprehensive assistance in the areas of grant administration and state/federal grant coordination.

**To further enhance our capabilities, we have partnered with Three Oaks Engineering (DBE), Terracon Consultants, Lindsey Architecture, and Walls Engineering (DBE).** As proven on past collaborations, we will work together seamlessly to achieve great success on your projects.

We offer the perfect combination of relevant experience, expertise, and a quality-driven mind-set to perform all services associated with this airport capital improvement projects contract.



## PREVIOUS EXPERIENCE ON SIMILAR PROJECTS

The following table provides a sample of similar projects our staff is working on or has completed involving federal and state funding. Select in-depth descriptions for projects completed within the last five years are provided on the following pages. (NOTE: > Reselected)

ON-CALL SERVICES	
<ul style="list-style-type: none"> <li>• Mount Airy/Surry County Airport (MWK), NC (&gt;2018, 2024)</li> <li>• Statesville Regional Airport (SVH), NC (&gt;2018, 2023)</li> <li>• Rocky Mount - Wilson Regional Airport (RWI), NC</li> <li>• Piedmont Triad International Airport (GSO), NC (&gt;2019)</li> <li>• Elizabeth City Regional Airport (ECG), NC (&gt;2019)</li> <li>• Rockingham County Shiloh Airport, (SIF), NC (&gt;2021)</li> <li>• Asheville Regional Airport (AVL), NC</li> <li>• Johnston County Regional Airport (JNX), NC</li> <li>• Harnett Regional Jetport (HRJ), NC</li> </ul>	<ul style="list-style-type: none"> <li>• Duplin County Airport (DPL), NC</li> <li>• Greenbrier Valley Airport (LWB), WV</li> <li>• Hanover County Municipal Airport (OFP), VA</li> <li>• Myrtle Beach International Airport (MYR), SC</li> <li>• Bamberg County Airport (99N), SC</li> <li>• Hummel Field Airport (W75), VA (&gt;2021)</li> <li>• William M. Tuck Airport (W78), VA</li> <li>• Virginia Tech/Montgomery Executive Airport (BCB), VA (&gt;2020)</li> </ul>
APRONS	TERMINAL AREA & HANGAR DEVELOPMENT
<ul style="list-style-type: none"> <li>• Terminal Apron Expansion, GSO</li> <li>• Apron Rehabilitation, MWK</li> <li>• Apron Rehabilitation, ECG</li> <li>• Apron Rehabilitation, LWB</li> <li>• South GA Apron Rehabilitation, AVL</li> <li>• Expand Terminal Apron-South, AVL</li> <li>• Apron Rehabilitation, SIF</li> <li>• GA Apron &amp; Hangar Development, SIF</li> <li>• Construct Apron, BCB</li> </ul>	<ul style="list-style-type: none"> <li>• Boom Supersonic Final Assembly Line, GSO</li> <li>• Samaritan's Purse Airlift Response Center (MRO), GSO</li> <li>• Hangar Development, MWK</li> <li>• Corporate Area Development, SVH</li> <li>• Hangar Development, RWI</li> <li>• Terminal Space Study, MYR</li> <li>• Terminal Area Plan, Charlottesville-Albemarle Airport (CHO)</li> </ul>
RUNWAYS	LAND ACQUISITION & OBSTRUCTION CLEARING
<ul style="list-style-type: none"> <li>• Runway Rehabilitation Phases 1-4, GSO</li> <li>• Runway &amp; Taxiway Extension, MWK</li> <li>• Runway 10-28 Safety Enhancements Program, SVH</li> <li>• Runway Rehabilitation, W78</li> <li>• Runway Rehabilitation, OFP</li> <li>• Runway Rehabilitation, LWB</li> <li>• Runway Rehabilitation, SIF</li> </ul>	<ul style="list-style-type: none"> <li>• Multiple Land Acquisitions, MWK</li> <li>• Runway 18 &amp; 36 Obstruction Clearing, MWK</li> <li>• Land Acquisition Assistance, SVH</li> <li>• US Coast Guard Land Acquisition, ECG</li> <li>• Runway 13-31 Obstruction Removal, SIF</li> <li>• Obstruction Removal, RWI</li> </ul>
TAXIWAYS	APPROACH LIGHTING & NAVAIDS
<ul style="list-style-type: none"> <li>• Taxiway Rehabilitation, MWK</li> <li>• Taxiway Extension Paving &amp; Lighting, MWK</li> <li>• Construct Partial South Parallel Taxiway, SVH</li> <li>• Reconstruct Taxiway Lighting System, LWB</li> <li>• Taxiways A &amp; M Rehabilitation, GSO (Owner's Rep.)</li> </ul>	<ul style="list-style-type: none"> <li>• Install PAPI/REIL, Runway Lights &amp; LED Taxiway Lights, MWK</li> <li>• Replace Glideslope &amp; Localizer, SVH</li> <li>• Install PAPI/REIL, SIF</li> <li>• Install PAPIs, W75</li> <li>• ALSF-2 Approach Lighting, GSO</li> </ul>
MASTER PLAN / AIRPORT LAYOUT PLAN (ALP) UPDATES	
<ul style="list-style-type: none"> <li>• ALP Update, MWK</li> <li>• ALP &amp; Market Assessment, SVH</li> <li>• ALP Update, ECG</li> <li>• Master Plan Update, LWB</li> </ul>	<ul style="list-style-type: none"> <li>• ALP Update, SIF</li> <li>• Master Plan/ALP, DPL</li> <li>• Master Plan Update, MYR</li> <li>• ALP Update, W75</li> </ul>

## ON-CALL SERVICES, *Mount Airy/Surry County Airport, NC*

P&P was selected for on-call consulting services in 2013, and reselected in 2018. Relevant experience within the past five years includes:

- **GA Apron & Hangar Development Phase 1-2:** Responsible for design and construction for site preparation and initial construction of large development areas; key project aspects included site grading, construction of an internal access roadway, preparation of hangar sites, permitting, and installation of new utilities (12/2020)
- **Torres Property Acquisition:** Currently assisting with the acquisition of three parcels of land needed to construct additional T-hangars and provide a source of borrow soil for a planned taxiway project; responsible for coordinating fair market appraisals and surveys, and assisting the Airport Authority with negotiations (ongoing)

### Contact:

Mount Airy/Surry County Airport Authority – George Crater, Airport Manager; 336.401.8201, [craterg@co.surry.nc.us](mailto:craterg@co.surry.nc.us)

### Scope of Services:

Grant Management, Programming, Planning, Civil Design, Cost Estimating, Construction Phase Services, Environmental Documentation, Environmental Mitigation, Section 404 Permit & Mitigation Coordination



## ON-CALL SERVICES, *Harnett Regional Jetport, NC*

P&P was selected in 2022 to provide on-call engineering and architectural services. Relevant experience within the past five years includes:

- **New Terminal Building Construction Phase Services:** Providing construction administration and oversight for the new 7,035 SF terminal building currently being constructed, with tasks including (ongoing):
  - permitting assistance, including erosion control monitoring
  - construction oversight, including quality assurance (QA) testing and resident project representative (RPR)
  - review of contractor pay applications and quantities
  - conflict resolution through RFI and change orders
  - review of shop drawings
  - conducting bi-weekly project status meetings
  - part-time construction inspection for site and building construction
  - coordination of subconsultants
  - review of project schedules
  - coordination with County staff and Jetport Committee
  - punch list inspection and final inspection to ensure conformance with plans and specifications
- **Airport Land Acquisition:** Providing environmental documentation, geotechnical investigations, airport planning, surveys, and coordination of appraisals to allow for reimbursement from NCDOA for the land purchase; property to be acquired was identified on the Airport Master Plan that is currently underway as being a short-term project in the CIP for the purpose of airport terminal area expansion and airport access road relocation (ongoing)



### Contact:

Harnett County – Brent Trout, County Manager; 910.893.7555, [btrout@harnett.org](mailto:btrout@harnett.org)

### Scope of Services:

Programming, Planning, Environmental Documentation, Land Acquisition, Agency Coordination, Civil Design, Construction Phase Services, Value-added Services, Cost Estimating

## ON-CALL SERVICES, *Statesville Regional Airport, NC*

P&P was selected in 2013 and reselected in 2018 and 2023 to provide on-call engineering, planning, and architectural services. Relevant experience within the past five years includes:

- **Eastside Taxiway Lighting & Vault:** Provided design and construction services for the installation of taxiway edge lights along east side partial parallel Taxiway B, as well as construction of a replacement airfield lighting vault; included installation of an automatic backup generator for the new airfield lighting vault, and replacement of the incandescent runway edge lights and threshold lights with new LED fixtures; scope revised due to additional grant funding to include rehabilitation of a portion of the Medium Intensity Approach Lighting System with Rail (MALSR) system and replacement of the Distance Measuring Equipment (7/2022)
- **East Corporate Development Area:** Assisted with obtaining \$9M from the state with no local match required for the design and construction of this \$11M project that consisted of a 20,000 SY apron and 37,000 SF MRO hangar along the eastern portion of Taxiway B; also prepared the Categorical Exclusion (CE); new facility intended to house Victory Air will generate over 100 new aviation jobs at the Airport (12/2021)
- **Land Acquisition Assistance:** Performed NEPA services for the acquisition of nine residential parcels located east of Taxiway F, contiguous with existing airport property; properties acquired comprise a small portion (33%) of the overall future aeronautical development proposed for this Central Corporate Area, as indicated on the current (2017) ALP; project consists of (ongoing):
  - demolition of existing residential structures to be acquired as part of the Proposed Action
  - construction of 305,000 SF of apron pavement, 16 new corporate hangars, and a new terminal building
  - approximately 21 acres of additional impervious surfaces at the Central Corporate Area
  - development considerations, such as potential hazardous materials located on the parcels
  - preparation of the Short Form Environmental Assessment (EA) and coordination with the North Carolina State Historic Preservation Office
  - acquisition efforts performed in accordance with FAA Advisory Circular 150/5100-17, Uniform Relocation Act, and other Federal policies
  - all properties surveyed, appraised, and cleared of NEPA requirements prior to any offer to purchase and/or negotiations with the landowner

### Contact:

City of Statesville – John Ferguson, Airport Manager;  
704.873.1111, [jferguson@statesvillenc.net](mailto:jferguson@statesvillenc.net)

### Scope of Services:

Civil Design, Airfield Electrical, Programming/Planning, EA/CE, Permitting Support, Grant Management, Construction/Bidding Phase, Resident Inspection



## ON-CALL SERVICES, *William M. Tuck Airport, VA*

P&P was selected in 2017 to provide airport engineering and consulting services. Relevant experience within the past five years includes:

- **Wildlife Fencing:** Installation of fencing not only assisted as a wildlife deterrent from adjacent fields and woodlands, but also aided in security of the airfield from outside threats; project consisted of (2022):
  - FAA compliant chain link fencing along the perimeter of the airfield within the confines of Tuck Airport Road, Wolf Trap Road, and the surrounding forests
  - dual swing manual vehicle gates at main airfield entrance points and strategic maintenance access locations
  - pedestrian swing gate at one location near the terminal building for user access
  - minor clearing and grubbing to ensure proper installation of fencing

### Contact:

Halifax County – Scott Simpson, County Administrator; 434.476.3300, [srs@co.halifax.va.us](mailto:srs@co.halifax.va.us)

### Scope of Services:

Civil Design, Bidding Phase Assistance, Cost Estimating, Grant Management, Construction Phase Services, Project Management, Environmental Documentation



## ON-CALL SERVICES, Rocky Mount - Wilson Regional Airport, NC

P&P was awarded a General Consultant Services contract in 2019. Relevant experience within the past five years includes:

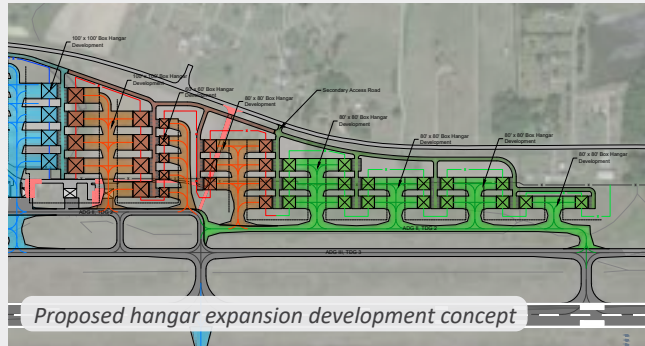
- **GA Hangar Development Planning:** Responsible for securing land and providing multiple large corporate hangar development sites for prospective tenants; also serving as a technical advisor for development and lease negotiations (ongoing)
- **Aviation Economic Development Planning:** Facilitated coordination with the Airport Authority, as well as State and Federal legislators and officials to create visioning documents and presentations to help obtain funding for the first phase of a long-term aviation industrial development on the south side of the Airport that is anticipated to create thousands of jobs at ultimate buildout (2/2024)

### Contact:

Rocky Mount - Wilson Airport Authority – Jarrett Moss, Interim Airport Director; 252.446.3189, [director@krwiairport.com](mailto:director@krwiairport.com)

### Scope of Services:

Civil Design, Bidding Phase Assistance, Cost Estimating, Grant Management, Construction Phase Services, Project Management, Environmental Documentation, Section 404 Permit, Corporate Recruitment Assistance



## ON-CALL SERVICES, Asheville Regional Airport, NC

P&P was selected in 2018 to serve as an on-call consultant. Relevant experience within the past five years includes:

- **Terminal Apron Expansion:** Reviewed existing conditions and coordinated the expansion project with various local agencies, which consisted of (3/2022):
  - over 120,000 CY of embankment
  - 13,500 SY of concrete pavement
  - embankment of approximately 40'
  - construction of a retaining wall
  - wetland mitigation and significant stormwater drainage design due to construction over an existing stream
- **South GA Apron Rehabilitation:** Reviewed existing pavement conditions and designed a project to rehabilitate a portion of the GA apron to accommodate heavier aircraft, which consisted of (12/2022):
  - removal and replacement of approximately 14,000 SY of airfield pavement
  - design and bid asphalt and concrete pavement options for funding flexibility
  - construction phasing and access were of critical concern due to the proximity of the project work area(s) to the ARFF facility, fuel truck traffic, GA activity, and other airport tenant movements
  - close coordination with airport staff to design a construction phasing plan that would minimize disruption to airfield activities while maximizing the contractor's work area(s) and production

### Contact:

Greater Asheville Regional Airport Authority – Jared Merrill, VP-Planning; 828.209.5113, [jmerrill@flyavl.com](mailto:jmerrill@flyavl.com)

### Scope of Services:

Project Management, Civil Design, Cost Estimating, Construction Phase Services, Bidding Phase Assistance, RPR, Environmental Coordination



Apron Expansion



GA Apron Rehabilitation

## ON-CALL SERVICES, *Piedmont Triad International Airport, NC*

P&P was selected in 2016 for extension of staff services, then selected in 2018 to provide on-call services for construction administration, construction management, and inspection services, and reselected in 2019 to provide on-call engineering consulting services. Relevant experience within the past five years includes:

- **Runway 5R-23L Rehabilitation Phase 1-4:** Assisted with reviews of the runway design and performed construction management and inspection for the runway program, which consisted of (7/2023):
  - Phase 1: reconstruction of approximately 4,700' of Runway 23L
  - Phase 2: placement of fill and installation of new drainage infrastructure to correct grade deficiencies between Runway 5R-23L and parallel Taxiway M
  - Phase 3: reconstruction of approximately 4,500' of Runway 23L
  - Phase 4: reconstruction of the final 801' of Runway 23L, the blast pad, connections to Taxiway A and Runway 13-32, complete replacement of the MALSR, and relocation/replacement of portions of the Instrument Landing System (ILS)
- **Terminal Replacement Program – South Concourse Expansion:** As a subconsultant to Lindsey Architecture, responsible for planning and civil engineering for the expansion of the South Concourse, to include passenger boarding bridge analysis, aircraft movement analysis and planning, apron design, and drainage design (ongoing)

### Contact:

Piedmont Triad Airport Authority – Lorin Akins, Project Manager;  
336.665.5600, [akinsl@gsair.org](mailto:akinsl@gsair.org)

### Scope of Services:

Construction Management, Construction Administration, Construction Inspection, Civil Design, Planning



## ON-CALL SERVICES, *Elizabeth City Regional Airport, NC*

P&P was selected in 2014 for a general consultant services contract, and reselected in 2019. Relevant experience within the past five years includes:

- **Elizabeth City State University (ECSU) Aviation Facility Phase 1 & 2:** Secured funding and designed a new terminal apron, airport terminal, 16,000 SF maintenance hangar, T-hangar taxilanes, and box hangars for the ultimate buildout of airside land; through multiple funding sources and legislative earmarks, this ongoing program will yield significant revenue and support operations from new aircraft tenants and ECSU (ongoing)
  - Aviation Facility Phase 1: planning, design, and construction of a large asphalt apron, utilities, parking, and site improvements to serve the new terminal; also included architectural planning for hangars and office space; assisted the Airport Authority with project funding through the State
  - Aviation Facility Phase 2: design and construction for the expansion of the new terminal apron, new terminal, hangars, utilities, and conversion of the old terminal into office space for ECSU's flight program; heavily assisted with obtaining legislative earmarks from the State General Assembly for 100% project funding and reimbursement of recent local matches on the initial apron construction that was funded through State Apportionment Appraisal Services for Land Acquisition: Assisted with the appraisal of approximately 15 acres belonging to ECSU; the land, which is no longer needed by the ESCU Aviation Science Program, is adjacent to the Airport Authority's Aviation Industrial Park (2020)

### Contact:

Elizabeth City/Pasquotank County Airport Authority – Scott Hinton,  
Airport Manager; 252.489.8977, [manager@ecgairport.com](mailto:manager@ecgairport.com)

### Scope of Services:

Civil Design, Bidding Phase Assistance, Cost Estimating, Grant Management, Construction Phase Services, Project Management, Environmental Documentation, Section 404 Permit, Corporate Recruitment Assistance



## EXPERIENCE WORKING WITH FAA & NCDOA REGULATIONS & PROCEDURES

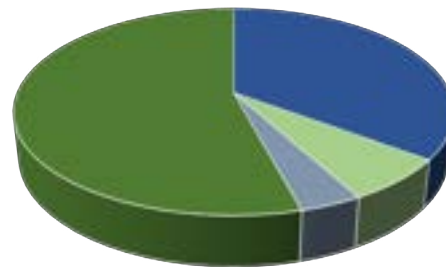


Both **Dion Viventi, PE, CM, CFII**, and **Tim Gruebel, PE**, have decades of experience working with the FAA on discretionary and entitlement funding projects. We also provide PMZ with an unmatched mix of former NCDOT and NCDOA staff who have served in leadership positions. Each of these personnel are intimately familiar with federal and state regulations, policies and procedures, protocols, and most importantly, the correct methods of communication. Our team possesses invaluable relationships with FAA and NCDOA staff, as well as numerous other agencies, which will prove beneficial by efficiently and effectively executing projects to contain costs and achieve schedules.

P&P's leadership staff has routinely assisted airport owners with:

- Preparing grant applications and supporting materials
- Securing funding at every level: local, state, and FAA
- Tracking and reporting on project expenditures/grant drawdowns
- Preparation of close-out forms
- Leveraging access to special state and federal funding
- Coordinating Modifications to Standards material and approvals

The pie chart to the right presents a snapshot of project funding at airports for which P&P Team members have worked. **During the last three years, P&P's aviation clients have received over \$112 million of FAA/State discretionary funds for critically needed improvement projects.**



FAA/State Discretionary:	\$112,531,591
Non-Primary Entitlement:	\$19,680,609
Local:	\$11,229,133
Alternative Funding:	\$157,000,000

Our team regularly works closely with Airport Sponsors to establish goals and a vision for the airport. We work to make that vision a reality by getting your projects funded through traditional and alternative funding sources. Dion will assist PMZ at any level needed with all of your project planning and funding needs to help your projects succeed.

Over the past five years, we have assisted Statesville Regional Airport in maintaining a continuous stream of funding to move projects forward. We have helped the Airport secure more than \$35 million for upcoming projects with no local match, and the NCDOA has indicated that more is on the way!

*Ground-breaking ceremony held at SVH on May 9, 2024, for the new terminal building that will span an impressive 22,900 square feet across three floors. As an on-call consultant, P&P is managing the project and assisted in securing the necessary funds for the \$12.5 million terminal building.*



P&P's key leadership team has worked with the FAA, specifically the Southern Region and the Memphis ADO, for their entire careers. Through industry involvement, we have historically participated in draft Advisory Circular reviews, furnishing valuable comments to the FAA and the industry on best practices.

## ON-TIME / IN BUDGET PERFORMANCE ON PROJECTS

P&P conducts Value Engineering (VE) assessments on all projects we perform. We are continually looking for cost savings in projects and programs without sacrificing project quality. As your Project Manager, Dion will conduct and direct VE assessments and analysis. **Dion will work with you to find the most expeditious and cost-effective path to making your vision a reality.** The following is a snapshot of state/federally-funded projects completed without having major cost escalations or overruns:

PROJECT NAMES	COST		COMPLETION	
	BUDGET	FINAL	SCHEDULE	ACTUAL
<b>ELIZABETH CITY REGIONAL AIRPORT, NC</b>				
+T-Hangar Taxilane & Drainage Rehabilitation	\$239,761	\$251,179	5/11/2019	5/11/2019
<b>STATESVILLE REGIONAL AIRPORT, NC</b>				
Eastside Taxiway Lighting & Vault Construction	\$1,547,179	\$1,547,179	7/16/2022	7/11/2022
<b>MOUNT AIRY/SURRY COUNTY AIRPORT, NC</b>				
*Aircraft Storage Hangar	\$1,377,000	\$1,525,623	12/30/2019	12/29/2019
<b>ROCKINGHAM COUNTY SHILOH AIRPORT, NC</b>				
Runway 13-31 Rehabilitation	\$4,025,915	\$3,683,789	7/8/2020	6/4/2019
Runway Lighting Rehabilitation	\$360,910	\$359,240	4/1/2020	3/20/2020
<b>WILLIAM M TUCK AIRPORT, VA</b>				
Runway 19 Rehabilitation	\$2,413,860	\$2,135,107	7/5/2019	7/3/2019
<b>ASHEVILLE REGIONAL AIRPORT, NC</b>				
Rehabilitate South GA Apron	\$7,319,269	\$6,223,976	12/17/2022	12/14/2022
* Owner Requested Work Added to Contract	+Contractor Added Material			

## LOCATION OF OFFICES TO PERFORM WORK

With team members in offices throughout the Southeast, we pride ourselves on maintaining maximum efficiency and being highly successful while working seamlessly together utilizing available technology. **Your proposed Project Manager/Lead Civil Engineer, Principal-In-Charge, and Lead Aviation Planner are all based in our Raleigh office.** They will be supported by our highly qualified engineers, planners, designers, and technicians located in Greensboro and Charlotte who will be utilized for airside and landside design projects, as well as exceptional airport planners in Charleston and environmental specialists in Columbia.

Dion is a licensed pilot and he is readily available and highly responsive. Working directly with P&P staff is a team of qualified engineers and technicians that will serve key/critical roles. We are ready to begin work immediately!

### UNPARALLELED CONVENIENCE

#### Parrish & Partners

220 Horizon Dr., Ste. 100  
Raleigh, NC 27615

1801 Stanley Rd., Ste. 315  
Greensboro, NC 27407

6701 Carmel Rd., Ste. 210  
Charlotte, NC 28226

140 Stoneridge Dr., Ste. 500  
Columbia, SC 29210

170 Meeting St., Ste. 110  
Charleston, SC 29401

#### Three Oaks Engineering (DBE)

324 Blackwell St., Ste. 1200, Durham, NC 27701

#### Terracon Consultants

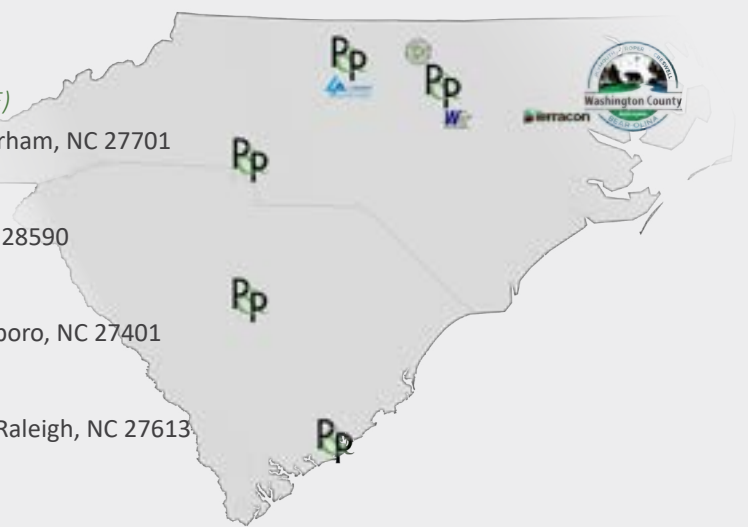
314 Beacon Dr., Winterville, NC 28590

#### Lindsey Architecture

324 S. Elm St., Ste. 500, Greensboro, NC 27401

#### Walls Engineering (DBE)

8226 Creedmoor Rd., Ste. 201, Raleigh, NC 27613



# C. PROJECT TEAM

## ORGANIZATIONAL CHART

**LEGEND**

○ Key Staff

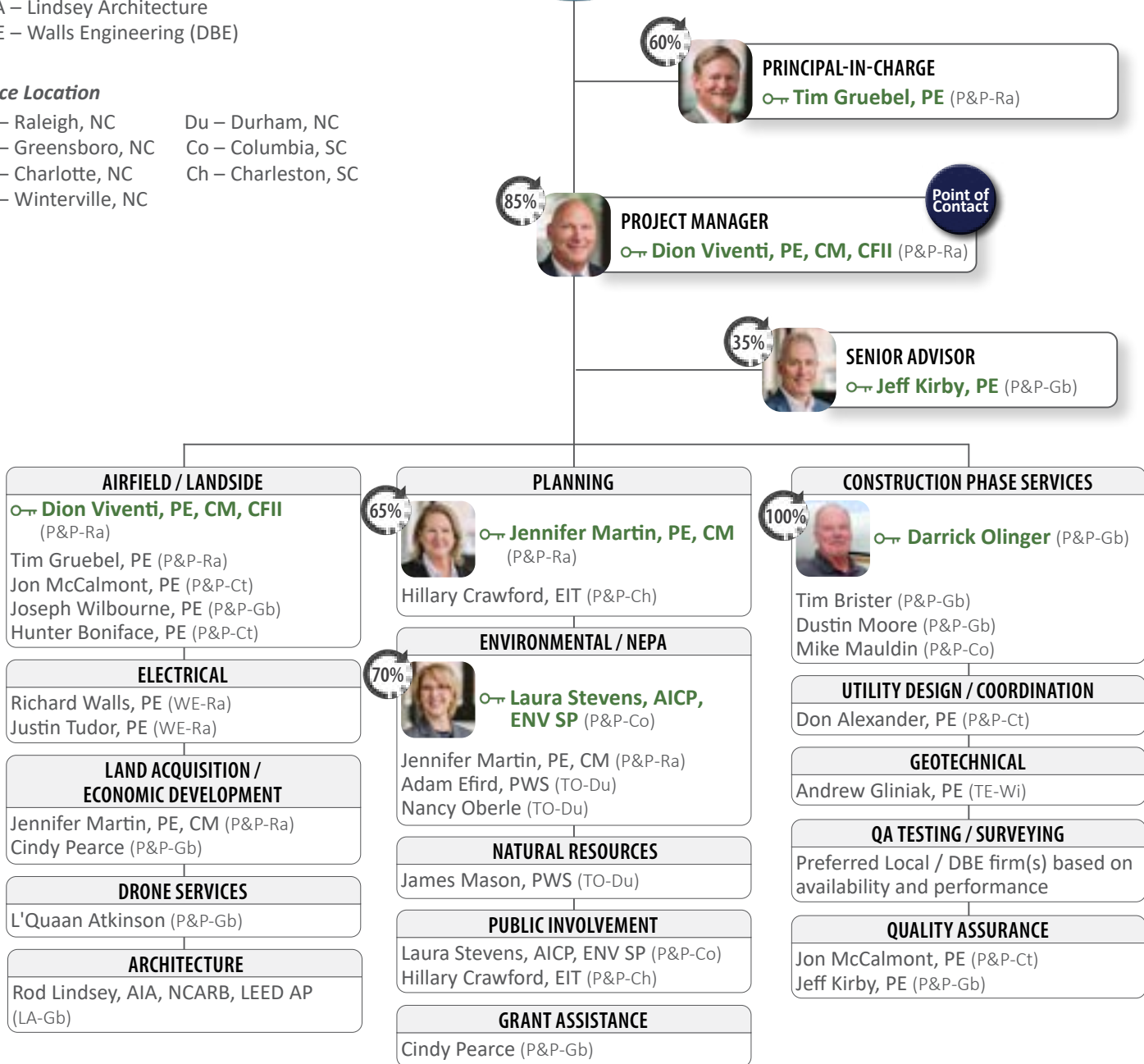
⌚ % of Availability (based on a 40-hour work week)

**Firm**

- P&P – Parrish & Partners
- TO – Three Oaks Engineering (DBE)
- TE – Terracon Consultants
- LA – Lindsey Architecture
- WE – Walls Engineering (DBE)

**Office Location**

- Ra – Raleigh, NC
- Gb – Greensboro, NC
- Ct – Charlotte, NC
- Wi – Winterville, NC
- Du – Durham, NC
- Co – Columbia, SC
- Ch – Charleston, SC



## KEY TEAM MEMBERS



### **DION VIVENTI, PE, CM, CFII, Senior Project Manager – Aviation**

*Years of Experience:* 31

*Location:* Raleigh, NC

*Education:* B.S., Civil Engineering, Rutgers University; A.A., Pre-Engineering, Cumberland County Community College

*Registration:* Professional Engineer (NC 24643); Certified Member, AAAE; Commercial and Instrument Rated Pilot, FAA; Flight Instructor, CFII, FAA



Dion is a Senior Project Manager with 31 years of diverse experience, nearly two decades of which have been in the aviation industry. He brings a unique perspective to aviation project management, with a career spanning from service in the US Air Force as a pilot to engineering design, flight instruction, project management at NCDOT, leadership in the NC Airports Association, and most recently airport management as Airport Director at Rocky Mount – Wilson Regional Airport. Dion will leverage his vast knowledge of airport project management to assist clients with growing and improving their airports and the impact they have in their local communities. He will be available for attendance of public hearings and board meetings as required by the County. Relevant experience prior to joining P&P:

- Rocky Mount – Wilson Regional Airport, NC (Aug. 2016 – Oct. 2023): Airport Director
- Elizabeth City Regional Airport, NC (Jan. 2014 – Jul. 2016): Airport Manager
- Runway, Taxiway & Apron Overlay, Harnett Regional Jetport, NC: Airport Project Manager (PM)
- Approach Clearing & Land Acquisition, Cape Fear Regional Jetport, NC: Airport PM
- Apron Rehabilitation, Anson County Airport, NC: Airport PM
- ILS Improvements, Anson County Airport, NC: Airport PM
- New Terminal & GA Ramp, Albert J. Ellis Airport, NC: Airport PM
- Runway & Taxiway Pavement Rehabilitation, Asheville Regional Airport, NC: Airport PM
- Land Acquisition & Approach Clearing, Curtis L. Brown Field, NC: Airport PM
- Parallel Taxiway Extension, Duplin County Airport, NC: Airport PM
- New Terminal Building, Duplin County Airport, NC: Airport PM
- Ramp Rehabilitation, Elizabeth City Regional Airport, NC: Airport PM



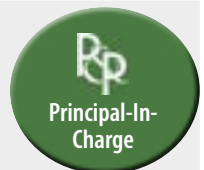
### **TIM GRUBEL, PE, Operations Manager / Principal – Aviation**

*Years of Experience:* 20

*Location:* Raleigh, NC

*Education:* B.S., Civil Engineering, University of Central Florida

*Registration:* Professional Engineer (NC 041787)



Tim has a comprehensive range of experience that includes aviation, commercial, and industrial project design and construction and project management. Tim's expertise in design, planning, and construction of airport facilities includes drainage design and master plans, industrial MRO facilities, hangar development, ARFF facilities, commercial and GA terminals, terminal access, and revenue control facilities. He also has extensive experience assisting airport authorities with obtaining funding for improvement projects and economic development projects through traditional and non-traditional sources. Relevant experience includes:

- Boom Supersonic Final Assembly Line (Design-Build (D-B)), Piedmont Triad International Airport, NC: PM
- Federal Funding Assistance, Elizabeth City Regional Airport, NC: PM
- Aviation Facility Phase 1 & 2, Elizabeth City Regional Airport, NC: PM
- HAECO MRO Hangar (D-B), Piedmont Triad International Airport, NC: Airport Authority Representative
- Samaritan's Purse Parking & Airside Expansion, Piedmont Triad International Airport, NC: PM
- Lighting Rehabilitation, Rockingham County Shiloh Airport, NC: Construction Phase PM
- Apron Rehabilitation, Rockingham County Shiloh Airport, NC: Construction PM
- T-Hangar Taxilane Drainage Rehabilitation, Elizabeth City Regional Airport, NC: PM
- Corporate Area Development Phase 1, Statesville Regional Airport, NC: PM



**JEFF KIRBY, PE, *President***

*Years of Experience:* 36

*Location:* Greensboro, NC

*Education:* B.S., Civil Engineering, Virginia Polytechnic Institute and State University

*Registration:* Professional Engineer (NC 021009)



Jeff is President of P&P and responsible for all aviation-related activities within the firm, including overall technical guidance, project management, client relations, and business development. With 33 years of his 36-year career dedicated to the aviation consulting industry, Jeff has assisted airports in capital improvement projects ranging in size from \$50,000 to \$70 million, including five new runways and four new GA airports. He has been involved with all aspects of airport development, including project planning, design, construction oversight, and grant management at both GA and air carrier airports. Relevant experience includes:

- On-Call Professional Services: Project Director
  - Piedmont Triad International Airport, NC
  - Asheville Regional Airport, NC
  - Mount Airy/Surry County Airport, NC
  - Elizabeth City Regional Airport NC
  - Statesville Regional Airport, NC
  - Rockingham County Shiloh Airport, NC
- Corporate Area Development Site Preparation, Statesville Regional Airport, NC: Project Director
- Apron Rehabilitation, Elizabeth City Regional Airport, NC: Project Director
- Expand Terminal Apron South, Asheville Regional Airport, NC: Project Director
- Apron Rehabilitation, Mount Airy/Surry County Airport, NC: PM
- Taxiway Lighting Rehabilitation, PAPI, REIL & Guidance Sign, Statesville Regional Airport, NC: Project Director
- Terminal Area Development, Mount Airy/Surry County Airport, NC: PM



**JENNIFER MARTIN, PE, CM, *Senior Project Manager – Aviation***

*Years of Experience:* 37

*Location:* Raleigh, NC

*Education:* B.S., Civil Engineering & B.S., Mathematics Education, North Carolina State University

*Certifications:* Professional Engineer (NC 026985); AAAE Certified Member



Jennifer offers 33 years of experience with NCDOT, including having served as the Planning and Environmental Program Manager for NCDOT (2008-2018). Jennifer is an expert in the FAA State Block Grant Program (SBGP) for project grant reimbursement, having worked closely with airport sponsors to ensure grants provided a percentage of the cost for preliminary engineering, property acquisition, and construction for improvement projects. She assisted with planning and engineering scopes of work, fees, and fee negotiations; coordinated FAA approval of design and construction; and reviewed and approved invoices in accordance with the FAA Airport Improvement Program and federal and state grant assurances.

Jennifer facilitated production of the 2015 North Carolina Airports System Plan, 2016 Program Guidance Handbook, 2016 North Carolina Aviation Development Task Force Report, and 2016 Economic Impact of Airports in North Carolina report and seeks to leverage the power of these documents to help airports realize their potential as economic generators. Relevant experience includes:

- Williams Road Realignment for Runway Improvements EA, Coastal Carolina Regional Airport, NC: NCDOT Liaison
- Airport Master Plan, Harnett Regional Jetport, NC: PM
- Airport Master Plan, Duplin County Airport, NC: PM
- Duplin Commons Master Plan, Kenansville, NC: PM



**LAURA STEVENS, AICP, ENV SP, Operations Manager / Principal – Environmental**

*Years of Experience:* 31

*Location:* Columbia, SC

*Education:* Master of Earth and Environmental Resources Management; B.S., Marine Science, University of South Carolina

*Certifications:* American Institute of Certified Planners; Envision Sustainability Professional



Laura has 31 years of experience preparing environmental documentation and permits for surface transportation and aviation projects. After beginning her career in the field conducting wetland delineations and protected species field surveys, she is now responsible for project management tasks, as well as assessing potential project impacts to natural and human resources, preparing NEPA documents, Clean Water Act Section 404/401 permitting, public involvement, and agency coordination. Laura is a strong researcher and writer with excellent working relationships with many transportation and environmental agency personnel. Relevant experience includes:

- Environmental Assessment for Runway 10-28 Safety Enhancement Program, Statesville Regional Airport, NC: Environmental Lead
- Categorical Exclusion for South Corporate Area Development, Statesville Regional Airport, NC: Senior Environmental Planner
- New Aviation Facility, Elizabeth City Regional Airport, NC: Environmental Lead
- Master Plan Update, Myrtle Beach International Airport, SC: Senior Environmental Planner
- Written Re-evaluation – Runway Extension & Associated Projects, Mount Airy/Surry County Airport, NC: Senior Environmental Planner
- Categorical Exclusion for New Aviation Facility, Elizabeth City Regional Airport, NC: Senior Environmental Planner
- Categorical Exclusion for Proposed Taxiway Lighting Reconstruction, Greenbrier Valley Airport, WV: Senior Environmental Planner
- Airport Master Plan Update, Greenbrier Valley Airport, WV: Environmental Planner
- Airport Master Plan Update, Mid-Ohio Valley Regional Airport, WV: Environmental Planner
- Environmental Impact Review – Runway Realignment, Hummel Field Airport, VA: Senior Environmental Planner
- ALP Update, Hummel Field Airport, VA: Senior Environmental Planner



**DARRICK OLINGER, Construction Services Supervisor**

*Years of Experience:* 46

*Location:* Greensboro, NC










Darrick has 46 years of experience in both airside and landside construction projects. He has airside inspection and testing experience with soils, aggregate, bituminous and PCC concrete, and airfield lighting. He also has underground utility installation inspection and erosion and sediment control compliance inspection experience. Darrick's responsibilities have included quality assurance oversight of contractor quality control compliance, documentation of contractor daily activities, and verification of contractor monthly pay application requests, as well as providing supervision and protection of the owner's interest by leading and managing the development of plans and specifications to ensure that design and construction meets the client's goals and project's programming guidelines. Relevant experience includes:

- Apron Rehabilitation, Greenbrier Valley Airport, WV: Resident Project Representative
- Taxiway A Lighting Rehabilitation, Statesville Regional Airport, NC: Construction Services Supervisor
- Runway 5R-23L Rehabilitation Phase 1, Piedmont Triad International Airport, NC: Resident Project Representative
- Apron Rehabilitation, Mount Airy/Surry County Airport, NC: Construction Services Supervisor
- Ramp Rehabilitation, Elizabeth City Regional Airport, NC: Construction Services Supervisor
- Holly Springs Road Relocation, Mount Airy/Surry County Airport, NC: Construction Services Supervisor



## ADDITIONAL TEAM MEMBERS

Below are brief credentials of additional personnel. Full standard resumes can be provided upon request.

PERSONNEL	YEARS OF EXP.	LOCATION	EDUCATION / CERTIFICATIONS / RELEVANT PROJECTS
 Jon McCalmont, PE	24	Charlotte, NC	Professional Engineer (NC); B.S., Civil Engineering <ul style="list-style-type: none"> <li>Rehabilitate South GA Apron, AVL: PM</li> <li>Expand Terminal Apron South, AVL: PM</li> <li>Hangar Site Development, BCB: PM for Construction Phase Services</li> </ul>
Joseph Wilbourne, PE	8	Greensboro, NC	Professional Engineer (NC); B.S., Civil Engineering <ul style="list-style-type: none"> <li>GA Apron &amp; Aircraft Storage Hangars, MWK: Design Engineer</li> <li>East Corporate Area, Ph 1, SVH: Design Engineer</li> <li>South Corporate Apron Development, SVH: Lead Designer</li> </ul>
Hunter Boniface, PE	6	Charlotte, NC	Professional Engineer (NC); B.S., Civil Engineering <ul style="list-style-type: none"> <li>Rehabilitate South GA Apron, AVL: Assistant PM</li> <li>Terminal Apron South Expansion, AVL: Assistant PM</li> <li>Install Security Fencing, LWB: Assistant PM</li> </ul>
Hillary Crawford, EIT	6	Charleston, SC	Engineer-In-Training; B.S., Civil Engineering <ul style="list-style-type: none"> <li>Airport Master Plan Update, HRJ: Aviation Planner</li> <li>South Terminal Concourse Study, GSO: Aviation Planner</li> <li>Airport Master Plan, DPL: Aviation Planner</li> </ul>
 Tim Brister	18	Greensboro, NC	Multiple CE&I Certifications <ul style="list-style-type: none"> <li>*Rehabilitate South Apron, GSO: PM</li> <li>South Parallel Taxiway - East, SVH: PM</li> <li>Runway 5R-32L Rehabilitation, GSO: PM</li> </ul>
Dustin Moore	12	Greensboro, NC	Multiple CE&I Certifications <ul style="list-style-type: none"> <li>Greene Street Ph 2 Improvements, Richland Co., SC: Inspector</li> <li>*Village Point Drive, Forsyth Co., NC: Lead Roadway</li> </ul>
Mike Mauldin	27	Columbia, SC	Multiple CE&I Certifications <ul style="list-style-type: none"> <li>Rehabilitate South GA Apron, AVL: RPR</li> <li>Greene Street Ph 2 Improvements, Richland Co., SC: Senior Inspector</li> </ul>
Don Alexander, PE	26	Charlotte, NC	Professional Engineer (NC); M.S., Water Resource Engineering; B.S., Civil Engineering; B.S., Applied Mathematics <ul style="list-style-type: none"> <li>I-85 Reconstruct &amp; Widen D-B, Ph 1 &amp; 2, Spartanburg/Cherokee Co., SC: Lead Hydraulics Engineer</li> <li>SCDOT Statewide Bridge Scour Assessment: Hydraulics Engineer</li> </ul>
L'Quaan Atkinson	4	Greensboro, NC	B.S., Civil Engineering <ul style="list-style-type: none"> <li>Runway 10 Safety Area Improvements, SVH: CADD Technician/Junior Inspector</li> <li>Samaritan's Purse Hangar, GSO: CADD Technician/Junior Inspector</li> </ul>
Cindy Pearce	5	Greensboro, NC	B.A., Politics; B.S., Accounting <ul style="list-style-type: none"> <li>Apron Rehabilitation, MWK: Grant Manager</li> <li>Airport Improvement/Debt Service (2021 SCIF Funds), SIF: Grant Manager</li> </ul>
 Adam Efird, PWS	15	Durham, NC	Professional Wetland Scientist; NC Surface Water Identification & Training (SWITC), NCWAM, NCSAM; B.S., Biology; Master of Natural Resources <ul style="list-style-type: none"> <li>NCDOT Environmental Analysis Unit On-Call Contract, Statewide, NC: Environmental Scientist</li> <li>NCDOT Project ATLAS, Statewide, NC: Protected Species Modeler</li> </ul>
 James Mason, PWS	23	Durham, NC	Professional Wetland Scientist; M.S., Ornithology/Ecology; B.A., Biology <ul style="list-style-type: none"> <li>Wake Bus Rapid Transit (BRT): Southern/Western BRT, Wake Co., NC: Environmental Scientist</li> <li>Wake BRT: New Bern Avenue BRT, Wake Co., NC: Environmental Scientist</li> </ul>
Nancy Oberle	10	Durham, NC	M.E.M., Water Resources; B.S., Environmental Science <ul style="list-style-type: none"> <li>NCDOT I-95 D-B, Cumberland/Harnett Co., NC: PM</li> <li>AMC Lynchies River Quarry, Chesterfield/Lancaster Co., SC: PM</li> </ul>
 Andrew Gliniak, PE	15	Winterville, NC	Professional Engineer (NC); B.S., Civil Engineering <ul style="list-style-type: none"> <li>Moss East Retaining Wall, Washington, NC: Geotechnical Engineer</li> <li>Lenoir Aviation Center, ISO: Geotechnical Engineer</li> </ul>
 Rod Lindsey, AIA, NCARB	26	Greensboro, NC	Registered Architect (NC); LEED Accredited Professional; NCARB Certified; B.Arch. <ul style="list-style-type: none"> <li>New Airport Terminal, SVH: Architect</li> <li>Terminal Modernization, GSO: Architect</li> </ul>
 Richard Walls, PE	30	Raleigh, NC	Professional Engineer (NC); B.S., Electrical Engineering <ul style="list-style-type: none"> <li>Crossfield Taxiway, GSO: Electrical Engineer</li> <li>Runway 05R MALSR, GSO: Electrical Engineer</li> </ul>
Justin Tudor, PE	11	Raleigh, NC	Professional Engineer (NC); B.S., Civil Engineering <ul style="list-style-type: none"> <li>Runway Security Gate Enhancements, RDU: Electrical Design Manager</li> <li>Runway Replacement, RDU: Project Engineer</li> </ul>

\*Experience prior to joining P&P

## D. REFERENCES

At P&P, our clients are our top priority. We are dedicated to providing exceptional client service and quality on every project. Discover firsthand accounts from the following three references who have worked directly with our P&P Team for on-call planning, engineering, and construction services.

John Ferguson, Airport Manager  
Statesville Regional Airport

301 S. Center Street  
Statesville, NC 28677  
704.873.1111

[jferguson@statesvillenc.net](mailto:jferguson@statesvillenc.net)

Scott Hinton, Airport Manager  
Elizabeth City Regional Airport

1028 Consolidated Road  
Elizabeth City, NC 27909  
252.489.8977

[manager@ecgairport.com](mailto:manager@ecgairport.com)

Phil Lanier, Airport Director  
Johnston County Regional Airport

3149 Swift Creek Road  
Smithfield, NC 27577  
919.934.0992

[phil.lanier@jnxairport.com](mailto:phil.lanier@jnxairport.com)

### HEAR WHAT OUR CLIENTS HAVE TO SAY...

*"I very much appreciate the aviation engineering knowledge shown by Parrish & Partners staff. Their quick response to any issues we may have has been excellent. In our project discussions, I feel they are more of a partner with us rather than just a contractor working for the Airport Authority"*

– George Crater, Airport Manager, MWK

*"LWB has worked directly with Parrish & Partners to assist us with numerous services including our AIP, apron rehab, taxiway lighting, and the writing of our Airport Master Plan, to name a few. I have been impressed with Jon McCalmont and his staff. Jon has always been very knowledgeable, professional, and efficient. He is extremely responsive to our needs and always makes a special trip to WV to attend all of our Airport Authority Board meetings."*

– Brian Belcher, Former Airport Director, LWB

*"Incredibly responsive and engaged. Top shelf work that reflects extensive industry experience and an in depth understanding of our airport and the unique challenges we face. A true partner."*

– Scott Hinton, Airport Manager, ECG

*"Parrish & Partners is always available and keeps an open line of communication with MYR and our team."*

– Breck Dunne, Director of Airport Development, MYR

*"It is my pleasure and an honor to recommend Parrish & Partners to be the Engineers of Record. We had several projects that were stalling and when Parrish & Partners came on board, they picked up the slack and ran with it. We are now over 50% complete with building a new terminal, have a new ALP and Master Plan and are looking at additional runway projects."*

– Lewis Weatherspoon, Harnett County Board of Commissioners, District 4



JUNE 14, 2024



# STATEMENT OF QUALIFICATIONS FOR

Architectural, Engineering, and  
Planning Consultant Services

for

**PLYMOUTH MUNICIPAL  
AIRPORT  
(PMZ)**

**TALBERT & BRIGHT**

# TALBERT & BRIGHT

June 14, 2024

Ms. Mary Moscato, Airport Development Director  
Plymouth Municipal Airport  
1069 Plymouth Airport Road  
Plymouth, NC 27962

RE: Qualifications Statement for Architectural, Engineering,  
and Planning Consultant Services for PMZ

Dear Ms. Moscato:

Talbert & Bright, Inc. is pleased to submit our Statement of Qualifications for Architectural, Engineering, and Planning Consultant Services for Plymouth Municipal Airport. We hope to provide our assistance to Washington County and the Airport in obtaining Federal and State grant funding for, and implementing, projects critical to the Airport's future.

Talbert & Bright, Inc. (TBI) is recognized as a leading aviation consultant in the southeast. During the past 35 years, TBI and its affiliated companies have performed over 2,500 airport planning, design, and construction projects and has a history of success with these projects throughout Eastern North Carolina.

Our dedicated staff takes great pride in working closely with our clients, our attention to detail, and working hard to maximize federal and state grant funds. We feel that TBI offers many advantages to Washington County, and the Airport in the future development at PMZ:

1. We understand the North Carolina Division of Aviation (NCDOA) and the Federal Aviation Administration (FAA) airport grants programs, and we are very knowledgeable of the process required to justify funding of important projects, as well as managing all aspects of NCDOA grants for many of our clients.
2. Jay Talbert, P.E. will serve as Principal in Charge and Randy Fender, P.E. will be Project Manager for Plymouth Municipal Airport. Our team's technical, organizational, and communication skills will ensure your priority projects are well-designed and are completed on schedule and within budget.
3. Our personnel and team members assigned to your airport are experienced and capable in all phases of airport planning, design, and development. Having completed numerous projects similar to the priority projects identified for Plymouth Municipal Airport, there should be a minimal learning curve for our staff at PMZ.
4. **TBI has the foremost staff of Grants Managers of any Consultant in North Carolina.** This team works directly with the NCDOA grants staff daily and is capable of handling ALL aspects of grants administration for Washington County and the Airport, if requested.

# TALBERT & BRIGHT

5. Both Jay Talbert and Randy Fender have outstanding long-term working relationships with the NCDOA and FAA and are familiar with their policies and regulations, as well as their expectations. This knowledge is essential in being able to identify, coordinate, and resolve any issues during the funding, planning, engineering, and construction phases of work at the Airport.
6. TBI also has an outstanding record of assisting our clients in obtaining North Carolina Transportation Reserve Directed Funds (TRDF) and NCDOA discretionary funding. **(In FY24, TBI Clients received over 70% of all TRDF funding.)**
7. Talbert & Bright, Inc. understands the Airport's upcoming project priorities including a new AWOS, 10-Unit T-Hangar, Terminal Building, and other projects. Please note in the Supporting Data section of this proposal that we have recently completed or are currently completing multiple projects similar to PMZ's priority projects.
8. In the most recent NCDOA Airport Economic Impact update, PMZ is shown to positively impact 65 jobs and have a total Economic Output of almost \$11 million regionally. The ongoing good health of your Airport is vital to Washington County and beyond. We believe that TBI would be a successful team member with the Airport to continue this positive growth.

Talbert & Bright, Inc. hopes the attached Qualifications Statement which follows this letter clearly shows our experience and capability to help Washington County and Plymouth Municipal Airport meet your goals and complete your priority projects.

Thank you once again for considering Talbert & Bright, Inc.

Yours truly,



John T. Talbert, III, P.E.  
Principal in Charge



Randy R. Fender, P.E.  
Project Manager

## FIRM EXPERIENCE

Talbert & Bright, Inc. (TBI), a privately held professional corporation founded in 1989, provides engineering and planning services exclusively to airport owners, operators, and authorities. Headquartered in Wilmington less than 3 hours from Plymouth with affiliated offices in Charlotte, NC, Columbia, SC and Richmond, VA, TBI has substantial consulting experience for multiple airport clients with similar needs throughout the Southeast. TBI's Wilmington office currently serves as the Engineer of Record for more than 25 airports, many of which are very similar to PMZ, and more than 75 airports out of all of our offices.

Since its founding, TBI and its affiliated companies have completed over 2,500 airport or aviation related projects including planning, design and construction projects in North Carolina, South Carolina, Virginia, Georgia, and Maryland. In fact, **no other firm has more experience in Airport Design and Planning in North Carolina than Talbert & Bright.** Our in-depth knowledge and working relationship with state and federal regulatory and funding agencies is key to TBI having moved significant projects forward.



TBI brings a practical and cost-effective approach to developing strategies that allow airport owners to plan and implement projects to meet both present and future demand in a constantly changing environment. We pride ourselves on a client-centric reputation for delivering outstanding quality, on-time, and on-budget projects with an equally exceptional level of dedication to each client independent of airport size or function. For over three decades, TBI has consistently provided solutions to the most challenging airport problems with successful outcomes on project assignments for a wide range of clients from small GA facilities to complex air carrier airports.

The testament to TBI's proven "customer first" philosophy are the many long-term relationships we have fostered with our clients, over 80% of whom TBI has been serving for over 10 years. By drawing upon the experience, skills, and versatility of our staff, TBI is committed to serving PMZ with continuity and an in-depth familiarity of the Airport's development initiatives. Washington County can rest assured that on-going and future airport projects will be completed with an unmatched understanding of your issues and strategically staffed such that they move forward quickly, without the need for a learning curve. In addition, TBI is confident that our history of providing personalized, on-demand service to all our clients will demonstrate a new level of responsiveness and commitment to serving PMZ. With a singular focus on aviation, TBI's integrated staff assists clients in managing a full suite of airport projects from justification through completion. TBI's aviation professionals are experts in aviation project management, budget development, schedule creation and maintenance, and implementation.

Our airfield design, landside design, and construction expertise include a wide variety of airport improvement projects including runways, taxiways, aprons, terminal buildings, ARFF buildings, hangars, airfield and apron lighting, NAVAIDs, AWOS, fuel systems, roadways, parking, and terminal facilities. TBI also has significant experience in airport planning, environmental assessments, environmental permitting, master plan development, airport layout plans, economic feasibility studies, and terminal area studies. TBI is intimately familiar with an airport owner's expected outcomes and brings the detailed understanding associated with proposed development to move projects forward most effectively.

TBI is a devoted and trusted partner to federal, state, and local agencies including the North Carolina Department of Transportation – Division of Aviation (NCDOA) and the Federal Aviation Administration (FAA). TBI has delivered projects to our client base with construction values ranging from \$30,000 to over \$100 million. As outlined in this Statement of Qualifications, TBI has assembled a team specifically designed to provide professional services for PMZ. The subconsultants on our team are noted in the following pages, along with select examples of our experience at other airports. With our experience at airports in Eastern North Carolina, the TBI Team understands PMZ’s operational needs, soil and drainage, climate, local construction, local material, and local permitting requirements. With this invaluable knowledge, the TBI Team has demonstrated the ability to execute projects in a cost-effective manner that minimizes disruptions to operations and produces positive results for the Airport. TBI will work to secure FAA and NCDOA funding and complete projects to meet Airport Objectives while satisfying PMZ’s mission. Through the development of airport planning documents, project purpose and need justification, and realistic cost estimates, TBI has shown the NCDOA



exemplary conduct in meeting funding deadlines and delivering high quality projects. As a result, TBI has enabled many airports throughout Eastern North Carolina to become well positioned to receive future discretionary funds.

**TBI’s proven track record of completing construction projects on time and on budget** can be partly attributed to the ‘cost saving’ culture of our staff, including our construction inspectors. From initial project planning through construction, we are always looking for opportunities to maximize project funding and minimize project costs while providing a quality construction project.

## EXPERIENCE WORKING WITH FAA AND NCDOA

TBI will assist PMZ with close coordination of the Airport Capital Improvement Plan (ACIP), project schedules and project budgets, and planning and design/bidding documents. This will ultimately result in the development of grant applications for PMZ to receive state and federal grant funds. TBI understands the importance of ongoing communication with the NCDOA to keep the agency informed on funding needs, project schedule and progress, and grant closeout in a timely manner.

TBI will work closely with PMZ to help the Airport maintain an outstanding reputation with the NCDOA as an Airport who meets grant deadlines, closes grants in a timely manner, provides detailed and accurate documentation, and completes projects within established budgets. TBI understands PMZ’s vision for the future. Our local knowledge and our relationships with the NCDOA and FAA positions us to help PMZ achieve that vision. Working together, TBI and PMZ can be successful in helping PMZ obtain NCDOA grant funds (state and federal) for “important” projects that improve the safety and reliability of PMZ’s facilities.



## FIRM GRANTS MANAGEMENT

TBI has completed over 1,200 airport projects in North Carolina alone. With a dedicated Grants Management team, TBI sets itself apart from other Consultants. The TBI Grants team shares the communication from the NCDOA and FAA with the TBI Project Managers so that all opportunities for grant funding are pursued and handled efficiently. Our Grants team works with Project Managers to assess upcoming projects and Work Authorizations in order to match each budget with the most suitable funding opportunity.

TBI's Grants team provides grant administration assistance through the life of a project for airports throughout Eastern North Carolina. This includes initial funding source discussions with NCDOA to confirm projects are eligible for grant funding, Request for Aid management with preparation of grant application materials for state and federal grants, grant budget oversight, grant modification administration, quarterly reporting, and grant close-out. **TBI will work closely with the County and Airport to prepare and submit monthly requests to the NCDOA to allow reimbursement of expenditures without delay.** Included in this is the preparation of all the grant documents for the sponsor, point of contact for the NCDOA, and the maintenance of the grant file which contains a complete record of every project expenditure, payment, and grant reimbursement. Our Grants Manager, Hillary Meinheit, will work closely with the County and the Airport to coordinate all tasks needed to complete each step in the grant life process in the NCDOT Enterprise Business Services website.

## PROJECT PERFORMANCE

Talbert & Bright, Inc. has a proven track record of completing projects on time and within budget. Our past performance can best be illustrated by the longevity of our client relationships - we have worked with most of our clients for more than 20 years. The following sample listing of projects shows our commitment to completing projects within the established project and grant budgets, without cost escalations or overruns.

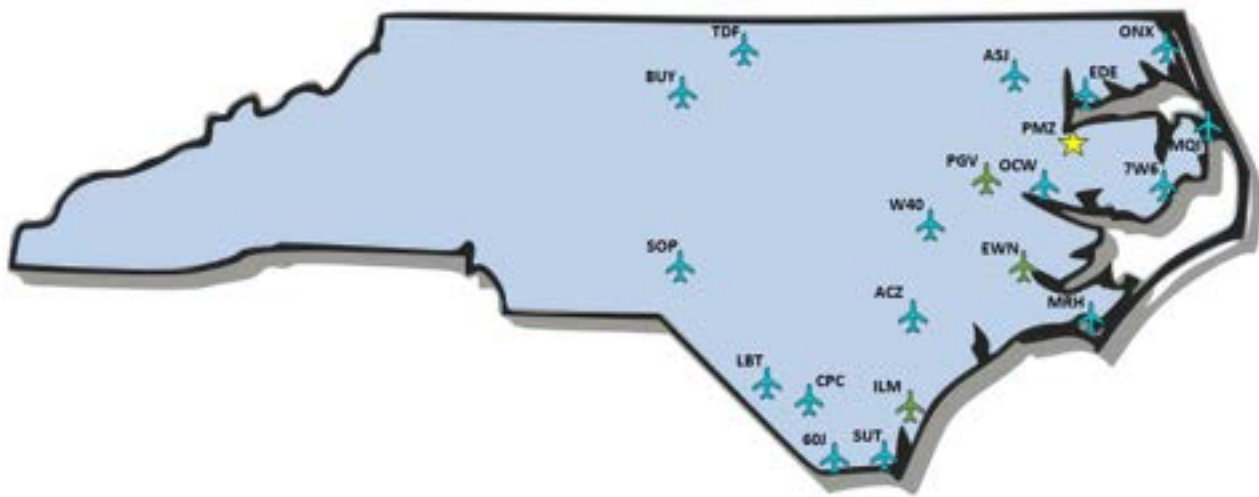
Project Location	Project	Original Construction Budget	Final Construction Cost	Expected Completion Date / Actual Completion
Coastal Carolina Regional Airport	Roadway Rehab and Commercial Service Parking Lot Rehab and Expansion	\$2,491,190	\$2,439,190	November 2022/ November 2022
Washington-Warren Airport	Runway 5-23, Taxiway and Apron Pavement Rehabilitation	\$6,231,250	\$5,850,150	June 2020/ June 2020
Pitt-Greenville Airport	GA Apron Expansion & Rehabilitation	\$3,954,570	\$3,771,390	August 2021/ August 2021
Lumberton Regional Airport	Partial Parallel Taxiway	\$8,174,774	\$8,021,021	February 2023/ February 2023
Dare County Regional Airport	Aircraft Parking Apron Rehabilitation	\$2,994,715	\$2,499,279	July 2022/ July 2022
Cape Fear Regional Jetport	West Apron Expansion – Phase II	\$3,615,538	\$3,297,704	February 2022/ February 2022
Michael J. Smith Field	T-Hangars and Taxilanes	\$4,005,051	\$3,959,197	September 2022/ September 2022
Burlington-Alamance Airport	Runway 6-24 Rehabilitation, Apron Rehabilitation, Expansion	\$10,747,205	\$10,310,368	December 2023/ October 2023



# AVIATION EXPERIENCE MATRIX

Talbert & Bright, Inc. and its team have performed over 2,000 airport planning, design, construction, and other types of aviation projects. An overview of the types of projects performed by TBI at the home office of Wilmington is indicated in the matrix below. \*Highlighted ✓s indicate projects within the past five (5) years.

	CPC	BUY	SUT	MRH	EWN	ONX	MOI	PGV	HRJ	7W6	LBT	SOP	W40	EDE	60J	TDF	ACZ	ASJ	OCW	ILM
AWOS / NAVAIDS	✓	✓	✓			✓	✓	✓					✓	✓		✓	✓		✓	✓
T-hangars/ Corporate Hangars	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓		✓		✓	✓	✓
Maintenance / Equip. Stor. Bldg.		✓	✓		✓															
Terminal Buildings	✓		✓		✓		✓	✓	✓	✓	✓	✓	✓			✓		✓	✓	✓
Airport Roadways & Parking Lots		✓	✓	✓	✓			✓	✓	✓		✓	✓	✓		✓	✓		✓	✓
Apron, Taxiway & Taxilane Paving	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Fencing & Perimeter Roadways	✓	✓	✓	✓	✓	✓	✓	✓	✓					✓	✓	✓	✓	✓	✓	✓
Land Acquisition/ Approach Clearing/ Obstruction Analysis	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓		✓	✓
Runway Rehab/Paving	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Environmental Documentation	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Airport Master Planning	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓
Airfield Lighting	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓



## AWOS



**Cape Fear Regional  
Jetport (SUT)**



**Wallace Henderson Field (ACZ)**



**Mount Olive Municipal  
Airport (W40)**

Above are three new AWOS IIIP installations designed by TBI. All were fully coordinated with Jimmy Capps (NCDOA) and the equipment was supplied by the NCDOA. These AWOS units are state of the art models providing weather- and airport-related data to pilots and others. The siting of the AWOS equipment was closely coordinated with the NCDOA and FAA to ensure proper clearances around the AWOS equipment were achieved. Design phase services included coordination with licensing agencies and associated utilities (power, communications, etc.)

## APRON REHABILITATION

### Apron Rehabilitation & Expansion

#### Burlington Alamance Regional Airport Burlington, North Carolina

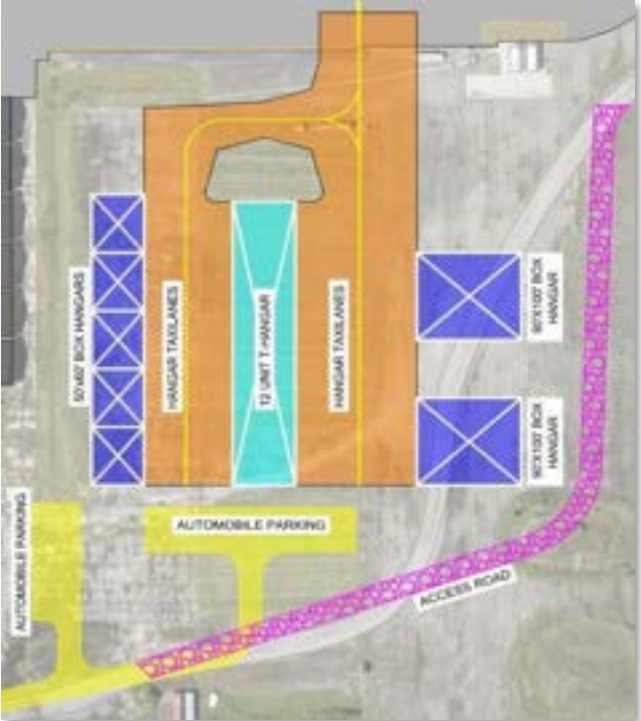
In the summer of 2023 BUY completed an extensive Apron Rehabilitation and Expansion project. The project included rehabilitation of the existing 14,570 square yard apron and an expansion of 15,700 square yards. This project also increased the pavement strength to a PCR of 337. BUY was experiencing a significant increase in larger corporate aircraft traffic and this apron expansion helped accommodate their increased demand. Construction was completed under budget and ahead of schedule.



# HANGARS

## Hangar Taxilanes, T-Hangar, Corporate Hangars, Access Road & Parking Lots Northeastern Regional Airport Edenton, North Carolina

Talbert & Bright, Inc. is currently assisting the Town of Edenton with construction of the much-needed T-Hangar & Taxilane development to meet the airport’s demand of providing based aircraft hangar space at the airport. The project includes construction of a 12-Unit T-Hangar and their associated hangar taxilanes connecting to the existing apron. A gravel access road to the fuel farm is also included in the project which is intended to begin construction in summer of 2024. Phase-II development includes construction of 50’x60’ Corporate Hangars, parking lots for hangar tenants and bituminous access road connecting to Midway Drive. The 90’ x 100’ Corporate Hangars will be constructed on demand basis at the Airport.



## T-Hangar Development

### Michael J. Smith Field Beaufort, North Carolina

Due to damage during Hurricane Dorian, five hangar buildings consisting of 28 T-hangar units at Michael J. Smith Field were condemned. This resulted in a significant negative impact on the Airport’s aircraft storage capacity. One of the five condemned hangar structures also housed the Airport’s electrical vault that provides service to all airfield lighting infrastructure.

In partnership with the United States Economic Development Agency (EDA) who provided funding for the project, TBI developed a four-phase program to expedite replacement of the damaged hangars and restore the Airport’s hangar capacity. These four separate projects included: 1) Demolition of the existing hangar buildings; 2) Procurement of a new, standalone airfield electrical vault; 3) Relocation of the airfield’s electrical infrastructure into the new

airfield electrical vault; and 4) Construction of two 14-unit T-hangar buildings and associated taxilanes. The program required extensive coordination and scheduling between TBI, the Airport, and multiple Contractors throughout construction.

## GENERAL AVIATION TERMINAL BUILDINGS



Cape Fear Regional  
Jetport (SUT)



Washington-Warren  
Airport (OCW)



Lumberton Regional  
Airport (LBT)

Talbert & Bright teamed with The Wilson Group to provide design, permitting, bidding and construction administration services for these 3 New Terminal facilities at the Cape Fear Regional Jetport, Lumberton Regional Airport, and Washington Warren Airport. Landside improvements and auto parking included auto parking lots, security fencing, drainage, landscaping, and lighting. **These are just three examples of more than ten General Aviation terminals this team has completed in the past decade.**

## TERMINAL PARKING LOTS



Cape Fear Regional Jetport (SUT)



Lumberton Regional Airport (LBT)

Included with the new terminal buildings at Cape Fear Regional Jetport (SUT) and Lumberton Regional Airport (LBT), TBI designed the automobile parking lots to provide ample parking for the terminal building employees and visitors. These parking lots were designed to accommodate not only passenger vehicles, but also large delivery vehicles with a covered drop off area (SUT) and large terminal curb front. The parking lots were tastefully landscaped and serve as impressive landside “gateways” to the Airports.

# PERIMETER FENCE IMPROVEMENT

## Perimeter Safety Fencing

**Burlington – Alamance Regional Airport  
Burlington, North Carolina.**



The project included the installation of approximately 5,600 linear feet of chain link fence for Phase I of the perimeter safety fence. Phase II included installation of an additional 25,000 linear feet of fence to completely enclose the airport perimeter. The project provided security for the airport and also serves as a wildlife deterrent to aid the airport in controlling wildlife incursions in active air operations areas. An area 25-feet wide on each side of the fence was cleared to allow the airport to easily maintain the fence. The project included installation of 10-foot chain-link fence with 3 strands of barbed wire with a buried 5-foot wildlife deterrent skirt, gates, clearing, seeding and mulching, and temporary erosion control items. Project construction was complicated due to the close proximity of residential areas, uneven terrain, and the unpredictable occurrence of rock at or near the ground surface.

# LAND ACQUISITION

## Runway 23 Approach Land Acquisition

**Cape Fear Regional Jetport  
Oak Island, North Carolina**

The proposed Land Acquisition for Runway 23 Approach for the Cape Fear Regional Jetport consists of the survey and acquisition of avigation easements of 23 parcels and 2 drainage easements. The Runway 23 threshold is currently displaced 400 feet, which the Airport intends to remove to capture the full usable length of 5,505 feet for landing on Runway 23. TBI performed an analysis to identify obstructions to the future Runway 23 approach using the 2019 18b survey information, and these 23 residential parcels (Parcels A through W) and 2 drainage easements were identified as properties that currently or have potential to have obstructions to the Runway 23 approach, none of which are covered by an existing avigation easement. Avigation easements for these parcels will be obtained for Type 6 Approach Surface (30:1) and Part 77 Approach Surface (34:1) for Runway 23 Approach.

Services performed by TBI include land acquisition coordination, grant administration services, and Exhibit A Property Map Services in support of the Runway 23 Approach Land Acquisition project at the Cape Fear Regional Jetport.



## PROJECT MANAGEMENT

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Since TBI is focused solely on aviation engineering and planning, we can provide our clients with the advantage of responsive, client-oriented project management. Each project team, led by one of our firm's principals, is specifically selected to focus on the needs of the project and the client. This approach ensures that if clients have questions or concerns, they get immediate attention. Talbert & Bright, Inc. is large enough to provide requisite manpower and resources to complete any type of airport development project, yet small enough to pay attention to the details.

All work completed for PMZ will be performed under the review of founding principal John (Jay) Talbert, III, P.E., thus providing a direct line of communication with an owner of our firm. Jay's involvement will ensure effective project communication, impart the capability to make timely decisions, and allow the allocation of TBI resources as necessary to complete your projects.



Randy Fender, P.E. will serve as Project Manager and will utilize his knowledge and experience with site conditions and operational constraints at Eastern North Carolina airports to allow your projects to proceed without delay. Randy will be involved through all phases of your projects, from project inception through the construction closeout. This will result in design and construction projects being successfully completed at PMZ on schedule and within the grant budget. Randy will be available to serve PMZ with quick responses to questions and attention to the details of each project.

Pamela Culp, P.E., J.D. Lannou, P.E., and Nutan Teketi will collaborate with Randy on every project, providing other experienced TBI staff members who will be closely involved. They understand the details involved in the full range of anticipated projects at PMZ and will be available to the Airport as projects progress and questions arise.

Jay and Randy look forward to assisting the County and Airport in developing the long-term goals of the Airport and aiding in transitioning these into viable funded projects. The TBI project team will work closely with County and Airport staff to coordinate airfield operational issues during the design and construction phases of projects to minimize impacts to Airport operations. Randy and the TBI Grants team will coordinate with the County to review and reconcile grant budgets, assist with grant reimbursements, track project budgets and finances, and help with ongoing DBE reporting requirements and other airport business related items. TBI looks forward to working as an integral part of further improving the Airport for the residents of Washington and surrounding counties.

## WORKLOAD

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As a component of routine corporate management, Talbert & Bright, Inc. regularly updates workload projection spreadsheets. In addition to projects currently under contract, the workload spreadsheets include anticipated projects, which, with a weighting factor, represent the probability of the project work starting up as expected.

Using our workload projection spreadsheets, together with other management tools, we regularly review long-term staffing needs and plan recruiting efforts and inter-office support activities accordingly. As a result of this analysis, TBI has recently added new engineering and planning positions.

The TBI Team, as shown in our organization chart, resumes, and team of subconsultants consists of a wide range of technical expertise that will help us meet the challenges and demands of the upcoming projects at Plymouth Municipal Airport. The County can rest assured that our staffing levels will be adequate to deliver responsive service in support of PMZ's capital improvement projects.

# PROJECT TEAM ORGANIZATION



## KEY PERSONNEL RESUMES

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### John Talbert, III, PE, Principal-In-Charge

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**LICENSED:** Registered Professional Engineer - North Carolina, South Carolina, & Virginia; Licensed Private Pilot

**GENERAL SUMMARY:** For the past 45 years, Mr. Talbert has worked almost exclusively in the planning and design of airport-related facilities, including over 43 years working with NCDOA. His areas of expertise include the planning and design of airport facilities, surveying, photogrammetry, design of roads, railroads, and highways. He has served as project manager or senior engineer on airport development projects at more than 60 general aviation, air carrier, and military airports, including over 600 separate projects. Mr. Talbert's airport experience includes the design of several new airports, runway overlays, runway extensions, taxiways, runway and taxiway reconstruction and strengthening, new terminal areas, access and service roads and auto parking facilities, hangars and FBO facilities. Mr. Talbert has the unique ability to present a difficult-to-justify project in a most favorable light and has, on many occasions, assisted in obtaining funding where probabilities were low.

### Randy Fender, PE, Project Manager

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**LICENSED:** Registered Professional Engineer - North Carolina, South Carolina, & Maryland

**GENERAL SUMMARY:** Mr. Fender has been the project engineer and project manager on numerous commercial, general aviation, and military airport airside and landside projects throughout the Eastern United States for more than 12 years. His recent experience includes pavement (runway/taxiway/apron/roadway) rehabilitations, runway extensions, apron expansions, hangar design and layout, terminal site design, taxiways, runway safety area grading, storm drainage systems, AWOS siting and design, deicing facilities, fuel farm facilities, fencing, passenger boarding bridges, airfield lighting systems, installation of NAVAID systems, airfield marking, and land acquisition. Mr. Fender has experience leading project teams on projects ranging from \$10,000 to \$20,000,000, through all phases of the project including planning, design, construction, and project closeout. Mr. Fender's ability to be involved with all phases of a project and his close-working relationship with the NCDOA and FAA helps ensure the project is delivered to the Owner on schedule and within the project budget.

### Hillary Meinheit, Grants Manager

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**GENERAL SUMMARY:** Ms. Meinheit provides comprehensive grant administration services for over 20 airports, including identification of grant funding sources, preparation of initial grant application and modifications, grant accounting and reconciliation, budget planning, quarterly status reports, and audit support. Ms. Meinheit is familiar with all grant processes associated with FAA and NCDOA. Presently, Ms. Meinheit manages and administers more than 40 grants, encompassing a broad range of funding that includes FAA and State grants, currently totaling more than \$50 million. Ms. Meinheit has over 15 years of experience working with economic development grants across industries throughout the U.S. She is skilled in all facets of grant administration, including compliance, policy, budget development and reimbursements, and grant closeout.

### Pamela Culp, PE, Airport Engineer

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**LICENSED:** Registered Professional Engineer - North Carolina & South Carolina

**GENERAL SUMMARY:** Ms. Culp has performed engineering, design, and construction phase support for a variety of airport projects throughout North and South Carolina during her 16 years with TBI, including numerous projects at airports in Eastern North Carolina. Ms. Culp provides consistency for each project with her involvement from inception through the design and construction phases. Her airport design project experience includes pavement rehabilitations of runways, taxiways, aprons, and roadways; runway and taxiway extensions; runway safety area grading; approach analysis and clearing; hangar and hangar taxiway design; erosion control; storm drainage; and airfield lighting and marking. She has been involved with stormwater management and sedimentation and erosion control permitting and is proficient in several engineering computer design programs, including AutoCAD Civil 3D and FAA pavement design programs.



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**JD Lannou, PE, Airport Engineer**

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**LICENSED:** Registered Professional Engineer - North Carolina

**GENERAL SUMMARY:** Mr. Lannou has worked on a variety of airport projects throughout North Carolina, South Carolina, and Virginia during his 13 years at Talbert & Bright. These airport design projects include runway and taxiway extensions, apron expansions, airfield pavement rehabilitation and overlays, runway and taxiway lighting systems and marking plans, airfield drainage, approach analysis and clearing, and sediment and stormwater permitting. He has assisted on construction administration activities on several airport projects and is proficient in many engineering computer design programs, including AutoCAD Civil 3D, Bentley Stormwater Suite, WinTR-55, Storm and Sanitary Analysis, and FAARFIELD.

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**Nutan Teketi, Project Engineer**

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**GENERAL SUMMARY:** Mr. Teketi has performed engineering design, airport planning and construction phase support for a variety of airport projects throughout North Carolina during his 5 years with TBI. Airport design projects in which he has been involved include pavement rehabilitation of runways, taxiways, and aprons, taxiway extensions, hangar and taxiway design, erosion control, storm drainage, and airfield lighting and marking. He has also been involved with airport master plans and ALP updates, sedimentation and erosion control permitting, and PCN calculations. He is proficient with several engineering computer design programs, including ArcGIS, AutoCAD Civil 3D and FAA pavement design programs.

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**Jeff Carlson, CM, Senior Airport Planner**

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**LICENSED:** Licensed Private Pilot (FAA), Control Tower Operator Permit (FAA), Certified Member of American Association of Airport Executives, General Contractor (State of Utah)

**GENERAL SUMMARY:** Jeff is a senior aviation planner with over 20 years of construction management and planning experience with the last 9 years in airport specific projects and in an aviation planner role. He has been the lead planner and deputy project manager on multiple airport planning and construction projects across the United States including Hawai'i, California, Washington, Utah, Arizona, Micronesia, Guam, North Carolina, and South Carolina. Jeff has worked on a variety of projects to include Airport Master Plans, Airport Layout Plans, Airfield Geometry Studies (Runway Incursion Mitigation), Airspace Evaluation, Airports GIS, Statewide Project Management, Asset Management, and Construction Management. Mr. Carlson's experience has enabled him to work directly with various lines of business of the FAA, State Aviation Departments, airlines, airport authorities, local government officials, and other aviation groups for a variety of airports from General Aviation Airport projects to \$4B terminal redevelopment at large hub airports. As a result of his varied experience, Jeff is able to apply his unique skills to a variety of project types and magnitudes and provide valuable working knowledge on behalf of his aviation clients.



**REFERENCES**

The following are references for project experience outlined in this statement of qualifications:

**CAPE FEAR REGIONAL JETPORT (SUT)**



**Mr. Howard Franklin, Airport Manager**  
4015 Airport Road  
Oak Island, North Carolina 28461  
(910) 457-6483  
[howie@capefearjetport.com](mailto:howie@capefearjetport.com)

**TBI Client Since: 1990**

**Types of Work Completed for Reference:**  
Grant Administration, AWOS, Hangars, Storage Building, Terminal Building, Roadways and Parking Lots, Airfield Paving and Rehabilitation, Fencing, Land Acquisition, Obstruction Clearing, Environmental Documentation and Permitting, Airfield Lighting, Airport Master Planning

**MICHAEL J. SMITH FIELD (MRH)**



**Ms. Janie Mason, Airport Manager**  
180 Airport Road  
Beaufort, North Carolina 28516  
(252) 728-1928  
[airportmanager@kmrhairport.org](mailto:airportmanager@kmrhairport.org)

**TBI Client Since: 2005**

**Types of Work Completed for Reference:**  
Grant Administration, Hangars, Roadways and Parking Lots, Airfield Paving and Rehabilitation, Fencing, Land Acquisition, Obstruction Clearing, Environmental Documentation and Permitting, Airfield Lighting, Airport Master Planning

**NORTHEASTERN REGIONAL AIRPORT (EDE)**



**Mr. Harry Davis, Airport Manager**  
113 Airport Drive  
Edenton, North Carolina 27932  
(252) 482-4664  
[davislanding2@gmail.com](mailto:davislanding2@gmail.com)

**TBI Client Since: 1992**

**Types of Work Completed for Reference:**  
Grant Administration, AWOS, Hangars, Roadways and Parking Lots, Airfield Paving and Rehabilitation, Fencing, Environmental Documentation and Permitting, Airfield Lighting, Airport Master Planning

**DARE COUNTY REGIONAL AIRPORT (MQI)**



**Mr. Stacy Ambrose, Airport Director**  
410 Airport Road  
Manteo, North Carolina 27954  
(252) 475-5570  
[stacya@darenc.gov](mailto:stacya@darenc.gov)

**TBI Client Since: 1989**

**Types of Work Completed for Reference:**  
Grant Administration, Hangars, Terminal Building, Airfield Paving and Rehabilitation, Fencing, Land Acquisition, Obstruction Clearing, Environmental Documentation and Permitting, Airfield Lighting, Airport Master Planning

**WASHINGTON COUNTY BOARD OF COMMISSIONERS**

**AGENDA STATEMENT**

**ITEM NO: 5**

**DATE: August 5, 2024**

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

**SUMMARY EXPLANATION:**

Beaufort County Community College (BCCC) President, Dr. Loope has reached out to ask the Board to re-appoint Ms. Linda West to the BCCC Board of Trustees.

**WASHINGTON COUNTY BOARD OF COMMISSIONERS**

**AGENDA STATEMENT**

**ITEM NO: 6**

**DATE: August 5, 2022**

**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 other information.

See attached.

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners

**BT #: 2024 - 151**

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

**Date:** June 26, 2024

**RE:** Water Operations/Water Treatment

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

Account Code	Description	Old	+ or (-)	New
35-7130-330	Water Operations - Utilities-Electricity	12,500.00	(1,200.00)	11,300.00
35-7135-330	Water Treatment - Utilities	40,000.00	1,200.00	41,200.00
<b>Water Operations/Water Treatment</b>		<b>52,500.00</b>	<b>-</b>	<b>52,500.00</b>

**Justification:**

This transfer is being done to move monies from the Water Operations Utilities line to the Water Treatment Utilities line in order to pay the electric bills through fiscal year end. These costs for the Treatment Plant have risen compared to last fiscal year and it appears that we did not anticipate enough to cover this increase during the budget preparation.

**Budget Officer's Initials** CPD

**Approval Date:** 6/26/24

**Initials:** MD  
**Batch #:** 2024-151  
**Date:** 6/26/2024

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners

**BT #: 2024 - 152**

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

**Date:** June 26, 2024

**RE:** Landfill

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

Account Code	Description	Old	+ or (-)	New
33-8100-601	Designated for Future Appropriation	50,000.00	(34,000.00)	16,000.00
33-7401-600	Landfill - Contract-Scrap Tire	130,000.00	14,000.00	144,000.00
33-7402-610	Landfill - Contract-Regional Landfill	300,000.00	20,000.00	320,000.00
<b>Landfill</b>		<b>480,000.00</b>	<b>-</b>	<b>480,000.00</b>

**Justification:**

This transfer is being done to move monies within the Landfill budget from the Designated for Future Appropriations line to the Scrap Tire and Regional Landfill Contract lines. The costs on both of these contracts will exceed what we had anticipated therefore making it necessary to transfer monies in order to pay the final year end bills.

**Budget Officer's Initials** CSP

**Approval Date:** 6/27/24

<b>Initials:</b>	<u>MD</u>
<b>Batch #:</b>	<u>2024-152</u>
<b>Date:</b>	<u>6/28/2024</u>

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners  
**From:** Curtis Potter, County Manager  
Missy Dixon, Finance Officer  
**Date:** June 30, 2024  
**RE:** SS Admin/SS Economic Support

**BT #: 2024 - 153**

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

Account Code	Description	Old	+ or (-)	New
10-5310-350	SS Admin - Maintenance & Repair-Building	30,750.00	(2,200.00)	28,550.00
10-5380-377	SS Economic Support - State Foster Home Care	58,400.00	(2,000.00)	56,400.00
10-5380-383	SS Economic Support - Special Links (100%)	2,000.00	(1,000.00)	1,000.00
10-5380-408	SS Economic Support - Medicaid Paybacks	1,000.00	(1,000.00)	-
10-5380-409	SS Economic Support - State Program Returns	10,160.00	(3,000.00)	7,160.00
10-5380-410	SS Economic Support - General Assistance-Foster Care Children	7,500.00	(4,250.00)	3,250.00
10-5310-268	SS Admin - Food Stamp Direct Charge	2,800.00	1,700.00	4,500.00
10-5380-376	SS Economic Support - Title IV-Foster Care	167,720.00	11,750.00	179,470.00
<b>SS Admin/SS Economic Support</b>		<b>280,330.00</b>	<b>-</b>	<b>280,330.00</b>

**Justification:**

This transfer is being done to move monies within the Social Services Department from various lines to the Food Stamp Direct Charge Line to cover a negative balance as a result of a lump sum draft from NC DHHS for the EBT Call Center and to the Title IV Foster Care Line to cover an emergency placement bill for a foster care child that was received on 7/8 that DSS Staff was under the impression from Trillium Staff that they would be covering.

Budget Officer's Initials CSP

Approval Date: 7/10/24

Initials:	<u>CSP</u>
Batch #:	<u>2024-153</u>
Date:	<u>7/10/2024</u>

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners

**BT #: 2024 - 154**

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

**Date:** June 30, 2024

**RE:** SS Economic Support/SS Transportation

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

Account Code	Description	Old	+ or (-)	New
10-5400-310	SS Transportation - WF Transportation	9,000.00	(4,000.00)	5,000.00
10-5380-376	SS Economic Support - Title IV Foster Care	179,470.00	2,000.00	181,470.00
10-5380-377	SS Economic Support - State Foster Home Care	56,400.00	2,000.00	58,400.00
<b>SS Economic Support/SS Transportation</b>		<b>244,870.00</b>	<b>-</b>	<b>244,870.00</b>

**Justification:**

This transfer is being done to move monies within the Social Services Department from WF Transportation to the Title IV Foster Care and State Foster Home Care lines. This transfer will correct an overexpenditure in the State Foster Care Line and put additional funds in the Title IV Foster Care line after additional review and indication that more funds are needed.

**Budget Officer's Initials** CSB

**Approval Date:** 7/11/24

<b>Initials:</b>	<u>MD</u>
<b>Batch #:</b>	<u>2024154</u>
<b>Date:</b>	<u>7/12/2024</u>



Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners

**BT #: 2024 - 155**

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

**Date:** June 30, 2024

**RE:** SS Transportation/SS Economic Development

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

Account Code	Description	Old	+ or (-)	New
10-5400-347	Grant-RDC Transportation	6,000.00	(1,000.00)	5,000.00
10-5400-610	Senior Center Transportation	6,000.00	(5,500.00)	500.00
10-5400-372	Volunteer Transportation-Medicaid	26,181.00	(940.00)	25,241.00
10-5380-011	In-Home Services (100%)	80,741.00	7,440.00	88,181.00
<b>SS Transportation/SS Economic Development</b>		<b>118,922.00</b>	<b>-</b>	<b>118,922.00</b>

**Justification:**

This transfer is being requested to cover an overexpenditure in the In-Home Services Line. The Deputy Director has gotten approval from the Albemarle Commission that they will cover the overage with unexpended grant funds from other Counties.

**Budget Officer's Initials** CSF

**Approval Date:** 7/19/24

<b>Initials:</b>	<u>CSF</u>
<b>Batch #:</b>	<u>2024-155</u>
<b>Date:</b>	<u>7/19/2024</u>

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners  
**From:** Curtis Potter, County Manager  
Missy Dixon, Finance Officer  
**Date:** June 30, 2024  
**RE:** Sheriff

**BT #: 2024 - 156**

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

Account Code	Description	Old	+ or (-)	New
10-4310-310	Sheriff - Travel	11,000.00	(1,835.00)	9,165.00
10-4310-180	Sheriff - Professional Services	11,000.00	1,835.00	12,835.00
<b>Sheriff</b>		<b>22,000.00</b>	<b>-</b>	<b>22,000.00</b>

**Justification:**

This transfer is needed in order to pay invoices from the FMRT Group from March - June. These invoices were emailed to staff in the Sheriff's Office but were never brought down to Finance for Payment and there is not enough funds in the appropriate line to cover them.

**Budget Officer's Initials** CSP

**Approval Date:** 7/19/24

<b>Initials:</b>	<u>CP</u>
<b>Batch #:</b>	<u>2024-156</u>
<b>Date:</b>	<u>7/19/2024</u>

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners  
**From:** Curtis Potter, County Manager  
Missy Dixon, Finance Officer  
**Date:** June 30, 2024  
**RE:** EMS

**BT #: 2024 - 157**

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

Account Code	Description	Old	+ or (-)	New
37-4376-320	Transport - Communications	1,700.00	(20.00)	1,680.00
37-4330-320	EMS - Communications	5,100.00	20.00	5,120.00
<b>EMS</b>		<b>6,800.00</b>	<b>-</b>	<b>6,800.00</b>

**Justification:**

This transfer is needed in order to pay invoices from AT&T for the cellular phone service for the EMS Director and Deputy Director. There was not enough monies budgeted for the fiscal year.

**Budget Officer's Initials** CSB

**Approval Date:** 7/23/24

<b>Initials:</b>	<u>MD</u>
<b>Batch #:</b>	<u>2024-157</u>
<b>Date:</b>	<u>7/24/2024</u>

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners

**BT #: 2025 - 001**

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

**Date:** July 5, 2024

**RE:** Landfill/Airport

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

Account Code	Description	Old	+ or (-)	New
33-7400-600	Landfill - Contracted Services	75,000.00	(6,400.00)	68,600.00
33-7400-040	Landfill - Professional Services	31,000.00	6,400.00	37,400.00
<b>Landfill</b>				
39-4530-997	Airport - Designated for Future Appropriations	20,000.00	(9,330.00)	10,670.00
39-4530-190	Airport - Contracted Services	3,000.00	9,330.00	12,330.00
<b>Airport</b>				
		<b>129,000.00</b>	<b>-</b>	<b>129,000.00</b>

**Justification:**

This transfer is being done to reallocate dollars in both the Landfill and Airport budgets from one line to another within the same fund to pay for the Stormwater Pollution Prevention Plans that are required by NCDEQ.

Budget Officer's Initials CSJ

Approval Date: 7/5/24

Initials:	<u>CSJ</u>
Batch #:	<u>2025-001</u>
Date:	<u>7/8/2024</u>

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners  
**From:** Curtis Potter, County Manager  
Missy Dixon, Finance Officer  
**Date:** July 5, 2024  
**RE:** Fire Protection

**BT #: 2025 - 002**

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

Account Code	Description	Old	+ or (-)	New
10-4340-991	Plymouth VFD-Operational	399,620.00	(270,144.00)	129,476.00
10-4340-992	Roper VFD-Operational	-	81,864.00	81,864.00
10-4340-993	Creswell VFD-Operational	-	51,772.00	51,772.00
10-4340-994	MCVFC-Operational	-	58,406.00	58,406.00
10-4340-995	Lake Phelps VFD-Operational	-	46,111.00	46,111.00
10-4340-996	Pungo VFD-Operational	-	23,789.00	23,789.00
10-4340-997	Pinetown/Long Acre VFD-Operational	-	8,202.00	8,202.00
<b>Fire Protection</b>		<b>399,620.00</b>	<b>-</b>	<b>399,620.00</b>

**Justification:**

This transfer is being done to allocate budgeted dollars to each fire department now that the individual amounts have been approved by the Fire Commission. These dollars were initially budgeted in total in the Plymouth VFD line until the County could obtain the breakdown from the Commission.

**Budget Officer's Initials** CP

**Approval Date:** 7/5/24

<b>Initials:</b>	<u>CP</u>
<b>Batch #:</b>	<u>2025-002</u>
<b>Date:</b>	<u>7/8/2024</u>

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners

**BT #: 2025 - 003**

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

**Date:** July 24, 2024

**RE:** Sheriff

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

Account Code	Description	Old	+ or (-)	New
10-4310-355	Sheriff - Maintenance-Vehicles	25,000.00	(2,000.00)	23,000.00
10-4310-350	Sheriff - Maintenance & Repair-Equipment	2,000.00	2,000.00	4,000.00
<b>Sheriff</b>		<b>27,000.00</b>	<b>-</b>	<b>27,000.00</b>

**Justification:**

This transfer is being done to move monies from the Sheriff's Vehicle Maintenance line to the Equipment Maintenance line. This is necessary due to an unexpected repair needed to replace the bridge between the Courthouse and the Investigator's Office to allow them to access the internet and all needed programs to do their jobs.

**Budget Officer's Initials** CSF

**Approval Date:** 7/24/24

**Initials:** MD  
**Batch #:** 2025-003  
**Date:** 7/24/2024

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners  
**From:** Curtis Potter, County Manager  
Missy Dixon, Finance Officer  
**Date:** July 25, 2024  
**RE:** Managers Office/Sheriff

**BT #: 2025 - 004**

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

Account Code	Description	Old	+ or (-)	New
10-4120-190	Managers Office-Legal Services	10,000.00	(5,000.00)	5,000.00
10-4120-315	Managers Office-Training	14,000.00	(3,000.00)	11,000.00
10-4120-191	Managers Office-UNC SOG LFNC Intern Program	12,000.00	8,000.00	20,000.00
<b>Managers Office</b>				
10-4310-010	Sheriff-Salaries & Wages-Regular	868,754.00	(231.00)	868,523.00
10-4310-031	Sheriff-Salaries & Wages-Overtime	-	231.00	231.00
<b>Sheriff</b>				
		<b>904,754.00</b>	<b>-</b>	<b>904,754.00</b>

**Justification:**

To redistribute budgeted dollars within the Managers Office from the Legal and Training lines to the LFNC Intern Program line. There has been an increase in cost for the County to participate in the Fellow's Program this year that was not anticipated during the budget planning. To also redistribute budgeted funds in the Sheriff's Office from the Regular Salaries line to the Overtime Salaries line due having to pay overtime for an employee that exceeded the 480 hour cap on comp time during this pay period due to staffing shortages.

**Budget Officer's Initials** CBP

**Approval Date:** 7/26/24

<b>Initials:</b>	<u>MD</u>
<b>Batch #:</b>	<u>2025-004</u>
<b>Date:</b>	<u>7/26/2024</u>

Washington County  
**BUDGET AMENDMENT**

To: Board of Commissioners

BA #: 2025- 005

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

Date: August 5, 2024

RE: Various - See Below

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

Account Code	Description	Old	+ or (-)	New
10-3990-000	Appropriated Fund Balance-GF	(535,255.00)	(33,667.00)	(568,922.00)
10-4140-550	Tax Admin-Capital Outlay	20,000.00	33,667.00	53,667.00
<b>Tax Admin</b>				
10-3990-000	Appropriated Fund Balance-GF	(568,922.00)	(77,819.00)	(646,741.00)
10-4310-602	Sheriff-ABC Board Funding	2,400.00	18,794.00	21,194.00
10-4310-603	Sheriff-Donations-Purchase of K-9	-	774.00	774.00
10-3540-020	Gun Permits Discretionary-County Portion	-	(420.00)	(420.00)
10-4310-611	Gun Permits Discretionary-County Portion	-	48,885.00	48,885.00
10-3540-030	Gun Permits-State Portion	-	(480.00)	(480.00)
10-4310-612	Gun Permits-State Portion	-	1,490.00	1,490.00
10-3540-040	Finger Printing	-	(60.00)	(60.00)
10-4310-040	Finger Printing	-	6,972.00	6,972.00
10-4310-650	Sheriff-Donations	-	1,864.00	1,864.00
<b>Sheriff</b>				
10-3990-000	Appropriated Fund Balance-GF	(646,741.00)	(6,878.00)	(653,619.00)
10-4330-401	Donations-Emergency Management	-	878.00	878.00
10-4330-600	Emergency Management-Contracted Services	2,500.00	6,000.00	8,500.00
<b>Emergency Management</b>				
10-3990-000	Appropriated Fund Balance-GF	(653,619.00)	(248.00)	(653,867.00)
10-3509-000	Senior Citizen Funds	-	(1,500.00)	(1,500.00)
10-3509-010	Senior Center Trips	(1,500.00)	600.00	(900.00)
10-5150-380	Senior Center Trips	-	900.00	900.00
10-3509-020	Senior Center Donations	-	(22.00)	(22.00)
10-5150-650	Senior Center Donations	-	270.00	270.00
<b>Senior Center</b>				
10-3990-000	Appropriated Fund Balance-GF	(653,867.00)	(1,550.00)	(655,417.00)
10-5310-258	DSS Community Donations-Christmas	-	983.00	983.00
10-5310-259	DSS Community Donations-Foster Children	-	321.00	321.00
10-5380-375	DSS Community Donations-Emergency Relief	-	246.00	246.00
<b>DSS</b>				
10-3990-000	Appropriated Fund Balance-GF	(655,417.00)	(2,081.00)	(657,498.00)
10-6120-650	Recreation-Donations	-	2,081.00	2,081.00
<b>Recreation</b>				
<b>Balanced:</b>		<b>(3,690,421.00)</b>	<b>-</b>	<b>(3,690,421.00)</b>

**Justification:**

This amendment is being done to roll unbooked revenue and the remaining unspent balances in donation lines over to the new fiscal year. We are also booking additional revenue that has been collected in the month of July. There is a correction being done to the Senior Center Funds budget due to a keying error that placed those budgeted monies in the Senior Trip line inadvertently. The rollover for Tax Capital Outlay is to finish the conversion to the new software and the Emergency Management Contracted Services to complete the updated Emergency Operations Plan neither of which could be completed prior to June 30th.

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

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

Initials:	
Batch #:	
Date:	



Washington County  
**BUDGET AMENDMENT**

**To:** Board of Commissioners

**BA #: 2025- 006**

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

**Date:** August 5, 2024

**RE:** Waterworks Capital Projects Fund

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

Account Code	Description	Old	+ or (-)	New
36-3100-001	NCDEQ Grant-Asset Inventory Assessment	(143,718.00)	21,702.00	(122,016.00)
36-4100-001	NCDEQ Grant-Asset Inventory Assessment	143,718.00	(21,702.00)	122,016.00
36-3100-002	NCDEQ VUR Pea Ridge Water Trans Grant	(5,452,000.00)	104,669.00	(5,347,331.00)
36-4100-002	NCDEQ VUR Pea Ridge Water Trans Grant	5,452,000.00	(104,669.00)	5,347,331.00
36-3100-003	NCDEQ VUR Roper Connection Grant	(945,200.00)	4,680.00	(940,520.00)
36-4100-003	NCDEQ VUR Roper Connection Grant	945,200.00	(4,680.00)	940,520.00
<b>Waterworks Capital Projects Fund</b>				
<b>Balanced:</b>		-	-	-

**Justification:**

This amendment is being done to reconcile the beginning budgets in the VUR Grant Lines. The beginning budgets in these lines are as of the final numbers that we had during budget preparation. As is always the case, these numbers can change depending on what we may spend between budget prep and June 30. In reconciling the budget, it was noted that an amendment needed to be done to reduce these lines based on the expenditures that occurred during that timeframe.

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

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

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

Washington County  
**BUDGET AMENDMENT**

**To:** Board of Commissioners

**BA #: 2025- 007**

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

**Date:** August 5, 2024

**RE:** EMS

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

Account Code	Description	Old	+ or (-)	New
37-3902-000	Fund Balance Appropriation-EMS	(174,748.00)	(23,944.00)	(198,692.00)
37-4330-540	Capital Outlay - Vehicles	-	10,941.00	10,941.00
37-4330-650	EMS Donations	-	628.00	628.00
37-4330-652	Duke RACE-CARS Grant	-	3,050.00	3,050.00
37-4330-653	UNC PECC+ Program Grant	-	9,325.00	9,325.00
<b>EMS</b>				
<b>Balanced:</b>		<b>(174,748.00)</b>	<b>-</b>	<b>(174,748.00)</b>

**Justification:**

This amendment is being done to roll forward unbooked revenue and the remaining unspent balances in the donation line and grant lines. We are also booking a rollover of the unspent funds in the Vehicle Capital Outlay line for the upfit of the Chevy Blazer (QRV) that could not be completed prior to June 30.

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

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

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

Washington County  
**BUDGET AMENDMENT**

**To:** Board of Commissioners

**BA #: 2025- 008**

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

**Date:** August 5, 2024

**RE:** Airport Projects Fund

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

Account Code	Description	Old	+ or (-)	New
38-3800-083	Airfield Lighting Replacement (CON/CA/RPR)	(2,200,000.00)	731,592.00	(1,468,408.00)
38-8135-663	Airfield Lighting Replacement (CON/CA/RPR)	2,200,000.00	(731,592.00)	1,468,408.00
38-3800-091	NPE Federal Grant-FY 20-21	-	(43,373.00)	(43,373.00)
38-8135-671	NPE Federal Grant-FY 20-21	-	43,373.00	43,373.00
<b>Airport Projects Fund</b>				
<b>Balanced:</b>		-	-	-

**Justification:**

This amendment is being done to reconcile the beginning budgets in the Airport Project Fund Lines. The beginning budgets in these lines are as of the final numbers that we had during budget preparation. As is always the case, these numbers can change depending on what we may spend between budget prep and June 30. In reconciling the budget, it was noted that an amendment needed to be done to reduce the Airfield Lighting Replacement line based on the expenditures that occurred during that timeframe. We are also rebudgeting unspent FY 20-21 NPE Funds as we were notified by the State that we were being allowed an extension to spend those monies since we already had them allocated to a project.

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

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

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

Washington County  
**BUDGET AMENDMENT**

**To:** Board of Commissioners

**BA #: 2025- 009**

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

**Date:** August 5, 2024

**RE:** Projects/Grants Fund

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

Account Code	Description	Old	+ or (-)	New
58-3990-000	Appropriated Fund Balance	(4,255,726.00)	3,288,969.19	(966,756.81)
58-3102-000	Dept of Commerce-Motorsports Grant	-	(136,317.38)	(136,317.38)
58-4202-000	Dept of Commerce-Motorsports Grant	100,000.00	36,317.38	136,317.38
58-3103-000	Weverhaeiser Giving Grant	-	(2,000.00)	(2,000.00)
58-4100-001	Expenditure of Interest Earned	-	12,630.81	12,630.81
58-4203-001	EM Bldg Local Match	900,000.00	(5,100.00)	894,900.00
58-3300-000	EM Bldg Direct Approp S.L. 2021-180	-	(3,000,000.00)	(3,000,000.00)
58-3300-001	Cap Proj Dir Approp SL 2021-180 Sec 40.8	-	(183,868.05)	(183,868.05)
58-4301-002	Cap Proj Dir Approp SL 2021-180 Sec 40.8	194,500.00	(10,631.95)	183,868.05
<b>Projects/Grants Fund</b>				
<b>Balanced:</b>		<b>(3,061,226.00)</b>	<b>-</b>	<b>(3,061,226.00)</b>

**Justification:**

This amendment is being done to reconcile the beginning budgets in the Projects/Grants Fund Lines. The beginning budgets in these lines are as of the final numbers that we had during budget preparation. As is always the case, these numbers can change depending on what we may spend between budget prep and June 30. In reconciling the budget, it was noted that an amendment needed to be done to reduce the appropriated fund balance line because unspent monies have to be rebudgeted as deferred revenue in the new year and not allocated from the fund balance.

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

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

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

Washington County  
**BUDGET AMENDMENT**

**To:** Board of Commissioners

**BA #: 2025- 010**

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

**Date:** August 5, 2024

**RE:** Appropriated GF FB/SS Economic Support

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

Account Code	Description	Old	+ or (-)	New
10-3990-000	Appropriated FB - GF	(657,498.00)	(69,998.00)	(727,496.00)
10-5380-407	Adoption Promotions	-	69,998.00	69,998.00
<b>Appropriated GF FB/SS Economic Support</b>				
<b>Balanced:</b>		<b>(657,498.00)</b>	<b>-</b>	<b>(657,498.00)</b>

**Justification:**

This amendment is being done to reconcile the beginning budget in the DSS Adoption Promotions line. This amendment will roll forward the unspent funds at FYE 6/30/24 into the new fiscal year.

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

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

**Initials:**

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**Batch #:**

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**Date:**

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**Monthly Financial Summary**  
as of July 26, 2024

	Budget	YTD Activity
<b>General Fund (10):</b>		
Revenues	19,160,709.00	663,299.00
Expenditures	(19,160,709.00)	(1,479,330.36)
<b>Balance:</b>	<b>-</b>	<b>(816,031.36)</b>
<i>*Fund Balance Appropriation</i>		<i>535,255.00</i>
<i>*Transfer to General Fund</i>		<i>-</i>

<b>Capital Outlay-Washington Co Schools (21):</b>		
Revenues	23,912,276.00	-
Expenditures	(23,912,276.00)	(8,333.33)
<b>Balance:</b>	<b>-</b>	<b>(8,333.33)</b>
<i>*Fund Balance Appropriation</i>		<i>19,375,328.00</i>
<i>*Transfer from General Fund</i>		<i>-</i>

<b>Drainage Fund (30):</b>		
Revenues	179,650.00	1,716.85
Expenditures	(179,650.00)	(5,072.00)
<b>Balance:</b>	<b>-</b>	<b>(3,355.15)</b>
<i>*Fund Balance Appropriation</i>		<i>81,515.00</i>
<i>*Transfer from General Fund</i>		<i>-</i>

<b>Sanitation Fund (33):</b>		
Revenues	1,680,954.00	27,980.21
Expenditures	(1,680,954.00)	(43,676.07)
<b>Balance:</b>	<b>-</b>	<b>(15,695.86)</b>
<i>*Fund Balance Appropriation</i>		<i>-</i>
<i>*Transfer from General Fund</i>		<i>-</i>

<b>Water Fund (35):</b>		
Revenues	1,827,541.00	0.40
Expenditures	(1,827,541.00)	(77,815.30)
<b>Balance:</b>	<b>-</b>	<b>(77,814.90)</b>
<i>*Fund Balance Appropriation</i>		<i>335,041.00</i>
<i>*Transfer from General Fund</i>		<i>-</i>

	Budget	YTD Activity
<b>Waterworks Capital Projects Fund (36):</b>		
Revenues	6,540,918.00	-
Expenditures	(6,540,918.00)	-
<b>Balance:</b>	<b>-</b>	<b>-</b>
<i>*Fund Balance Appropriation</i>		<i>-</i>
<i>*Transfer from General Fund</i>		<i>-</i>

<b>EMS Fund (37):</b>		
Revenues	2,464,368.00	56,379.84
Expenditures	(2,464,368.00)	(225,873.86)
<b>Balance:</b>	<b>-</b>	<b>(169,494.02)</b>
<i>*Fund Balance Appropriation</i>		<i>174,748.00</i>
<i>*Transfer from General Fund</i>		<i>-</i>

<b>Airport Taxi Lane Grant Fund (38):</b>		
Revenues	2,866,668.00	-
Expenditures	(2,866,668.00)	-
<b>Balance:</b>	<b>-</b>	<b>-</b>
<i>*Fund Balance Appropriation</i>		<i>16,667.00</i>
<i>*Transfer from General Fund</i>		<i>-</i>

<b>Airport Fund (39):</b>		
Revenues	234,463.00	10,702.70
Expenditures	(234,463.00)	(14,307.40)
<b>Balance:</b>	<b>-</b>	<b>(3,604.70)</b>
<i>*Fund Balance Appropriation</i>		<i>42,706.00</i>
<i>*Transfer from General Fund</i>		<i>-</i>

<b>WC Hospital Pension Fund (40):</b>		
Revenues	450,000.00	-
Expenditures	(450,000.00)	(76,495.00)
<b>Balance:</b>	<b>-</b>	<b>(76,495.00)</b>
<i>*Fund Balance Appropriation</i>		<i>-</i>
<i>*Transfer from General Fund</i>		<i>-</i>

	Budget	YTD Activity
<b>Opioid Settlement Distribution Fund (50):</b>		
Revenues	62,790.00	17,377.84
Expenditures	(62,790.00)	-
<b>Balance:</b>	<b>-</b>	<b>17,377.84</b>
<i>*Fund Balance Appropriation</i>		-
<i>*Transfer from General Fund</i>		-

<b>DSS Trust Fund Accounts (51):</b>		
Revenues	210,000.00	32,781.81
Expenditures	(210,000.00)	(55,111.20)
<b>Balance:</b>	<b>-</b>	<b>(22,329.39)</b>
<i>*Fund Balance Appropriation</i>		-
<i>*Transfer from General Fund</i>		-

<b>Projects/Grants Fund (58):</b>		
Revenues	4,325,726.00	-
Expenditures	(4,325,726.00)	(3,598.79)
<b>Balance:</b>	<b>-</b>	<b>(3,598.79)</b>
<i>*Fund Balance Appropriation</i>		4,255,726.00
<i>*Transfer from General Fund</i>		-

	Budget	YTD Activity
<b>Travel &amp; Tourism Fund (63):</b>		
Revenues	237,326.00	-
Expenditures	(237,326.00)	(7,582.64)
<b>Balance:</b>	<b>-</b>	<b>(7,582.64)</b>
<i>*Fund Balance Appropriation</i>		77,326.00
<i>*Transfer from General Fund</i>		-

<b>E-911 Fund (69):</b>		
Revenues	123,078.00	-
Expenditures	(123,078.00)	(2,530.10)
<b>Balance:</b>	<b>-</b>	<b>(2,530.10)</b>
<i>*Fund Balance Appropriation</i>		4,126.00
<i>*Transfer from General Fund</i>		-

<b>Revaluation Fund (70):</b>		
Revenues	40,000.00	-
Expenditures	(40,000.00)	-
<b>Balance:</b>	<b>-</b>	<b>-</b>
<i>*Fund Balance Appropriation</i>		-
<i>*Transfer from General Fund</i>		-

**Washington County**  
Statement of Revenue and Expenditures - Standard

**Revenue Account Range:** First to zz-zzzz-zzz

**Include Non-Anticipated:** Yes

**Year To Date As Of:** 07/26/24

**Expend Account Range:** First to zz-zzzz-zzz

**Include Non-Budget:** No

**Current Period:** 07/01/24 to 07/26/24

**Print Zero YTD Activity:** No

**Prior Year:** Thru 06/30/24

<u>Revenue Account</u>	<u>Description</u>	<u>Prior Yr Rev</u>	<u>Anticipated</u>	<u>Curr Rev</u>	<u>YTD Rev</u>	<u>Excess/Deficit</u>	<u>% Real</u>
10-3010-000	TAXES-AD VALOREM CURRENT YEAR	7,085,837.79	7,434,420.00	437,556.08	437,556.08	6,996,863.92 -	6
10-3010-010	CURRENT YEAR TAX DISCOUNTS	47,231.56 -	50,000.00 -	0.00	0.00	50,000.00	0
10-3011-000	TAXES-AD VALOREM 1ST PRIOR YR	125,472.88	200,000.00	93,679.75	93,679.75	106,320.25 -	47
10-3012-000	TAXES-AD VALOREM ALL PRIOR YRS	79,050.78	1,600,000.00	3,839.87	3,839.87	1,596,160.13 -	0
10-3018-000	NCVTS-WASHINGTON CO MOTOR VEH TAX	994,230.91	957,600.00	0.00	0.00	957,600.00 -	0
10-3018-001	NCVTS-WASH CO BILL/CC CONTRA REV	0.00	35,000.00 -	0.00	0.00	35,000.00	0
10-3030-000	PREPAYMENT-PROPERTY TAXES	68,863.13	55,000.00	0.00	0.00	55,000.00 -	0
10-3080-000	GROSS TAX REC LEASED VEHICLES	766.87	500.00	50.34	50.34	449.66 -	10
10-3090-000	PAYMENTS IN LIEU OF TAXES	13,263.00	13,500.00	0.00	0.00	13,500.00 -	0
10-3170-000	CURRENT YEAR TAX PENALTIES	11,944.00	10,000.00	0.00	0.00	10,000.00 -	0
10-3170-010	PRIOR YEAR TAX PENALTIES	1,248.99	1,000.00	421.12	421.12	578.88 -	42
10-3180-000	CURRENT YEAR TAX INTEREST	36,882.81	28,000.00	0.00	0.00	28,000.00 -	0
10-3180-010	PRIOR YEAR TAX INTEREST	55,336.28	280,000.00	106,990.34	106,990.34	173,009.66 -	38
10-3250-000	PRIVILAGE AND BEER LICENSES	800.00	750.00	0.00	0.00	750.00 -	0
10-3280-000	FRANCHISE FEES-CABLE TV	6,301.84	9,000.00	0.00	0.00	9,000.00 -	0
10-3290-000	INTEREST EARNED ON INVESTMENTS	906,615.81	375,000.00	0.00	0.00	375,000.00 -	0
10-3310-000	RENTS AND CONCESSIONS	11,300.00	11,100.00	0.00	0.00	11,100.00 -	0
10-3312-000	JAIL CONCESSIONS	29,221.42	25,000.00	0.00	0.00	25,000.00 -	0
10-3350-000	MISCELLANEOUS REVENUES	10,706.10	0.00	0.00	0.00	0.00	0
10-3350-001	JURY DUTY PAY	92.00	0.00	0.00	0.00	0.00	0
10-3352-000	ELECTIONS-TOWN REIMB & FILING	26,913.09	100.00	0.00	0.00	100.00 -	0
10-3353-000	INSURANCE PROCEEDS	63,207.51	0.00	0.00	0.00	0.00	0
10-3354-000	CRESWELL LEVY ADMINISTRATION FEE	0.00	4,000.00	0.00	0.00	4,000.00 -	0
10-3360-000	RECREATION-DONATIONS	2,599.00	0.00	0.00	0.00	0.00	0
10-3360-013	RECREATION-VENDOR RENTS AND CONCES	500.00	400.00	0.00	0.00	400.00 -	0



**Washington County**  
Statement of Revenue and Expenditures

07/26/2024  
11:14 AM

<u>Revenue Account</u>	<u>Description</u>	<u>Prior Yr Rev</u>	<u>Anticipated</u>	<u>Curr Rev</u>	<u>YTD Rev</u>	<u>Excess/Deficit</u>	<u>% Real</u>
10-3361-013	NCDEQ GRANT-RECREATION-VOLKSWAGON	110,098.00	0.00	0.00	0.00	0.00	0
10-3410-000	WINE AND BEER TAX	32,847.53	33,000.00	0.00	0.00	33,000.00 -	0
10-3415-000	ABC PROFIT DISTRIBUTION	46,088.00	35,000.00	0.00	0.00	35,000.00 -	0
10-3430-000	SALES TAX-ONE HALF CENT-ST-A42	222,283.04	245,000.00	0.00	0.00	245,000.00 -	0
10-3440-000	SALES TAX-ONE-HALF CENT-ST-A40	635,090.69	770,000.00	0.00	0.00	770,000.00 -	0
10-3450-000	SALES TAX ONE CENT LOCAL	1,086,858.19	1,200,000.00	0.00	0.00	1,200,000.00 -	0
10-3460-000	SALES TAX - REDISTRIBTUTION	366,503.00	439,500.00	0.00	0.00	439,500.00 -	0
10-3470-000	SALES TAX-LOCAL 1/4 CENT-A46 (100%)	0.00	300,000.00	0.00	0.00	300,000.00 -	0
10-3470-020	ABC ALCOHOLISM BOTTLE TAX	3,882.48	3,800.00	0.00	0.00	3,800.00 -	0
10-3480-013	RAP LEPC TIER II GRANT	0.00	5,000.00	0.00	0.00	5,000.00 -	0
10-3480-020	EMERGENCY MANAGEMENT PROG FUND	39,698.11	39,000.00	0.00	0.00	39,000.00 -	0
10-3480-023	WEYERHAEUSER GIVING GRANT	2,000.00	0.00	0.00	0.00	0.00	0
10-3480-029	GRANT-EM CAPACITY BLDG COMPETITIVE G	47,690.00	97,000.00	0.00	0.00	97,000.00 -	0
10-3480-087	ARPA REVENUE REPLACEMENT	72,294.14	0.00	0.00	0.00	0.00	0
10-3490-000	DSS-ADMINISTRATION REIMBURSE	2,182,901.79	3,021,972.00	181.00	181.00	3,021,791.00 -	0
10-3490-001	MEDICAID EXPANSION ADMIN COSTS	120,680.36	0.00	0.00	0.00	0.00	0
10-3500-050	DSS-FOSTER CARE/ADOPTIONRETURN	70,554.03	155,622.00	0.00	0.00	155,622.00 -	0
10-3500-080	DSS-COMMUNITY DONATIONS-EMERGENCY	200.00	0.00	0.00	0.00	0.00	0
10-3500-081	DSS COMMUNITY DONATIONS-CHRISTMAS	790.00	0.00	0.00	0.00	0.00	0
10-3500-082	DSS COMMUNITY DONATIONS-FOSTER CHIL	200.00	0.00	0.00	0.00	0.00	0
10-3500-120	DSS-TITLE IV-D CHILD SUPPORT	40,700.21	15,000.00	0.00	0.00	15,000.00 -	0
10-3500-130	HOME & CC BLOCK GRANT-ALB COMM	67,623.64	78,133.00	0.00	0.00	78,133.00 -	0
10-3500-140	DSS-TYRRELL IV-D CONTRACT	30,000.00	0.00	0.00	0.00	0.00	0
10-3500-190	DSS-MEDICAID CAP	208,293.00	150,000.00	0.00	0.00	150,000.00 -	0
10-3500-191	DSS MODIVCARE & ONECALL CONTRACTS	5,645.10	3,500.00	0.00	0.00	3,500.00 -	0
10-3500-200	DOT - ROAP & CTS GRANTS	407,234.00	215,307.00	20.00	20.00	215,287.00 -	0
10-3500-270	SHIIP-SENIOR HEALTH INS INF	7,818.00	7,818.00	0.00	0.00	7,818.00 -	0
10-3500-280	MIPPA GRANT-MEDICAID IMPROVEMENT FOF	3,189.00	3,189.00	0.00	0.00	3,189.00 -	0

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<u>Revenue Account</u>	<u>Description</u>	<u>Prior Yr Rev</u>	<u>Anticipated</u>	<u>Curr Rev</u>	<u>YTD Rev</u>	<u>Excess/Deficit</u>	<u>% Real</u>
10-3508-000	ALB COMM NUTRITION SITE DIRECTOR	6,690.72	7,882.00	0.00	0.00	7,882.00 -	0
10-3508-001	ALB COMM GENERAL PURPOSE GRANT	3,718.00	3,719.00	0.00	0.00	3,719.00 -	0
10-3509-000	SENIOR CITIZENS FUNDS	1,130.00	0.00	45.00	45.00	45.00	0
10-3509-010	SENIOR CENTER TRIPS	6,096.39	1,500.00	900.00	900.00	600.00 -	60
10-3509-020	SENIOR CENTER DONATIONS	442.30	0.00	22.00	22.00	22.00	0
10-3509-040	SENIOR CTR STIPEND-COOP EXT SHIIP ADM	999.00	1,000.00	0.00	0.00	1,000.00 -	0
10-3510-010	COURT COST, FEES AND CHARGES	15,175.56	14,000.00	0.00	0.00	14,000.00 -	0
10-3510-020	OFFICERS FEES	8,607.50	9,000.00	0.00	0.00	9,000.00 -	0
10-3540-000	SHERIFF FEES	557.54	500.00	0.00	0.00	500.00 -	0
10-3540-010	DRUG/DONATIONS/GRANT LEO	36.25	0.00	0.00	0.00	0.00	0
10-3540-020	GUN PERMITS DISCRETIONARY-COUNTY PO	6,035.00	0.00	420.00	420.00	420.00	0
10-3540-030	GUN PERMITS-STATE PORTION	7,135.00	0.00	480.00	480.00	480.00	0
10-3540-040	FINGER PRINTING	1,470.00	0.00	80.00	80.00	80.00	0
10-3540-070	DONATIONS-ANIMAL CONTROL	386.00	0.00	0.00	0.00	0.00	0
10-3540-083	NC ANIMAL SHELTER SUPPORT FUND GRAN	12,500.00	12,500.00	0.00	0.00	12,500.00 -	0
10-3541-000	SHERIFF'S SERVICE FEES	16,683.50	11,000.00	2,010.00	2,010.00	8,990.00 -	18
10-3541-010	SHERIFF-DONATIONS	25.00	0.00	0.00	0.00	0.00	0
10-3542-000	SHERIFF-ABC BOARD FUNDING	8,350.00	2,400.00	0.00	0.00	2,400.00 -	0
10-3550-000	BUILDING PERMIT FEES - (GC)	47,210.06	45,000.00	3,469.70	3,469.70	41,530.30 -	8
10-3550-010	PLANNING CONTRACTED SERVICES-BLDG IN	2,668.50	10,000.00	0.00	0.00	10,000.00 -	0
10-3550-030	ZONING FEES	1,565.00	1,500.00	75.00	75.00	1,425.00 -	5
10-3560-000	REGISTER OF DEEDS FEES	62,488.90	70,000.00	5,399.80	5,399.80	64,600.20 -	8
10-3560-010	MARRIAGE LICENSES	2,230.00	2,500.00	240.00	240.00	2,260.00 -	10
10-3580-000	JAIL FEES/STATE REIMBURSEMENTS	2,411.68	700.00	0.00	0.00	700.00 -	0
10-3590-000	JAIL HOUS/TRANS/CO/US MARSHALL	110,550.53	120,000.00	0.00	0.00	120,000.00 -	0
10-3600-001	GRANT-DHHS CORRECTIONS COVID19	4,628.42	0.00	0.00	0.00	0.00	0
10-3700-000	GRANT-NCDIT WASHINGTON CO RADIO UPG	0.00	100,462.00	0.00	0.00	100,462.00 -	0
10-3830-000	SALE OF FIXED ASSETS	11,654.72	0.00	0.00	0.00	0.00	0

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10-3830-001	SALE OF FORECLOSED PROPERTIES	27,858.99	10,000.00	0.00	0.00	10,000.00 -	0
10-3970-020	M-T-W COURT COORDINATOR GRANT	75,879.02	90,994.00	0.00	0.00	90,994.00 -	0
10-3970-040	JCPC-ROANOKE AREA YOUTH	69,257.00	69,257.00	5,776.00	5,776.00	63,481.00 -	8
10-3970-041	JCPC-WASHINGTON COUNTY YOUTH	8,773.00	8,773.00	732.00	732.00	8,041.00 -	8
10-3970-042	JCPC-ADMINISTRATION	10,910.00	10,910.00	911.00	911.00	9,999.00 -	8
10-3970-050	SCHOOL REIMB-WCU/CHS SRO	38,788.69	149,146.00	0.00	0.00	149,146.00 -	0
10-3970-060	BALLGAME REIMBURSEMENTS FROM SCHO	2,524.35	0.00	0.00	0.00	0.00	0
10-3970-090	CONTRI FROM SOIL & WATER DIST	23,192.00	20,000.00	0.00	0.00	20,000.00 -	0
10-3970-120	COST ALLOCATION-WATERWORKS	100,000.00	110,000.00	0.00	0.00	110,000.00 -	0
10-3980-020	TOURISM DEVELOP AUTHOR 3% ADMN	4,500.00	4,500.00	0.00	0.00	4,500.00 -	0
10-3990-000	APPROPRIATED FUND BALANCE	0.00	535,255.00	0.00	0.00	535,255.00 -	0
10-3999-900	CANCELLED PRIOR YEAR EXPENDITURES	30.00	0.00	0.00	0.00	0.00	0
	<b>GENERAL FUND Revenue Totals</b>	<b>15,998,243.58</b>	<b>19,160,709.00</b>	<b>663,299.00</b>	<b>663,299.00</b>	<b>18,497,410.00 -</b>	<b>3</b>

<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
10-0000-000	GENERAL FUND:	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
10-4110-010	SALARIES & WAGES-BOARD	35,400.00	35,400.00	2,950.00	2,950.00	32,450.00	8
10-4110-020	SALARIES & WAGES-BOARD TRAVEL STIPEN	14,100.00	14,100.00	1,175.00	1,175.00	12,925.00	8
10-4110-030	SALARIES & WAGES-CELLPHONE STIPEND	3,000.00	3,000.00	250.00	250.00	2,750.00	8
10-4110-090	GOVERNING BOARD- FICA TAX EXPENSE	4,057.55	4,016.00	338.13	338.13	3,677.87	8
10-4110-140	GOVERNING BOARD- WORKMAN'S COMP	1,272.00	1,600.00	1,584.00	1,584.00	16.00	99
10-4110-200	GOVERNING BOARD- DEPT SUPPLIES	1,951.97	2,000.00	0.00	0.00	2,000.00	0
10-4110-310	GOVERNING BOARD- TRAVEL	11,401.13	20,000.00	0.00	0.00	20,000.00	0
10-4110-320	GOVERNING BOARD- COMMUNICATIONS	600.00	600.00	50.00	50.00	550.00	8
10-4110-350	POSTAGE	0.00	100.00	0.00	0.00	100.00	0
10-4110-370	GOVERNING BOARD- PRINTING	0.00	500.00	0.00	0.00	500.00	0
10-4110-380	ADVERTISING	1,961.00	2,500.00	0.00	0.00	2,500.00	0

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10-4110-390	COMMISSIONERS-SPECIAL SPONSORED	9,191.09	10,000.00	0.00	0.00	10,000.00	0
10-4110-391	GOVERNING BOARD- DUES & SUBSCRIPTION	5,630.00	6,158.00	3,501.00	3,501.00	2,657.00	57
10-4110-392	OTHER COMMUNITY CONTRIBUTIONS	4,000.00	12,000.00	0.00	0.00	12,000.00	0
10-4110-442	CONTRACTED SERVICES	2,000.00	0.00	0.00	0.00	0.00	0
10-4110-443	CONTRACTED SERVICES - LOBBYING	36,000.00	18,000.00	1,500.00	1,500.00	16,500.00	8
	<b>4110 GOVERNING BOARD:</b>	<b>130,564.74</b>	<b>129,974.00</b>	<b>11,348.13</b>	<b>11,348.13</b>	<b>118,625.87</b>	<b>9</b>
10-4120-000	MANAGERS OFFICE:	0.00	0.00	0.00	0.00	0.00	0
10-4120-010	MANAGERS OFFICE- S & W- REGULAR	289,053.62	310,819.00	25,795.01	25,795.01	285,023.99	8
10-4120-040	SALARIES & WAGES-LONGEVITY	1,924.71	1,925.00	0.00	0.00	1,925.00	0
10-4120-090	MANAGERS OFFICE- FICA TAX EXPENSE	21,989.56	23,925.00	1,951.05	1,951.05	21,973.95	8
10-4120-100	MANAGERS OFFICE- RETIREMENT	58,341.45	68,303.00	5,329.26	5,329.26	62,973.74	8
10-4120-101	MANAGERS OFFICE 401 (K) CONTRIB	8,671.71	9,382.00	773.86	773.86	8,608.14	8
10-4120-130	MANAGERS OFFICE- UNEMPLOYMENT INS.	0.00	1,570.00	0.00	0.00	1,570.00	0
10-4120-140	MANAGERS OFFICE- WORKMAN'S COMP	1,764.00	1,905.00	1,813.00	1,813.00	92.00	95
10-4120-180	MANAGERS OFFICE- GROUP INS.	40,685.79	47,764.00	3,775.53	3,775.53	43,988.47	8
10-4120-190	LEGAL SERVICES	6,553.95	10,000.00	0.00	0.00	10,000.00	0
10-4120-191	MANAGERS OFFICE-UNCSOG LFNC INTERN I	5,000.00	12,000.00	0.00	0.00	12,000.00	0
10-4120-260	MANAGERS OFFICE- DEPARTMENTAL SUPPL	13,061.28	9,000.00	0.00	0.00	9,000.00	0
10-4120-270	MANAGERS OFFICE - SERVICE AWARDS	0.00	175.00	0.00	0.00	175.00	0
10-4120-310	MANAGERS OFFICE- TRAVEL	3,574.11	5,300.00	275.00	275.00	5,025.00	5
10-4120-315	TRAINING	8,261.66	14,000.00	0.00	0.00	14,000.00	0
10-4120-320	MANAGERS OFFICE- COMMUNICATIONS	2,145.72	3,300.00	150.00	150.00	3,150.00	5
10-4120-330	POSTAGE	54.13	100.00	4.65	4.65	95.35	5
10-4120-355	MAINT & REPAIR-VEHICLE	1,172.39	2,000.00	0.00	0.00	2,000.00	0
10-4120-370	MANAGERS OFFICE- PRINTING	0.00	250.00	0.00	0.00	250.00	0
10-4120-380	ADVERTISING	5,457.50	6,000.00	0.00	0.00	6,000.00	0
10-4120-381	MANAGERS OFFICE-LOST REF-EDUCATION	6,024.04	0.00	0.00	0.00	0.00	0

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10-4120-390	MANAGERS OFFICE- DUES AND SUBSCRIPTI	1,908.68	3,350.00	432.00	432.00	2,918.00	13
10-4120-440	CONTRACTED SERVICES-ECONOMIC DEVEL	0.00	8,000.00	0.00	0.00	8,000.00	0
10-4120-540	MANAGERS OFFICE - CAPITAL OUTLAY-VEHIK	25,958.32	35,000.00	0.00	0.00	35,000.00	0
	<b>4120 MANAGERS OFFICE:</b>	<b>501,602.62</b>	<b>574,068.00</b>	<b>40,299.36</b>	<b>40,299.36</b>	<b>533,768.64</b>	<b>7</b>
10-4130-000	FINANCE OFFICE:	0.00	0.00	0.00	0.00	0.00	0
10-4130-010	FINANCE OFFICE- S & W- REGULAR	218,611.74	229,397.00	18,904.84	18,904.84	210,492.16	8
10-4130-031	FINANCE OFFICE-PARTTIME	0.00	15,273.00	0.00	0.00	15,273.00	0
10-4130-040	SALARIES & WAGES-LONGEVITY	2,587.45	2,626.00	0.00	0.00	2,626.00	0
10-4130-090	FINANCE OFFICE- FICA TAX EXPENSE	15,988.85	18,918.00	1,342.03	1,342.03	17,575.97	7
10-4130-100	FINANCE OFFICE- RETIREMENT	44,350.77	50,674.00	3,905.74	3,905.74	46,768.26	8
10-4130-101	FINANCE OFFICE- 401(K) CONTRIB.	6,558.46	6,961.00	567.15	567.15	6,393.85	8
10-4130-130	FINANCE OFFICE- UNEMPLYMENT INS.	0.00	1,884.00	0.00	0.00	1,884.00	0
10-4130-140	FINANCE OFFICE- WORKMAN'S COMP	1,354.00	1,506.00	1,269.00	1,269.00	237.00	84
10-4130-180	FINANCE OFFICE- PROFESSIONAL SERVICE	96,826.21	103,000.00	8,384.00	8,384.00	94,616.00	8
10-4130-181	FINANCE OFFICE- GROUP INS.	36,943.18	45,517.00	3,605.10	3,605.10	41,911.90	8
10-4130-260	FINANCE OFFICE- DEPARTMENTAL SUPPLIE	12,985.13	6,499.00	0.00	0.00	6,499.00	0
10-4130-270	FINANCE OFFICE-SERVICE AWARDS	50.00	0.00	0.00	0.00	0.00	0
10-4130-280	FINANCE OFFICE- POSTAGE	2,264.71	2,500.00	168.12	168.12	2,331.88	7
10-4130-310	FINANCE OFFICE- TRAVEL	210.82	500.00	0.00	0.00	500.00	0
10-4130-315	TRAINING	3,139.80	3,300.00	0.00	0.00	3,300.00	0
10-4130-320	FINANCE OFFICE- COMMUNICATIONS	1,327.51	1,200.00	50.00	50.00	1,150.00	4
10-4130-390	FINANCE OFFICE- DUES & SUBSCRIPTIONS	713.00	1,000.00	0.00	0.00	1,000.00	0
10-4130-410	FINANCE OFFICE- LEASE EQUIPMENT	494.63	550.00	0.00	0.00	550.00	0
10-4130-540	FINANCE OFFICE - CAPITAL OUTLAY EQUIP	5,250.00	0.00	0.00	0.00	0.00	0
	<b>4130 FINANCE OFFICE:</b>	<b>449,656.26</b>	<b>491,305.00</b>	<b>38,195.98</b>	<b>38,195.98</b>	<b>453,109.02</b>	<b>8</b>
10-4140-000	TAX ADMIN:	0.00	0.00	0.00	0.00	0.00	0

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10-4140-010	TAX ADMIN.- S & W- REGULAR	199,854.26	259,456.00	18,690.75	18,690.75	240,765.25	7
10-4140-040	SALARIES & WAGES-LONGEVITY	1,820.89	1,851.00	0.00	0.00	1,851.00	0
10-4140-090	TAX ADMIN.- FICA TAX EXPENSE	14,250.55	19,990.00	1,306.82	1,306.82	18,683.18	7
10-4140-100	TAX ADMIN.- RETIREMENT	40,436.13	57,069.00	3,861.50	3,861.50	53,207.50	7
10-4140-101	TAX ADMIN.- 401(K) CONTRIB.	4,920.22	7,839.00	410.93	410.93	7,428.07	5
10-4140-130	TAX ADMIN.- UNEMPLOYMENT INS.	0.00	2,198.00	0.00	0.00	2,198.00	0
10-4140-140	TAX ADMIN.- WORKMAN'S COMP	2,985.00	3,694.00	3,112.00	3,112.00	582.00	84
10-4140-180	TAX ADMIN.- GROUP INS.	44,234.97	65,499.00	4,482.05	4,482.05	61,016.95	7
10-4140-260	TAX ADMIN.- OFFICE & DEPTAL SUPPLIES	11,940.43	11,001.00	0.00	0.00	11,001.00	0
10-4140-270	SERVICE AWARDS	100.00	0.00	0.00	0.00	0.00	0
10-4140-310	TAX ADMIN.- TRAVEL	105.00	500.00	0.00	0.00	500.00	0
10-4140-315	TRAINING	1,807.08	6,000.00	0.00	0.00	6,000.00	0
10-4140-320	TAX ADMIN.- COMMUNICATIONS	1,347.32	1,500.00	25.00	25.00	1,475.00	2
10-4140-325	TAX ADMIN-POSTAGE	14,393.57	15,000.00	5,036.74	5,036.74	9,963.26	34
10-4140-341	ADVERTISING	2,796.50	3,500.00	0.00	0.00	3,500.00	0
10-4140-370	PRINTING	5,870.38	8,000.00	0.00	0.00	8,000.00	0
10-4140-390	TAX ADMIN.- DUES & SUBSCRIPTIONS	6,657.72	6,750.00	0.00	0.00	6,750.00	0
10-4140-500	TAX ADMIN - CONTRACTED SERVICES	6,925.00	25,000.00	0.00	0.00	25,000.00	0
10-4140-501	TAX ADMIN-CONTR. SERVICES-KEYSTONE M	0.00	41,852.00	0.00	0.00	41,852.00	0
10-4140-502	TAX ADMIN-CONTRACTED SERVICES-GIS	0.00	12,000.00	1,575.00	1,575.00	10,425.00	13
10-4140-510	CONTRACTED SERVICES-ZACCHAEUS	4,141.97	6,500.00	0.00	0.00	6,500.00	0
10-4140-511	TAX ADMIN - CONTRACTED SERV FILE STOR.	360.00	480.00	0.00	0.00	480.00	0
10-4140-550	TAX ADMIN - CAPITAL OUTLAY	115,101.57	20,000.00	0.00	0.00	20,000.00	0
	<b>4140 TAX ADMIN:</b>	<b>480,048.56</b>	<b>575,679.00</b>	<b>38,500.79</b>	<b>38,500.79</b>	<b>537,178.21</b>	<b>7</b>
10-4170-000	BOARD OF ELECTIONS:	0.00	0.00	0.00	0.00	0.00	0
10-4170-010	BOARD OF ELECTIONS- S & W - REGULAR	46,589.33	47,260.00	3,938.33	3,938.33	43,321.67	8
10-4170-011	SALARIES & WAGES-BOARD	6,720.00	5,640.00	200.00	200.00	5,440.00	4

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10-4170-030	BOARD OF ELECTIONS- SALARIES- PART-TIM	35,616.30	24,364.00	698.26	698.26	23,665.74	3
10-4170-031	BOARD OF ELECTIONS - S & W-OVERTIME	9,340.64	5,320.00	0.00	0.00	5,320.00	0
10-4170-040	SALARIES & WAGES-LONGEVITY	922.12	945.00	0.00	0.00	945.00	0
10-4170-090	BOARD OF ELECTIONS- FICA TAX EXPENSE	7,564.21	6,390.00	366.23	366.23	6,023.77	6
10-4170-100	BOARD OF ELECTIONS- RETIREMENT EXPEN	11,398.82	11,690.00	813.66	813.66	10,876.34	7
10-4170-101	BOARD OF ELECTIONS- 401(K) CONTRIB.	1,677.90	1,606.00	118.15	118.15	1,487.85	7
10-4170-130	BOARD OF ELECTIONS- UNEMPLOYMENT IN:	0.00	1,256.00	0.00	0.00	1,256.00	0
10-4170-140	BOARD OF ELECTIONS- WORKMANS COMP	456.00	509.00	429.00	429.00	80.00	84
10-4170-180	BOARD OF ELECTIONS- GROUP INS. EXPENS	8,123.16	9,108.00	722.27	722.27	8,385.73	8
10-4170-260	BOARD OF ELECTIONS- DEPART SUPPLIES	4,213.25	4,999.00	0.00	0.00	4,999.00	0
10-4170-270	BOARD OF ELECTIONS-SERVICE AWARDS	0.00	135.00	0.00	0.00	135.00	0
10-4170-310	BOARD OF ELECTIONS- TRAVEL	1,555.19	2,500.00	40.40	40.40	2,459.60	2
10-4170-315	TRAINING	8,791.82	7,000.00	0.00	0.00	7,000.00	0
10-4170-320	BOARD OF ELECTIONS- COMMUNICATIONS	2,820.67	5,000.00	138.40	138.40	4,861.60	3
10-4170-330	POSTAGE	977.77	2,000.00	77.88	77.88	1,922.12	4
10-4170-350	BOARD OF ELECTIONS- MAINT & REPAIR- EC	774.00	1,500.00	0.00	0.00	1,500.00	0
10-4170-360	CONTRACTED SERVICES	18,523.65	19,317.00	0.00	0.00	19,317.00	0
10-4170-370	BOARD OF ELECTIONS- PRINTING	19,648.64	12,000.00	0.00	0.00	12,000.00	0
10-4170-380	ADVERTISING	1,291.50	600.00	0.00	0.00	600.00	0
10-4170-390	BOARD OF ELECTIONS- DUES & SUBSCRIPTI	33.00	500.00	0.00	0.00	500.00	0
10-4170-550	CAPITAL OUTLAY-EQUIPMENT	0.00	20,000.00	0.00	0.00	20,000.00	0
	<b>4170 BOARD OF ELECTIONS:</b>	<b>187,037.97</b>	<b>189,639.00</b>	<b>7,542.58</b>	<b>7,542.58</b>	<b>182,096.42</b>	<b>4</b>
10-4180-000	REGISTER OF DEEDS:	0.00	0.00	0.00	0.00	0.00	0
10-4180-010	REGISTER- OF- DEEDS- S & W- REGULAR	82,842.21	84,257.00	6,935.58	6,935.58	77,321.42	8
10-4180-030	REGISTER OF DEEDS- S & W- PART-TIME	8,392.64	8,000.00	0.00	0.00	8,000.00	0
10-4180-040	SALARIES & WAGES-LONGEVITY	1,085.82	1,647.00	0.00	0.00	1,647.00	0
10-4180-090	REGISTER- OF- DEEDS- FICA TAX EXPENSE	6,627.64	7,184.00	494.28	494.28	6,689.72	7

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10-4180-100	REGISTER- OF- DEEDS- RETIREMENT	16,827.55	18,761.00	1,432.89	1,432.89	17,328.11	8
10-4180-101	REGISTER OF DEEDS- 401(K) CONTRIB.	2,485.31	2,577.00	208.07	208.07	2,368.93	8
10-4180-102	REGISTER OF DEEDS- REG DS SUPPLEMENT	657.84	1,000.00	0.00	0.00	1,000.00	0
10-4180-130	REGISTER OF DEEDS- UNEMPLOYMENT INS.	0.00	942.00	0.00	0.00	942.00	0
10-4180-140	REGISTER OF DEEDS- WORKMAN'S COMP	458.00	572.00	482.00	482.00	90.00	84
10-4180-180	REGISTER- OF- DEEDS- GROUP INS.	16,159.34	18,182.00	1,437.17	1,437.17	16,744.83	8
10-4180-260	REGISTER-OF-DEEDS-DEPARTMENTAL SUPP	3,915.00	6,499.00	514.34	514.34	5,984.66	8
10-4180-270	SERVICE AWARDS	0.00	50.00	0.00	0.00	50.00	0
10-4180-310	REGISTER- OF- DEEDS- TRAVEL	0.00	200.00	0.00	0.00	200.00	0
10-4180-315	TRAINING	514.00	2,500.00	0.00	0.00	2,500.00	0
10-4180-320	REGISTER- OF- DEEDS- COMMUNICATIONS	541.05	600.00	0.00	0.00	600.00	0
10-4180-330	POSTAGE	85.22	200.00	9.25	9.25	190.75	5
10-4180-350	REGISTER- OF- DEEDS- MAINT AND REPAIR I	385.00	2,000.00	0.00	0.00	2,000.00	0
10-4180-390	REGISTER- OF- DEEDS- DUES AND SUBSCRI	375.00	550.00	50.00	50.00	500.00	9
10-4180-600	REGISTER OF DEEDS- CONTRACTED SERVIC	12,875.00	14,500.00	0.00	0.00	14,500.00	0
	<b>4180 REGISTER OF DEEDS:</b>	<b>154,226.62</b>	<b>170,221.00</b>	<b>11,563.58</b>	<b>11,563.58</b>	<b>158,657.42</b>	<b>7</b>
10-4210-000	INFORMATION TECHNOLOGY:	0.00	0.00	0.00	0.00	0.00	0
10-4210-010	INFO. TECH- S & W- REGULAR	55,146.70	55,259.00	4,604.92	4,604.92	50,654.08	8
10-4210-040	SALARIES & WAGES-LONGEVITY	1,657.77	1,658.00	0.00	0.00	1,658.00	0
10-4210-090	INFO. TECH- FICA TAX EXPENSE	3,730.82	4,354.00	300.93	300.93	4,053.07	7
10-4210-100	INFO. TECH- RETIREMENT	11,389.41	12,431.00	951.38	951.38	11,479.62	8
10-4210-101	INFO. TECH- 401(K) CONTRIB.	1,654.43	1,708.00	138.15	138.15	1,569.85	8
10-4210-130	INFO. TECH- UNEMPLOYMENT INS.	0.00	314.00	0.00	0.00	314.00	0
10-4210-140	INFO. TECH- WORKMAN'S COMP	285.00	347.00	292.00	292.00	55.00	84
10-4210-180	INFO. TECH- CONTRACTED SERVICES	0.00	22,000.00	0.00	0.00	22,000.00	0
10-4210-181	INFO. TECH- GROUP INS.	10,117.32	11,113.00	888.45	888.45	10,224.55	8
10-4210-200	INFO. TECH- DEPARTMENTAL SUPPLIES	1,982.83	1,499.00	0.00	0.00	1,499.00	0



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10-4210-270	INFO. TECH-SERVICE AWARDS	0.00	200.00	0.00	0.00	200.00	0
10-4210-310	INFO. TECH- TRAVEL	100.00	100.00	0.00	0.00	100.00	0
10-4210-315	TRAINING	20.00	2,000.00	0.00	0.00	2,000.00	0
10-4210-320	INFO. TECH- COMMUNICATIONS	323.55	500.00	47.88	47.88	452.12	10
10-4210-330	POSTAGE	0.00	100.00	0.00	0.00	100.00	0
10-4210-350	INFO. TECH- MAINT. & REPAIR- EQUIPMENT	34,967.46	55,000.00	748.44	748.44	54,251.56	1
10-4210-550	INFO. TECH- CAPITAL OUTLAY EQUIPMENT	0.00	40,000.00	0.00	0.00	40,000.00	0
	<b>4210 INFORMATION TECHNOLOGY:</b>	<b>121,375.29</b>	<b>208,583.00</b>	<b>7,972.15</b>	<b>7,972.15</b>	<b>200,610.85</b>	<b>4</b>
10-4260-000	BUILDINGS:	0.00	0.00	0.00	0.00	0.00	0
10-4260-440	CONTRACT SERVICES-COURTHOUSE SECUR	70,119.87	75,000.00	0.00	0.00	75,000.00	0
10-4260-550	BUILDINGS- PUBLIC DEFENDER HOUSING	4,452.00	4,452.00	0.00	0.00	4,452.00	0
10-4260-554	PROBATION & PAROLE-FORBES	5,073.24	0.00	0.00	0.00	0.00	0
10-4260-555	SMART START LEASE ASSISTANCE	4,200.00	4,200.00	0.00	0.00	4,200.00	0
10-4260-562	CAP OUTLAY-OTHER CIP BUILDING PROJECT	0.00	500,000.00	0.00	0.00	500,000.00	0
	<b>4260 BUILDINGS:</b>	<b>83,845.11</b>	<b>583,652.00</b>	<b>0.00</b>	<b>0.00</b>	<b>583,652.00</b>	<b>0</b>
10-4265-000	FACILITY SERVICES:	0.00	0.00	0.00	0.00	0.00	0
10-4265-010	FACILITY SERVICES- S & W- REGULAR	191,367.78	203,352.00	16,779.83	16,779.83	186,572.17	8
10-4265-090	FACILITY SERVICES- FICA TAX EXPENSE	14,341.79	15,556.00	1,257.53	1,257.53	14,298.47	8
10-4265-100	FACILITY SERVICES- RETIREMENT	38,358.52	44,412.00	3,466.72	3,466.72	40,945.28	8
10-4265-101	FACILITY SERVICES- 401(K) CONTRIB.	5,018.12	6,101.00	442.28	442.28	5,658.72	7
10-4265-130	FACILITY SERVICES- UNEMPLOYMENT INS.	0.00	1,884.00	0.00	0.00	1,884.00	0
10-4265-140	FACILITY SERVICES- WORKMAN'S COMP	13,919.00	15,824.00	1,351.00	1,351.00	14,473.00	9
10-4265-181	FACILITY SERVICES- GROUP INS.	46,635.54	54,383.00	4,315.12	4,315.12	50,067.88	8
10-4265-200	FACILITY SERVICES- DEPT SUPPLIES & MATE	17,128.55	20,000.00	461.09	461.09	19,538.91	2
10-4265-201	CLERK OF COURT DEPARTMENTAL SUPPLIE:	2,631.09	3,200.00	16.13	16.13	3,183.87	0
10-4265-202	CLERK OF COURT-MAINT & REPAIR-BUILDINC	443.46	1,900.00	0.00	0.00	1,900.00	0

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10-4265-215	FACILITY SERVICES- MAINT AND REPAIR BLC	62,031.46	85,000.00	1,040.33	1,040.33	83,959.67	1
10-4265-230	FACILITY SERVICES- DEPT SUPPLIES-SAFET	2,854.11	4,000.00	0.00	0.00	4,000.00	0
10-4265-250	FACILITY SERVICES-SUPPLIES-VEHICLE	7,045.46	4,000.00	0.00	0.00	4,000.00	0
10-4265-256	FACILITY SERVICES- INSURANCE CLAIMS	25,826.38	0.00	0.00	0.00	0.00	0
10-4265-315	FACILITY SERVICES-TRAINING	0.00	1,500.00	0.00	0.00	1,500.00	0
10-4265-320	FACILITY SERVICES- COMMUNICATIONS	4,755.31	5,500.00	206.86	206.86	5,293.14	4
10-4265-325	POSTAGE	19.00	100.00	0.00	0.00	100.00	0
10-4265-330	FACILITY SERVICES- UTILITIES-ELECTRICITY	109,318.18	120,000.00	0.00	0.00	120,000.00	0
10-4265-331	UTILITIES-FUEL/GAS	10,764.29	12,000.00	0.00	0.00	12,000.00	0
10-4265-332	UTILITIES-WATER	25,074.74	35,000.00	0.00	0.00	35,000.00	0
10-4265-355	MAINT & REPAIR-VEHICLES	694.02	3,000.00	0.00	0.00	3,000.00	0
10-4265-440	CONTRACTED SERVICES-MOWING	15,827.00	17,000.00	975.00	975.00	16,025.00	6
10-4265-540	FACILITIES- CAPITAL OUTLAY - EQUIPMENT	669.92	0.00	0.00	0.00	0.00	0
10-4265-551	MAINT AGREEMENTS-COMMANDER SOFTWA	1,790.00	2,500.00	2,499.00	2,499.00	1.00	100
10-4265-601	CONTRACTED SERVICES-SECURITY SYSTEM	2,034.75	3,000.00	369.00	369.00	2,631.00	12
10-4265-602	CONTRACTED SERVICES-EXTERMINATING	6,877.00	8,000.00	0.00	0.00	8,000.00	0
10-4265-603	CONTRACTED SERVICES-ELEVATOR	10,618.04	17,000.00	2,654.51	2,654.51	14,345.49	16
10-4265-604	CONTRACTED SERVICES-REPUBLIC	9,023.58	10,000.00	0.00	0.00	10,000.00	0
10-4265-605	CONTRACTED SERVICES-FIRE EXT	3,155.20	3,600.00	0.00	0.00	3,600.00	0
	<b>4265 FACILITY SERVICES:</b>	<b>628,222.29</b>	<b>697,812.00</b>	<b>35,834.40</b>	<b>35,834.40</b>	<b>661,977.60</b>	<b>5</b>
10-4310-000	SHERIFF:	0.00	0.00	0.00	0.00	0.00	0
10-4310-010	SHERIFF- S & W- REGULAR	740,113.43	868,754.00	67,421.58	67,421.58	801,332.42	8
10-4310-030	SHERIFF- SALARIES AND WAGES PART-TIME	26,329.77	29,000.00	3,629.01	3,629.01	25,370.99	13
10-4310-031	SALARIES & WAGES-OVERTIME	0.00	0.00	230.57	230.57	230.57 -	0
10-4310-040	SALARIES & WAGES-LONGEVITY	4,721.28	4,797.00	0.00	0.00	4,797.00	0
10-4310-090	SHERIFF- FICA TAX EXPENSE	56,101.34	69,045.00	5,238.62	5,238.62	63,806.38	8
10-4310-100	SHERIFF- RETIREMENT	152,864.03	198,536.00	14,387.47	14,387.47	184,148.53	7

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10-4310-101	SHERIFF- 401K CONTRIB.	33,652.46	41,215.00	3,012.20	3,012.20	38,202.80	7
10-4310-102	SHERIFF-SUPPLEMENTAL PENSION FUND	1,033.05	1,300.00	0.00	0.00	1,300.00	0
10-4310-130	SHERIFF- UNEMPLOYMENT INS.	1,500.77	5,966.00	0.00	0.00	5,966.00	0
10-4310-140	SHERIFF- WORKMAN'S COMP	35,453.00	56,873.00	53,274.00	53,274.00	3,599.00	94
10-4310-180	SHERIFF- PROFESSIONAL SERVICES	12,799.48	12,000.00	500.00	500.00	11,500.00	4
10-4310-181	SHERIFF- GROUP INS.	116,946.65	165,902.00	11,724.75	11,724.75	154,177.25	7
10-4310-210	SHERIFF- UNIFORMS	7,764.63	10,000.00	0.00	0.00	10,000.00	0
10-4310-250	SHERIFF- SUPPLIES-VEHCILE	64,604.48	65,000.00	0.00	0.00	65,000.00	0
10-4310-260	SHERIFF- DEPARTMENTAL SUPPLIES	17,748.28	16,499.00	639.45	639.45	15,859.55	4
10-4310-270	SERVICE AWARDS	235.00	75.00	0.00	0.00	75.00	0
10-4310-310	SHERIFF- TRAVEL	8,519.96	4,000.00	0.00	0.00	4,000.00	0
10-4310-315	TRAINING	2,528.20	3,000.00	0.00	0.00	3,000.00	0
10-4310-320	SHERIFF- COMMUNICATIONS	12,383.65	17,500.00	1,095.04	1,095.04	16,404.96	6
10-4310-330	POSTAGE	2,273.16	2,000.00	234.00	234.00	1,766.00	12
10-4310-350	SHERIFF- MAINT. & REPAIR EQUIPMENT	738.14	4,000.00	0.00	0.00	4,000.00	0
10-4310-355	SHERIFF- MAINT.- VEHICLE	26,878.96	23,000.00	0.00	0.00	23,000.00	0
10-4310-370	SHERIFF- PRINTING	0.00	200.00	0.00	0.00	200.00	0
10-4310-380	ADVERTISING	0.00	200.00	0.00	0.00	200.00	0
10-4310-390	SHERIFF- DUES & SUBSCRIPTIONS	192.44	500.00	0.00	0.00	500.00	0
10-4310-392	SHERIFF- UNDERCOVER INVESTIGATIONS	4,000.00	7,000.00	0.00	0.00	7,000.00	0
10-4310-412	MAINT AGREEMENT-FINGERPRINT MACHINE	3,829.00	4,100.00	0.00	0.00	4,100.00	0
10-4310-413	LEASE-BUILDING	825.00	840.00	0.00	0.00	840.00	0
10-4310-414	MAINT AGREEMENTS-HRMS & QTR MASTER	1,310.00	1,336.00	0.00	0.00	1,336.00	0
10-4310-415	MAINT AGREEMENTS-RMS & RAMBLER	4,878.00	4,976.00	0.00	0.00	4,976.00	0
10-4310-417	LEASE - ANKLE MONITORING DEVICES	1,457.50	1,800.00	0.00	0.00	1,800.00	0
10-4310-540	CAPITAL OUTLAY VEHICLES	182,921.56	112,000.00	0.00	0.00	112,000.00	0
10-4310-550	SHERIFF- CAPITAL OUTLAY - EQUIPMENT	28,938.97	0.00	0.00	0.00	0.00	0
10-4310-600	SHERIFF- ANIMAL CONTROL	9,500.47	10,000.00	0.00	0.00	10,000.00	0

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10-4310-602	SHERIFF-ABC BOARD FUNDING	9,433.99	2,400.00	0.00	0.00	2,400.00	0
10-4310-604	SHERIFF-COUNTY CONTRIB-PURCHASE OF I	1,328.87	1,500.00	0.00	0.00	1,500.00	0
10-4310-612	GUN PERMITS-STATE PORTION	8,155.00	0.00	0.00	0.00	0.00	0
10-4310-613	FINGERPRINTING	222.33	0.00	0.00	0.00	0.00	0
10-4310-904	NC ANIMAL SHELTER SUPPORT FUND GRAN	0.00	12,500.00	0.00	0.00	12,500.00	0
	<b>4310 SHERIFF:</b>	<b>1,582,182.85</b>	<b>1,757,814.00</b>	<b>161,386.69</b>	<b>161,386.69</b>	<b>1,596,427.31</b>	<b>9</b>
10-4311-000	SRO - WASHINGTON COUNTY UNION:	0.00	0.00	0.00	0.00	0.00	0
10-4311-010	SRO- WASH CO UNION-S & W- REGULAR	41,753.37	41,410.00	3,901.17	3,901.17	37,508.83	9
10-4311-040	SRO-UNION-LONGEVITY	456.86	0.00	0.00	0.00	0.00	0
10-4311-090	SRO- WASH CO UNION- FICA TAX EXPENSE	3,190.80	3,168.00	275.10	275.10	2,892.90	9
10-4311-100	SRO- WASH CO UNION- RETIREMENT EXPEN	8,940.13	9,731.00	859.43	859.43	8,871.57	9
10-4311-101	SRO- WASH CO UNION- 401(K) CONTRIB.	2,087.69	2,071.00	195.06	195.06	1,875.94	9
10-4311-130	SRO - WASH CO UNION- UNEMPLOYMENT IN	0.00	314.00	0.00	0.00	314.00	0
10-4311-140	SRO- WASH CO UNION- WORKMAN'S COMP E	2,643.00	2,844.00	2,394.00	2,394.00	450.00	84
10-4311-180	SRO- WASH CO UNION- GROUP INS.	6,679.72	9,089.00	722.77	722.77	8,366.23	8
10-4311-210	SRO- WASH CO UNION- UNIFORMS	237.84	500.00	0.00	0.00	500.00	0
10-4311-250	MAINTENANCE & REPAIR-VEHICLE	1,123.73	3,500.00	0.00	0.00	3,500.00	0
10-4311-260	SRO- WASH CO UNION-DEPARTMENTAL SUP	0.00	199.00	0.00	0.00	199.00	0
10-4311-270	SRO-WAS CO UNION-SERVICE AWARDS	50.00	0.00	0.00	0.00	0.00	0
10-4311-310	SRO- WASH CO UNION- TRAVEL	1,467.59	2,000.00	0.00	0.00	2,000.00	0
10-4311-315	TRAINING	0.00	500.00	0.00	0.00	500.00	0
	<b>4311 SRO - WASHINGTON COUNTY UNION:</b>	<b>68,630.73</b>	<b>75,326.00</b>	<b>8,347.53</b>	<b>8,347.53</b>	<b>66,978.47</b>	<b>11</b>
10-4313-000	SRO- CRESWELL:	0.00	0.00	0.00	0.00	0.00	0
10-4313-010	SRO- CRESWELL-S & W- REGULAR	0.00	41,410.00	0.00	0.00	41,410.00	0
10-4313-090	SRO- CRESWELL- FICA TAX EXPENSE	0.00	3,168.00	0.00	0.00	3,168.00	0
10-4313-100	SRO- CRESWELL- RETIREMENT	0.00	9,731.00	0.00	0.00	9,731.00	0

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10-4313-101	SRO- CRESWELL- 401K CONTRIB.	0.00	2,071.00	0.00	0.00	2,071.00	0
10-4313-130	SRO - CRESWELL- UNEMPLOYMENT INS.	0.00	314.00	0.00	0.00	314.00	0
10-4313-140	SRO- CRESWELL- WORKMAN'S COMP	2,617.00	2,844.00	2,394.00	2,394.00	450.00	84
10-4313-180	SRO- CRESWELL- GROUP INS.S	0.00	9,089.00	0.00	0.00	9,089.00	0
10-4313-210	SRO- CRESWELL- UNIFORMS	0.00	500.00	0.00	0.00	500.00	0
10-4313-250	MAINTENANCE & REPAIR-VEHICLE	0.00	3,500.00	0.00	0.00	3,500.00	0
10-4313-260	SRO- CRESWELL- DEPARTMENTAL SUPPLIES	0.00	199.00	0.00	0.00	199.00	0
10-4313-310	SRO- CRESWELL- TRAVEL	0.00	2,000.00	0.00	0.00	2,000.00	0
10-4313-315	TRAINING	0.00	500.00	0.00	0.00	500.00	0
	<b>4313 SRO- CRESWELL:</b>	<b>2,617.00</b>	<b>75,326.00</b>	<b>2,394.00</b>	<b>2,394.00</b>	<b>72,932.00</b>	<b>3</b>
10-4314-000	SRO- PLYMOUTH HIGH:	0.00	0.00	0.00	0.00	0.00	0
10-4314-010	SRO - PLYMOUTH HIGH-S & W- REGULAR	0.00	41,410.00	0.00	0.00	41,410.00	0
10-4314-090	SRO - PLYMOUTH HIGH- FICA TAX	0.00	3,168.00	0.00	0.00	3,168.00	0
10-4314-100	SRO - PLYMOUTH HIGH- RETIREMENT MATC	0.00	9,731.00	0.00	0.00	9,731.00	0
10-4314-101	SRO - PLYMOUTH HIGH- 401K CONTRIBUTIO	0.00	2,071.00	0.00	0.00	2,071.00	0
10-4314-130	SRO - PLYMOUTH HIGH- UNEMPLOYMENT IN	0.00	314.00	0.00	0.00	314.00	0
10-4314-140	SRO - PLYMOUTH HIGH- WORKMAN'S COMF	2,343.00	2,844.00	2,394.00	2,394.00	450.00	84
10-4314-180	SRO - PLYMOUTH HIGH- GROUP INS.	0.00	9,089.00	0.00	0.00	9,089.00	0
10-4314-210	SRO - PLYMOUTH HIGH- UNIFORMS	0.00	500.00	0.00	0.00	500.00	0
10-4314-250	MAINT & REPAIR - VEHICLE	0.00	3,500.00	0.00	0.00	3,500.00	0
10-4314-260	DEPARTMENTAL SUPPLIES	0.00	199.00	0.00	0.00	199.00	0
10-4314-310	SRO- TRAVEL	0.00	2,000.00	0.00	0.00	2,000.00	0
10-4314-315	TRAINING	0.00	500.00	0.00	0.00	500.00	0
	<b>4314 SRO- PLYMOUTH HIGH:</b>	<b>2,343.00</b>	<b>75,326.00</b>	<b>2,394.00</b>	<b>2,394.00</b>	<b>72,932.00</b>	<b>3</b>
10-4320-000	DETENTION CENTER:	0.00	0.00	0.00	0.00	0.00	0
10-4320-010	DETENTION CENTER- S & W - REGULAR	281,281.47	428,129.00	26,138.01	26,138.01	401,990.99	6

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10-4320-030	SALARIES & WAGE - OVERTIME	109,758.59	50,000.00	7,938.15	7,938.15	42,061.85	16
10-4320-031	DETENTION CENTER - S&W PARTTIME	54,135.57	31,000.00	2,068.68	2,068.68	28,931.32	7
10-4320-040	SALARIES & WAGES - LONGEVITY	2,907.15	3,172.00	0.00	0.00	3,172.00	0
10-4320-090	DETENTION CENTER- FICA TAX EXPENSE	33,369.48	39,191.00	2,687.31	2,687.31	36,503.69	7
10-4320-100	DETENTION CENTER- RETIREMENT	78,986.40	105,116.00	7,040.13	7,040.13	98,075.87	7
10-4320-101	DETENTION CENTER- 401(K) CONTRIB.	8,494.16	14,439.00	787.70	787.70	13,651.30	5
10-4320-130	DETENTION CENTER- UNEMPLOYMENT INS.	0.00	4,710.00	0.00	0.00	4,710.00	0
10-4320-140	DETENTION CENTER- WORKMAN'S COMP	27,493.00	35,185.00	29,616.00	29,616.00	5,569.00	84
10-4320-181	DETENTION CENTER- GROUP INS.	64,732.22	117,788.00	6,468.21	6,468.21	111,319.79	5
10-4320-185	TRAVEL	69.50	2,500.00	0.00	0.00	2,500.00	0
10-4320-190	DETENTION CENTER- TRAINING	3,405.02	5,000.00	62.74	62.74	4,937.26	1
10-4320-200	DETENTION CENTER- DEPARTMENTAL SUPP	15,300.80	18,000.00	0.00	0.00	18,000.00	0
10-4320-210	DETENTION CENTER- UNIFORMS	5,310.55	7,500.00	0.00	0.00	7,500.00	0
10-4320-244	CONTRACTED SERVICES-SOUTHERN HEALT	132,875.20	150,000.00	22,770.74	22,770.74	127,229.26	15
10-4320-247	DETENTION CENTER- FOOD & PROVISIONS	73,697.45	90,000.00	4,532.85	4,532.85	85,467.15	5
10-4320-270	SERVICE AWARDS	175.00	135.00	0.00	0.00	135.00	0
10-4320-290	SUPPLIES & MATERIALS-HYGIENE	2,352.70	3,500.00	0.00	0.00	3,500.00	0
10-4320-299	DETENTION CENTER- LAUNDRY & DRY CLEA	6,186.88	7,500.00	0.00	0.00	7,500.00	0
10-4320-320	DETENTION CENTER- COMMUNICATIONS	923.73	1,500.00	50.00	50.00	1,450.00	3
10-4320-330	POSTAGE	100.49	250.00	2.60	2.60	247.40	1
10-4320-350	DETENTION CENTER- MAINT & REPAIR- EQUI	978.53	0.00	0.00	0.00	0.00	0
10-4320-550	DETENTION CENTER- CAPITAL OUTLAY- EQU	0.00	20,000.00	0.00	0.00	20,000.00	0
10-4320-600	DETENTION CENTER- CONTRACTED SERVIC	90,492.63	110,000.00	2,001.03	2,001.03	107,998.97	2
10-4320-601	CONTRACTED SERVICES-OPTUM	3,021.84	4,000.00	3,204.00	3,204.00	796.00	80
10-4320-602	MAINTENANCE AGREEMENTS-SOUTHERN SC	3,815.00	3,900.00	0.00	0.00	3,900.00	0
10-4320-603	MAINTENANCE AGREEMENTS-TOP GUARD	99.00	100.00	0.00	0.00	100.00	0
10-4320-900	GRANT-DHHS CORRECTIONS COVID19	4,628.42	0.00	0.00	0.00	0.00	0
	<b>4320 DETENTION CENTER:</b>	<b>1,004,590.78</b>	<b>1,252,615.00</b>	<b>115,368.15</b>	<b>115,368.15</b>	<b>1,137,246.85</b>	<b>9</b>

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10-4330-000	EMERGENCY MANAGEMENT:	0.00	0.00	0.00	0.00	0.00	0
10-4330-010	EMERGENCY MGMT - S & W- REGULAR	56,903.05	57,019.00	4,751.58	4,751.58	52,267.42	8
10-4330-090	EMERGENCY MGMT - FICA TAX EXPENSE	3,611.64	4,362.00	301.58	301.58	4,060.42	7
10-4330-100	EMERGENCY MGMT - RETIREMENT	11,409.05	12,453.00	981.68	981.68	11,471.32	8
10-4330-101	EMERGENCY MGMT - 401(K) CONTRIB.	1,707.12	1,711.00	142.55	142.55	1,568.45	8
10-4330-130	EMERGENCY MGMT - UNEMPLOYMENT INS.	0.00	314.00	0.00	0.00	314.00	0
10-4330-140	EMERGENCY MGMT - WORKMAN'S COMP	2,621.00	2,807.00	2,450.00	2,450.00	357.00	87
10-4330-180	EMERGENCY MGMT - GROUP INS.	8,138.16	9,140.00	723.52	723.52	8,416.48	8
10-4330-250	MAINTENANCE & REPAIR - VEHICLE	453.97	1,200.00	0.00	0.00	1,200.00	0
10-4330-260	EMERGENCY MGMT - DEPARTMENTAL SUPP	1,992.67	5,000.00	0.00	0.00	5,000.00	0
10-4330-270	EMERGENCY MGMT - GENERATOR FUEL	0.00	2,400.00	0.00	0.00	2,400.00	0
10-4330-310	EMERGENCY MGMT - TRAVEL	3,051.51	3,000.00	0.00	0.00	3,000.00	0
10-4330-315	TRAINING	1,875.51	3,000.00	0.00	0.00	3,000.00	0
10-4330-320	EMERGENCY MGMT - COMMUNICATIONS	1,797.35	5,500.00	0.00	0.00	5,500.00	0
10-4330-330	POSTAGE	57.43	150.00	0.00	0.00	150.00	0
10-4330-350	EMERGENCY MGMT - MAINT. & REPAIR- EQU	2,184.13	7,500.00	0.00	0.00	7,500.00	0
10-4330-370	EMERGENCY MGMT - PRINTING	208.09	400.00	0.00	0.00	400.00	0
10-4330-380	ADVERTISING	344.26	400.00	0.00	0.00	400.00	0
10-4330-390	EMERGENCY MGMT - DUES & SUBSCRIPTION	1,795.00	2,200.00	0.00	0.00	2,200.00	0
10-4330-400	EM DONATIONS-EMERGENCY RESPONSE BA	0.00	1,442.00	0.00	0.00	1,442.00	0
10-4330-540	EMERGENCY MGMT - CAPITAL OUTLAY- VEHI	60,702.21	16,000.00	0.00	0.00	16,000.00	0
10-4330-600	EMERGENCY MGMT - CONTRACTED SERVIC	2,950.00	2,500.00	0.00	0.00	2,500.00	0
10-4330-693	RAP LEPC TIER II GRANT	0.00	4,000.00	0.00	0.00	4,000.00	0
10-4330-703	WEYERHAEUSER GIVING GRANT	1,964.94	0.00	0.00	0.00	0.00	0
10-4330-707	GRANT-EM CAPACITY BLDG COMPETITIVE G	47,690.00	0.00	0.00	0.00	0.00	0
10-4330-995	MAINTENANCE AGREEMENTS - HYPER REAC	1,945.00	1,945.00	0.00	0.00	1,945.00	0
	<b>4330 EMERGENCY MANAGEMENT:</b>	<b>213,402.09</b>	<b>144,443.00</b>	<b>9,350.91</b>	<b>9,350.91</b>	<b>135,092.09</b>	<b>6</b>

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10-4340-000	FIRE PROTECTION:	0.00	0.00	0.00	0.00	0.00	0
10-4340-991	PLYMOUTH VFD-OPERATIONAL	129,259.00	129,476.00	10,789.67	10,789.67	118,686.33	8
10-4340-992	ROPER VFD-OPERATIONAL	81,727.00	81,864.00	6,822.00	6,822.00	75,042.00	8
10-4340-993	CRESWELL VFD-OPERATIONAL	51,685.00	51,772.00	4,314.33	4,314.33	47,457.67	8
10-4340-994	MCVFD-OPERATIONAL	58,309.00	58,406.00	4,867.17	4,867.17	53,538.83	8
10-4340-995	LAKE PHELPS VFD-OPERATIONAL	46,034.00	46,111.00	3,842.58	3,842.58	42,268.42	8
10-4340-996	PUNGO VFD-OPERATIONAL	23,750.00	23,789.00	1,982.42	1,982.42	21,806.58	8
10-4340-997	PINETOWN/LONG ACRE VFD	8,188.00	8,202.00	683.50	683.50	7,518.50	8
10-4340-999	ADDITIONAL 5TH CENT RESERVES	0.00	99,905.00	0.00	0.00	99,905.00	0
	<b>4340 FIRE PROTECTION:</b>	<b>398,952.00</b>	<b>499,525.00</b>	<b>33,301.67</b>	<b>33,301.67</b>	<b>466,223.33</b>	<b>7</b>
10-4345-000	FORESTRY:	0.00	0.00	0.00	0.00	0.00	0
10-4345-991	FORESTRY MATCH (35%)	74,339.58	129,156.00	0.00	0.00	129,156.00	0
10-4350-000	INSPECTIONS & PLANNING:	0.00	0.00	0.00	0.00	0.00	0
10-4350-121	SALARIES & WAGES-REGULAR	102,524.22	104,602.00	8,561.08	8,561.08	96,040.92	8
10-4350-127	SALARIES & WAGES-LONGEVITY	725.12	725.00	0.00	0.00	725.00	0
10-4350-181	FICA TAX	6,491.54	8,057.00	537.51	537.51	7,519.49	7
10-4350-182	RETIREMENT	20,701.53	23,003.00	1,768.72	1,768.72	21,234.28	8
10-4350-183	GROUP INSURANCE	18,159.48	20,228.00	1,603.97	1,603.97	18,624.03	8
10-4350-184	401(K) CONTRIBUTIONS	3,075.70	3,160.00	256.83	256.83	2,903.17	8
10-4350-185	UNEMPLOYMENT INSURANCE	0.00	628.00	0.00	0.00	628.00	0
10-4350-186	WORKMAN'S COMP	4,228.00	5,069.00	4,745.00	4,745.00	324.00	94
10-4350-260	DEPARTMENTAL SUPPLIES	2,419.30	4,000.00	0.00	0.00	4,000.00	0
10-4350-311	TRAVEL	844.43	1,000.00	0.00	0.00	1,000.00	0
10-4350-320	COMMUNICATIONS	1,231.98	1,500.00	0.00	0.00	1,500.00	0
10-4350-330	INSPECTIONS - POSTAGE	10.99	250.00	0.00	0.00	250.00	0
10-4350-341	PRINTING	234.29	500.00	0.00	0.00	500.00	0



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10-4350-352	MAINT & REPAIR-EQUIPMENT	0.00	500.00	0.00	0.00	500.00	0
10-4350-353	MAINT & REPAIR-VEHICLE	132.11	1,000.00	0.00	0.00	1,000.00	0
10-4350-370	ADVERTISING	469.00	500.00	0.00	0.00	500.00	0
10-4350-395	TRAINING	2,125.00	2,500.00	0.00	0.00	2,500.00	0
10-4350-491	DUES & SUBSCRIPTIONS	370.00	500.00	0.00	0.00	500.00	0
10-4350-500	DECOMMISSIONING BOND-SOLAR FARMS	0.00	50,000.00	0.00	0.00	50,000.00	0
10-4350-600	CONTRACTED SERV-ABANDONED PROPERT	0.00	10,000.00	0.00	0.00	10,000.00	0
10-4350-602	CONTRACTED SERVICES-LEGAL	0.00	10,000.00	0.00	0.00	10,000.00	0
	<b>4350 INSPECTIONS &amp; PLANNING:</b>	<b>163,742.69</b>	<b>247,722.00</b>	<b>17,473.11</b>	<b>17,473.11</b>	<b>230,248.89</b>	<b>7</b>
10-4915-000	GEOGRAPHIC INFORMATION SYSTEMS:	0.00	0.00	0.00	0.00	0.00	0
10-4915-181	GIS-PROFESSIONAL SERVICES	9,240.00	0.00	0.00	0.00	0.00	0
10-5110-000	DISTRICT HEALTH	0.00	0.00	0.00	0.00	0.00	0
10-5110-991	MTW HEALTH DEPARTMENT	219,281.00	251,494.00	20,957.83	20,957.83	230,536.17	8
10-5110-993	2ND DIST DRUG COURT COORDINATOR POS	75,879.02	90,994.00	0.00	0.00	90,994.00	0
	<b>5110 DISTRICT HEALTH</b>	<b>295,160.02</b>	<b>342,488.00</b>	<b>20,957.83</b>	<b>20,957.83</b>	<b>321,530.17</b>	<b>6</b>
10-5150-000	SENIOR CITIZENS CENTER:	0.00	0.00	0.00	0.00	0.00	0
10-5150-010	SENIOR CITIZENS CENT- S & W- REGULAR	102,297.29	97,827.00	8,050.58	8,050.58	89,776.42	8
10-5150-040	SALARIES & WAGES-LONGEVITY	1,334.71	1,020.00	0.00	0.00	1,020.00	0
10-5150-090	SENIOR CITIZENS CENT- FICA TAX EXPENSE	7,464.26	7,562.00	571.81	571.81	6,990.19	8
10-5150-100	SENIOR CITIZENS CENT- RETIREMENT	20,778.22	21,588.00	1,663.25	1,663.25	19,924.75	8
10-5150-101	SENIOR CITIZENS CENT- 401(K) CONTRIB.	3,068.85	2,965.00	241.51	241.51	2,723.49	8
10-5150-130	SENIOR CITIZENS CTR- WORKMAN'S COMP	1,431.00	1,467.00	1,325.00	1,325.00	142.00	90
10-5150-131	SENIOR CENTER- UNEMPLOYMENT INS.	0.00	874.00	0.00	0.00	874.00	0
10-5150-180	SENIOR CITIZENS CENT- GROUP INS.	24,858.87	27,179.00	2,155.35	2,155.35	25,023.65	8
10-5150-247	APPROPRIATION-ALBEMARLE NUTRITION	47,807.00	47,807.00	0.00	0.00	47,807.00	0

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10-5150-250	SEN CENTER-MAINTENANCE & REPAIR-VEHI	0.00	2,000.00	0.00	0.00	2,000.00	0
10-5150-257	DEPARTMENT SUPPLIES-CRAFTS/CERAMICS	4,340.11	4,000.00	0.00	0.00	4,000.00	0
10-5150-260	DEPARTMENTAL SUPPLIES	4,939.36	5,500.00	0.00	0.00	5,500.00	0
10-5150-280	POSTAGE	14.63	250.00	0.00	0.00	250.00	0
10-5150-310	SENIOR CITIZENS CTR- TRAVEL	1,542.40	3,000.00	1.84 -	1.84 -	3,001.84	0 -
10-5150-315	TRAINING	2,980.79	6,000.00	0.00	0.00	6,000.00	0
10-5150-320	SENIOR CITIZENS CENT- COMMUNICATIONS	1,835.10	6,000.00	0.00	0.00	6,000.00	0
10-5150-330	UTILTITIES-GAS	5,306.20	8,000.00	0.00	0.00	8,000.00	0
10-5150-350	SENIOR CENTER- MAINT & REPAIR- BUILDING	881.20	1,500.00	0.00	0.00	1,500.00	0
10-5150-351	SENIOR CENTER- MAINT & REPAIR - EQUIP	0.00	1,000.00	0.00	0.00	1,000.00	0
10-5150-370	TRAVEL-SENIOR GAMES	300.00	300.00	0.00	0.00	300.00	0
10-5150-380	SENIOR CENTER TRIPS	6,046.60	0.00	0.00	0.00	0.00	0
10-5150-390	SENIOR CENTER-DUES & SUBSCRIPTIONS	1,579.93	1,270.00	0.00	0.00	1,270.00	0
10-5150-550	CAPITAL OUTLAY-EQUIPMENT	0.00	3,500.00	0.00	0.00	3,500.00	0
10-5150-600	SENIOR CITIZENS CTR- CONTRACTED SERVI	3,633.00	5,000.00	0.00	0.00	5,000.00	0
10-5150-601	CONTRACTED SERVICES - SCHEDULING SYE	900.00	900.00	0.00	0.00	900.00	0
10-5150-650	SENIOR CENTER DONATIONS	4,808.02	0.00	0.00	0.00	0.00	0
	<b>5150 SENIOR CITIZENS CENTER:</b>	<b>248,147.54</b>	<b>256,509.00</b>	<b>14,005.66</b>	<b>14,005.66</b>	<b>242,503.34</b>	<b>5</b>
10-5155-000	VETERAN SERVICE:	0.00	0.00	0.00	0.00	0.00	0
10-5155-320	VETERAN SERVICE OFFC- COMMUNICATION	80.43	0.00	0.00	0.00	0.00	0
10-5310-000	SOCIAL SERVICES- ADMINISTRATION:	0.00	0.00	0.00	0.00	0.00	0
10-5310-010	SALARIES & WAGES-BOARD	1,150.00	1,500.00	75.00	75.00	1,425.00	5
10-5310-011	SS ADMIN.- S & W- REGULAR	2,044,427.62	2,105,821.00	164,679.54	164,679.54	1,941,141.46	8
10-5310-013	SALARIES & WAGES-LONGEVITY	19,948.12	18,473.00	0.00	0.00	18,473.00	0
10-5310-030	LEGAL - IV-D	7,464.97	0.00	0.00	0.00	0.00	0
10-5310-031	CHILD SUPPORT CONTRACT	134,477.00	277,492.00	0.00	0.00	277,492.00	0

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10-5310-090	SS ADMIN.- FICA TAX	151,199.98	163,809.00	12,107.65	12,107.65	151,701.35	7
10-5310-100	SS ADMIN.- RETIREMENT	413,516.78	467,331.00	34,022.76	34,022.76	433,308.24	7
10-5310-101	SS ADMIN.- 401(K) CONTRIB.	58,880.37	64,194.00	4,851.83	4,851.83	59,342.17	8
10-5310-130	HUMAN SERVICES- UNEMPLOYMENT INS.	0.00	17,270.00	0.00	0.00	17,270.00	0
10-5310-140	SS ADMIN.- WORKMAN'S COMP	48,461.00	54,364.00	43,646.00	43,646.00	10,718.00	80
10-5310-180	LEGAL-PROTECTIVE SERVICES	24,086.54	50,000.00	0.00	0.00	50,000.00	0
10-5310-181	SS ADMIN.- GROUP INS.	387,273.41	494,344.00	33,434.28	33,434.28	460,909.72	7
10-5310-250	MAINT & REPAIR - VEHICLE	8,867.04	10,000.00	2,654.30	2,654.30	7,345.70	27
10-5310-257	SS ADMIN.- COUNTY GENERAL ASSISTANCE	11,442.07	10,000.00	650.00	650.00	9,350.00	6
10-5310-258	DSS COMMUNITY DONATIONS-CHRISTMAS	1,595.00	0.00	0.00	0.00	0.00	0
10-5310-259	DSS COMMUNITY DONATIONS-FOSTER CHIL	490.34	0.00	0.00	0.00	0.00	0
10-5310-260	DEPARTMENTAL SUPPLIES	44,971.10	30,000.00	398.37	398.37	29,601.63	1
10-5310-268	FOOD STAMPS DIRECT CHARGE	4,222.67	5,000.00	0.00	0.00	5,000.00	0
10-5310-270	SERVICE AWARDS	600.00	145.00	0.00	0.00	145.00	0
10-5310-310	TRAVEL	9,757.17	16,000.00	0.00	0.00	16,000.00	0
10-5310-311	SS ADMIN - VEHICLE FUEL	10,409.61	9,000.00	0.00	0.00	9,000.00	0
10-5310-315	TRAINING	18,197.55	30,000.00	0.00	0.00	30,000.00	0
10-5310-320	SS ADMIN.- COMMUNICATIONS	20,584.19	20,000.00	1,011.30	1,011.30	18,988.70	5
10-5310-330	UTILITITES	25,378.67	30,000.00	0.00	0.00	30,000.00	0
10-5310-340	SS ADMIN.- POSTAGE	7,462.44	10,500.00	786.45	786.45	9,713.55	7
10-5310-350	SS ADMIN.- MAINT AND REPAIR- BLDG.	25,799.73	15,000.00	929.60	929.60	14,070.40	6
10-5310-351	SS ADMIN.- REPAIR AND MAINT- EQUIP.	8,169.37	5,000.00	0.00	0.00	5,000.00	0
10-5310-370	SS ADMIN.- ADVERTISING	1,157.02	1,500.00	0.00	0.00	1,500.00	0
10-5310-390	SS ADMIN.- DUES AND SUBSCRIPTION	14,503.42	15,000.00	1,249.00	1,249.00	13,751.00	8
10-5310-550	SOCIAL SERVICES- CAPITAL OUTLAY- EQUIP	214,122.18	38,000.00	0.00	0.00	38,000.00	0
10-5310-600	SOCIAL SERVICES- CONTRACTED SERVICES	186,336.42	166,120.00	2,904.49	2,904.49	163,215.51	2
10-5310-601	MAINT AGREEMENTS-NC CORRELS	0.00	1,300.00	0.00	0.00	1,300.00	0
10-5310-602	MAINT AGREEMENTS-INFO INC.	4,909.20	5,110.00	1,276.38	1,276.38	3,833.62	25

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10-5310-605	SS ADMIN - SECURITY CONTRACT	2,716.00	10,000.00	0.00	0.00	10,000.00	0
10-5310-610	SS ADMIN.- VENDOR FEES	776.50	13,000.00	0.00	0.00	13,000.00	0
10-5310-611	SS FAMILY REUNIFICATION (PSYCH EVALS)	10,789.50	17,500.00	0.00	0.00	17,500.00	0
	<b>5310 SOCIAL SERVICES- ADMINISTRATION:</b>	<b>3,924,142.98</b>	<b>4,172,773.00</b>	<b>304,676.95</b>	<b>304,676.95</b>	<b>3,868,096.05</b>	<b>7</b>
10-5380-000	SOCIAL SERVICES-ECONOMIC SUPPORT:	0.00	0.00	0.00	0.00	0.00	0
10-5380-011	IN-HOME SERVICES (100%)	88,179.33	81,922.00	0.00	0.00	81,922.00	0
10-5380-030	SS ECONOMIC SUPPORT- CRISIS INTERVEN	5,544.66	10,000.00	0.00	0.00	10,000.00	0
10-5380-190	WF EMPLOYMENT SERVICES	3,764.89	10,000.00	59.33	59.33	9,940.67	1
10-5380-370	TANF-EMERGENCY ASSISTANCE	31,339.90	30,000.00	4,262.52	4,262.52	25,737.48	14
10-5380-375	DSS COMMUNITY DONATIONS-EMERGENCY	269.57	0.00	0.00	0.00	0.00	0
10-5380-376	TITLE IV-FOSTER CARE	179,996.99	135,000.00	0.00	0.00	135,000.00	0
10-5380-377	STATE FOSTER HOME CARE	58,207.96	75,000.00	0.00	0.00	75,000.00	0
10-5380-379	SS ECONOMIC SUPPORT- SPECIAL ASSISTAN	81,487.50	85,000.00	5,734.00	5,734.00	79,266.00	7
10-5380-381	TITLE IV-E ADOPTION	20,830.42	24,510.00	1,585.15	1,585.15	22,924.85	6
10-5380-383	SPECIAL LINKS (100%)	433.25	5,000.00	0.00	0.00	5,000.00	0
10-5380-384	CHILD CARE (MOE-PART OF &65K MIN)	8,531.64	15,000.00	0.00	0.00	15,000.00	0
10-5380-403	SS ECONOMIC SUPPORT- BLIND COMMISSIC	2,134.34	2,500.00	0.00	0.00	2,500.00	0
10-5380-404	SS ECONOMIC SUPP-CIP/LIEAP SUPPLEMEN	13,806.72	0.00	0.00	0.00	0.00	0
10-5380-405	LIHWAP-LOW INCOME HOUSEHLD WATER AS	14,423.99	0.00	0.00	0.00	0.00	0
10-5380-406	LIEAP PAYMENTS	19,766.55	25,000.00	0.00	0.00	25,000.00	0
10-5380-407	ADOPTION PROMOTIONS	2,647.82	0.00	0.00	0.00	0.00	0
10-5380-408	SS ECON SUPPORT - MEDICAID PAYBACKS	0.00	12,500.00	0.00	0.00	12,500.00	0
10-5380-409	SS ECON SUPPORT - STATE PROGRAM RETL	7,160.00	12,500.00	0.00	0.00	12,500.00	0
10-5380-410	GENERAL ASSISTANCE-FOSTER CARE CHIL	2,911.90	5,000.00	0.00	0.00	5,000.00	0
	<b>5380 SOCIAL SERVICES-ECONOMIC SUPPOF</b>	<b>541,437.43</b>	<b>528,932.00</b>	<b>11,641.00</b>	<b>11,641.00</b>	<b>517,291.00</b>	<b>2</b>
10-5400-000	SOCIAL SERVICES TRANSPORTATION:	0.00	0.00	0.00	0.00	0.00	0

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10-5400-200	DOT GRANT - OFFICE SUPPLIES (85% REIMB	2,707.83	6,500.00	0.00	0.00	6,500.00	0
10-5400-202	DOT GRANT-CLEANING/OTHER SUPPLIES (85%	6,370.98	6,000.00	0.00	0.00	6,000.00	0
10-5400-250	MAINT & REPAIR-VEHICLE	24,009.97	35,000.00	0.00	0.00	35,000.00	0
10-5400-260	- TRANSIT ADVERTISING	4,087.09	5,000.00	0.00	0.00	5,000.00	0
10-5400-310	SS TRANSPORTATION- WF TRANSPORTATIO	4,595.10	10,000.00	0.00	0.00	10,000.00	0
10-5400-311	RIVERLIGHT TRANSIT VEHICLE FUEL	33,785.54	37,500.00	0.00	0.00	37,500.00	0
10-5400-315	DOT GRANT - TRAVEL/TRAINING (85% REIMB	1,072.00	4,500.00	100.00	100.00	4,400.00	2
10-5400-320	SS TRANSPORTATION- COMMUNICATIONS	7,429.86	8,500.00	603.22	603.22	7,896.78	7
10-5400-347	GRANT-RDC TRANSPORTATION	4,993.20	6,000.00	0.00	0.00	6,000.00	0
10-5400-372	VOLUNTEER TRANSPORATION-MEDICAID	25,097.61	35,000.00	0.00	0.00	35,000.00	0
10-5400-390	DOT-DUES AND SUBSCRIPTIONS (85% REIME	920.00	750.00	0.00	0.00	750.00	0
10-5400-540	CAPITAL OUTLAY-VAN REPLACEMENT	249,232.24	0.00	0.00	0.00	0.00	0
10-5400-600	SS TRANSPORTATION- WORK FIRST DOT	3,962.00	3,962.00	0.00	0.00	3,962.00	0
10-5400-601	MAINT AGREEMENTS-CTS SOFTWARE	11,226.00	11,800.00	963.58	963.58	10,836.42	8
10-5400-602	CONTRACTED LABOR - RIVERLIGHT	3,533.63	10,000.00	344.25	344.25	9,655.75	3
10-5400-603	DRUG TEST CONTRACT-SAFETY WORKS	395.00	1,000.00	0.00	0.00	1,000.00	0
10-5400-610	SENIOR CENTER TRANSPORTATION	425.20	6,000.00	0.00	0.00	6,000.00	0
	<b>5400 SOCIAL SERVICES TRANSPORTATION:</b>	<b>383,843.25</b>	<b>187,512.00</b>	<b>2,011.05</b>	<b>2,011.05</b>	<b>185,500.95</b>	<b>1</b>
10-5830-000	JUVENILE SERVICE:	0.00	0.00	0.00	0.00	0.00	0
10-5830-200	JCPC-WASHINGTON COUNTY YOUTH	9,001.17	9,650.00	0.00	0.00	9,650.00	0
10-5830-250	JCPC - CBA	3,685.51	10,910.00	0.00	0.00	10,910.00	0
10-5830-299	JCPC - ROANOKE AREA YOUTH	57,977.57	76,183.00	0.00	0.00	76,183.00	0
	<b>5830 JUVENILE SERVICE:</b>	<b>70,664.25</b>	<b>96,743.00</b>	<b>0.00</b>	<b>0.00</b>	<b>96,743.00</b>	<b>0</b>
10-5910-000	EDUCATION-SCHOOLS/COMMUNITY COLLEG	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	144,583.33	1,590,416.67	8

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10-5911-000	COMMUNICATIONS:	0.00	0.00	0.00	0.00	0.00	0
10-5911-010	COMMUNICATIONS-S & W- REGULAR	179,074.24	233,426.00	15,552.41	15,552.41	217,873.59	7
10-5911-030	SALARIES & WAGES-OVERTIME	65,706.50	65,000.00	7,130.60	7,130.60	57,869.40	11
10-5911-031	SALARIES & WAGES-PARTTIME	49,248.74	50,000.00	1,098.84	1,098.84	48,901.16	2
10-5911-040	SALARIES & WAGES-LONGEVITY	323.60	0.00	0.00	0.00	0.00	0
10-5911-090	COMMUNICATIONS- FICA TAX	22,020.98	26,655.00	1,796.79	1,796.79	24,858.21	7
10-5911-100	COMMUNICATIONS- RETIREMENT	50,381.32	65,176.00	4,802.59	4,802.59	60,373.41	7
10-5911-130	COMMUNICATIONS- 401(K) CONTRIB.	4,402.18	8,953.00	428.55	428.55	8,524.45	5
10-5911-131	COMMUNICATIONS - UNEMPLOYMENT	0.00	2,826.00	0.00	0.00	2,826.00	0
10-5911-140	COMMUNICATIONS- WORKERS' COMP	1,769.00	2,122.00	1,788.00	1,788.00	334.00	84
10-5911-180	COMMUNICATIONS- GROUP INS.	36,350.90	72,386.00	4,308.12	4,308.12	68,077.88	6
10-5911-210	UNIFORMS	0.00	1,500.00	0.00	0.00	1,500.00	0
10-5911-260	DEPARTMENTAL SUPPLIES	2,328.16	4,999.00	0.00	0.00	4,999.00	0
10-5911-310	TRAVEL	470.24	1,000.00	0.00	0.00	1,000.00	0
10-5911-315	TRAINING	405.02	4,000.00	0.00	0.00	4,000.00	0
10-5911-320	COMMUNICATIONS	14,090.17	16,000.00	109.07	109.07	15,890.93	1
10-5911-330	POSTAGE	10.31	100.00	0.00	0.00	100.00	0
10-5911-412	MAINT AGREEMENTS-DCI/OMINIX	1,500.00	1,500.00	0.00	0.00	1,500.00	0
10-5911-413	MAINT AGREEMENTS-SOUTHERN SOFTWARE	2,208.00	2,252.00	0.00	0.00	2,252.00	0
10-5911-415	MAINTENANCE AGREEMENT - MOTOROLA	14,550.20	15,317.00	0.00	0.00	15,317.00	0
10-5911-610	GRANT-NCDIT WASHINGTON CO RADIO UPG	0.00	100,462.00	0.00	0.00	100,462.00	0
	<b>5911 COMMUNICATIONS:</b>	<b>444,839.56</b>	<b>673,674.00</b>	<b>37,014.97</b>	<b>37,014.97</b>	<b>636,659.03</b>	<b>5</b>
10-5940-000	REHABILITATION:	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	0.00	27,000.00	0
10-5940-992	TRILLIUM-ABC BOTTLE TAX	3,000.00	3,000.00	0.00	0.00	3,000.00	0
10-5940-993	ALBEMARLE TIDELAND RET OPEB	13,239.97	13,240.00	0.00	0.00	13,240.00	0
	<b>5940 REHABILITATION:</b>	<b>43,239.97</b>	<b>43,240.00</b>	<b>0.00</b>	<b>0.00</b>	<b>43,240.00</b>	<b>0</b>

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10-6000-000	MEDICAL EXAMINER:	0.00	0.00	0.00	0.00	0.00	0
10-6000-180	CONTRACT-MEDICAL EXAMINER	12,100.00	15,000.00	0.00	0.00	15,000.00	0
10-6050-000	COOPERATIVE EXT SERVICE:	0.00	0.00	0.00	0.00	0.00	0
10-6050-010	COOPERATIVE EXT SERV- S & W - REGULAR	97,087.40	97,000.00	0.00	0.00	97,000.00	0
10-6050-090	COOPERATIVE EXT SERV- FICA TAX EXPENS	7,146.30	7,420.00	0.00	0.00	7,420.00	0
10-6050-100	COOPERATIVE EXT SERV- RETIREMENT	24,289.46	26,190.00	0.00	0.00	26,190.00	0
10-6050-130	COOPERATIVE EXT SERV- UNEMPLOYMENT	0.00	970.00	0.00	0.00	970.00	0
10-6050-140	COOPERATIVE EXT SERV- WORKMAN'S COM	0.00	114.00	0.00	0.00	114.00	0
10-6050-180	COOPERATIVE EXT SERV- GROUP INS.	13,789.68	17,010.00	0.00	0.00	17,010.00	0
10-6050-260	DEPARTMENTAL SUPPLIES	1,666.49	1,800.00	0.00	0.00	1,800.00	0
10-6050-310	TRAVEL	0.00	1,200.00	0.00	0.00	1,200.00	0
10-6050-320	COOPERATIVE EXT SERV- COMMUNICATION:	1,094.14	1,500.00	0.00	0.00	1,500.00	0
10-6050-340	COOPERATIVE EXT SERV- POSTAGE	150.00	150.00	0.00	0.00	150.00	0
10-6050-350	MAINT & REPAIR-EQUIPMENT	0.00	300.00	0.00	0.00	300.00	0
10-6050-390	DUES & SUBSCRIPTIONS	791.36	1,020.00	230.00	230.00	790.00	23
10-6050-410	LEASE-EQUIPMENT	2,125.00	2,125.00	0.00	0.00	2,125.00	0
10-6050-998	MIPPA GRANT-MEDICAID IMRPOVEMENT FOF	3,189.00	3,189.00	0.00	0.00	3,189.00	0
10-6050-999	GRANT - SHIIP	7,817.48	7,818.00	0.00	0.00	7,818.00	0
	<b>6050 COOPERATIVE EXT SERVICE:</b>	<b>159,146.31</b>	<b>167,806.00</b>	<b>230.00</b>	<b>230.00</b>	<b>167,576.00</b>	<b>0</b>
10-6060-000	SOIL & WATER:	0.00	0.00	0.00	0.00	0.00	0
10-6060-030	SALARIES & WAGES-REGULAR	31,966.88	32,439.00	2,669.33	2,669.33	29,769.67	8
10-6060-031	SALARIES & WAGES-PART TIME	1,186.39	0.00	0.00	0.00	0.00	0
10-6060-090	SOIL & WATER- FICA TAX	2,536.30	2,482.00	204.21	204.21	2,277.79	8
10-6060-100	SOIL & WATER- RETIREMENT	6,409.35	7,085.00	551.48	551.48	6,533.52	8
10-6060-101	SOIL AND WATER- 401(K) CONTRIB.	959.01	973.00	80.08	80.08	892.92	8
10-6060-130	SOIL & WATER- UNEMPLOYMENT INS.	0.00	314.00	0.00	0.00	314.00	0

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10-6060-140	SOIL & WATER- WORKMAN'S COMP	1,054.00	1,295.00	1,090.00	1,090.00	205.00	84
10-6060-180	SOIL & WATER CONSERV- GROUP INS.	8,084.16	9,059.00	719.02	719.02	8,339.98	8
10-6060-200	SOIL & WATER- DEPTAL SUPPLIES	1,145.82	1,499.00	0.00	0.00	1,499.00	0
10-6060-310	SOIL & WATER- TRAVEL	1,868.18	2,000.00	0.00	0.00	2,000.00	0
10-6060-315	TRAINING	754.99	2,400.00	0.00	0.00	2,400.00	0
10-6060-320	SOIL & WATER- COMMUNICATIONS	1,963.90	2,000.00	163.96	163.96	1,836.04	8
10-6060-330	SOIL & WATER - POSTAGE	10.00	250.00	0.00	0.00	250.00	0
10-6060-350	MAINT & REPAIR - EQUIPMENT	798.63	1,500.00	0.00	0.00	1,500.00	0
10-6060-380	SOIL & WATER - ADVERTISING	0.00	350.00	0.00	0.00	350.00	0
10-6060-390	DUES & SUBSCRIPTIONS	99.99	300.00	0.00	0.00	300.00	0
	<b>6060 SOIL &amp; WATER:</b>	<b>58,837.60</b>	<b>63,946.00</b>	<b>5,478.08</b>	<b>5,478.08</b>	<b>58,467.92</b>	<b>9</b>
10-6110-000	CULTURAL/LIBRARY:	0.00	0.00	0.00	0.00	0.00	0
10-6110-991	REGIONAL LIBRARY	205,000.00	216,500.00	18,041.67	18,041.67	198,458.33	8
10-6120-000	RECREATION:	0.00	0.00	0.00	0.00	0.00	0
10-6120-010	RECREATION-S & W- REGULAR	46,274.71	46,949.00	3,864.08	3,864.08	43,084.92	8
10-6120-030	SALARIES & WAGES-PARTTIME	14,981.00	18,000.00	1,335.50	1,335.50	16,664.50	7
10-6120-040	SALARIES & WAGES-LONGEVITY	1,159.23	1,391.00	0.00	0.00	1,391.00	0
10-6120-090	RECREATION- FICA TAX EXPENSE	4,565.68	5,320.00	380.35	380.35	4,939.65	7
10-6120-100	RECREATION- RETIREMENT	9,510.51	10,557.00	798.32	798.32	9,758.68	8
10-6120-101	RECREATION- 401(K) CONTRIB.	1,388.21	1,450.00	115.92	115.92	1,334.08	8
10-6120-130	RECREATION- UNEMPLOYMENT INS.	0.00	628.00	0.00	0.00	628.00	0
10-6120-140	RECREATION- WORKMAN'S COMP	2,816.00	3,842.00	3,319.00	3,319.00	523.00	86
10-6120-180	RECREATION- GROUP INS.	8,069.27	9,107.00	716.77	716.77	8,390.23	8
10-6120-200	SUPPLIES & MATERIALS	4,677.88	6,000.00	0.00	0.00	6,000.00	0
10-6120-250	SUPPLIES - VEHICLES	3,002.23	5,000.00	0.00	0.00	5,000.00	0
10-6120-260	OFFICE SUPPLIES	7,256.80	3,000.00	0.00	0.00	3,000.00	0



**Washington County**  
Statement of Revenue and Expenditures

<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
10-6120-270	SPORTS EQUIPMENT	8,567.81	9,000.00	0.00	0.00	9,000.00	0
10-6120-271	RECREATION-SERVICE AWARDS	0.00	175.00	0.00	0.00	175.00	0
10-6120-310	TRAVEL	3,854.66	5,000.00	0.00	0.00	5,000.00	0
10-6120-315	TRAINING	0.00	750.00	0.00	0.00	750.00	0
10-6120-320	RECREATION- COMMUNICATIONS	3,820.32	4,000.00	315.20	315.20	3,684.80	8
10-6120-325	POSTAGE	0.00	100.00	0.00	0.00	100.00	0
10-6120-330	RECREATION- COUNTY RECREATION- UTILIT	17,221.39	20,000.00	0.00	0.00	20,000.00	0
10-6120-350	MAINT & REPAIR - BUILDINGS	13,517.12	20,000.00	479.65	479.65	19,520.35	2
10-6120-355	MAINT & REPAIR - VEHICLE	3,497.69	5,000.00	0.00	0.00	5,000.00	0
10-6120-390	DEPARTMENTAL SUPPLIES - AWARDS	1,776.61	2,000.00	0.00	0.00	2,000.00	0
10-6120-450	INSURANCE AND BONDS	2,202.00	2,203.00	2,202.00	2,202.00	1.00	100
10-6120-491	DUES & SUBSCRIPTIONS-TOURNAMENT FEE	1,250.00	2,000.00	0.00	0.00	2,000.00	0
10-6120-550	CAPITAL OUTLAY - EQUIPMENT	18,553.20	15,000.00	0.00	0.00	15,000.00	0
10-6120-553	MAINTENANCE/EQUIPMENT - SKINNERS	0.00	4,000.00	0.00	0.00	4,000.00	0
10-6120-610	CONTRACTED SERVICES-LEAD/ASST/OFFICI	6,550.00	7,500.00	0.00	0.00	7,500.00	0
10-6120-650	RECREATION-DONATIONS	3,791.98	0.00	0.00	0.00	0.00	0
10-6120-693	NCDEQ GRANT-RECREATION-VOLKSWAGON	110,098.00	0.00	0.00	0.00	0.00	0
	<b>6120 RECREATION:</b>	<b>298,402.30</b>	<b>207,972.00</b>	<b>13,526.79</b>	<b>13,526.79</b>	<b>194,445.21</b>	<b>6</b>
10-6180-000	COMMUNITY ALTERNATIVE:	0.00	0.00	0.00	0.00	0.00	0
10-6180-600	CONTRACTED SERVICES - IN HOME (100%)	2,884.56	5,000.00	0.00	0.00	5,000.00	0
10-8300-000	CENTRAL SERVICES:	0.00	0.00	0.00	0.00	0.00	0
10-8300-120	ADDITIONAL SALARY/BENEFIT EXP-COMP ST	0.00	260,000.00	0.00	0.00	260,000.00	0
10-8300-130	ADDITIONAL UNEMPLOYMENT INSURANCE	0.00	3,000.00	0.00	0.00	3,000.00	0
10-8300-140	COPIER MAINTENANCE AGREEMENT	3,116.49	6,000.00	0.00	0.00	6,000.00	0
10-8300-321	CENTRAL SERVICES-COMMUNICATIONS-TEL	5,636.38	31,000.00	0.00	0.00	31,000.00	0
10-8300-391	CENTRAL SERVICES-SOFTWARE LICENSES	19,327.92	20,980.00	0.00	0.00	20,980.00	0

**Washington County**  
Statement of Revenue and Expenditures

<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
10-8300-451	INSURANCE-PROPERTY & LIABILITY	298,929.00	361,850.00	350,890.00	350,890.00	10,960.00	97
10-8300-452	INSURANCE-TRANSPORTATION (15 PASSENGER)	12,500.00	15,000.00	15,000.00	15,000.00	0.00	100
10-8300-491	APPROP-ALBEMARLE COMMISSION	9,583.83	12,073.00	0.00	0.00	12,073.00	0
	<b>8300 CENTRAL SERVICES:</b>	<b>349,093.62</b>	<b>709,903.00</b>	<b>365,890.00</b>	<b>365,890.00</b>	<b>344,013.00</b>	<b>52</b>
10-9800-000	TRANSFERS:	0.00	0.00	0.00	0.00	0.00	0
10-9800-033	TRANSFER TO SANITATION	100,000.00	50,000.00	0.00	0.00	50,000.00	0
10-9800-039	TRANSFER TO AIRPORT FUND	99,738.00	99,905.00	0.00	0.00	99,905.00	0
10-9800-040	TRANSFER TO WCH PENSION FUND	450,000.00	450,000.00	0.00	0.00	450,000.00	0
10-9800-058	TRANSFER TO PROJECTS/GRANTS FUND	166,333.00	70,000.00	0.00	0.00	70,000.00	0
10-9800-070	TRANSFER TO RE-VAL FUND	40,000.00	40,000.00	0.00	0.00	40,000.00	0
10-9800-982	TRANSFER TO WASH CO EMS	398,952.00	399,620.00	0.00	0.00	399,620.00	0
10-9800-986	TRANSFER TO WASH CO SCHOOLS CAP OUT	0.00	700,000.00	0.00	0.00	700,000.00	0
	<b>9800 TRANSFERS:</b>	<b>1,255,023.00</b>	<b>1,809,525.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,809,525.00</b>	<b>0</b>
10-9990-000	CONTINGENCY	0.00	50,000.00	0.00	0.00	50,000.00	0
	<b>GENERAL FUND Expenditure Totals</b>	<b>16,283,663.00</b>	<b>19,160,709.00</b>	<b>1,479,330.36</b>	<b>1,479,330.36</b>	<b>17,681,378.64</b>	<b>8</b>

<b>10 GENERAL FUND</b>	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
<b>Revenues:</b>	<b>15,998,243.58</b>	<b>663,299.00</b>	<b>663,299.00</b>
<b>Expenditures:</b>	<b>16,283,663.00</b>	<b>1,479,330.36</b>	<b>1,479,330.36</b>
<b>Net Income:</b>	<b>285,419.42 -</b>	<b>816,031.36 -</b>	<b>816,031.36 -</b>

**Washington County**  
Statement of Revenue and Expenditures

<u>Revenue Account</u>	<u>Description</u>	<u>Prior Yr Rev</u>	<u>Anticipated</u>	<u>Curr Rev</u>	<u>YTD Rev</u>	<u>Excess/Deficit</u>	<u>% Real</u>
21-3230-320	SALES TAX-ARTICLE 40 (30%)/\$735,000	272,181.73	330,000.00	0.00	0.00	330,000.00 -	0
21-3230-321	SALES TAX-ARTICLE 42 (60%)/\$400,000	333,424.51	360,000.00	0.00	0.00	360,000.00 -	0
21-3230-400	GRANT-NEEDS BASED PUBLIC SCHOOL CAP	45,923,193.39	2,646,948.00	0.00	0.00	2,646,948.00 -	0
21-3230-402	TRUIST PK-12 FINANCING-EARNED INCOME	433,372.43	100,000.00	0.00	0.00	100,000.00 -	0
21-3230-404	PK-12 RENTAL INCOME	0.00	400,000.00	0.00	0.00	400,000.00 -	0
21-3980-000	TRANSFER FROM GENERAL FUND	0.00	700,000.00	0.00	0.00	700,000.00 -	0
21-3990-000	APPROPRIATED FUND BALANCE-WC SCHOO	0.00	19,375,328.00	0.00	0.00	19,375,328.00 -	0
	<b>CAPITAL OUTLAY-WASHINGTON CO SCHOOI</b>	<b>46,962,172.06</b>	<b>23,912,276.00</b>	<b>0.00</b>	<b>0.00</b>	<b>23,912,276.00 -</b>	<b>0</b>

<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
21-0000-000	CAPITAL OUTLAY-WASHINGTON CO SCHOOL	0.00	0.00	0.00	0.00	0.00	0
21-5912-000	CAPITAL OUTLAY-WASHINGTON CO SCHOOL	0.00	0.00	0.00	0.00	0.00	0
21-5912-691	CAPITAL OUTLAY-WASHINGTON COUNTY SCI	400,000.00	100,000.00	8,333.33	8,333.33	91,666.67	8
21-5912-695	GRANT-NEEDS BASED PUB SC-PLANNING/DE	652,318.10	1,526,369.00	0.00	0.00	1,526,369.00	0
21-5912-696	GRANT-NEEDS BASED PUB SC-CONSTRUCTI	37,303,324.38	8,459,099.00	0.00	0.00	8,459,099.00	0
21-5912-698	GRANT-NEEDS BASED PUB SC-ENGINEERIN	247,294.41	0.00	0.00	0.00	0.00	0
21-5912-700	TRUIST PK12 FUNDED CONSTRUCTION	7,007,873.37	10,807,629.00	0.00	0.00	10,807,629.00	0
	<b>5912 CAPITAL OUTLAY-WASHINGTON CO SC</b>	<b>45,610,810.26</b>	<b>20,893,097.00</b>	<b>8,333.33</b>	<b>8,333.33</b>	<b>20,884,763.67</b>	<b>0</b>
21-8000-600	DESIGNATED FOR FUTURE APPROP-BOE CC	0.00	1,181,379.00	0.00	0.00	1,181,379.00	0
21-9100-001	TRUIST PRINCIPAL (STARTS IN FY 25)	0.00	1,042,000.00	0.00	0.00	1,042,000.00	0
21-9200-001	TRUIST INTERERST (STARTS IN FY 24)	431,057.90	795,800.00	0.00	0.00	795,800.00	0
	<b>CAPITAL OUTLAY-WASHINGT Expenditure To</b>	<b>46,041,868.16</b>	<b>23,912,276.00</b>	<b>8,333.33</b>	<b>8,333.33</b>	<b>23,903,942.67</b>	<b>0</b>

**21 CAPITAL OUTLAY-WASHINGTON CO SCHC**      Prior      Current      YTD

**Washington County**  
Statement of Revenue and Expenditures

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<b>Revenues:</b>	<b>46,962,172.06</b>	<b>0.00</b>	<b>0.00</b>
<b>Expenditures:</b>	<b>46,041,868.16</b>	<b>8,333.33</b>	<b>8,333.33</b>
<b>Net Income:</b>	<b>920,303.90</b>	<b>8,333.33 -</b>	<b>8,333.33 -</b>

**Washington County**  
Statement of Revenue and Expenditures

07/26/2024  
11:15 AM

<u>Revenue Account</u>	<u>Description</u>	<u>Prior Yr Rev</u>	<u>Anticipated</u>	<u>Curr Rev</u>	<u>YTD Rev</u>	<u>Excess/Deficit</u>	<u>% Real</u>
30-3920-010	WATERSHED 1972 REFERENDUM TAX-CURRI	83,345.14	85,000.00	900.00	900.00	84,100.00 -	1
30-3920-020	WATERSHED 1972 REF TAX-CURR YR DISCOI	559.08 -	600.00 -	0.00	0.00	600.00	0
30-3920-030	WATERSHED 1972 TAX REF-CURR YR PENAL	132.19	125.00	0.00	0.00	125.00 -	0
30-3920-040	WATERSHED 1972 REF TAX-CURR YR INTERE	983.51	750.00	0.00	0.00	750.00 -	0
30-3921-010	WATERSHED 1972 REF TAX-1ST PRIOR YR	19,764.83	2,400.00	251.29	251.29	2,148.71 -	10
30-3921-020	WATERSHED 1972 REF TAX-OTHER PRIOR YI	789.52	800.00	88.88	88.88	711.12 -	11
30-3921-030	WATERSHED 1972 REF TAX-PRIOR YR PENAL	1,834.76	10.00	5.05	5.05	4.95 -	50
30-3921-040	WATERSHED 1972 TAX REF-PRIOR YR INTER	5,451.94	3,500.00	361.21	361.21	3,138.79 -	10
30-3930-000	DRAINAGE ASSESSMENT-EDDIE SMIT	6,460.27	6,150.00	0.35	0.35	6,149.65 -	0
30-3940-000	EDDIE SMITH-RECAP ASSESSMENT04	0.00	0.00	110.07	110.07	110.07	0
30-3990-000	APPROP WATERSHED RESERVE	0.00	81,515.00	0.00	0.00	81,515.00 -	0
	<b>DRAINAGE Revenue Totals</b>	<b>118,203.08</b>	<b>179,650.00</b>	<b>1,716.85</b>	<b>1,716.85</b>	<b>177,933.15 -</b>	<b>0</b>

<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
30-0000-000	DRAINAGE FUND:	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
30-7140-040	PROFESSIONAL SERVICES-EDDIE SMITH CAI	0.00	1,000.00	0.00	0.00	1,000.00	0
30-7140-380	EDDIE SMITH CANAL-ADVERTISING	56.00	250.00	0.00	0.00	250.00	0
30-7140-600	EDDIE SMITH CANAL- DRAINAGE- CON SVC F	0.00	15,000.00	0.00	0.00	15,000.00	0
	<b>7140 EDDIE SMITH CANAL:</b>	<b>56.00</b>	<b>16,250.00</b>	<b>0.00</b>	<b>0.00</b>	<b>16,250.00</b>	<b>0</b>
30-8000-000	WATERSHED IMPROVEMENT:	0.00	0.00	0.00	0.00	0.00	0
30-8000-010	DRAINAGE-S&W REGULAR	0.00	27,874.00	0.00	0.00	27,874.00	0
30-8000-090	DRAINAGE-FICA TAX EXPENSE	0.00	2,132.00	0.00	0.00	2,132.00	0
30-8000-100	DRAINAGE-RETIREMENT	0.00	6,087.00	0.00	0.00	6,087.00	0
30-8000-101	DRAINAGE-401(K) CONTRIBUTION	0.00	836.00	0.00	0.00	836.00	0
30-8000-130	DRAINAGE-UNEMPLOYMENT INS	0.00	314.00	0.00	0.00	314.00	0
30-8000-140	DRAININAGE-WORKMAN'S COMP	0.00	1,113.00	1,112.00	1,112.00	1.00	100

**Washington County**  
Statement of Revenue and Expenditures

<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
30-8000-180	DRAINAGE-GROUP INSURANCE	0.00	9,044.00	0.00	0.00	9,044.00	0
30-8000-340	BEAVER CONTROL	26,980.00	35,000.00	3,960.00	3,960.00	31,040.00	11
30-8000-600	AQUATIC WEED SPRAYING	9,570.00	20,000.00	0.00	0.00	20,000.00	0
30-8000-610	CLEARING & SNAGGING	28,736.00	50,000.00	0.00	0.00	50,000.00	0
30-8000-611	MAUL 7 KENDRICKS CREEKS PROJECT	10,941.99	11,000.00	0.00	0.00	11,000.00	0
	<b>8000 WATERSHED IMPROVEMENT:</b>	<b>76,227.99</b>	<b>163,400.00</b>	<b>5,072.00</b>	<b>5,072.00</b>	<b>158,328.00</b>	<b>3</b>
	<b>DRAINAGE Expenditure Totals</b>	<b>76,283.99</b>	<b>179,650.00</b>	<b>5,072.00</b>	<b>5,072.00</b>	<b>174,578.00</b>	<b>3</b>

<b>30 DRAINAGE</b>	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
<b>Revenues:</b>	<b>118,203.08</b>	<b>1,716.85</b>	<b>1,716.85</b>
<b>Expenditures:</b>	<b>76,283.99</b>	<b>5,072.00</b>	<b>5,072.00</b>
<b>Net Income:</b>	<b>41,919.09</b>	<b>3,355.15 -</b>	<b>3,355.15 -</b>

**Washington County**  
Statement of Revenue and Expenditures

<u>Revenue Account</u>	<u>Description</u>	<u>Prior Yr Rev</u>	<u>Anticipated</u>	<u>Curr Rev</u>	<u>YTD Rev</u>	<u>Excess/Deficit</u>	<u>% Real</u>
33-3350-001	CONSTR CONTRACTERS DISPOSAL FEES(BI	100,721.93	80,000.00	6,205.10	6,205.10	73,794.90 -	8
33-3400-000	METAL/WHITE GOODS REVENUE	4,980.53	0.00	0.00	0.00	0.00	0
33-3400-001	NCDENR GRANT	6,100.88	3,500.00	0.00	0.00	3,500.00 -	0
33-3501-000	RURAL SOLID WASTE FEE-COUNTY	1,186,689.26	1,403,154.00	9,112.36	9,112.36	1,394,041.64 -	1
33-3501-001	RSW FEE MUNICIPAL TIPPING REIMB (BILLE	70,347.37	51,000.00	6,119.60	6,119.60	44,880.40 -	12
33-3503-000	WHITE GOODS DISP FEE & GRANTS	4,790.30	6,000.00	0.00	0.00	6,000.00 -	0
33-3504-000	SOLID WASTE DISPOSAL TAX	5,376.62	7,200.00	0.00	0.00	7,200.00 -	0
33-3670-010	STATE TIRE TAX REVENUES	15,419.05	20,000.00	0.00	0.00	20,000.00 -	0
33-3670-020	STATE TIRE TAX REVENUES(BILLED)	185.12	100.00	896.48	896.48	796.48	896
33-3795-000	PENALTIES AND INTEREST(BILLED)	25.00	0.00	0.00	0.00	0.00	0
33-3970-075	TOWN SOLID WASTE	109,628.65	60,000.00	5,646.67	5,646.67	54,353.33 -	9
33-3980-000	TRANSFER FROM GENERAL FUND	100,000.00	50,000.00	0.00	0.00	50,000.00 -	0
	<b>SANITATION Revenue Totals</b>	<b>1,604,264.71</b>	<b>1,680,954.00</b>	<b>27,980.21</b>	<b>27,980.21</b>	<b>1,652,973.79 -</b>	<b>1</b>

<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
33-0000-000	SANITATION FUND:	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
33-7400-010	LANDFILL & COLLECT-S & W- REGULAR	41,120.09	59,020.00	2,236.50	2,236.50	56,783.50	4
33-7400-031	LANDFILL & COLLECT - S & W PARTTIME	4,806.00	5,000.00	306.00	306.00	4,694.00	6
33-7400-040	LANDFILL & COLLECT- PROFESSIONAL SERV	24,263.50	37,400.00	0.00	0.00	37,400.00	0
33-7400-090	LANDFILL & COLLECT- FICA TAX EXPENSE	3,463.40	4,898.00	194.50	194.50	4,703.50	4
33-7400-100	LANDFILL & COLLECT- RETIREMENT EXPENS	8,087.24	12,890.00	462.06	462.06	12,427.94	4
33-7400-101	LANDFILL & COLLECT- 401(K) CONTRIB.	1,101.11	1,771.00	0.00	0.00	1,771.00	0
33-7400-130	LANDFILL & COLLECTIO- UNEMPLOYMENT IN	0.00	942.00	0.00	0.00	942.00	0
33-7400-140	LANDFILL & COLLECT- WORKMAN'S COMP	5,818.00	7,604.00	6,401.00	6,401.00	1,203.00	84
33-7400-180	LANDFILL & COLLECT- GROUP INS.	9,705.38	18,099.00	43.23	43.23	18,055.77	0
33-7400-200	MAINTENANCE SUPPLIES & MATERIALS	131.05	1,800.00	0.00	0.00	1,800.00	0
33-7400-210	LANDFILL & COLLECT - UNIFORMS	0.00	900.00	0.00	0.00	900.00	0

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<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
33-7400-250	SUPPLIES & MATERIALS-VEHICLE	5,053.33	5,000.00	0.00	0.00	5,000.00	0
33-7400-260	DEPARTMENTAL SUPPLIES	682.59	1,999.00	0.00	0.00	1,999.00	0
33-7400-310	TRAVEL	0.00	250.00	0.00	0.00	250.00	0
33-7400-315	TRAINING	1,314.73	1,500.00	0.00	0.00	1,500.00	0
33-7400-320	LANDFILL & COLLECT- COMMUNICATIONS	1,848.40	2,400.00	63.35	63.35	2,336.65	3
33-7400-330	LANDFILL & COLLECT- UTILITIES	1,360.63	2,000.00	0.00	0.00	2,000.00	0
33-7400-340	LANDFILL & COLLECT- POSTAGE	176.45	300.00	43.45	43.45	256.55	14
33-7400-350	MAINTENANCE AND REPAIR-EQUIPMENT	11,069.96	15,000.00	0.00	0.00	15,000.00	0
33-7400-370	LANDFILL & COLLECT- ADVERTISING	0.00	1,500.00	0.00	0.00	1,500.00	0
33-7400-390	LANDFILL & COLLECT-DUES & SUBSCRIPTIOI	5,958.00	6,200.00	5,813.00	5,813.00	387.00	94
33-7400-550	CAPITAL OUTLAY-EQUIPMENT	9,674.00	50,000.00	0.00	0.00	50,000.00	0
33-7400-600	CONTRACTED SERVICES	71,275.00	68,600.00	0.00	0.00	68,600.00	0
33-7400-991	LANDFILL & COLLECTIO- NC DOR ASSESSME	1,991.56	3,500.00	0.00	0.00	3,500.00	0
	<b>7400 LANDFILL &amp; COLLECTION:</b>	<b>208,900.42</b>	<b>308,573.00</b>	<b>15,563.09</b>	<b>15,563.09</b>	<b>293,009.91</b>	<b>5</b>
33-7401-600	CONTRACT-SCRAP TIRE	137,315.10	130,000.00	0.00	0.00	130,000.00	0
33-7402-600	CONTRACT-GARBAGE COLLECTIONS	903,986.40	904,000.00	13,502.60	13,502.60	890,497.40	1
33-7402-606	ARSWMA ADM FEES	3,974.00	4,075.00	0.00	0.00	4,075.00	0
33-7402-610	CONTRACT-REGIONAL LANDFILL	316,906.73	310,000.00	14,610.38	14,610.38	295,389.62	5
	<b>7402 Total</b>	<b>1,224,867.13</b>	<b>1,218,075.00</b>	<b>28,112.98</b>	<b>28,112.98</b>	<b>1,189,962.02</b>	<b>2</b>
33-7500-000	LANDFILL - DEPRECIATION	0.00	6,348.00	0.00	0.00	6,348.00	0
33-8100-000	CAPITAL PROJECTS:	0.00	0.00	0.00	0.00	0.00	0
33-8100-601	DESIGNATED FOR FUTURE APPROPRIATION	0.00	17,958.00	0.00	0.00	17,958.00	0
	<b>SANITATION Expenditure Totals</b>	<b>1,571,082.65</b>	<b>1,680,954.00</b>	<b>43,676.07</b>	<b>43,676.07</b>	<b>1,637,277.93</b>	<b>3</b>



Washington County  
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<b>33 SANITATION</b>	<b>Prior</b>	<b>Current</b>	<b>YTD</b>
Revenues:	1,604,264.71	27,980.21	27,980.21
Expenditures:	1,571,082.65	43,676.07	43,676.07
Net Income:	33,182.06	15,695.86 -	15,695.86 -

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<u>Revenue Account</u>	<u>Description</u>	<u>Prior Yr Rev</u>	<u>Anticipated</u>	<u>Curr Rev</u>	<u>YTD Rev</u>	<u>Excess/Deficit</u>	<u>% Real</u>
35-3290-000	INTEREST EARNED ON INVESTMENTS	8,716.72	7,500.00	0.00	0.00	7,500.00 -	0
35-3710-000	UTILITY BASE CHARGES	909,436.06	900,000.00	0.00	0.00	900,000.00 -	0
35-3710-010	UTILITY CONSUMPTION CHARGES	545,163.12	550,000.00	0.00	0.00	550,000.00 -	0
35-3730-000	TAP & CONNECTION FEES	21,823.00	12,000.00	0.00	0.00	12,000.00 -	0
35-3750-000	RECONNECTION FEES	19,250.00	18,000.00	0.00	0.00	18,000.00 -	0
35-3790-000	PENALTIES & INTEREST-UTIL BILL	5,894.91	5,000.00	0.00	0.00	5,000.00 -	0
35-3790-021	NCDEQ VUR PEA RIDGE TRANS GRANT	15,000.00	0.00	0.00	0.00	0.00	0
35-3821-000	FEES COLLECTED FOR METER TAMPERING	518.34	0.00	0.00	0.00	0.00	0
35-3990-990	FUND BALANCE APPROPRIATED	0.00	335,041.00	0.00	0.00	335,041.00 -	0
35-9999-001	OVERPAYMENTS	0.00	0.00	0.40	0.40	0.40	0
	<b>WATER Revenue Totals</b>	<b>1,525,802.15</b>	<b>1,827,541.00</b>	<b>0.40</b>	<b>0.40</b>	<b>1,827,540.60 -</b>	<b>0</b>

<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
35-0000-000	WATER WORKS:	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
35-7130-010	OPERATION&MAINT.-S & W- REGULAR	215,339.80	231,523.00	19,105.17	19,105.17	212,417.83	8
35-7130-040	OPERATION&MAINT.- PROFESSIONAL SERVI	11,877.85	10,000.00	0.00	0.00	10,000.00	0
35-7130-050	SALARIES & WAGES-LONGEVITY	1,846.06	1,875.00	0.00	0.00	1,875.00	0
35-7130-090	OPERATION&MAINT.- FICA TAX EXPENSE	15,917.59	17,855.00	1,417.24	1,417.24	16,437.76	8
35-7130-100	OPERATION&MAINT.- RETIREMENT EXPENSE	43,330.59	50,974.00	3,947.12	3,947.12	47,026.88	8
35-7130-101	OPERATION- 401(K) CONTRIB.	5,892.91	7,002.00	573.18	573.18	6,428.82	8
35-7130-130	OPERATION&MAINT.- UNEMPLOYMENT INS.	0.00	2,198.00	0.00	0.00	2,198.00	0
35-7130-140	OPERATION&MAINT.- WORKMAN'S COMP	7,130.00	13,647.00	11,204.00	11,204.00	2,443.00	82
35-7130-180	OPERATION&MAINT.- GROUP INS.	47,657.66	65,407.00	5,032.64	5,032.64	60,374.36	8
35-7130-200	SUPPLIES & MATERIALS	28,614.74	30,000.00	0.00	0.00	30,000.00	0
35-7130-210	OPERATION&MAINT.- UNIFORMS	1,042.69	4,000.00	0.00	0.00	4,000.00	0
35-7130-250	VEHICLE SUPPLIES	19,971.05	17,500.00	0.00	0.00	17,500.00	0
35-7130-260	DEPARTMENTAL SUPPLIES	2,573.79	6,599.00	0.00	0.00	6,599.00	0

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<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
35-7130-298	MAINT & REPAIR-TANK	64,330.08	66,000.00	16,484.58	16,484.58	49,515.42	25
35-7130-315	TRAINING	255.50	4,000.00	0.00	0.00	4,000.00	0
35-7130-320	OPERATION&MAINT.- COMMUNICATIONS	1,552.52	2,600.00	100.00	100.00	2,500.00	4
35-7130-330	UTILITIES-ELECTRICITY	10,939.77	14,000.00	558.39	558.39	13,441.61	4
35-7130-340	OPERATION&MAINT.- POSTAGE	23,012.29	24,000.00	3,496.81	3,496.81	20,503.19	15
35-7130-350	MAINT & REPAIR-EQUIPMENT	42,448.28	25,000.00	136.00	136.00	24,864.00	1
35-7130-370	OPERATION&MAINT.- ADVERTISING	0.00	500.00	0.00	0.00	500.00	0
35-7130-390	OPERATION&MAINT.- DUES & SUBSCRIPTION	3,046.42	6,500.00	680.00	680.00	5,820.00	10
35-7130-540	CAPITAL OUTLAY - VEHICLE	44,278.82	0.00	0.00	0.00	0.00	0
35-7130-550	CAPITAL OUTLAY-EQUIPMENT	192,026.32	197,000.00	0.00	0.00	197,000.00	0
35-7130-580	DEBT SERVICE-NCDENR	27,992.45	27,993.00	0.00	0.00	27,993.00	0
35-7130-600	CONTRACTS-MOWING	17,325.00	22,000.00	1,575.00	1,575.00	20,425.00	7
35-7130-693	NCDEQ VUR TRAINING GRANT	2,000.00	0.00	0.00	0.00	0.00	0
35-7130-998	COST ALLOCATION-GENERAL FUND	100,000.00	110,000.00	0.00	0.00	110,000.00	0
	<b>7130 OPERATIONS &amp; MAINTENANCE:</b>	<b>930,402.18</b>	<b>958,173.00</b>	<b>64,310.13</b>	<b>64,310.13</b>	<b>893,862.87</b>	<b>7</b>
35-7135-000	TREATMENT PLANT:	0.00	0.00	0.00	0.00	0.00	0
35-7135-010	TREATMENT PLANT-S & W- REGULAR	41,804.91	42,912.00	3,532.83	3,532.83	39,379.17	8
35-7135-040	SALARIES & WAGES-LONGEVITY	0.00	424.00	0.00	0.00	424.00	0
35-7135-090	TREATMENT PLANT- FICA TAX EXPENSE	3,248.30	3,315.00	272.18	272.18	3,042.82	8
35-7135-100	TREATMENT PLANT- RETIREMENT EXPENSE	8,458.91	9,465.00	729.88	729.88	8,735.12	8
35-7135-101	TREATMENT PLANT- 401(K) CONTRIB.	1,265.96	1,300.00	105.98	105.98	1,194.02	8
35-7135-130	TREATMENT PLANT- UNEMPLOYMENT INS.	0.00	314.00	0.00	0.00	314.00	0
35-7135-140	TREATMENT PLANT- WORKMAN'S COMP	4,363.00	3,240.00	2,728.00	2,728.00	512.00	84
35-7135-180	TREATMENT PLANT- GROUP INS.	8,176.85	9,094.00	721.27	721.27	8,372.73	8
35-7135-200	SUPPLIES & MATERIALS	1,888.15	8,700.00	2,081.15	2,081.15	6,618.85	24
35-7135-210	TREATMENT PLANT- UNIFORMS	1,963.63	2,300.00	0.00	0.00	2,300.00	0
35-7135-250	TREATMENT PLANT- FUEL	2,083.71	4,000.00	0.00	0.00	4,000.00	0

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<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
35-7135-270	SERVICE AWARDS	0.00	50.00	0.00	0.00	50.00	0
35-7135-298	CONTRACTS	17,957.67	23,000.00	1,360.00	1,360.00	21,640.00	6
35-7135-299	WATER TREATMENT CHEMICALS	50,973.97	60,000.00	1,410.00	1,410.00	58,590.00	2
35-7135-315	TRAINING	0.00	2,500.00	0.00	0.00	2,500.00	0
35-7135-320	TREATMENT PLANT- COMMUNICATIONS	3,502.06	3,700.00	563.88	563.88	3,136.12	15
35-7135-330	TREATMENT PLANT- UTILITIES	41,179.28	34,000.00	0.00	0.00	34,000.00	0
35-7135-340	TREATMENT PLANT- POSTAGE	38.34	250.00	0.00	0.00	250.00	0
35-7135-350	MAINT & REPAIR-EQUIPMENT	11,558.35	36,000.00	0.00	0.00	36,000.00	0
35-7135-370	TREATMENT PLANT- ADVERTISING	170.46	500.00	0.00	0.00	500.00	0
35-7135-390	TREATMENT PLANT- DUES & SUBSCRIPTION	3,259.68	5,000.00	0.00	0.00	5,000.00	0
35-7135-540	TREATMENT PLANT- CAPITAL OUTLAY- VEHIC	0.00	60,000.00	0.00	0.00	60,000.00	0
35-7135-541	CAPITAL OUTLAY-EQUIPMENT	57,002.00	223,107.00	0.00	0.00	223,107.00	0
35-7135-600	DESIGNATED FOR FUTURE APPROPRIATION	0.00	11,000.00	0.00	0.00	11,000.00	0
	<b>7135 TREATMENT PLANT:</b>	<b>258,895.23</b>	<b>544,171.00</b>	<b>13,505.17</b>	<b>13,505.17</b>	<b>530,665.83</b>	<b>2</b>
35-9100-000	DEBT PRINCIPAL	0.00	0.00	0.00	0.00	0.00	0
35-9100-030	2021 WATER REV REFUNDING BOND-PRINCII	264,000.00	270,000.00	0.00	0.00	270,000.00	0
35-9200-000	DEBT INTEREST:	0.00	0.00	0.00	0.00	0.00	0
35-9200-030	2021 WATER REV REFUNDING BOND-INTERE	60,714.50	55,197.00	0.00	0.00	55,197.00	0
	<b>WATER Expenditure Totals</b>	<b>1,514,011.91</b>	<b>1,827,541.00</b>	<b>77,815.30</b>	<b>77,815.30</b>	<b>1,749,725.70</b>	<b>4</b>

<b>35 WATER</b>	<b>Prior</b>	<b>Current</b>	<b>YTD</b>
<b>Revenues:</b>	<b>1,525,802.15</b>	<b>0.40</b>	<b>0.40</b>
<b>Expenditures:</b>	<b>1,514,011.91</b>	<b>77,815.30</b>	<b>77,815.30</b>
<b>Net Income:</b>	<b>11,790.24</b>	<b>77,814.90 -</b>	<b>77,814.90 -</b>

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<u>Revenue Account</u>	<u>Description</u>	<u>Prior Yr Rev</u>	<u>Anticipated</u>	<u>Curr Rev</u>	<u>YTD Rev</u>	<u>Excess/Deficit</u>	<u>% Real</u>
36-3100-001	NCDEQ GRANT-ASSET INVENTORY ASSESSM	89,729.00	143,718.00	0.00	0.00	143,718.00 -	0
36-3100-002	NCDEQ VUR PEA RIDGE WATER TRANS GRA	0.00	5,452,000.00	0.00	0.00	5,452,000.00 -	0
36-3100-003	NCDEQ VUR ROPER CONNECTION GRANT	0.00	945,200.00	0.00	0.00	945,200.00 -	0
	<b>WATERWORKS CAPITAL PROJECTS FUND: F</b>	<b>89,729.00</b>	<b>6,540,918.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6,540,918.00 -</b>	<b>0</b>

<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
36-0000-000	WATERWORKS CAPITAL PROJECTS FUND:	0.00	0.00	0.00	0.00	0.00	0
36-4100-001	NCDEQ GRANT-ASSET INVENTORY ASSESSM	114,984.00	143,718.00	0.00	0.00	143,718.00	0
36-4100-002	NCDEQ VUR PEA RIDGE WATER TRANS GRA	109,669.00	5,452,000.00	0.00	0.00	5,452,000.00	0
36-4100-003	NCDEQ VUR ROPER CONNECTION GRANT	29,680.00	945,200.00	0.00	0.00	945,200.00	0
	<b>4100 Total</b>	<b>254,333.00</b>	<b>6,540,918.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6,540,918.00</b>	<b>0</b>
	<b>WATERWORKS CAPITAL PROJ Expenditure T</b>	<b>254,333.00</b>	<b>6,540,918.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6,540,918.00</b>	<b>0</b>

<b>36 WATERWORKS CAPITAL PROJECTS FUNE</b>	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
<b>Revenues:</b>	<b>89,729.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Expenditures:</b>	<b>254,333.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Income:</b>	<b>164,604.00 -</b>	<b>0.00</b>	<b>0.00</b>

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<u>Revenue Account</u>	<u>Description</u>	<u>Prior Yr Rev</u>	<u>Anticipated</u>	<u>Curr Rev</u>	<u>YTD Rev</u>	<u>Excess/Deficit</u>	<u>% Real</u>
37-3290-000	INTEREST	3,138.36	0.00	0.00	0.00	0.00	0
37-3350-000	NCACC WASHINGTON EMS	93,027.00	100,000.00	0.00	0.00	100,000.00 -	0
37-3490-000	EMS REVENUE	838,030.36	840,000.00	79.84	79.84	839,920.16 -	0
37-3490-010	WEYERHAEUSER GRANT	1,500.00	0.00	0.00	0.00	0.00	0
37-3490-020	DUKE RACE-CARS GRANT	6,125.00	0.00	0.00	0.00	0.00	0
37-3490-021	UNC PECC+ PROGRAM GRANT	3,300.00	0.00	0.00	0.00	0.00	0
37-3500-000	TRANSPORT SERVICE REVENUE	267,163.55	275,000.00	0.00	0.00	275,000.00 -	0
37-3833-840	EMS DONATIONS	100.00	0.00	50.00	50.00	50.00	0
37-3901-000	TYRRELL-EMS CONTRACT	675,000.00	675,000.00	56,250.00	56,250.00	618,750.00 -	8
37-3902-000	FUND BALANCE APPROPRIATED	0.00	174,748.00	0.00	0.00	174,748.00 -	0
37-3980-010	TRANSFER FROM GENERAL FUND	398,952.00	399,620.00	0.00	0.00	399,620.00 -	0
	<b>EMS Revenue Totals</b>	<b>2,286,336.27</b>	<b>2,464,368.00</b>	<b>56,379.84</b>	<b>56,379.84</b>	<b>2,407,988.16 -</b>	<b>2</b>

<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
37-0000-000	WASHINGTON COUNTY EMS:	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
37-4330-010	SALARIES & WAGES-REGULAR	666,573.62	829,492.00	51,824.49	51,824.49	777,667.51	6
37-4330-030	SALARIES & WAGES-OVERTIME	287,577.76	300,000.00	20,174.27	20,174.27	279,825.73	7
37-4330-040	SALARIES & WAGES-PARTTIME	15,785.19	20,000.00	2,842.38	2,842.38	17,157.62	14
37-4330-050	SALARIES & WAGES-LONGEVITY	4,493.25	5,461.00	0.00	0.00	5,461.00	0
37-4330-090	FICA TAXES	71,286.34	81,775.00	5,464.71	5,464.71	76,310.29	7
37-4330-100	- RETIREMENT EXPENSE	190,995.86	229,091.00	14,834.26	14,834.26	214,256.74	6
37-4330-101	- 401K CONTRIB.	24,058.91	31,469.00	1,937.92	1,937.92	29,531.08	6
37-4330-130	EMS OPERATIONS- UNEMPLOYMENT INS.	0.00	6,280.00	0.00	0.00	6,280.00	0
37-4330-140	- WORKMAN COMP	70,527.00	101,510.00	85,442.00	85,442.00	16,068.00	84
37-4330-180	GROUP INSURANCE	135,088.00	181,492.00	10,799.05	10,799.05	170,692.95	6
37-4330-190	TRAINING	211.84	6,000.00	0.00	0.00	6,000.00	0
37-4330-200	SUPPLIES & MATERIALS	53,608.61	55,000.00	1,354.10	1,354.10	53,645.90	2

**Washington County**  
Statement of Revenue and Expenditures

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<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
37-4330-210	UNIFORMS	3,355.33	4,000.00	0.00	0.00	4,000.00	0
37-4330-250	FUEL	71,024.22	75,000.00	0.00	0.00	75,000.00	0
37-4330-260	DEPARTMENTAL SUPPLIES	11,319.93	14,000.00	14.94	14.94	13,985.06	0
37-4330-270	SERVICE AWARDS	75.00	125.00	0.00	0.00	125.00	0
37-4330-295	PORTABLE COMM HARDWARE	0.00	2,500.00	0.00	0.00	2,500.00	0
37-4330-320	- COMMUNICATIONS	5,117.73	5,100.00	370.12	370.12	4,729.88	7
37-4330-350	POSTAGE	0.00	100.00	0.00	0.00	100.00	0
37-4330-355	MAINT & REPAIR-EQUIPMENT	52,070.29	50,000.00	1,322.10	1,322.10	48,677.90	3
37-4330-390	WASH EMS - DUES & SUBSCRIPTIONS	6,393.78	8,100.00	1,680.00	1,680.00	6,420.00	21
37-4330-396	EMS-MEDICAID COST REPORT	8,300.00	8,000.00	0.00	0.00	8,000.00	0
37-4330-399	QUARTERLY INTERGOVERNMENTAL TRANSF	11,174.63	30,000.00	0.00	0.00	30,000.00	0
37-4330-540	CAPITAL OUTLAY-VEHICLES	42,955.05	0.00	0.00	0.00	0.00	0
37-4330-550	WASH CO EMS- CAPITAL OUTLAY- EQUIPMEN	17,477.88	25,000.00	0.00	0.00	25,000.00	0
37-4330-600	CONTRACTS-MEDICAL DIRECTOR	23,248.00	23,250.00	1,937.50	1,937.50	21,312.50	8
37-4330-610	CONTRACTS-BILLING	43,469.55	49,980.00	0.00	0.00	49,980.00	0
37-4330-611	WASH EMS-CONTRACTS-DRUG SCREENING	0.00	5,180.00	0.00	0.00	5,180.00	0
37-4330-652	DUKE RACE-CARS GRANT	16,100.00	0.00	0.00	0.00	0.00	0
37-4330-654	WEYERHAEUSER GIVING GRANT	1,500.00	0.00	0.00	0.00	0.00	0
	<b>4330 WASHINGTON COUNTY EMS:</b>	<b>1,833,787.77</b>	<b>2,147,905.00</b>	<b>199,997.84</b>	<b>199,997.84</b>	<b>1,947,907.16</b>	<b>9</b>
37-4376-000	TRANSPORT SERVICE:	0.00	0.00	0.00	0.00	0.00	0
37-4376-010	SALARIES & WAGES-REGULAR	37,051.10	110,998.00	5,479.71	5,479.71	105,518.29	5
37-4376-030	SALARIES & WAGES-OVERTIME	9,295.67	15,000.00	4,183.58	4,183.58	10,816.42	28
37-4376-040	SALARIES & WAGES-PARTTIME	8,510.52	15,000.00	0.00	0.00	15,000.00	0
37-4376-090	FICA TAXES	4,075.11	10,786.00	716.52	716.52	10,069.48	7
37-4376-100	TRANSPORT SERVICE- RETIREMENT EXPEN.	9,084.76	27,518.00	1,996.44	1,996.44	25,521.56	7
37-4376-101	TRANSPORT SERVICE- 401K CONTRIB.	767.14	3,780.00	289.90	289.90	3,490.10	8
37-4376-130	TRANSPORT- UNEMPLOYMENT INS.	0.00	1,256.00	0.00	0.00	1,256.00	0

**Washington County**  
Statement of Revenue and Expenditures

<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
37-4376-140	TRANSPORT SERVICE- WORKMAN'S COMP	3,979.00	13,389.00	11,270.00	11,270.00	2,119.00	84
37-4376-180	GROUP INSURANCE	8,642.63	36,174.00	1,437.04	1,437.04	34,736.96	4
37-4376-200	SUPPLIES & MATERIALS	16,213.79	20,000.00	317.00	317.00	19,683.00	2
37-4376-210	TRANSPORT SERVICE- UNIFORMS	1,711.03	2,500.00	0.00	0.00	2,500.00	0
37-4376-250	FUEL	6,496.08	12,000.00	0.00	0.00	12,000.00	0
37-4376-260	TRANSPORT - DEPARTMENTAL SUPPLIES	5,096.97	11,999.00	0.00	0.00	11,999.00	0
37-4376-295	PORTABLE COMM HARDWARE	0.00	1,000.00	0.00	0.00	1,000.00	0
37-4376-320	TRANSPORT SERVICE- COMMUNICATIONS	1,650.27	1,800.00	20.87	20.87	1,779.13	1
37-4376-355	MAINT & REPAIR-EQUIPMENT	5,544.14	10,000.00	164.96	164.96	9,835.04	2
37-4376-370	ADVERTISING	793.60	2,000.00	0.00	0.00	2,000.00	0
37-4376-390	TRANSPORT - DUES & SUBSCRIPTIONS	4,689.78	4,900.00	0.00	0.00	4,900.00	0
37-4376-550	CAPITAL OUTLAY-EQUIPMENT	24,385.44	0.00	0.00	0.00	0.00	0
37-4376-610	CONTRACTS-BILLING	16,375.41	16,363.00	0.00	0.00	16,363.00	0
	<b>4376 TRANSPORT SERVICE:</b>	<b>164,362.44</b>	<b>316,463.00</b>	<b>25,876.02</b>	<b>25,876.02</b>	<b>290,586.98</b>	<b>8</b>
	<b>EMS Expenditure Totals</b>	<b>1,998,150.21</b>	<b>2,464,368.00</b>	<b>225,873.86</b>	<b>225,873.86</b>	<b>2,238,494.14</b>	<b>9</b>

<b>37 EMS</b>	<b>Prior</b>	<b>Current</b>	<b>YTD</b>
<b>Revenues:</b>	<b>2,286,336.27</b>	<b>56,379.84</b>	<b>56,379.84</b>
<b>Expenditures:</b>	<b>1,998,150.21</b>	<b>225,873.86</b>	<b>225,873.86</b>
<b>Net Income:</b>	<b>288,186.06</b>	<b>169,494.02 -</b>	<b>169,494.02 -</b>



**Washington County**  
Statement of Revenue and Expenditures

<u>Revenue Account</u>	<u>Description</u>	<u>Prior Yr Rev</u>	<u>Anticipated</u>	<u>Curr Rev</u>	<u>YTD Rev</u>	<u>Excess/Deficit</u>	<u>% Real</u>
38-3800-000	APPROPRIATED FUND BALANCE	0.00	16,667.00	0.00	0.00	16,667.00 -	0
38-3800-083	AIRFIELD LIGHTING REPLACE (CON/CA/RPR)	0.00	2,200,000.00	0.00	0.00	2,200,000.00 -	0
38-3800-091	NPE FEDERAL GRANT-FY 20-21	43,457.00	0.00	0.00	0.00	0.00	0
38-3800-092	NPE FEDERAL GRANT-FY 21-22	0.00	166,667.00	0.00	0.00	166,667.00 -	0
38-3800-093	NPE FEDERAL GRANT-FY 22-23	0.00	166,667.00	0.00	0.00	166,667.00 -	0
38-3800-094	NPE FEDERAL GRANT-FY 23-24	0.00	166,667.00	0.00	0.00	166,667.00 -	0
38-3800-095	NPE FEDERAL GRANT-FY 24-25	0.00	150,000.00	0.00	0.00	150,000.00 -	0
	<b>AIRPORT PROJECTS Revenue Totals</b>	<b>43,457.00</b>	<b>2,866,668.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,866,668.00 -</b>	<b>0</b>

<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
38-8135-000	AIRPORT:	0.00	0.00	0.00	0.00	0.00	0
38-8135-663	AIRFIELD LIGHTING REPLACE (CON/CA/RPR)	0.00	2,200,000.00	0.00	0.00	2,200,000.00	0
38-8135-671	NPE FEDERAL GRANT FY 20-21	43,456.37	0.00	0.00	0.00	0.00	0
38-8135-672	NPE FEDERAL GRANT FY 21-22	0.00	166,667.00	0.00	0.00	166,667.00	0
38-8135-673	NPE FEDERAL GRANT FY 22-23	0.00	166,667.00	0.00	0.00	166,667.00	0
38-8135-674	NPE FEDERAL GRANT-FY 23-24	0.00	166,667.00	0.00	0.00	166,667.00	0
38-8135-675	NPE FEDERAL GRANT FY 24-25	0.00	166,667.00	0.00	0.00	166,667.00	0
	<b>8135 AIRPORT:</b>	<b>43,456.37</b>	<b>2,866,668.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,866,668.00</b>	<b>0</b>
	<b>AIRPORT PROJECTS Expenditure Totals</b>	<b>43,456.37</b>	<b>2,866,668.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,866,668.00</b>	<b>0</b>

<b>38 AIRPORT PROJECTS</b>	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
<b>Revenues:</b>	<b>43,457.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Expenditures:</b>	<b>43,456.37</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Income:</b>	<b>0.63</b>	<b>0.00</b>	<b>0.00</b>

**Washington County**  
Statement of Revenue and Expenditures

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<u>Revenue Account</u>	<u>Description</u>	<u>Prior Yr Rev</u>	<u>Anticipated</u>	<u>Curr Rev</u>	<u>YTD Rev</u>	<u>Excess/Deficit</u>	<u>% Real</u>
39-3570-000	AIRPORT FUEL SALES	63,869.80	75,000.00	1,702.70	1,702.70	73,297.30 -	2
39-3600-000	HANGER RENTAL	15,600.00	15,600.00	9,000.00	9,000.00	6,600.00 -	58
39-3600-001	FARM LAND LEASE	1,252.00	1,252.00	0.00	0.00	1,252.00 -	0
39-3980-010	TRANSFER FROM GENERAL FUND	99,738.00	99,905.00	0.00	0.00	99,905.00 -	0
39-3990-000	APPROPRIATED FUND BALANCE	0.00	42,706.00	0.00	0.00	42,706.00 -	0
39-3999-900	CANCELLED PRIOR YEAR EXPENDITURES	234.82	0.00	0.00	0.00	0.00	0
	<b>AIRPORT OPERATIONS Revenue Totals</b>	<b>180,694.62</b>	<b>234,463.00</b>	<b>10,702.70</b>	<b>10,702.70</b>	<b>223,760.30 -</b>	<b>4</b>

<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
39-0000-000	AIRPORT OPERATIONS:	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
39-4530-010	AIRPORT-S & W- REGULAR	41,940.62	42,026.00	3,502.17	3,502.17	38,523.83	8
39-4530-030	SALARIES & WAGES-LONGEVITY	840.52	841.00	0.00	0.00	841.00	0
39-4530-032	SALARIES & WAGES - PARTTIME	13,913.28	15,000.00	559.39	559.39	14,440.61	4
39-4530-090	FICA TAX	4,314.14	4,733.00	308.79	308.79	4,424.21	7
39-4530-100	AIRPORT - RETIREMENT	8,577.64	9,362.00	723.55	723.55	8,638.45	8
39-4530-101	AIRPORT - 401K	1,258.27	1,286.00	105.07	105.07	1,180.93	8
39-4530-130	AIRPORT- UNEMPLOYMENT INS.	0.00	628.00	0.00	0.00	628.00	0
39-4530-140	AIRPORT- WORKMAN'S COMP	2,392.00	3,907.00	3,289.00	3,289.00	618.00	84
39-4530-180	AIRPORT - GROUP INSURANCE	8,025.96	9,091.00	714.17	714.17	8,376.83	8
39-4530-190	CONTRACTED SERVICES	0.00	12,330.00	0.00	0.00	12,330.00	0
39-4530-200	AIRPORT- DEPARTMENTAL SUPPLIES	5,025.92	3,999.00	0.00	0.00	3,999.00	0
39-4530-250	AIRPORT- AV GAS AND JET FUEL	59,270.50	67,500.00	0.00	0.00	67,500.00	0
39-4530-270	AIRPORT - SERVICE AWARDS	100.00	0.00	0.00	0.00	0.00	0
39-4530-310	AIRPORT- TRAVEL	1,119.93	1,500.00	0.00	0.00	1,500.00	0
39-4530-320	AIRPORT- COMMUNICATIONS	1,129.13	1,865.00	25.00	25.00	1,840.00	1
39-4530-330	AIRPORT- UTILITIES	7,132.04	8,500.00	658.26	658.26	7,841.74	8
39-4530-331	POSTAGE	11.14	50.00	0.00	0.00	50.00	0

**Washington County**  
Statement of Revenue and Expenditures

<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
39-4530-350	MAINT & REPAIR-BUILDING	4,909.68	8,000.00	0.00	0.00	8,000.00	0
39-4530-351	MAINT & REPAIR-EQUIPMENT	6,543.23	20,000.00	0.00	0.00	20,000.00	0
39-4530-352	MAINT & REPAIR - FUELMASER	1,675.00	1,675.00	0.00	0.00	1,675.00	0
39-4530-390	AIRPORT- DUES AND SUBSCRIPTIONS	744.80	1,000.00	0.00	0.00	1,000.00	0
39-4530-450	INSURANCE	4,422.00	5,500.00	4,422.00	4,422.00	1,078.00	80
39-4530-550	AIRPORT- CAPITAL OUTLAY- EQUIPMENT	38,810.00	0.00	0.00	0.00	0.00	0
39-4530-997	DESIGNATED FOR FUTURE APPROPRIATION	0.00	10,670.00	0.00	0.00	10,670.00	0
39-4530-998	AIRPORT- SALES TAX ON FUEL	4,570.57	5,000.00	0.00	0.00	5,000.00	0
	<b>4530 AIRPORT:</b>	<b>216,726.37</b>	<b>234,463.00</b>	<b>14,307.40</b>	<b>14,307.40</b>	<b>220,155.60</b>	<b>6</b>
	<b>AIRPORT OPERATIONS Expenditure Totals</b>	<b>216,726.37</b>	<b>234,463.00</b>	<b>14,307.40</b>	<b>14,307.40</b>	<b>220,155.60</b>	<b>6</b>

<b>39 AIRPORT OPERATIONS</b>	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
<b>Revenues:</b>	<b>180,694.62</b>	<b>10,702.70</b>	<b>10,702.70</b>
<b>Expenditures:</b>	<b>216,726.37</b>	<b>14,307.40</b>	<b>14,307.40</b>
<b>Net Income:</b>	<b>36,031.75 -</b>	<b>3,604.70 -</b>	<b>3,604.70 -</b>

**Washington County**  
Statement of Revenue and Expenditures

<u>Revenue Account</u>	<u>Description</u>	<u>Prior Yr Rev</u>	<u>Anticipated</u>	<u>Curr Rev</u>	<u>YTD Rev</u>	<u>Excess/Deficit</u>	<u>% Real</u>
40-3290-000	INTEREST EARNED ON INVESTMENTS	124,400.14	0.00	0.00	0.00	0.00	0
40-3960-000	TRANSFER FROM GENERAL FUND	450,000.00	450,000.00	0.00	0.00	450,000.00 -	0
	<b>WC HOSPITAL PENSION FUND: Revenue Totz</b>	<b>574,400.14</b>	<b>450,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>450,000.00 -</b>	<b>0</b>

<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
40-0000-000	WC HOSPITAL PENSION FUND:	0.00	0.00	0.00	0.00	0.00	0
40-4155-000	WC HOSPITAL PENSION FUND:	0.00	0.00	0.00	0.00	0.00	0
40-4155-190	PROF SERVICE-HOSPITAL PENSION-LEGAL	0.00	50,000.00	0.00	0.00	50,000.00	0
40-4155-215	PROFESSIONAL SERVICES-HOSPITAL	29,323.00	30,000.00	1,495.00	1,495.00	28,505.00	5
40-4155-997	DESIGNATED FOR FUTURE APPROPRIATION	0.00	70,000.00	0.00	0.00	70,000.00	0
40-4155-999	PROFESSIONAL SERVICE-HOSPITAL PENSIO	300,000.00	300,000.00	75,000.00	75,000.00	225,000.00	25
	<b>4155 WC HOSPITAL PENSION FUND:</b>	<b>329,323.00</b>	<b>450,000.00</b>	<b>76,495.00</b>	<b>76,495.00</b>	<b>373,505.00</b>	<b>17</b>
	<b>WC HOSPITAL PENSION FUN Expenditure Tot</b>	<b>329,323.00</b>	<b>450,000.00</b>	<b>76,495.00</b>	<b>76,495.00</b>	<b>373,505.00</b>	<b>17</b>

<b>40 WC HOSPITAL PENSION FUND:</b>	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
<b>Revenues:</b>	<b>574,400.14</b>	<b>0.00</b>	<b>0.00</b>
<b>Expenditures:</b>	<b>329,323.00</b>	<b>76,495.00</b>	<b>76,495.00</b>
<b>Net Income:</b>	<b>245,077.14</b>	<b>76,495.00 -</b>	<b>76,495.00 -</b>

**Washington County**  
Statement of Revenue and Expenditures

<u>Revenue Account</u>	<u>Description</u>	<u>Prior Yr Rev</u>	<u>Anticipated</u>	<u>Curr Rev</u>	<u>YTD Rev</u>	<u>Excess/Deficit</u>	<u>% Real</u>
50-3000-001	OPIOID SETTLEMENT DISTRIBUTION	189,613.36	62,790.00	17,377.84	17,377.84	45,412.16 -	28
50-3290-000	INTEREST EARNED	241.00	0.00	0.00	0.00	0.00	0
	<b>OPIOID SETTLEMENT FUND: Revenue Totals</b>	<b>189,854.36</b>	<b>62,790.00</b>	<b>17,377.84</b>	<b>17,377.84</b>	<b>45,412.16 -</b>	<b>27</b>

<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
50-0000-000	OPIOID SETTLEMENT FUND:	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
50-4100-001	2ND JUDICIAL DIST DRUG REC COURT CONT	5,000.00	10,000.00	0.00	0.00	10,000.00	0
50-4200-001	STRATEGY 7- NALOXONE DISTRIBUTION	10,615.10	10,615.00	0.00	0.00	10,615.00	0
50-4200-002	STRATEGY 9 - HARM REDUCTION SSP	10,615.09	10,615.00	0.00	0.00	10,615.00	0
	<b>4200 Total</b>	<b>21,230.19</b>	<b>21,230.00</b>	<b>0.00</b>	<b>0.00</b>	<b>21,230.00</b>	<b>0</b>
50-9990-000	CONTINGENCY	0.00	31,560.00	0.00	0.00	31,560.00	0
	<b>OPIOID SETTLEMENT FUND: Expenditure Tot</b>	<b>26,230.19</b>	<b>62,790.00</b>	<b>0.00</b>	<b>0.00</b>	<b>62,790.00</b>	<b>0</b>

<b>50 OPIOID SETTLEMENT FUND:</b>	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
<b>Revenues:</b>	<b>189,854.36</b>	<b>17,377.84</b>	<b>17,377.84</b>
<b>Expenditures:</b>	<b>26,230.19</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Income:</b>	<b>163,624.17</b>	<b>17,377.84</b>	<b>17,377.84</b>

**Washington County**  
Statement of Revenue and Expenditures

<u>Revenue Account</u>	<u>Description</u>	<u>Prior Yr Rev</u>	<u>Anticipated</u>	<u>Curr Rev</u>	<u>YTD Rev</u>	<u>Excess/Deficit</u>	<u>% Real</u>
51-3100-001	DSS TRUST FUND ACCOUNTS	198,398.50	210,000.00	32,781.81	32,781.81	177,218.19 -	16
51-3999-900	CANCELLED PRIOR YEAR REVENUE	185.63	0.00	0.00	0.00	0.00	0
	<b>TRUSTEES Revenue Totals</b>	<b>198,584.13</b>	<b>210,000.00</b>	<b>32,781.81</b>	<b>32,781.81</b>	<b>177,218.19 -</b>	<b>15</b>

<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
51-0000-000	DSS TRUST FUND ACCOUNTS:	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
51-4100-001	DSS TRUST ACCOUNTS	212,947.63	210,000.00	55,111.20	55,111.20	154,888.80	26
	<b>TRUSTEES Expenditure Totals</b>	<b>212,947.63</b>	<b>210,000.00</b>	<b>55,111.20</b>	<b>55,111.20</b>	<b>154,888.80</b>	<b>26</b>

<b>51 TRUSTEES</b>	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
<b>Revenues:</b>	<b>198,584.13</b>	<b>32,781.81</b>	<b>32,781.81</b>
<b>Expenditures:</b>	<b>212,947.63</b>	<b>55,111.20</b>	<b>55,111.20</b>
<b>Net Income:</b>	<b>14,363.50 -</b>	<b>22,329.39 -</b>	<b>22,329.39 -</b>

**Washington County**  
Statement of Revenue and Expenditures

<u>Revenue Account</u>	<u>Description</u>	<u>Prior Yr Rev</u>	<u>Anticipated</u>	<u>Curr Rev</u>	<u>YTD Rev</u>	<u>Excess/Deficit</u>	<u>% Real</u>
55-3100-001	LOCAL ASSIST & TRIBAL CONSISTENCY(LAC	72,294.14	0.00	0.00	0.00	0.00	0
<b>Fund 55 Revenue Totals</b>		<b>72,294.14</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>

<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
55-4100-000	AMERICAN RESCUE PLAN ACT (ARPA) OF 20:	0.00	0.00	0.00	0.00	0.00	0
55-4200-001	LOCAL ASSIST & TRIBAL CONSISTENCY(LAC	72,294.14	0.00	0.00	0.00	0.00	0
<b>Fund 55 Expenditure Totals</b>		<b>72,294.14</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>

<b>55 Fund</b>	<b>Prior</b>	<b>Current</b>	<b>YTD</b>
<b>Revenues:</b>	<b>72,294.14</b>	<b>0.00</b>	<b>0.00</b>
<b>Expenditures:</b>	<b>72,294.14</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Income:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Washington County**  
Statement of Revenue and Expenditures

<u>Revenue Account</u>	<u>Description</u>	<u>Prior Yr Rev</u>	<u>Anticipated</u>	<u>Curr Rev</u>	<u>YTD Rev</u>	<u>Excess/Deficit</u>	<u>% Real</u>
58-3102-000	DEPT OF COMM - MOTORSPORTS GRANT	199,876.33	0.00	0.00	0.00	0.00	0
58-3103-000	WEYERHAEUSER GIVING GRANT	2,000.00	0.00	0.00	0.00	0.00	0
58-3290-000	INTEREST EARNED	13,209.25	0.00	0.00	0.00	0.00	0
58-3300-000	EM BLDG DIRECT APPROP S.L. 2021.180	3,000,000.00	0.00	0.00	0.00	0.00	0
58-3300-001	CAP PROJ DIR APPROP SL 2021-180 SEC 40.1	250,000.00	0.00	0.00	0.00	0.00	0
58-3300-002	DPS-WCSO DIR APPROP S.L. 2021.180	84,269.66	0.00	0.00	0.00	0.00	0
58-3300-004	HB103 LPR DIR APPROPRIATION	44,658.84	0.00	0.00	0.00	0.00	0
58-3980-010	TRANSFER FROM GENERAL FUND	166,333.00	70,000.00	0.00	0.00	70,000.00 -	0
58-3990-000	APPROPRIATED FUND BALANCE	0.00	4,255,726.00	0.00	0.00	4,255,726.00 -	0
	<b>PROJECTS/GRANTS FUND Revenue Totals</b>	<b>3,760,347.08</b>	<b>4,325,726.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,325,726.00 -</b>	<b>0</b>

<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
58-0000-000	PROJECTS/GRANTS FUND:	0.00	0.00	0.00	0.00	0.00	0
58-4100-001	EXPENDITURE OF INTEREST EARNED	578.62	0.00	0.00	0.00	0.00	0
58-4202-000	DEPT OF COMMERCE - MOTORSPORTS GRA	63,558.95	100,000.00	0.00	0.00	100,000.00	0
58-4203-000	WEYERHAEUSER GIVING GRANT	0.00	2,000.00	0.00	0.00	2,000.00	0
58-4203-001	EM BLDG LOCAL MATCH	0.00	900,000.00	2,500.00	2,500.00	897,500.00	0
	<b>4203 WEYERHAEUSER GIVING GRANT</b>	<b>0.00</b>	<b>902,000.00</b>	<b>2,500.00</b>	<b>2,500.00</b>	<b>899,500.00</b>	<b>0</b>
58-4260-556	CAP RESERVES ROOF REPAIRS/REPLACEME	0.00	40,000.00	0.00	0.00	40,000.00	0
58-4260-558	CAP RESERVES HVAC REPAIRS/REPLACEME	0.00	20,000.00	0.00	0.00	20,000.00	0
	<b>4260 Total</b>	<b>0.00</b>	<b>60,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>60,000.00</b>	<b>0</b>
58-4300-003	DPS-WCSO DIR APPROP S.L. 2021-180	84,269.66	0.00	0.00	0.00	0.00	0
58-4300-004	HB103 LPR DIR APPROPRIATION	44,658.84	0.00	0.00	0.00	0.00	0
	<b>4300 Total</b>	<b>128,928.50</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>



**Washington County**  
Statement of Revenue and Expenditures

<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
58-4301-001	EM BLDG DIRECT APPROP S.L. 2021.180	5,100.00	3,000,000.00	0.00	0.00	3,000,000.00	0
58-4301-002	CAP PROJ DIR APPROP SL 2021-180 SEC 40.1	66,131.95	194,500.00	1,098.79	1,098.79	193,401.21	1
	<b>4301 Total</b>	<b>71,231.95</b>	<b>3,194,500.00</b>	<b>1,098.79</b>	<b>1,098.79</b>	<b>3,193,401.21</b>	<b>0</b>
58-6200-001	PARTF GRANT LOCAL MATCH	0.00	69,226.00	0.00	0.00	69,226.00	0
	<b>PROJECTS/GRANTS FUND Expenditure Total.</b>	<b>264,298.02</b>	<b>4,325,726.00</b>	<b>3,598.79</b>	<b>3,598.79</b>	<b>4,322,127.21</b>	<b>0</b>

<b>58 PROJECTS/GRANTS FUND</b>	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
<b>Revenues:</b>	<b>3,760,347.08</b>	<b>0.00</b>	<b>0.00</b>
<b>Expenditures:</b>	<b>264,298.02</b>	<b>3,598.79</b>	<b>3,598.79</b>
<b>Net Income:</b>	<b>3,496,049.06</b>	<b>3,598.79 -</b>	<b>3,598.79 -</b>

**Washington County**  
Statement of Revenue and Expenditures

<u>Revenue Account</u>	<u>Description</u>	<u>Prior Yr Rev</u>	<u>Anticipated</u>	<u>Curr Rev</u>	<u>YTD Rev</u>	<u>Excess/Deficit</u>	<u>% Real</u>
59-3010-211	PLYMOUTH MOTOR VEHICLE TAX - NCVTS	159,100.71	0.00	0.00	0.00	0.00	0
59-3010-221	ROPER MOTOR VEHICLE TAX - NCVTS	19,822.87	0.00	0.00	0.00	0.00	0
59-3010-241	CRESWELL MOTOR VEHICLE TAX - NCVTS	10,727.02	0.00	0.00	0.00	0.00	0
59-3010-320	CRESWELL TAX LEVY	103,288.34	0.00	0.00	0.00	0.00	0
59-3010-350	DRAINAGE DISTRICT 5 LEVY	34,037.30	0.00	0.00	0.00	0.00	0
59-3010-360	ALBEMARLE DRAINAGE DISTRICT	111,784.92	0.00	0.00	0.00	0.00	0
59-3010-370	PUNGO RIVER DRAINAGE DISTRICT	40,509.19	0.00	0.00	0.00	0.00	0
	<b>DMV MUNICIPAL TAXES Revenue Totals</b>	<b>479,270.35</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>

<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
59-0000-000	FUND 59:	0.00	0.00	0.00	0.00	0.00	0
59-6900-298	LEVY- DRAINAGE DISTRICT 5 LEVY	34,037.30	0.00	0.00	0.00	0.00	0
59-6900-404	CRESWELL TAX LEVY	98,123.92	0.00	0.00	0.00	0.00	0
59-6900-411	PLYMOUTH MOTOR VEHICLE TAX - NCVTS	146,683.58	0.00	0.00	0.00	0.00	0
59-6900-412	ROPER MOTOR VEHICLE TAX - NCVTS	17,723.03	0.00	0.00	0.00	0.00	0
59-6900-413	CRESWELL MOTOR VEHICLE TAX - NCVTS	10,131.60	0.00	0.00	0.00	0.00	0
59-6900-414	ALBEMARLE DRAINAGE DISTRICT	111,784.92	0.00	0.00	0.00	0.00	0
59-6900-415	PUNGO RIVER DRAINAGE DISTRICT	40,509.19	0.00	0.00	0.00	0.00	0
	<b>6900 Total</b>	<b>458,993.54</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>
	<b>DMV MUNICIPAL TAXES Expenditure Totals</b>	<b>458,993.54</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0</b>

<b>59 DMV MUNICIPAL TAXES</b>		<u>Prior</u>	<u>Current</u>	<u>YTD</u>
<b>Revenues:</b>	<b>479,270.35</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Expenditures:</b>	<b>458,993.54</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Income:</b>	<b>20,276.81</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Washington County**  
Statement of Revenue and Expenditures

07/26/2024  
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<u>Revenue Account</u>	<u>Description</u>	<u>Prior Yr Rev</u>	<u>Anticipated</u>	<u>Curr Rev</u>	<u>YTD Rev</u>	<u>Excess/Deficit</u>	<u>% Real</u>
63-3270-000	MOTEL OCCUPANCY TAX	177,221.00	160,000.00	0.00	0.00	160,000.00 -	0
63-3990-000	TTA-FUND BALANCE APPROPRIATION	0.00	77,326.00	0.00	0.00	77,326.00 -	0
	<b>TRAVEL AND TOURISM Revenue Totals</b>	<b>177,221.00</b>	<b>237,326.00</b>	<b>0.00</b>	<b>0.00</b>	<b>237,326.00 -</b>	<b>0</b>

<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
63-0000-000	FUND 63:	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
63-4960-010	MUSEUM/HISTORIC SOCIETY	14,000.00	14,000.00	1,166.67	1,166.67	12,833.33	8
63-4960-020	WASH CO AFRICAN AMERICAN MUSEUM OPE	6,000.00	5,000.00	416.67	416.67	4,583.33	8
63-4960-100	BILLBOARD ADVERTISEMENTS	24,132.00	32,200.00	1,357.00	1,357.00	30,843.00	4
63-4960-130	DDA-SIGNAGE, OPEN AIR MARKET, XMAS MK	2,968.40	10,600.00	0.00	0.00	10,600.00	0
63-4960-140	CIVIL WAR TRAIL SIGNS MAINTENANCE	1,000.00	1,400.00	1,000.00	1,000.00	400.00	71
63-4960-180	HISTORIC ALBEMARLE TOUR DUES	350.00	1,000.00	0.00	0.00	1,000.00	0
63-4960-181	ROANOKE RIVER PARTNERS DUES	1,500.00	1,500.00	0.00	0.00	1,500.00	0
63-4960-200	NORTH CAROLINA BEAR FESTIVAL	30,000.00	30,000.00	0.00	0.00	30,000.00	0
63-4960-260	HISTORICAL SOCIETY OF WASHINGTON CO	0.00	500.00	0.00	0.00	500.00	0
63-4960-341	MARITIME MUSEUM & LIGHTHOUSE	10,000.00	0.00	0.00	0.00	0.00	0
63-4960-345	LASER LIGHT SHOW	5,000.00	5,000.00	0.00	0.00	5,000.00	0
63-4960-346	AFRICAN AMERIC EXPERIENCE OF NE NC DL	2,000.00	2,000.00	0.00	0.00	2,000.00	0
63-4960-370	CONTRACT-WEBSITE HOST & MAINT	1,067.88	1,200.00	0.00	0.00	1,200.00	0
	<b>4960 TRAVEL &amp; TOURISM:</b>	<b>98,018.28</b>	<b>104,400.00</b>	<b>3,940.34</b>	<b>3,940.34</b>	<b>100,459.66</b>	<b>4</b>
63-4970-000	TRAVEL & TOURISM:	0.00	0.00	0.00	0.00	0.00	0
63-4970-010	SALARIES & WAGES-DIRECTOR	24,999.96	25,000.00	2,083.33	2,083.33	22,916.67	8
63-4970-090	TRAVEL- FICA TAX	1,418.68	1,750.00	119.53	119.53	1,630.47	7
63-4970-100	TRAVEL- RETIREMENT	5,012.49	5,266.00	430.42	430.42	4,835.58	8
63-4970-131	TRAVEL - UNEMPLOYMENT	0.00	250.00	0.00	0.00	250.00	0
63-4970-140	TRAVEL- WORKER'S COMP	128.00	160.00	129.00	129.00	31.00	81

**Washington County**  
Statement of Revenue and Expenditures

<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
63-4970-180	TRAVEL- GROUP INS.S	10,016.16	10,600.00	880.02	880.02	9,719.98	8
63-4970-260	DEPARTMENTAL SUPPLIES	2,358.09	500.00	0.00	0.00	500.00	0
63-4970-310	TRAVEL- TRAVEL & TRAINING	625.00	1,000.00	0.00	0.00	1,000.00	0
63-4970-370	MARKETING & ADVERTISING-ADMIN	39,119.95	80,000.00	0.00	0.00	80,000.00	0
63-4970-390	TRAVEL- DUES & SUBSCRIPTIONS	263.00	400.00	0.00	0.00	400.00	0
63-4970-600	ADMIN FEE 3%- GENERAL FUND	4,500.00	4,500.00	0.00	0.00	4,500.00	0
63-4970-602	PROFESSIONAL SERVICES-AUDIT	4,650.00	3,500.00	0.00	0.00	3,500.00	0
	<b>4970 TRAVEL &amp; TOURISM:</b>	<b>93,091.33</b>	<b>132,926.00</b>	<b>3,642.30</b>	<b>3,642.30</b>	<b>129,283.70</b>	<b>3</b>
	<b>TRAVEL AND TOURISM Expenditure Totals</b>	<b>191,109.61</b>	<b>237,326.00</b>	<b>7,582.64</b>	<b>7,582.64</b>	<b>229,743.36</b>	<b>3</b>

<b>63 TRAVEL AND TOURISM</b>	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
<b>Revenues:</b>	<b>177,221.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Expenditures:</b>	<b>191,109.61</b>	<b>7,582.64</b>	<b>7,582.64</b>
<b>Net Income:</b>	<b>13,888.61 -</b>	<b>7,582.64 -</b>	<b>7,582.64 -</b>

**Washington County**  
Statement of Revenue and Expenditures

<u>Revenue Account</u>	<u>Description</u>	<u>Prior Yr Rev</u>	<u>Anticipated</u>	<u>Curr Rev</u>	<u>YTD Rev</u>	<u>Excess/Deficit</u>	<u>% Real</u>
69-3370-000	E911 TELEPHONE SURCHARGE (1YR)	109,039.81	118,952.00	0.00	0.00	118,952.00 -	0
69-3990-000	APPROPRIATED PRIOR YR BALANCE	0.00	4,126.00	0.00	0.00	4,126.00 -	0
	<b>EMERGENCY TELECOMMUNICATIONS Rever</b>	<b>109,039.81</b>	<b>123,078.00</b>	<b>0.00</b>	<b>0.00</b>	<b>123,078.00 -</b>	<b>0</b>

<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
69-9100-000	911:	0.00	0.00	0.00	0.00	0.00	0
69-9100-180	PROFESSIONAL SERVICES	2,760.00	2,760.00	0.00	0.00	2,760.00	0
69-9100-200	DEPARTMENTAL SUPPLIES	3,926.61	5,000.00	0.00	0.00	5,000.00	0
69-9100-310	TRAINING	2,030.00	4,000.00	0.00	0.00	4,000.00	0
69-9100-320	COMMUNICATIONS	7,999.85	8,000.00	630.10	630.10	7,369.90	8
69-9100-350	MAINT & REPAIR-EQUIPMENT	612.36	2,000.00	0.00	0.00	2,000.00	0
69-9100-351	CONTRACTED SERVICES-SOUNDSIDE	13,366.80	13,770.00	0.00	0.00	13,770.00	0
69-9100-352	MAINT AGREEMENT-SOUTHERN SOFTWARE	7,796.00	7,952.00	0.00	0.00	7,952.00	0
69-9100-354	MAINT AGREEMENT-SOUTHERN SOFT MAPP	3,280.00	3,346.00	0.00	0.00	3,346.00	0
69-9100-355	MAINT AGREEMENT-SOUTHERN SOFT PAGIN	813.00	829.00	0.00	0.00	829.00	0
69-9100-356	MAINT AGREEMENT-EDGE ONE RECORDER	5,300.00	5,600.00	0.00	0.00	5,600.00	0
69-9100-357	MAINT AGREEMENT-MOTOROLA	0.00	16,811.00	0.00	0.00	16,811.00	0
69-9100-358	MAINT AGREEMENT-ESRI	0.00	1,900.00	1,900.00	1,900.00	0.00	100
69-9100-361	MAINT AGREEMENT-EMD	3,840.00	4,000.00	0.00	0.00	4,000.00	0
69-9100-362	MAINT AGREEMENT-CAD	0.00	2,000.00	0.00	0.00	2,000.00	0
69-9100-363	MAINT AGREEMENT-ENDPOINT	0.00	110.00	0.00	0.00	110.00	0
69-9100-550	- CAPITAL OUTLAY- EQUIPMENT	16,380.33	45,000.00	0.00	0.00	45,000.00	0
	<b>9100 911:</b>	<b>68,104.95</b>	<b>123,078.00</b>	<b>2,530.10</b>	<b>2,530.10</b>	<b>120,547.90</b>	<b>2</b>
	<b>EMERGENCY TELECOMMUNICA Expenditure</b>	<b>68,104.95</b>	<b>123,078.00</b>	<b>2,530.10</b>	<b>2,530.10</b>	<b>120,547.90</b>	<b>2</b>

**69 EMERGENCY TELECOMMUNICATIONS**

	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
<b>Revenues:</b>	<b>109,039.81</b>	<b>0.00</b>	<b>0.00</b>

**Washington County**  
Statement of Revenue and Expenditures

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<b>Expenditures:</b>	<b>68,104.95</b>	<b>2,530.10</b>	<b>2,530.10</b>
<b>Net Income:</b>	<b>40,934.86</b>	<b>2,530.10 -</b>	<b>2,530.10 -</b>

**Washington County**  
Statement of Revenue and Expenditures

<u>Revenue Account</u>	<u>Description</u>	<u>Prior Yr Rev</u>	<u>Anticipated</u>	<u>Curr Rev</u>	<u>YTD Rev</u>	<u>Excess/Deficit</u>	<u>% Real</u>
70-3290-000	INTEREST ON INVESTMENTS	7,874.50	0.00	0.00	0.00	0.00	0
70-3980-010	TRANSFER FROM GENERAL FUND	40,000.00	40,000.00	0.00	0.00	40,000.00 -	0
	<b>REAPPRAISAL Revenue Totals</b>	<b>47,874.50</b>	<b>40,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>40,000.00 -</b>	<b>0</b>

<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
70-0000-000	FUND 70:	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	40,000.00	0
	<b>REAPPRAISAL Expenditure Totals</b>	<b>0.00</b>	<b>40,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>40,000.00</b>	<b>0</b>

<b>70 REAPPRAISAL</b>	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
<b>Revenues:</b>	<b>47,874.50</b>	<b>0.00</b>	<b>0.00</b>
<b>Expenditures:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Income:</b>	<b>47,874.50</b>	<b>0.00</b>	<b>0.00</b>

Washington County  
Statement of Revenue and Expenditures

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<b>Grand Totals</b>	<b>Prior</b>	<b>Current</b>	<b>YTD</b>
<b>Revenues:</b>	<b>74,417,787.98</b>	<b>810,238.65</b>	<b>810,238.65</b>
<b>Expenditures:</b>	<b>69,622,876.74</b>	<b>1,999,726.05</b>	<b>1,999,726.05</b>
<b>Net Income:</b>	<b>4,794,911.24</b>	<b>1,189,487.40 -</b>	<b>1,189,487.40 -</b>



**Expenditure Transaction Report - Budget Amendments/Transfers as of 07/26/2024**

<b>Account Id</b>	<b>Description</b>	<b>Adopted Budget</b>	<b>Amended Budget</b>	<b>Amended Budget</b>
10-0000-000	GENERAL FUND:	0	0	0.00
10-4110-000	GOVERNING BOARD:	0	0	0.00
10-4110-010	SALARIES & WAGES-BOARD	35,400.00	0	35,400.00
10-4110-020	SALARIES & WAGES-BOARD TRAVEL STIPEND	14,100.00	0	14,100.00
10-4110-030	SALARIES & WAGES-CELLPHONE STIPEND	3,000.00	0	3,000.00
10-4110-090	GOVERNING BOARD- FICA TAX EXPENSE	4,016.00	0	4,016.00
10-4110-140	GOVERNING BOARD- WORKMAN'S COMP	1,600.00	0	1,600.00
10-4110-200	GOVERNING BOARD- DEPT SUPPLIES	2,000.00	0	2,000.00
10-4110-310	GOVERNING BOARD- TRAVEL	20,000.00	0	20,000.00
10-4110-320	GOVERNING BOARD- COMMUNICATIONS	600.00	0	600.00
10-4110-350	POSTAGE	100.00	0	100.00
10-4110-370	GOVERNING BOARD- PRINTING	500.00	0	500.00
10-4110-380	ADVERTISING	2,500.00	0	2,500.00
10-4110-390	COMMISSIONERS-SPECIAL SPONSORED	10,000.00	0	10,000.00
10-4110-391	GOVERNING BOARD- DUES & SUBSCRIPTIONS	6,158.00	0	6,158.00
10-4110-392	OTHER COMMUNITY CONTRIBUTIONS	12,000.00	0	12,000.00
10-4110-443	CONTRACTED SERVICES - LOBBYING	18,000.00	0	18,000.00
	<b>Control Total</b>	<b>129,974.00</b>	<b>0.00</b>	<b>129,974.00</b>
10-4120-000	MANAGERS OFFICE:	0	0	0.00
10-4120-010	MANAGERS OFFICE- S & W- REGULAR	310,819.00	0	310,819.00
10-4120-040	SALARIES & WAGES-LONGEVITY	1,925.00	0	1,925.00
10-4120-090	MANAGERS OFFICE- FICA TAX EXPENSE	23,925.00	0	23,925.00
10-4120-100	MANAGERS OFFICE- RETIREMENT	68,303.00	0	68,303.00
10-4120-101	MANAGERS OFFICE 401 (K) CONTRIB	9,382.00	0	9,382.00
10-4120-130	MANAGERS OFFICE- UNEMPLOYMENT INS.	1,570.00	0	1,570.00
10-4120-140	MANAGERS OFFICE- WORKMAN'S COMP	1,905.00	0	1,905.00
10-4120-180	MANAGERS OFFICE- GROUP INS.	47,764.00	0	47,764.00
10-4120-190	LEGAL SERVICES	10,000.00	-5,000.00	5,000.00
10-4120-191	MANAGERS OFFICE-UNCSOG LFNC INTERN PROG	12,000.00	8,000.00	20,000.00
10-4120-260	MANAGERS OFFICE- DEPARTMENTAL SUPPLIES	9,000.00	0	9,000.00
10-4120-270	MANAGERS OFFICE - SERVICE AWARDS	175.00	0	175.00
10-4120-310	MANAGERS OFFICE- TRAVEL	5,300.00	0	5,300.00
10-4120-315	TRAINING	14,000.00	-3,000.00	11,000.00
10-4120-320	MANAGERS OFFICE- COMMUNICATIONS	3,300.00	0	3,300.00
10-4120-330	POSTAGE	100.00	0	100.00
10-4120-355	MAINT & REPAIR-VEHICLE	2,000.00	0	2,000.00
10-4120-370	MANAGERS OFFICE- PRINTING	250.00	0	250.00
10-4120-380	ADVERTISING	6,000.00	0	6,000.00
10-4120-390	MANAGERS OFFICE- DUES AND SUBSCRIPTIONS	3,350.00	0	3,350.00
10-4120-440	CONTRACTED SERVICES-ECONOMIC DEVELOPMENT	8,000.00	0	8,000.00
10-4120-540	MANAGERS OFFICE - CAPITAL OUTLAY-VEHICLE	35,000.00	0	35,000.00
	<b>Control Total</b>	<b>574,068.00</b>	<b>0.00</b>	<b>574,068.00</b>
10-4130-000	FINANCE OFFICE:	0	0	0.00
10-4130-010	FINANCE OFFICE- S & W- REGULAR	229,397.00	0	229,397.00
10-4130-031	FINANCE OFFICE-PARTTIME	15,273.00	0	15,273.00
10-4130-040	SALARIES & WAGES-LONGEVITY	2,626.00	0	2,626.00
10-4130-090	FINANCE OFFICE- FICA TAX EXPENSE	18,918.00	0	18,918.00
10-4130-100	FINANCE OFFICE- RETIREMENT	50,674.00	0	50,674.00
10-4130-101	FINANCE OFFICE- 401(K) CONTRIB.	6,961.00	0	6,961.00

**Expenditure Transaction Report - Budget Amendments/Transfers as of 07/26/2024**

10-4130-130	FINANCE OFFICE- UNEMPLYMENT INS.	1,884.00	0	1,884.00
10-4130-140	FINANCE OFFICE- WORKMAN'S COMP	1,506.00	0	1,506.00
10-4130-180	FINANCE OFFICE- PROFESSIONAL SERVICES	103,000.00	0	103,000.00
10-4130-181	FINANCE OFFICE- GROUP INS.	45,517.00	0	45,517.00
10-4130-260	FINANCE OFFICE- DEPARTMENTAL SUPPLIES	6,499.00	0	6,499.00
10-4130-280	FINANCE OFFICE- POSTAGE	2,500.00	0	2,500.00
10-4130-310	FINANCE OFFICE- TRAVEL	500.00	0	500.00
10-4130-315	TRAINING	3,300.00	0	3,300.00
10-4130-320	FINANCE OFFICE- COMMUNICATIONS	1,200.00	0	1,200.00
10-4130-390	FINANCE OFFICE- DUES & SUBSCRIPTIONS	1,000.00	0	1,000.00
10-4130-410	FINANCE OFFICE- LEASE EQUIPMENT	550.00	0	550.00
	<b>Control Total</b>	<b>491,305.00</b>	<b>0.00</b>	<b>491,305.00</b>
10-4140-000	TAX ADMIN:	0	0	0.00
10-4140-010	TAX ADMIN.- S & W- REGULAR	259,456.00	0	259,456.00
10-4140-040	SALARIES & WAGES-LONGEVITY	1,851.00	0	1,851.00
10-4140-090	TAX ADMIN.- FICA TAX EXPENSE	19,990.00	0	19,990.00
10-4140-100	TAX ADMIN.- RETIREMENT	57,069.00	0	57,069.00
10-4140-101	TAX ADMIN.- 401(K) CONTRIB.	7,839.00	0	7,839.00
10-4140-130	TAX ADMIN.- UNEMPLOYMENT INS.	2,198.00	0	2,198.00
10-4140-140	TAX ADMIN.- WORKMAN'S COMP	3,694.00	0	3,694.00
10-4140-180	TAX ADMIN.- GROUP INS.	65,499.00	0	65,499.00
10-4140-260	TAX ADMIN.- OFFICE & DEPTAL SUPPLIES	11,001.00	0	11,001.00
10-4140-310	TAX ADMIN.- TRAVEL	500.00	0	500.00
10-4140-315	TRAINING	6,000.00	0	6,000.00
10-4140-320	TAX ADMIN.- COMMUNICATIONS	1,500.00	0	1,500.00
10-4140-325	TAX ADMIN-POSTAGE	15,000.00	0	15,000.00
10-4140-341	ADVERTISING	3,500.00	0	3,500.00
10-4140-370	PRINTING	8,000.00	0	8,000.00
10-4140-390	TAX ADMIN.- DUES & SUBSCRIPTIONS	6,750.00	0	6,750.00
10-4140-500	TAX ADMIN - CONTRACTED SERVICES	25,000.00	0	25,000.00
10-4140-501	TAX ADMIN-CONTR. SERVICES-KEYSTONE MAINT	41,852.00	0	41,852.00
10-4140-502	TAX ADMIN-CONTRACTED SERVICES-GIS	12,000.00	0	12,000.00
10-4140-510	CONTRACTED SERVICES-ZACCHAEUS	6,500.00	0	6,500.00
10-4140-511	TAX ADMIN - CONTRACTED SERV FILE STORAGE	480.00	0	480.00
10-4140-550	TAX ADMIN - CAPITAL OUTLAY	20,000.00	0	20,000.00
	<b>Control Total</b>	<b>575,679.00</b>	<b>0.00</b>	<b>1,558,289.00</b>
10-4170-000	BOARD OF ELECTIONS:	0	0	0.00
10-4170-010	BOARD OF ELECTIONS- S & W - REGULAR	47,260.00	0	47,260.00
10-4170-011	SALARIES & WAGES-BOARD	5,640.00	0	5,640.00
10-4170-030	BOARD OF ELECTIONS- SALARIES- PART-TIME	24,364.00	0	24,364.00
10-4170-031	BOARD OF ELECTIONS - S & W-OVERTIME	5,320.00	0	5,320.00
10-4170-040	SALARIES & WAGES-LONGEVITY	945.00	0	945.00
10-4170-090	BOARD OF ELECTIONS- FICA TAX EXPENSE	6,390.00	0	6,390.00
10-4170-100	BOARD OF ELECTIONS- RETIREMENT EXPENSE	11,690.00	0	11,690.00
10-4170-101	BOARD OF ELECTIONS- 401(K) CONTRIB.	1,606.00	0	1,606.00
10-4170-130	BOARD OF ELECTIONS- UNEMPLOYMENT INS.	1,256.00	0	1,256.00
10-4170-140	BOARD OF ELECTIONS- WORKMANS COMP	509.00	0	509.00
10-4170-180	BOARD OF ELECTIONS- GROUP INS. EXPENSE	9,108.00	0	9,108.00
10-4170-260	BOARD OF ELECTIONS- DEPART SUPPLIES	4,999.00	0	4,999.00
10-4170-270	BOARD OF ELECTIONS-SERVICE AWARDS	135.00	0	135.00

**Expenditure Transaction Report - Budget Amendments/Transfers as of 07/26/2024**

10-4170-310	BOARD OF ELECTIONS- TRAVEL	2,500.00	0	2,500.00
10-4170-315	TRAINING	7,000.00	0	7,000.00
10-4170-320	BOARD OF ELECTIONS- COMMUNICATIONS	5,000.00	0	5,000.00
10-4170-330	POSTAGE	2,000.00	0	2,000.00
10-4170-350	BOARD OF ELECTIONS- MAINT & REPAIR- EQUI	1,500.00	0	1,500.00
10-4170-360	CONTRACTED SERVICES	19,317.00	0	19,317.00
10-4170-370	BOARD OF ELECTIONS- PRINTING	12,000.00	0	12,000.00
10-4170-380	ADVERTISING	600.00	0	600.00
10-4170-390	BOARD OF ELECTIONS- DUES & SUBSCRIPTIONS	500.00	0	500.00
10-4170-550	CAPITAL OUTLAY-EQUIPMENT	20,000.00	0	20,000.00
	<b>Control Total</b>	<b>189,639.00</b>	<b>0.00</b>	<b>189,639.00</b>
10-4180-000	REGISTER OF DEEDS:	0	0	0.00
10-4180-010	REGISTER- OF- DEEDS- S & W- REGULAR	84,257.00	0	84,257.00
10-4180-030	REGISTER OF DEEDS- S & W- PART-TIME	8,000.00	0	8,000.00
10-4180-040	SALARIES & WAGES-LONGEVITY	1,647.00	0	1,647.00
10-4180-090	REGISTER- OF- DEEDS- FICA TAX EXPENSE	7,184.00	0	7,184.00
10-4180-100	REGISTER- OF- DEEDS- RETIREMENT	18,761.00	0	18,761.00
10-4180-101	REGISTER OF DEEDS- 401(K) CONTRIB.	2,577.00	0	2,577.00
10-4180-102	REGISTER OF DEEDS- REG DS SUPPLEMENTAL R	1,000.00	0	1,000.00
10-4180-130	REGISTER OF DEEDS- UNEMPLOYMENT INS.	942.00	0	942.00
10-4180-140	REGISTER OF DEEDS- WORKMAN'S COMP	572.00	0	572.00
10-4180-180	REGISTER- OF- DEEDS- GROUP INS.	18,182.00	0	18,182.00
10-4180-260	REGISTER-OF-DEEDS-DEPARTMENTAL SUPPLIES	6,499.00	0	6,499.00
10-4180-270	SERVICE AWARDS	50.00	0	50.00
10-4180-310	REGISTER- OF- DEEDS- TRAVEL	200.00	0	200.00
10-4180-315	TRAINING	2,500.00	0	2,500.00
10-4180-320	REGISTER- OF- DEEDS- COMMUNICATIONS	600.00	0	600.00
10-4180-330	POSTAGE	200.00	0	200.00
10-4180-350	REGISTER- OF- DEEDS- MAINT AND REPAIR EQ	2,000.00	0	2,000.00
10-4180-390	REGISTER- OF- DEEDS- DUES AND SUBSCRIPTI	550.00	0	550.00
10-4180-600	REGISTER OF DEEDS- CONTRACTED SERVICES	14,500.00	0	14,500.00
	<b>Control Total</b>	<b>170,221.00</b>	<b>0.00</b>	<b>170,221.00</b>
10-4210-000	INFORMATION TECHNOLOGY:	0	0	0.00
10-4210-010	INFO. TECH- S & W- REGULAR	55,259.00	0	55,259.00
10-4210-040	SALARIES & WAGES-LONGEVITY	1,658.00	0	1,658.00
10-4210-090	INFO. TECH- FICA TAX EXPENSE	4,354.00	0	4,354.00
10-4210-100	INFO. TECH- RETIREMENT	12,431.00	0	12,431.00
10-4210-101	INFO. TECH- 401(K) CONTRIB.	1,708.00	0	1,708.00
10-4210-130	INFO. TECH- UNEMPLOYMENT INS.	314.00	0	314.00
10-4210-140	INFO. TECH- WORKMAN'S COMP	347.00	0	347.00
10-4210-180	INFO. TECH- CONTRACTED SERVICES	22,000.00	0	22,000.00
10-4210-181	INFO. TECH- GROUP INS.	11,113.00	0	11,113.00
10-4210-200	INFO. TECH- DEPARTMENTAL SUPPLIES	1,499.00	0	1,499.00
10-4210-270	INFO. TECH-SERVICE AWARDS	200.00	0	200.00
10-4210-310	INFO. TECH- TRAVEL	100.00	0	100.00
10-4210-315	TRAINING	2,000.00	0	2,000.00
10-4210-320	INFO. TECH- COMMUNICATIONS	500.00	0	500.00
10-4210-330	POSTAGE	100.00	0	100.00
10-4210-350	INFO. TECH- MAINT. & REPAIR- EQUIPMENT	55,000.00	0	55,000.00
10-4210-550	INFO. TECH- CAPITAL OUTLAY EQUIPMENT	40,000.00	0	40,000.00

**Expenditure Transaction Report - Budget Amendments/Transfers as of 07/26/2024**

	<b>Control Total</b>	<b>208,583.00</b>	<b>0.00</b>	<b>208,583.00</b>
10-4260-000	BUILDINGS:	0	0	0.00
10-4260-440	CONTRACT SERVICES-COURTHOUSE SECURITY	75,000.00	0	75,000.00
10-4260-550	BUILDINGS- PUBLIC DEFENDER HOUSING	4,452.00	0	4,452.00
10-4260-555	SMART START LEASE ASSISTANCE	4,200.00	0	4,200.00
10-4260-562	CAP OUTLAY-OTHER CIP BUILDING PROJECTS	500,000.00	0	500,000.00
	<b>Control Total</b>	<b>583,652.00</b>	<b>0.00</b>	<b>583,652.00</b>
10-4265-000	FACILITY SERVICES:	0	0	0.00
10-4265-010	FACILITY SERVICES- S & W- REGULAR	203,352.00	0	203,352.00
10-4265-090	FACILITY SERVICES- FICA TAX EXPENSE	15,556.00	0	15,556.00
10-4265-100	FACILITY SERVICES- RETIREMENT	44,412.00	0	44,412.00
10-4265-101	FACILITY SERVICES- 401(K) CONTRIB.	6,101.00	0	6,101.00
10-4265-130	FACILITY SERVICES- UNEMPLOYMENT INS.	1,884.00	0	1,884.00
10-4265-140	FACILITY SERVICES- WORKMAN'S COMP	15,824.00	0	15,824.00
10-4265-181	FACILITY SERVICES- GROUP INS.	54,383.00	0	54,383.00
10-4265-200	FACILITY SERVICES- DEPT SUPPLIES & MATER	20,000.00	0	20,000.00
10-4265-201	CLERK OF COURT DEPARTMENTAL SUPPLIES	3,200.00	0	3,200.00
10-4265-202	CLERK OF COURT-MAINT & REPAIR-BUILDING	1,900.00	0	1,900.00
10-4265-215	FACILITY SERVICES- MAINT AND REPAIR BLDG	85,000.00	0	85,000.00
10-4265-230	FACILITY SERVICES- DEPT SUPPLIES-SAFETY	4,000.00	0	4,000.00
10-4265-250	FACILITY SERVICES-SUPPLIES-VEHICLE	4,000.00	0	4,000.00
10-4265-315	FACILITY SERVICES-TRAINING	1,500.00	0	1,500.00
10-4265-320	FACILITY SERVICES- COMMUNICATIONS	5,500.00	0	5,500.00
10-4265-325	POSTAGE	100.00	0	100.00
10-4265-330	FACILITY SERVICES- UTILITIES-ELECTRICITY	120,000.00	0	120,000.00
10-4265-331	UTILITIES-FUEL/GAS	12,000.00	0	12,000.00
10-4265-332	UTILITIES-WATER	35,000.00	0	35,000.00
10-4265-355	MAINT & REPAIR-VEHICLES	3,000.00	0	3,000.00
10-4265-440	CONTRACTED SERVICES-MOWING	17,000.00	0	17,000.00
10-4265-551	MAINT AGREEMENTS-COMMANDER SOFTWARE	2,500.00	0	2,500.00
10-4265-601	CONTRACTED SERVICES-SECURITY SYSTEM	3,000.00	0	3,000.00
10-4265-602	CONTRACTED SERVICES-EXTERMINATING	8,000.00	0	8,000.00
10-4265-603	CONTRACTED SERVICES-ELEVATOR	17,000.00	0	17,000.00
10-4265-604	CONTRACTED SERVICES-REPUBLIC	10,000.00	0	10,000.00
10-4265-605	CONTRACTED SERVICES-FIRE EXT	3,600.00	0	3,600.00
	<b>Control Total</b>	<b>697,812.00</b>	<b>0.00</b>	<b>697,812.00</b>
10-4310-000	SHERIFF:	0	0	0.00
10-4310-010	SHERIFF- S & W- REGULAR	868,754.00	-231.00	868,523.00
10-4310-030	SHERIFF- SALARIES AND WAGES PART-TIME	29,000.00	0	29,000.00
10-4310-031	SALARIES & WAGES-OVERTIME	0.00	231.00	231.00
10-4310-040	SALARIES & WAGES-LONGEVITY	4,797.00	0	4,797.00
10-4310-090	SHERIFF- FICA TAX EXPENSE	69,045.00	0	69,045.00
10-4310-100	SHERIFF- RETIREMENT	198,536.00	0	198,536.00
10-4310-101	SHERIFF- 401K CONTRIB.	41,215.00	0	41,215.00
10-4310-102	SHERIFF-SUPPLEMENTAL PENSION FUND	1,300.00	0	1,300.00
10-4310-130	SHERIFF- UNEMPLOYMENT INS.	5,966.00	0	5,966.00
10-4310-140	SHERIFF- WORKMAN'S COMP	56,873.00	0	56,873.00
10-4310-180	SHERIFF- PROFESSIONAL SERVICES	12,000.00	0	12,000.00
10-4310-181	SHERIFF- GROUP INS.	165,902.00	0	165,902.00
10-4310-210	SHERIFF- UNIFORMS	10,000.00	0	10,000.00

**Expenditure Transaction Report - Budget Amendments/Transfers as of 07/26/2024**

10-4310-250	SHERIFF- SUPPLIES-VEHCILE	65,000.00	0	65,000.00
10-4310-260	SHERIFF- DEPARTMENTAL SUPPLIES	16,499.00	0	16,499.00
10-4310-270	SERVICE AWARDS	75.00	0	75.00
10-4310-310	SHERIFF- TRAVEL	4,000.00	0	4,000.00
10-4310-315	TRAINING	3,000.00	0	3,000.00
10-4310-320	SHERIFF- COMMUNICATIONS	17,500.00	0	17,500.00
10-4310-330	POSTAGE	2,000.00	0	2,000.00
10-4310-350	SHERIFF- MAINT. & REPAIR EQUIPMENT	2,000.00	2,000.00	4,000.00
10-4310-355	SHERIFF- MAINT.- VEHICLE	25,000.00	-2,000.00	23,000.00
10-4310-370	SHERIFF- PRINTING	200.00	0	200.00
10-4310-380	ADVERTISING	200.00	0	200.00
10-4310-390	SHERIFF- DUES & SUBSCRIPTIONS	500.00	0	500.00
10-4310-392	SHERIFF- UNDERCOVER INVESTIGATIONS	7,000.00	0	7,000.00
10-4310-412	MAINT AGREEMENT-FINGERPRINT MACHINE	4,100.00	0	4,100.00
10-4310-413	LEASE-BUILDING	840.00	0	840.00
10-4310-414	MAINT AGREEMENTS-HRMS & QTR MASTER	1,336.00	0	1,336.00
10-4310-415	MAINT AGREEMENTS-RMS & RAMBLER	4,976.00	0	4,976.00
10-4310-417	LEASE - ANKLE MONITORING DEVICES	1,800.00	0	1,800.00
10-4310-540	CAPITAL OUTLAY VEHICLES	112,000.00	0	112,000.00
10-4310-600	SHERIFF- ANIMAL CONTROL	10,000.00	0	10,000.00
10-4310-602	SHERIFF-ABC BOARD FUNDING	2,400.00	0	2,400.00
10-4310-604	SHERIFF-COUNTY CONTRIB-PURCHASE OF K-9	1,500.00	0	1,500.00
10-4310-904	NC ANIMAL SHELTER SUPPORT FUND GRANT	12,500.00	0	12,500.00
	<b>Control Total</b>	<b>1,757,814.00</b>	<b>0.00</b>	<b>1,757,814.00</b>
10-4311-000	SRO - WASHINGTON COUNTY UNION:	0	0	0.00
10-4311-010	SRO- WASH CO UNION-S & W- REGULAR	41,410.00	0	41,410.00
10-4311-090	SRO- WASH CO UNION- FICA TAX EXPENSE	3,168.00	0	3,168.00
10-4311-100	SRO- WASH CO UNION- RETIREMENT EXPENSE	9,731.00	0	9,731.00
10-4311-101	SRO- WASH CO UNION- 401(K) CONTRIB.	2,071.00	0	2,071.00
10-4311-130	SRO - WASH CO UNION- UNEMPLOYMENT INS.	314.00	0	314.00
10-4311-140	SRO- WASH CO UNION- WORKMAN'S COMP EXPEN	2,844.00	0	2,844.00
10-4311-180	SRO- WASH CO UNION- GROUP INS.	9,089.00	0	9,089.00
10-4311-210	SRO- WASH CO UNION- UNIFORMS	500.00	0	500.00
10-4311-250	MAINTENANCE & REPAIR-VEHICLE	3,500.00	0	3,500.00
10-4311-260	SRO- WASH CO UNION-DEPARTMENTAL SUPPLIES	199.00	0	199.00
10-4311-310	SRO- WASH CO UNION- TRAVEL	2,000.00	0	2,000.00
10-4311-315	TRAINING	500.00	0	500.00
	<b>Control Total</b>	<b>75,326.00</b>	<b>0.00</b>	<b>75,326.00</b>
10-4313-000	SRO- CRESWELL:	0	0	0.00
10-4313-010	SRO- CRESWELL-S & W- REGULAR	41,410.00	0	41,410.00
10-4313-090	SRO- CRESWELL- FICA TAX EXPENSE	3,168.00	0	3,168.00
10-4313-100	SRO- CRESWELL- RETIREMENT	9,731.00	0	9,731.00
10-4313-101	SRO- CRESWELL- 401K CONTRIB.	2,071.00	0	2,071.00
10-4313-130	SRO - CRESWELL- UNEMPLOYMENT INS.	314.00	0	314.00
10-4313-140	SRO- CRESWELL- WORKMAN'S COMP	2,844.00	0	2,844.00
10-4313-180	SRO- CRESWELL- GROUP INS.S	9,089.00	0	9,089.00
10-4313-210	SRO- CRESWELL- UNIFORMS	500.00	0	500.00
10-4313-250	MAINTENANCE & REPAIR-VEHICLE	3,500.00	0	3,500.00
10-4313-260	SRO- CRESWELL- DEPARTMENTAL SUPPLIES	199.00	0	199.00
10-4313-310	SRO- CRESWELL- TRAVEL	2,000.00	0	2,000.00

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10-4313-315	TRAINING	500.00	0	500.00
	<b>Control Total</b>	<b>75,326.00</b>	<b>0.00</b>	<b>75,326.00</b>
10-4314-000	SRO- PLYMOUTH HIGH:	0	0	0.00
10-4314-010	SRO - PLYMOUTH HIGH-S & W- REGULAR	41,410.00	0	41,410.00
10-4314-090	SRO - PLYMOUTH HIGH- FICA TAX	3,168.00	0	3,168.00
10-4314-100	SRO - PLYMOUTH HIGH- RETIREMENT MATCH	9,731.00	0	9,731.00
10-4314-101	SRO - PLYMOUTH HIGH- 401K CONTRIBUTIONS	2,071.00	0	2,071.00
10-4314-130	SRO - PLYMOUTH HIGH- UNEMPLOYMENT INS.	314.00	0	314.00
10-4314-140	SRO - PLYMOUTH HIGH- WORKMAN'S COMP	2,844.00	0	2,844.00
10-4314-180	SRO - PLYMOUTH HIGH- GROUP INS.	9,089.00	0	9,089.00
10-4314-210	SRO - PLYMOUTH HIGH- UNIFORMS	500.00	0	500.00
10-4314-250	MAINT & REPAIR - VEHICLE	3,500.00	0	3,500.00
10-4314-260	DEPARTMENTAL SUPPLIES	199.00	0	199.00
10-4314-310	SRO- TRAVEL	2,000.00	0	2,000.00
10-4314-315	TRAINING	500.00	0	500.00
	<b>Control Total</b>	<b>75,326.00</b>	<b>0.00</b>	<b>75,326.00</b>
10-4320-000	DETENTION CENTER:	0	0	0.00
10-4320-010	DETENTION CENTER- S & W - REGULAR	428,129.00	0	428,129.00
10-4320-030	SALARIES & WAGE - OVERTIME	50,000.00	0	50,000.00
10-4320-031	DETENTION CENTER - S&W PARTTIME	31,000.00	0	31,000.00
10-4320-040	SALARIES & WAGES - LONGEVITY	3,172.00	0	3,172.00
10-4320-090	DETENTION CENTER- FICA TAX EXPENSE	39,191.00	0	39,191.00
10-4320-100	DETENTION CENTER- RETIREMENT	105,116.00	0	105,116.00
10-4320-101	DETENTION CENTER- 401(K) CONTRIB.	14,439.00	0	14,439.00
10-4320-130	DETENTION CENTER- UNEMPLOYMENT INS.	4,710.00	0	4,710.00
10-4320-140	DETENTION CENTER- WORKMAN'S COMP	35,185.00	0	35,185.00
10-4320-181	DETENTION CENTER- GROUP INS.	117,788.00	0	117,788.00
10-4320-185	TRAVEL	2,500.00	0	2,500.00
10-4320-190	DETENTION CENTER- TRAINING	5,000.00	0	5,000.00
10-4320-200	DETENTION CENTER- DEPARTMENTAL SUPPLIES	18,000.00	0	18,000.00
10-4320-210	DETENTION CENTER- UNIFORMS	7,500.00	0	7,500.00
10-4320-244	CONTRACTED SERVICES-SOUTHERN HEALTH PART	150,000.00	0	150,000.00
10-4320-247	DETENTION CENTER- FOOD & PROVISIONS	90,000.00	0	90,000.00
10-4320-270	SERVICE AWARDS	135.00	0	135.00
10-4320-290	SUPPLIES & MATERIALS-HYGIENE	3,500.00	0	3,500.00
10-4320-299	DETENTION CENTER- LAUNDRY & DRY CLEANING	7,500.00	0	7,500.00
10-4320-320	DETENTION CENTER- COMMUNICATIONS	1,500.00	0	1,500.00
10-4320-330	POSTAGE	250.00	0	250.00
10-4320-550	DETENTION CENTER- CAPITAL OUTLAY- EQUIPM	20,000.00	0	20,000.00
10-4320-600	DETENTION CENTER- CONTRACTED SERVICES	110,000.00	0	110,000.00
10-4320-601	CONTRACTED SERVICES-OPTUM	4,000.00	0	4,000.00
10-4320-602	MAINTENANCE AGREEMENTS-SOUTHERN SOFTWARE	3,900.00	0	3,900.00
10-4320-603	MAINTENANCE AGREEMENTS-TOP GUARD	100.00	0	100.00
	<b>Control Total</b>	<b>1,252,615.00</b>	<b>0.00</b>	<b>1,252,615.00</b>
10-4330-000	EMERGENCY MANAGEMENT:	0	0	0.00
10-4330-010	EMERGENCY MGMT - S & W- REGULAR	57,019.00	0	57,019.00
10-4330-090	EMERGENCY MGMT - FICA TAX EXPENSE	4,362.00	0	4,362.00
10-4330-100	EMERGENCY MGMT - RETIREMENT	12,453.00	0	12,453.00
10-4330-101	EMERGENCY MGMT - 401(K) CONTRIB.	1,711.00	0	1,711.00
10-4330-130	EMERGENCY MGMT - UNEMPLOYMENT INS.	314.00	0	314.00

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10-4330-140	EMERGENCY MGMT - WORKMAN'S COMP	2,807.00	0	2,807.00
10-4330-180	EMERGENCY MGMT - GROUP INS.	9,140.00	0	9,140.00
10-4330-250	MAINTENANCE & REPAIR - VEHICLE	1,200.00	0	1,200.00
10-4330-260	EMERGENCY MGMT - DEPARTMENTAL SUPPLIES	5,000.00	0	5,000.00
10-4330-270	EMERGENCY MGMT - GENERATOR FUEL	2,400.00	0	2,400.00
10-4330-310	EMERGENCY MGMT - TRAVEL	3,000.00	0	3,000.00
10-4330-315	TRAINING	3,000.00	0	3,000.00
10-4330-320	EMERGENCY MGMT - COMMUNICATIONS	5,500.00	0	5,500.00
10-4330-330	POSTAGE	150.00	0	150.00
10-4330-350	EMERGENCY MGMT - MAINT. & REPAIR- EQUI	7,500.00	0	7,500.00
10-4330-370	EMERGENCY MGMT - PRINTING	400.00	0	400.00
10-4330-380	ADVERTISING	400.00	0	400.00
10-4330-390	EMERGENTY MGMT - DUES & SUBSCRIPTIONS	2,200.00	0	2,200.00
10-4330-400	EM DONATIONS-EMERGENCY RESPONSE BANQUET	1,442.00	0	1,442.00
10-4330-540	EMERGENCY MGMT - CAPITAL OUTLAY- VEHIC	16,000.00	0	16,000.00
10-4330-600	EMERGENCY MGMT - CONTRACTED SERVICES	2,500.00	0	2,500.00
10-4330-693	RAP LEPC TIER II GRANT	4,000.00	0	4,000.00
10-4330-995	MAINTENANCE AGREEMENTS - HYPER REACH	1,945.00	0	1,945.00
	<b>Control Total</b>	<b>144,443.00</b>	<b>0.00</b>	<b>144,443.00</b>
10-4340-000	FIRE PROTECTION:	0	0	0.00
10-4340-991	PLYMOUTH VFD-OPERATIONAL	399,620.00	-270,144.00	129,476.00
10-4340-992	ROPER VFD-OPERATIONAL	0.00	81,864.00	81,864.00
10-4340-993	CRESWELL VFD-OPERATIONAL	0.00	51,772.00	51,772.00
10-4340-994	MCVFD-OPERATIONAL	0.00	58,406.00	58,406.00
10-4340-995	LAKE PHELPS VFD-OPERATIONAL	0.00	46,111.00	46,111.00
10-4340-996	PUNGO VFD-OPERATIONAL	0.00	23,789.00	23,789.00
10-4340-997	PINETOWN/LONG ACRE VFD	0.00	8,202.00	8,202.00
10-4340-999	ADDITIONAL 5TH CENT RESERVES	99,905.00	0	99,905.00
	<b>Control Total</b>	<b>499,525.00</b>	<b>0.00</b>	<b>499,525.00</b>
10-4345-000	FORESTRY:	0	0	0.00
10-4345-991	FORESTRY MATCH (35%)	129,156.00	0	129,156.00
	<b>Control Total</b>	<b>129,156.00</b>	<b>0.00</b>	<b>129,156.00</b>
10-4350-000	INSPECTIONS & PLANNING:	0	0	0.00
10-4350-121	SALARIES & WAGES-REGULAR	104,602.00	0	104,602.00
10-4350-127	SALARIES & WAGES-LONGEVITY	725.00	0	725.00
10-4350-181	FICA TAX	8,057.00	0	8,057.00
10-4350-182	RETIREMENT	23,003.00	0	23,003.00
10-4350-183	GROUP INSURANCE	20,228.00	0	20,228.00
10-4350-184	401(K) CONTRIBUTIONS	3,160.00	0	3,160.00
10-4350-185	UNEMPLOYMENT INSURANCE	628.00	0	628.00
10-4350-186	WORKMAN'S COMP	5,069.00	0	5,069.00
10-4350-260	DEPARTMENTAL SUPPLIES	4,000.00	0	4,000.00
10-4350-311	TRAVEL	1,000.00	0	1,000.00
10-4350-320	COMMUNICATIONS	1,500.00	0	1,500.00
10-4350-330	INSPECTIONS - POSTAGE	250.00	0	250.00
10-4350-341	PRINTING	500.00	0	500.00
10-4350-352	MAINT & REPAIR-EQUIPMENT	500.00	0	500.00
10-4350-353	MAINT & REPAIR-VEHICLE	1,000.00	0	1,000.00
10-4350-370	ADVERTISING	500.00	0	500.00
10-4350-395	TRAINING	2,500.00	0	2,500.00

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10-4350-491	DUES & SUBSCRIPTIONS	500.00	0	500.00
10-4350-500	DECOMMISSIONING BOND-SOLAR FARMS	50,000.00	0	50,000.00
10-4350-600	CONTRACTED SERV-ABANDONED PROPERTY DEMO	10,000.00	0	10,000.00
10-4350-602	CONTRACTED SERVICES-LEGAL	10,000.00	0	10,000.00
	<b>Control Total</b>	<b>247,722.00</b>	<b>0.00</b>	<b>247,722.00</b>
10-5110-000	DISTRICT HEALTH	0	0	0.00
10-5110-991	MTW HEALTH DEPARTMENT	251,494.00	0	251,494.00
10-5110-993	2ND DIST DRUG COURT COORDINATOR POSITION	90,994.00	0	90,994.00
	<b>Control Total</b>	<b>342,488.00</b>	<b>0.00</b>	<b>342,488.00</b>
10-5150-000	SENIOR CITIZENS CENTER:	0	0	0.00
10-5150-010	SENIOR CITIZENS CENT- S & W- REGULAR	97,827.00	0	97,827.00
10-5150-040	SALARIES & WAGES-LONGEVITY	1,020.00	0	1,020.00
10-5150-090	SENIOR CITIZENS CENT- FICA TAX EXPENSE	7,562.00	0	7,562.00
10-5150-100	SENIOR CITIZENS CENT- RETIREMENT	21,588.00	0	21,588.00
10-5150-101	SENIOR CITIZENS CENT- 401(K) CONTRIB.	2,965.00	0	2,965.00
10-5150-130	SENIOR CITIZENS CTR- WORKMAN'S COMP	1,467.00	0	1,467.00
10-5150-131	SENIOR CENTER- UNEMPLOYMENT INS.	874.00	0	874.00
10-5150-180	SENIOR CITIZENS CENT- GROUP INS.	27,179.00	0	27,179.00
10-5150-247	APPROPRIATION-ALBEMARLE NUTRITION	47,807.00	0	47,807.00
10-5150-250	SEN CENTER-MAINTENANCE & REPAIR-VEHICLE	2,000.00	0	2,000.00
10-5150-257	DEPARTMENT SUPPLIES-CRAFTS/CERAMICS	4,000.00	0	4,000.00
10-5150-260	DEPARTMENTAL SUPPLIES	5,500.00	0	5,500.00
10-5150-280	POSTAGE	250.00	0	250.00
10-5150-310	SENIOR CITIZENS CTR- TRAVEL	3,000.00	0	3,000.00
10-5150-315	TRAINING	6,000.00	0	6,000.00
10-5150-320	SENIOR CITIZENS CENT- COMMUNICATIONS	6,000.00	0	6,000.00
10-5150-330	UTILITIES-GAS	8,000.00	0	8,000.00
10-5150-350	SENIOR CENTER- MAINT & REPAIR- BUILDING	1,500.00	0	1,500.00
10-5150-351	SENIOR CENTER- MAINT & REPAIR - EQUIP	1,000.00	0	1,000.00
10-5150-370	TRAVEL-SENIOR GAMES	300.00	0	300.00
10-5150-390	SENIOR CENTER-DUES & SUBSCRIPTIONS	1,270.00	0	1,270.00
10-5150-550	CAPITAL OUTLAY-EQUIPMENT	3,500.00	0	3,500.00
10-5150-600	SENIOR CITIZENS CTR- CONTRACTED SERVICES	5,000.00	0	5,000.00
10-5150-601	CONTRACTED SERVICES - SCHEDULING SYSTEM	900.00	0	900.00
	<b>Control Total</b>	<b>256,509.00</b>	<b>0.00</b>	<b>256,509.00</b>
10-5310-000	SOCIAL SERVICES- ADMINISTRATION:	0	0	0.00
10-5310-010	SALARIES & WAGES-BOARD	1,500.00	0	1,500.00
10-5310-011	SS ADMIN.- S & W- REGULAR	2,105,821.00	0	2,105,821.00
10-5310-013	SALARIES & WAGES-LONGEVITY	18,473.00	0	18,473.00
10-5310-031	CHILD SUPPORT CONTRACT	277,492.00	0	277,492.00
10-5310-090	SS ADMIN.- FICA TAX	163,809.00	0	163,809.00
10-5310-100	SS ADMIN.- RETIREMENT	467,331.00	0	467,331.00
10-5310-101	SS ADMIN.- 401(K) CONTRIB.	64,194.00	0	64,194.00
10-5310-130	HUMAN SERVICES- UNEMPLOYMENT INS.	17,270.00	0	17,270.00
10-5310-140	SS ADMIN.- WORKMAN'S COMP	54,364.00	0	54,364.00
10-5310-180	LEGAL-PROTECTIVE SERVICES	50,000.00	0	50,000.00
10-5310-181	SS ADMIN.- GROUP INS.	494,344.00	0	494,344.00
10-5310-250	MAINT & REPAIR - VEHICLE	10,000.00	0	10,000.00
10-5310-257	SS ADMIN.- COUNTY GENERAL ASSISTANCE	10,000.00	0	10,000.00
10-5310-260	DEPARTMENTAL SUPPLIES	30,000.00	0	30,000.00



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10-5310-268	FOOD STAMPS DIRECT CHARGE	5,000.00	0	5,000.00
10-5310-270	SERVICE AWARDS	145.00	0	145.00
10-5310-310	TRAVEL	16,000.00	0	16,000.00
10-5310-311	SS ADMIN - VEHICLE FUEL	9,000.00	0	9,000.00
10-5310-315	TRAINING	30,000.00	0	30,000.00
10-5310-320	SS ADMIN.- COMMUNICATIONS	20,000.00	0	20,000.00
10-5310-330	UTILITITES	30,000.00	0	30,000.00
10-5310-340	SS ADMIN.- POSTAGE	10,500.00	0	10,500.00
10-5310-350	SS ADMIN.- MAINT AND REPAIR- BLDG.	15,000.00	0	15,000.00
10-5310-351	SS ADMIN.- REPAIR AND MAINT- EQUIP.	5,000.00	0	5,000.00
10-5310-370	SS ADMIN.- ADVERTISING	1,500.00	0	1,500.00
10-5310-390	SS ADMIN.- DUES AND SUBSCRIPTION	15,000.00	0	15,000.00
10-5310-550	SOCIAL SERVICES- CAPITAL OUTLAY- EQUIPMEN	38,000.00	0	38,000.00
10-5310-600	SOCIAL SERVICES- CONTRACTED SERVICES	166,120.00	0	166,120.00
10-5310-601	MAINT AGREEMENTS-NC CORRELS	1,300.00	0	1,300.00
10-5310-602	MAINT AGREEMENTS-INFO INC.	5,110.00	0	5,110.00
10-5310-605	SS ADMIN - SECURITY CONTRACT	10,000.00	0	10,000.00
10-5310-610	SS ADMIN.- VENDOR FEES	13,000.00	0	13,000.00
10-5310-611	SS FAMILY REUNIFICATION (PSYCH EVALS)	17,500.00	0	17,500.00
	<b>Control Total</b>	<b>4,172,773.00</b>	<b>0.00</b>	<b>4,172,773.00</b>
10-5380-000	SOCIAL SERVICES-ECONOMIC SUPPORT:	0	0	0.00
10-5380-011	IN-HOME SERVICES (100%)	81,922.00	0	81,922.00
10-5380-030	SS ECONOMIC SUPPORT- CRISIS INTERVENTION	10,000.00	0	10,000.00
10-5380-190	WF EMPLOYMENT SERVICES	10,000.00	0	10,000.00
10-5380-370	TANF-EMERGENCY ASSISTANCE	30,000.00	0	30,000.00
10-5380-376	TITLE IV-FOSTER CARE	135,000.00	0	135,000.00
10-5380-377	STATE FOSTER HOME CARE	75,000.00	0	75,000.00
10-5380-379	SS ECONOMIC SUPPORT- SPECIAL ASSISTANCE	85,000.00	0	85,000.00
10-5380-381	TITLE IV-E ADOPTION	24,510.00	0	24,510.00
10-5380-383	SPECIAL LINKS (100%)	5,000.00	0	5,000.00
10-5380-384	CHILD CARE (MOE-PART OF &65K MIN)	15,000.00	0	15,000.00
10-5380-403	SS ECONOMIC SUPPORT- BLIND COMMISSION	2,500.00	0	2,500.00
10-5380-406	LIEAP PAYMENTS	25,000.00	0	25,000.00
10-5380-408	SS ECON SUPPORT - MEDICAID PAYBACKS	12,500.00	0	12,500.00
10-5380-409	SS ECON SUPPORT - STATE PROGRAM RETURNS	12,500.00	0	12,500.00
10-5380-410	GENERAL ASSISTANCE-FOSTER CARE CHILDREN	5,000.00	0	5,000.00
	<b>Control Total</b>	<b>528,932.00</b>	<b>0.00</b>	<b>528,932.00</b>
10-5400-000	SOCIAL SERVICES TRANSPORTATION:	0	0	0.00
10-5400-200	DOT GRANT - OFFICE SUPPLIES (85% REIMB)	6,500.00	0	6,500.00
10-5400-202	DOT GRANT-CLEANING/OTHER SUPPLIES (85%)	6,000.00	0	6,000.00
10-5400-250	MAINT & REPAIR-VEHICLE	35,000.00	0	35,000.00
10-5400-260	- TRANSIT ADVERTISING	5,000.00	0	5,000.00
10-5400-310	SS TRANSPORTATION- WF TRANSPORTATION	10,000.00	0	10,000.00
10-5400-311	RIVERLIGHT TRANSIT VEHICLE FUEL	37,500.00	0	37,500.00
10-5400-315	DOT GRANT - TRAVEL/TRAINING (85% REIMB)	4,500.00	0	4,500.00
10-5400-320	SS TRANSPORTATION- COMMUNICATIONS	8,500.00	0	8,500.00
10-5400-347	GRANT-RDC TRANSPORTATION	6,000.00	0	6,000.00
10-5400-372	VOLUNTEER TRANSPORATION-MEDICAID	35,000.00	0	35,000.00
10-5400-390	DOT-DUES AND SUBSCRIPTIONS (85% REIMB)	750.00	0	750.00
10-5400-600	SS TRANSPORTATION- WORK FIRST DOT	3,962.00	0	3,962.00

**Expenditure Transaction Report - Budget Amendments/Transfers as of 07/26/2024**

10-5400-601	MAINT AGREEMENTS-CTS SOFTWARE	11,800.00	0	11,800.00
10-5400-602	CONTRACTED LABOR - RIVERLIGHT	10,000.00	0	10,000.00
10-5400-603	DRUG TEST CONTRACT-SAFETY WORKS	1,000.00	0	1,000.00
10-5400-610	SENIOR CENTER TRANSPORTATION	6,000.00	0	6,000.00
	<b>Control Total</b>	<b>187,512.00</b>	<b>0.00</b>	<b>187,512.00</b>
10-5830-000	JUVENILE SERVICE:	0	0	0.00
10-5830-200	JCPC-WASHINGTON COUNTY YOUTH	9,650.00	0	9,650.00
10-5830-250	JCPC - CBA	10,910.00	0	10,910.00
10-5830-299	JCPC - ROANOKE AREA YOUTH	76,183.00	0	76,183.00
	<b>Control Total</b>	<b>96,743.00</b>	<b>0.00</b>	<b>96,743.00</b>
10-5910-000	EDUCATION-SCHOOLS/COMMUNITY COLLEGE:	0	0	0.00
10-5910-991	CURRENT EXPENSE - BOE	1,735,000.00	0	1,735,000.00
	<b>Control Total</b>	<b>1,735,000.00</b>	<b>0.00</b>	<b>1,735,000.00</b>
10-5911-000	COMMUNICATIONS:	0	0	0.00
10-5911-010	COMMUNICATIONS-S & W- REGULAR	233,426.00	0	233,426.00
10-5911-030	SALARIES & WAGES-OVERTIME	65,000.00	0	65,000.00
10-5911-031	SALARIES & WAGES-PARTTIME	50,000.00	0	50,000.00
10-5911-090	COMMUNICATIONS- FICA TAX	26,655.00	0	26,655.00
10-5911-100	COMMUNICATIONS- RETIREMENT	65,176.00	0	65,176.00
10-5911-130	COMMUNICATIONS- 401(K) CONTRIB.	8,953.00	0	8,953.00
10-5911-131	COMMUNICATIONS - UNEMPLOYMENT	2,826.00	0	2,826.00
10-5911-140	COMMUNICATIONS- WORKERS' COMP	2,122.00	0	2,122.00
10-5911-180	COMMUNICATIONS- GROUP INS.	72,386.00	0	72,386.00
10-5911-210	UNIFORMS	1,500.00	0	1,500.00
10-5911-260	DEPARTMENTAL SUPPLIES	4,999.00	0	4,999.00
10-5911-310	TRAVEL	1,000.00	0	1,000.00
10-5911-315	TRAINING	4,000.00	0	4,000.00
10-5911-320	COMMUNICATIONS	16,000.00	0	16,000.00
10-5911-330	POSTAGE	100.00	0	100.00
10-5911-412	MAINT AGREEMENTS-DCI/OMINIX	1,500.00	0	1,500.00
10-5911-413	MAINT AGREEMENTS-SOUTHERN SOFTWARE	2,252.00	0	2,252.00
10-5911-415	MAINTENANCE AGREEMENT - MOTOROLA	15,317.00	0	15,317.00
10-5911-610	GRANT-NCDIT WASHINGTON CO RADIO UPGRADE	100,462.00	0	100,462.00
	<b>Control Total</b>	<b>673,674.00</b>	<b>0.00</b>	<b>673,674.00</b>
10-5940-000	REHABILITATION:	0	0	0.00
10-5940-991	TRILLIUM-LOCAL FUNDING	27,000.00	0	27,000.00
10-5940-992	TRILLIUM-ABC BOTTLE TAX	3,000.00	0	3,000.00
10-5940-993	ALBEMARLE TIDELAND RET OPEB	13,240.00	0	13,240.00
	<b>Control Total</b>	<b>43,240.00</b>	<b>0.00</b>	<b>43,240.00</b>
10-6000-000	MEDICAL EXAMINER:	0	0	0.00
10-6000-180	CONTRACT-MEDICAL EXAMINER	15,000.00	0	15,000.00
	<b>Control Total</b>	<b>15,000.00</b>	<b>0.00</b>	<b>15,000.00</b>
10-6050-000	COOPERATIVE EXT SERVICE:	0	0	0.00
10-6050-010	COOPERATIVE EXT SERV- S & W - REGULAR	97,000.00	0	97,000.00
10-6050-090	COOPERATIVE EXT SERV- FICA TAX EXPENSE	7,420.00	0	7,420.00
10-6050-100	COOPERATIVE EXT SERV- RETIREMENT	26,190.00	0	26,190.00
10-6050-130	COOPERATIVE EXT SERV- UNEMPLOYMENT INS.	970.00	0	970.00
10-6050-140	COOPERATIVE EXT SERV- WORKMAN'S COMP	114.00	0	114.00
10-6050-180	COOPERATIVE EXT SERV- GROUP INS.	17,010.00	0	17,010.00
10-6050-260	DEPARTMENTAL SUPPLIES	1,800.00	0	1,800.00

**Expenditure Transaction Report - Budget Amendments/Transfers as of 07/26/2024**

10-6050-310	TRAVEL	1,200.00	0	1,200.00
10-6050-320	COOPERATIVE EXT SERV- COMMUNICATIONS	1,500.00	0	1,500.00
10-6050-340	COOPERATIVE EXT SERV- POSTAGE	150.00	0	150.00
10-6050-350	MAINT & REPAIR-EQUIPMENT	300.00	0	300.00
10-6050-390	DUES & SUBSCRIPTIONS	1,020.00	0	1,020.00
10-6050-410	LEASE-EQUIPMENT	2,125.00	0	2,125.00
10-6050-998	MIPPA GRANT-MEDICAID IMPROVEMENT FOR PAT	3,189.00	0	3,189.00
10-6050-999	GRANT - SHIIP	7,818.00	0	7,818.00
	<b>Control Total</b>	<b>167,806.00</b>	<b>0.00</b>	<b>167,806.00</b>
10-6060-000	SOIL & WATER:	0	0	0.00
10-6060-030	SALARIES & WAGES-REGULAR	32,439.00	0	32,439.00
10-6060-090	SOIL & WATER- FICA TAX	2,482.00	0	2,482.00
10-6060-100	SOIL & WATER- RETIREMENT	7,085.00	0	7,085.00
10-6060-101	SOIL AND WATER- 401(K) CONTRIB.	973.00	0	973.00
10-6060-130	SOIL & WATER- UNEMPLOYMENT INS.	314.00	0	314.00
10-6060-140	SOIL & WATER- WORKMAN'S COMP	1,295.00	0	1,295.00
10-6060-180	SOIL & WATER CONSERV- GROUP INS.	9,059.00	0	9,059.00
10-6060-200	SOIL & WATER- DEPTAL SUPPLIES	1,499.00	0	1,499.00
10-6060-310	SOIL & WATER- TRAVEL	2,000.00	0	2,000.00
10-6060-315	TRAINING	2,400.00	0	2,400.00
10-6060-320	SOIL & WATER- COMMUNICATIONS	2,000.00	0	2,000.00
10-6060-330	SOIL & WATER - POSTAGE	250.00	0	250.00
10-6060-350	MAINT & REPAIR - EQUIPMENT	1,500.00	0	1,500.00
10-6060-380	SOIL & WATER - ADVERTISING	350.00	0	350.00
10-6060-390	DUES & SUBSCRIPTIONS	300.00	0	300.00
	<b>Control Total</b>	<b>63,946.00</b>	<b>0.00</b>	<b>63,946.00</b>
10-6110-000	CULTURAL/LIBRARY:	0	0	0.00
10-6110-991	REGIONAL LIBRARY	216,500.00	0	216,500.00
	<b>Control Total</b>	<b>216,500.00</b>	<b>0.00</b>	<b>216,500.00</b>
10-6120-000	RECREATION:	0	0	0.00
10-6120-010	RECREATION-S & W- REGULAR	46,949.00	0	46,949.00
10-6120-030	SALARIES & WAGES-PARTTIME	18,000.00	0	18,000.00
10-6120-040	SALARIES & WAGES-LONGEVITY	1,391.00	0	1,391.00
10-6120-090	RECREATION- FICA TAX EXPENSE	5,320.00	0	5,320.00
10-6120-100	RECREATION- RETIREMENT	10,557.00	0	10,557.00
10-6120-101	RECREATION- 401(K) CONTRIB.	1,450.00	0	1,450.00
10-6120-130	RECREATION- UNEMPLOYMENT INS.	628.00	0	628.00
10-6120-140	RECREATION- WORKMAN'S COMP	3,842.00	0	3,842.00
10-6120-180	RECREATION- GROUP INS.	9,107.00	0	9,107.00
10-6120-200	SUPPLIES & MATERIALS	6,000.00	0	6,000.00
10-6120-250	SUPPLIES - VEHICLES	5,000.00	0	5,000.00
10-6120-260	OFFICE SUPPLIES	3,000.00	0	3,000.00
10-6120-270	SPORTS EQUIPMENT	9,000.00	0	9,000.00
10-6120-271	RECREATION-SERVICE AWARDS	175.00	0	175.00
10-6120-310	TRAVEL	5,000.00	0	5,000.00
10-6120-315	TRAINING	750.00	0	750.00
10-6120-320	RECREATION- COMMUNICATIONS	4,000.00	0	4,000.00
10-6120-325	POSTAGE	100.00	0	100.00
10-6120-330	RECREATION- COUNTY RECREATION- UTILITIES	20,000.00	0	20,000.00
10-6120-350	MAINT & REPAIR - BUILDINGS	20,000.00	0	20,000.00

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10-6120-355	MAINT & REPAIR - VEHICLE	5,000.00	0	5,000.00
10-6120-390	DEPARTMENTAL SUPPLIES - AWARDS	2,000.00	0	2,000.00
10-6120-450	INSURANCE AND BONDS	2,203.00	0	2,203.00
10-6120-491	DUES & SUBSCRIPTIONS-TOURNAMENT FEES	2,000.00	0	2,000.00
10-6120-550	CAPITAL OUTLAY - EQUIPMENT	15,000.00	0	15,000.00
10-6120-553	MAINTENANCE/EQUIPMENT - SKINNERS	4,000.00	0	4,000.00
10-6120-610	CONTRACTED SERVICES-LEAD/ASST/OFFICIALS	7,500.00	0	7,500.00
	<b>Control Total</b>	<b>207,972.00</b>	<b>0.00</b>	<b>207,972.00</b>
10-6180-000	COMMUNITY ALTERNATIVE:	0	0	0.00
10-6180-600	CONTRACTED SERVICES - IN HOME (100%)	5,000.00	0	5,000.00
	<b>Control Total</b>	<b>5,000.00</b>	<b>0.00</b>	<b>5,000.00</b>
10-8300-000	CENTRAL SERVICES:	0	0	0.00
10-8300-120	ADDITIONAL SALARY/BENEFIT EXP-COMP STUDY	260,000.00	0	260,000.00
10-8300-130	ADDITIONAL UNEMPLOYMENT INSURANCE	3,000.00	0	3,000.00
10-8300-140	COPIER MAINTENANCE AGREEMENT	6,000.00	0	6,000.00
10-8300-321	CENTRAL SERVICES-COMMUNICATIONS-TELECOM	31,000.00	0	31,000.00
10-8300-391	CENTRAL SERVICES-SOFTWARE LICENSES	20,980.00	0	20,980.00
10-8300-451	INSURANCE-PROPERTY & LIABILITY	361,850.00	0	361,850.00
10-8300-452	INSURANCE-TRANSPORTATION (15 PASSENGER)	15,000.00	0	15,000.00
10-8300-491	APPROP-ALBEMARLE COMMISSION	12,073.00	0	12,073.00
	<b>Control Total</b>	<b>709,903.00</b>	<b>0.00</b>	<b>709,903.00</b>
10-9800-000	TRANSFERS:	0	0	0.00
10-9800-033	TRANSFER TO SANITATION	50,000.00	0	50,000.00
10-9800-039	TRANSFER TO AIRPORT FUND	99,905.00	0	99,905.00
10-9800-040	TRANSFER TO WCH PENSION FUND	450,000.00	0	450,000.00
10-9800-058	TRANSFER TO PROJECTS/GRANTS FUND	70,000.00	0	70,000.00
10-9800-070	TRANSFER TO RE-VAL FUND	40,000.00	0	40,000.00
10-9800-982	TRANSFER TO WASH CO EMS	399,620.00	0	399,620.00
10-9800-986	TRANSFER TO WASH CO SCHOOLS CAP OUTLAY	700,000.00	0	700,000.00
	<b>Control Total</b>	<b>1,809,525.00</b>	<b>0.00</b>	<b>1,809,525.00</b>
10-9990-000	CONTINGENCY	50,000.00	0	50,000.00
21-0000-000	CAPITAL OUTLAY-WASHINGTON CO SCHOOLS:	0	0	0.00
21-5912-000	CAPITAL OUTLAY-WASHINGTON CO SCHOOLS:	0	0	0.00
21-5912-691	CAPITAL OUTLAY-WASHINGTON COUNTY SCHOOLS	100,000.00	0	100,000.00
21-5912-695	GRANT-NEEDS BASED PUB SC-PLANNING/DESIGN	1,526,369.00	0	1,526,369.00
21-5912-696	GRANT-NEEDS BASED PUB SC-CONSTRUCTION	8,459,099.00	0	8,459,099.00
21-5912-700	TRUIST PK12 FUNDED CONSTRUCTION	10,807,629.00	0	10,807,629.00
21-8000-600	DESIGNATED FOR FUTURE APPROP-BOE CO	1,181,379.00	0	1,181,379.00
21-9100-001	TRUIST PRINCIPAL (STARTS IN FY 25)	1,042,000.00	0	1,042,000.00
21-9200-001	TRUIST INTERERST (STARTS IN FY 24)	795,800.00	0	795,800.00
	<b>Control Total</b>	<b>23,912,276.00</b>	<b>0.00</b>	<b>23,962,276.00</b>
30-0000-000	DRAINAGE FUND:	0	0	0.00
30-7140-000	EDDIE SMITH CANAL:	0	0	0.00
30-7140-040	PROFESSIONAL SERVICES-EDDIE SMITH CANAL	1,000.00	0	1,000.00
30-7140-380	EDDIE SMITH CANAL-ADVERTISING	250.00	0	250.00
30-7140-600	EDDIE SMITH CANAL- DRAINAGE- CON SVC PR	15,000.00	0	15,000.00
	<b>Control Total</b>	<b>16,250.00</b>	<b>0.00</b>	<b>16,250.00</b>
30-8000-000	WATERSHED IMPROVEMENT:	0	0	0.00
30-8000-010	DRAINAGE-S&W REGULAR	27,874.00	0	27,874.00
30-8000-090	DRAINAGE-FICA TAX EXPENSE	2,132.00	0	2,132.00

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30-8000-100	DRAINAGE-RETIREMENT	6,087.00	0	6,087.00
30-8000-101	DRAINAGE-401(K) CONTRIBUTION	836.00	0	836.00
30-8000-130	DRAINAGE-UNEMPLOYMENT INS	314.00	0	314.00
30-8000-140	DRAININAGE-WORKMAN'S COMP	1,113.00	0	1,113.00
30-8000-180	DRAINAGE-GROUP INSURANCE	9,044.00	0	9,044.00
30-8000-340	BEAVER CONTROL	35,000.00	0	35,000.00
30-8000-600	AQUATIC WEED SPRAYING	20,000.00	0	20,000.00
30-8000-610	CLEARING & SNAGGING	50,000.00	0	50,000.00
30-8000-611	MAUL 7 KENDRICKS CREEKS PROJECT	11,000.00	0	11,000.00
	<b>Control Total</b>	<b>163,400.00</b>	<b>0.00</b>	<b>163,400.00</b>
33-0000-000	SANITATION FUND:	0	0	0.00
33-7400-000	LANDFILL & COLLECTION:	0	0	0.00
33-7400-010	LANDFILL & COLLECT-S & W- REGULAR	59,020.00	0	59,020.00
33-7400-031	LANDFILL & COLLECT - S & W PARTTIME	5,000.00	0	5,000.00
33-7400-040	LANDFILL & COLLECT- PROFESSIONAL SERVICE	31,000.00	6,400.00	37,400.00
33-7400-090	LANDFILL & COLLECT- FICA TAX EXPENSE	4,898.00	0	4,898.00
33-7400-100	LANDFILL & COLLECT- RETIREMENT EXPENSE	12,890.00	0	12,890.00
33-7400-101	LANDFILL & COLLECT- 401(K) CONTRIB.	1,771.00	0	1,771.00
33-7400-130	LANDFILL & COLLECTIO- UNEMPLOYMENT INS.	942.00	0	942.00
33-7400-140	LANDFILL & COLLECT- WORKMAN'S COMP	7,604.00	0	7,604.00
33-7400-180	LANDFILL & COLLECT- GROUP INS.	18,099.00	0	18,099.00
33-7400-200	MAINTENANCE SUPPLIES & MATERIALS	1,800.00	0	1,800.00
33-7400-210	LANDFILL & COLLECT - UNIFORMS	900.00	0	900.00
33-7400-250	SUPPLIES & MATERIALS-VEHICLE	5,000.00	0	5,000.00
33-7400-260	DEPARTMENTAL SUPPLIES	1,999.00	0	1,999.00
33-7400-310	TRAVEL	250.00	0	250.00
33-7400-315	TRAINING	1,500.00	0	1,500.00
33-7400-320	LANDFILL & COLLECT- COMMUNICATIONS	2,400.00	0	2,400.00
33-7400-330	LANDFILL & COLLECT- UTILITIES	2,000.00	0	2,000.00
33-7400-340	LANDFILL & COLLECT- POSTAGE	300.00	0	300.00
33-7400-350	MAINTENANCE AND REPAIR-EQUIPMENT	15,000.00	0	15,000.00
33-7400-370	LANDFILL & COLLECT- ADVERTISING	1,500.00	0	1,500.00
33-7400-390	LANDFILL & COLLECT-DUES & SUBSCRIPTIONS	6,200.00	0	6,200.00
33-7400-550	CAPITAL OUTLAY-EQUIPMENT	50,000.00	0	50,000.00
33-7400-600	CONTRACTED SERVICES	75,000.00	-6,400.00	68,600.00
33-7400-991	LANDFILL & COLLECTIO- NC DOR ASSESSMENT	3,500.00	0	3,500.00
33-7401-600	CONTRACT-SCRAP TIRE	130,000.00	0	130,000.00
33-7402-600	CONTRACT-GARBAGE COLLECTIONS	904,000.00	0	904,000.00
33-7402-606	ARSWMA ADM FEES	4,075.00	0	4,075.00
33-7402-610	CONTRACT-REGIONAL LANDFILL	310,000.00	0	310,000.00
33-7500-000	LANDFILL - DEPRECIATION	6,348.00	0	6,348.00
	<b>Control Total</b>	<b>1,662,996.00</b>	<b>0.00</b>	<b>1,662,996.00</b>
33-8100-000	CAPITAL PROJECTS:	0	0	0.00
33-8100-601	DESIGNATED FOR FUTURE APPROPRIATION	17,958.00	0	17,958.00
	<b>Control Total</b>	<b>17,958.00</b>	<b>0.00</b>	<b>17,958.00</b>
35-0000-000	WATER WORKS:	0	0	0.00
35-7130-000	OPERATIONS & MAINTENANCE:	0	0	0.00
35-7130-010	OPERATION&MAINT.-S & W- REGULAR	231,523.00	0	231,523.00
35-7130-040	OPERATION&MAINT.- PROFESSIONAL SERVICES	10,000.00	0	10,000.00
35-7130-050	SALARIES & WAGES-LONGEVITY	1,875.00	0	1,875.00

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35-7130-090	OPERATION&MAINT.- FICA TAX EXPENSE	17,855.00	0	17,855.00
35-7130-100	OPERATION&MAINT.- RETIREMENT EXPENSE	50,974.00	0	50,974.00
35-7130-101	OPERATION- 401(K) CONTRIB.	7,002.00	0	7,002.00
35-7130-130	OPERATION&MAINT.- UNEMPLOYMENT INS.	2,198.00	0	2,198.00
35-7130-140	OPERATION&MAINT.- WORKMAN'S COMP	13,647.00	0	13,647.00
35-7130-180	OPERATION&MAINT.- GROUP INS.	65,407.00	0	65,407.00
35-7130-200	SUPPLIES & MATERIALS	30,000.00	0	30,000.00
35-7130-210	OPERATION&MAINT.- UNIFORMS	4,000.00	0	4,000.00
35-7130-250	VEHICLE SUPPLIES	17,500.00	0	17,500.00
35-7130-260	DEPARTMENTAL SUPPLIES	6,599.00	0	6,599.00
35-7130-298	MAINT & REPAIR-TANK	66,000.00	0	66,000.00
35-7130-315	TRAINING	4,000.00	0	4,000.00
35-7130-320	OPERATION&MAINT.- COMMUNICATIONS	2,600.00	0	2,600.00
35-7130-330	UTILITIES-ELECTRICITY	14,000.00	0	14,000.00
35-7130-340	OPERATION&MAINT.- POSTAGE	24,000.00	0	24,000.00
35-7130-350	MAINT & REPAIR-EQUIPMENT	25,000.00	0	25,000.00
35-7130-370	OPERATION&MAINT.- ADVERTISING	500.00	0	500.00
35-7130-390	OPERATION&MAINT.- DUES & SUBSCRIPTIONS	6,500.00	0	6,500.00
35-7130-550	CAPITAL OUTLAY-EQUIPMENT	197,000.00	0	197,000.00
35-7130-580	DEBT SERVICE-NCDENR	27,993.00	0	27,993.00
35-7130-600	CONTRACTS-MOWING	22,000.00	0	22,000.00
35-7130-998	COST ALLOCATION-GENERAL FUND	110,000.00	0	110,000.00
	<b>Control Total</b>	<b>958,173.00</b>	<b>0.00</b>	<b>958,173.00</b>
35-7135-000	TREATMENT PLANT:	0	0	0.00
35-7135-010	TREATMENT PLANT-S & W- REGULAR	42,912.00	0	42,912.00
35-7135-040	SALARIES & WAGES-LONGEVITY	424.00	0	424.00
35-7135-090	TREATMENT PLANT- FICA TAX EXPENSE	3,315.00	0	3,315.00
35-7135-100	TREATMENT PLANT- RETIREMENT EXPENSE	9,465.00	0	9,465.00
35-7135-101	TREATMENT PLANT- 401(K) CONTRIB.	1,300.00	0	1,300.00
35-7135-130	TREATMENT PLANT- UNEMPLOYMENT INS.	314.00	0	314.00
35-7135-140	TREATMENT PLANT- WORKMAN'S COMP	3,240.00	0	3,240.00
35-7135-180	TREATMENT PLANT- GROUP INS.	9,094.00	0	9,094.00
35-7135-200	SUPPLIES & MATERIALS	8,700.00	0	8,700.00
35-7135-210	TREATMENT PLANT- UNIFORMS	2,300.00	0	2,300.00
35-7135-250	TREATMENT PLANT- FUEL	4,000.00	0	4,000.00
35-7135-270	SERVICE AWARDS	50.00	0	50.00
35-7135-298	CONTRACTS	23,000.00	0	23,000.00
35-7135-299	WATER TREATMENT CHEMICALS	60,000.00	0	60,000.00
35-7135-315	TRAINING	2,500.00	0	2,500.00
35-7135-320	TREATMENT PLANT- COMMUNICATIONS	3,700.00	0	3,700.00
35-7135-330	TREATMENT PLANT- UTILITIES	34,000.00	0	34,000.00
35-7135-340	TREATMENT PLANT- POSTAGE	250.00	0	250.00
35-7135-350	MAINT & REPAIR-EQUIPMENT	36,000.00	0	36,000.00
35-7135-370	TREATMENT PLANT- ADVERTISING	500.00	0	500.00
35-7135-390	TREATMENT PLANT- DUES & SUBSCRIPTIONS	5,000.00	0	5,000.00
35-7135-540	TREATMENT PLANT- CAPITAL OUTLAY- VEHICLE	60,000.00	0	60,000.00
35-7135-541	CAPITAL OUTLAY-EQUIPMENT	223,107.00	0	223,107.00
35-7135-600	DESIGNATED FOR FUTURE APPROPRIATION	11,000.00	0	11,000.00
	<b>Control Total</b>	<b>544,171.00</b>	<b>0.00</b>	<b>544,171.00</b>
35-9100-000	DEBT PRINCIPAL	0	0	0.00

**Expenditure Transaction Report - Budget Amendments/Transfers as of 07/26/2024**

35-9100-030	2021 WATER REV REFUNDING BOND-PRINCIPAL	270,000.00	0	270,000.00
	<b>Control Total</b>	<b>270,000.00</b>	<b>0.00</b>	<b>270,000.00</b>
35-9200-000	DEBT INTEREST:	0	0	0.00
35-9200-030	2021 WATER REV REFUNDING BOND-INTEREST	55,197.00	0	55,197.00
	<b>Control Total</b>	<b>55,197.00</b>	<b>0.00</b>	<b>55,197.00</b>
36-0000-000	WATERWORKS CAPITAL PROJECTS FUND:	0	0	0.00
36-4100-001	NCDEQ GRANT-ASSET INVENTORY ASSESSMENT	143,718.00	0	143,718.00
36-4100-002	NCDEQ VUR PEA RIDGE WATER TRANS GRANT	5,452,000.00	0	5,452,000.00
36-4100-003	NCDEQ VUR ROPER CONNECTION GRANT	945,200.00	0	945,200.00
	<b>Control Total</b>	<b>6,540,918.00</b>	<b>0.00</b>	<b>6,540,918.00</b>
37-0000-000	WASHINGTON COUNTY EMS:	0	0	0.00
37-4330-000	WASHINGTON COUNTY EMS:	0	0	0.00
37-4330-010	SALARIES & WAGES-REGULAR	829,492.00	0	829,492.00
37-4330-030	SALARIES & WAGES-OVERTIME	300,000.00	0	300,000.00
37-4330-040	SALARIES & WAGES-PARTTIME	20,000.00	0	20,000.00
37-4330-050	SALARIES & WAGES-LONGEVITY	5,461.00	0	5,461.00
37-4330-090	FICA TAXES	81,775.00	0	81,775.00
37-4330-100	- RETIREMENT EXPENSE	229,091.00	0	229,091.00
37-4330-101	- 401K CONTRIB.	31,469.00	0	31,469.00
37-4330-130	EMS OPERATIONS- UNEMPLOYMENT INS.	6,280.00	0	6,280.00
37-4330-140	- WORKMAN COMP	101,510.00	0	101,510.00
37-4330-180	GROUP INSURANCE	181,492.00	0	181,492.00
37-4330-190	TRAINING	6,000.00	0	6,000.00
37-4330-200	SUPPLIES & MATERIALS	55,000.00	0	55,000.00
37-4330-210	UNIFORMS	4,000.00	0	4,000.00
37-4330-250	FUEL	75,000.00	0	75,000.00
37-4330-260	DEPARTMENTAL SUPPLIES	14,000.00	0	14,000.00
37-4330-270	SERVICE AWARDS	125.00	0	125.00
37-4330-295	PORTABLE COMM HARDWARE	2,500.00	0	2,500.00
37-4330-320	- COMMUNICATIONS	5,100.00	0	5,100.00
37-4330-350	POSTAGE	100.00	0	100.00
37-4330-355	MAINT & REPAIR-EQUIPMENT	50,000.00	0	50,000.00
37-4330-390	WASH EMS - DUES & SUBSCRIPTIONS	8,100.00	0	8,100.00
37-4330-396	EMS-MEDICAID COST REPORT	8,000.00	0	8,000.00
37-4330-399	QUARTERLY INTERGOVERNMENTAL TRANSFER FEE	30,000.00	0	30,000.00
37-4330-550	WASH CO EMS- CAPITAL OUTLAY- EQUIPMENT	25,000.00	0	25,000.00
37-4330-600	CONTRACTS-MEDICAL DIRECTOR	23,250.00	0	23,250.00
37-4330-610	CONTRACTS-BILLING	49,980.00	0	49,980.00
37-4330-611	WASH EMS-CONTRACTS-DRUG SCREENING	5,180.00	0	5,180.00
	<b>Control Total</b>	<b>2,147,905.00</b>	<b>0.00</b>	<b>2,147,905.00</b>
37-4376-000	TRANSPORT SERVICE:	0	0	0.00
37-4376-010	SALARIES & WAGES-REGULAR	110,998.00	0	110,998.00
37-4376-030	SALARIES & WAGES-OVERTIME	15,000.00	0	15,000.00
37-4376-040	SALARIES & WAGES-PARTTIME	15,000.00	0	15,000.00
37-4376-090	FICA TAXES	10,786.00	0	10,786.00
37-4376-100	TRANSPORT SERVICE- RETIREMENT EXPENSE	27,518.00	0	27,518.00
37-4376-101	TRANSPORT SERVICE- 401K CONTRIB.	3,780.00	0	3,780.00
37-4376-130	TRANSPORT- UNEMPLOYMENT INS.	1,256.00	0	1,256.00
37-4376-140	TRANSPORT SERVICE- WORKMAN'S COMP	13,389.00	0	13,389.00
37-4376-180	GROUP INSURANCE	36,174.00	0	36,174.00

**Expenditure Transaction Report - Budget Amendments/Transfers as of 07/26/2024**

37-4376-200	SUPPLIES & MATERIALS	20,000.00	0	20,000.00
37-4376-210	TRANSPORT SERVICE- UNIFORMS	2,500.00	0	2,500.00
37-4376-250	FUEL	12,000.00	0	12,000.00
37-4376-260	TRANSPORT - DEPARTMENTAL SUPPLIES	11,999.00	0	11,999.00
37-4376-295	PORTABLE COMM HARDWARE	1,000.00	0	1,000.00
37-4376-320	TRANSPORT SERVICE- COMMUNICATIONS	1,800.00	0	1,800.00
37-4376-355	MAINT & REPAIR-EQUIPMENT	10,000.00	0	10,000.00
37-4376-370	ADVERTISING	2,000.00	0	2,000.00
37-4376-390	TRANSPORT - DUES & SUBSCRIPTIONS	4,900.00	0	4,900.00
37-4376-610	CONTRACTS-BILLING	16,363.00	0	16,363.00
	<b>Control Total</b>	<b>316,463.00</b>	<b>0.00</b>	<b>316,463.00</b>
38-8135-000	AIRPORT:	0	0	0.00
38-8135-663	AIRFIELD LIGHTING REPLACE (CON/CA/RPR)	2,200,000.00	0	2,200,000.00
38-8135-672	NPE FEDERAL GRANT FY 21-22	166,667.00	0	166,667.00
38-8135-673	NPE FEDERAL GRANT FY 22-23	166,667.00	0	166,667.00
38-8135-674	NPE FEDERAL GRANT-FY 23-24	166,667.00	0	166,667.00
38-8135-675	NPE FEDERAL GRANT FY 24-25	166,667.00	0	166,667.00
	<b>Control Total</b>	<b>2,866,668.00</b>	<b>0.00</b>	<b>2,866,668.00</b>
39-0000-000	AIRPORT OPERATIONS:	0	0	0.00
39-4530-000	AIRPORT:	0	0	0.00
39-4530-010	AIRPORT-S & W- REGULAR	42,026.00	0	42,026.00
39-4530-030	SALARIES & WAGES-LONGEVITY	841.00	0	841.00
39-4530-032	SALARIES & WAGES - PARTTIME	15,000.00	0	15,000.00
39-4530-090	FICA TAX	4,733.00	0	4,733.00
39-4530-100	AIRPORT - RETIREMENT	9,362.00	0	9,362.00
39-4530-101	AIRPORT - 401K	1,286.00	0	1,286.00
39-4530-130	AIRPORT- UNEMPLOYMENT INS.	628.00	0	628.00
39-4530-140	AIRPORT- WORKMAN'S COMP	3,907.00	0	3,907.00
39-4530-180	AIRPORT - GROUP INSURANCE	9,091.00	0	9,091.00
39-4530-190	CONTRACTED SERVICES	3,000.00	9,330.00	12,330.00
39-4530-200	AIRPORT- DEPARTMENTAL SUPPLIES	3,999.00	0	3,999.00
39-4530-250	AIRPORT- AV GAS AND JET FUEL	67,500.00	0	67,500.00
39-4530-310	AIRPORT- TRAVEL	1,500.00	0	1,500.00
39-4530-320	AIRPORT- COMMUNICATIONS	1,865.00	0	1,865.00
39-4530-330	AIRPORT- UTILITIES	8,500.00	0	8,500.00
39-4530-331	POSTAGE	50.00	0	50.00
39-4530-350	MAINT & REPAIR-BUILDING	8,000.00	0	8,000.00
39-4530-351	MAINT & REPAIR-EQUIPMENT	20,000.00	0	20,000.00
39-4530-352	MAINT & REPAIR - FUELMASTER	1,675.00	0	1,675.00
39-4530-390	AIRPORT- DUES AND SUBSCRIPTIONS	1,000.00	0	1,000.00
39-4530-450	INSURANCE	5,500.00	0	5,500.00
39-4530-997	DESIGNATED FOR FUTURE APPROPRIATION	20,000.00	-9,330.00	10,670.00
39-4530-998	AIRPORT- SALES TAX ON FUEL	5,000.00	0	5,000.00
	<b>Control Total</b>	<b>234,463.00</b>	<b>0.00</b>	<b>234,463.00</b>
40-0000-000	WC HOSPITAL PENSION FUND:	0	0	0.00
40-4155-000	WC HOSPITAL PENSION FUND:	0	0	0.00
40-4155-190	PROF SERVICE-HOSPITAL PENSION-LEGAL	50,000.00	0	50,000.00
40-4155-215	PROFESSIONAL SERVICES-HOSPITAL	30,000.00	0	30,000.00
40-4155-997	DESIGNATED FOR FUTURE APPROPRIATION	70,000.00	0	70,000.00
40-4155-999	PROFESSIONAL SERVICE-HOSPITAL PENSION	300,000.00	0	300,000.00



**Expenditure Transaction Report - Budget Amendments/Transfers as of 07/26/2024**

	<b>Control Total</b>	<b>450,000.00</b>	<b>0.00</b>	<b>450,000.00</b>
50-0000-000	OPIOID SETTLEMENT FUND:	0	0	0.00
50-4100-000	OPIOID SETTLEMENT FUND:	0	0	0.00
50-4100-001	2ND JUDICIAL DIST DRUG REC COURT CONTRIB	10,000.00	0	10,000.00
50-4200-001	STRATEGY 7- NALOXONE DISTRIBUTION	10,615.00	0	10,615.00
50-4200-002	STRATEGY 9 - HARM REDUCTION SSP	10,615.00	0	10,615.00
	<b>Control Total</b>	<b>31,230.00</b>	<b>0.00</b>	<b>31,230.00</b>
50-9990-000	CONTINGENCY	31,560.00	0	31,560.00
51-0000-000	DSS TRUST FUND ACCOUNTS:	0	0	0.00
51-4000-000	DSS TRUST FUND ACCOUNTS:	0	0	0.00
51-4100-001	DSS TRUST ACCOUNTS	210,000.00	0	210,000.00
	<b>Control Total</b>	<b>210,000.00</b>	<b>0.00</b>	<b>241,560.00</b>
58-0000-000	PROJECTS/GRANTS FUND:	0	0	0.00
58-4202-000	DEPT OF COMMERCE - MOTORSPORTS GRANT	100,000.00	0	100,000.00
58-4203-000	WEYERHAEUSER GIVING GRANT	2,000.00	0	2,000.00
58-4203-001	EM BLDG LOCAL MATCH	900,000.00	0	900,000.00
58-4260-556	CAP RESERVES ROOF REPAIRS/REPLACEMENTS	40,000.00	0	40,000.00
58-4260-558	CAP RESERVES HVAC REPAIRS/REPLACEMENTS	20,000.00	0	20,000.00
58-4301-001	EM BLDG DIRECT APPROP S.L. 2021.180	3,000,000.00	0	3,000,000.00
58-4301-002	CAP PROJ DIR APPROP SL 2021-180 SEC 40.8	194,500.00	0	194,500.00
58-6200-001	PARTF GRANT LOCAL MATCH	69,226.00	0	69,226.00
	<b>Control Total</b>	<b>4,325,726.00</b>	<b>0.00</b>	<b>4,325,726.00</b>
63-0000-000	FUND 63:	0	0	0.00
63-4960-000	TRAVEL & TOURISM:	0	0	0.00
63-4960-010	MUSEUM/HISTORIC SOCIETY	14,000.00	0	14,000.00
63-4960-020	WASH CO AFRICAN AMERICAN MUSEUM OPER EXP	5,000.00	0	5,000.00
63-4960-100	BILLBOARD ADVERTISEMENTS	32,200.00	0	32,200.00
63-4960-130	DDA-SIGNAGE, OPEN AIR MARKET, XMAS MKTPL	10,600.00	0	10,600.00
63-4960-140	CIVIL WAR TRAIL SIGNS MAINTENANCE	1,400.00	0	1,400.00
63-4960-180	HISTORIC ALBEMARLE TOUR DUES	1,000.00	0	1,000.00
63-4960-181	ROANOKE RIVER PARTNERS DUES	1,500.00	0	1,500.00
63-4960-200	NORTH CAROLINA BEAR FESTIVAL	30,000.00	0	30,000.00
63-4960-260	HISTORICAL SOCIETY OF WASHINGTON CO	500.00	0	500.00
63-4960-345	LASER LIGHT SHOW	5,000.00	0	5,000.00
63-4960-346	AFRICAN AMERIC EXPERIENCE OF NE NC DUES	2,000.00	0	2,000.00
63-4960-370	CONTRACT-WEBSITE HOST & MAINT	1,200.00	0	1,200.00
	<b>Control Total</b>	<b>104,400.00</b>	<b>0.00</b>	<b>104,400.00</b>
63-4970-000	TRAVEL & TOURISM:	0	0	0.00
63-4970-010	SALARIES & WAGES-DIRECTOR	25,000.00	0	25,000.00
63-4970-090	TRAVEL- FICA TAX	1,750.00	0	1,750.00
63-4970-100	TRAVEL- RETIREMENT	5,266.00	0	5,266.00
63-4970-131	TRAVEL - UNEMPLOYMENT	250.00	0	250.00
63-4970-140	TRAVEL- WORKER'S COMP	160.00	0	160.00
63-4970-180	TRAVEL- GROUP INS.S	10,600.00	0	10,600.00
63-4970-260	DEPARTMENTAL SUPPLIES	500.00	0	500.00
63-4970-310	TRAVEL- TRAVEL & TRAINING	1,000.00	0	1,000.00
63-4970-370	MARKETING & ADVERTISING-ADMIN	80,000.00	0	80,000.00
63-4970-390	TRAVEL- DUES & SUBSCRIPTIONS	400.00	0	400.00
63-4970-600	ADMIN FEE 3%- GENERAL FUND	4,500.00	0	4,500.00
63-4970-602	PROFESSIONAL SERVICES-AUDIT	3,500.00	0	3,500.00

**Expenditure Transaction Report - Budget Amendments/Transfers as of 07/26/2024**

	<b>Control Total</b>	<b>132,926.00</b>	<b>0.00</b>	<b>132,926.00</b>
69-9100-000	911:	0	0	0.00
69-9100-180	PROFESSIONAL SERVICES	2,760.00	0	2,760.00
69-9100-200	DEPARTMENTAL SUPPLIES	5,000.00	0	5,000.00
69-9100-310	TRAINING	4,000.00	0	4,000.00
69-9100-320	COMMUNICATIONS	8,000.00	0	8,000.00
69-9100-350	MAINT & REPAIR-EQUIPMENT	2,000.00	0	2,000.00
69-9100-351	CONTRACTED SERVICES-SOUNDSIDE	13,770.00	0	13,770.00
69-9100-352	MAINT AGREEMENT-SOUTHERN SOFTWARE CAD	7,952.00	0	7,952.00
69-9100-354	MAINT AGREEMENT-SOUTHERN SOFT MAPPING	3,346.00	0	3,346.00
69-9100-355	MAINT AGREEMENT-SOUTHERN SOFT PAGING	829.00	0	829.00
69-9100-356	MAINT AGREEMENT-EDGE ONE RECORDER	5,600.00	0	5,600.00
69-9100-357	MAINT AGREEMENT-MOTOROLA	16,811.00	0	16,811.00
69-9100-358	MAINT AGREEMENT-ESRI	1,900.00	0	1,900.00
69-9100-361	MAINT AGREEMENT-EMD	4,000.00	0	4,000.00
69-9100-362	MAINT AGREEMENT-CAD	2,000.00	0	2,000.00
69-9100-363	MAINT AGREEMENT-ENDPOINT	110.00	0	110.00
69-9100-550	- CAPITAL OUTLAY- EQUIPMENT	45,000.00	0	45,000.00
	<b>Control Total</b>	<b>123,078.00</b>	<b>0.00</b>	<b>123,078.00</b>
70-0000-000	FUND 70:	0	0	0.00
70-8600-000	RESERVE FOR REAPPRAISAL	40,000.00	0	40,000.00
	<b>Final Totals</b>	<b>64,316,467.00</b>	<b>0.00</b>	<b>64,316,467.00</b>

**Revenue Transaction Report - Budget Amendments/Transfers as of 07/26/2024**

<b>Account Id</b>	<b>Description</b>	<b>Adopted</b>	<b>Amended</b>	<b>New Budget</b>
10-3010-000	TAXES-AD VALOREM CURRENT YEAR	7,434,420.00	0	7,434,420.00
10-3010-010	CURRENT YEAR TAX DISCOUNTS	-50,000.00	0	-50,000.00
10-3011-000	TAXES-AD VALOREM 1ST PRIOR YR	200,000.00	0	200,000.00
10-3012-000	TAXES-AD VALOREM ALL PRIOR YRS	1,600,000.00	0	1,600,000.00
10-3018-000	NCVTS-WASHINGTON CO MOTOR VEH TAX	957,600.00	0	957,600.00
10-3018-001	NCVTS-WASH CO BILL/CC CONTRA REV	-35,000.00	0	-35,000.00
10-3030-000	PREPAYMENT-PROPERTY TAXES	55,000.00	0	55,000.00
10-3080-000	GROSS TAX REC LEASED VEHICLES	500.00	0	500.00
10-3090-000	PAYMENTS IN LIEU OF TAXES	13,500.00	0	13,500.00
10-3170-000	CURRENT YEAR TAX PENALTIES	10,000.00	0	10,000.00
10-3170-010	PRIOR YEAR TAX PENALTIES	1,000.00	0	1,000.00
10-3180-000	CURRENT YEAR TAX INTEREST	28,000.00	0	28,000.00
10-3180-010	PRIOR YEAR TAX INTEREST	280,000.00	0	280,000.00
10-3250-000	PRIVILEGE AND BEER LICENSES	750.00	0	750.00
10-3280-000	FRANCHISE FEES-CABLE TV	9,000.00	0	9,000.00
10-3290-000	INTEREST EARNED ON INVESTMENTS	375,000.00	0	375,000.00
10-3310-000	RENTS AND CONCESSIONS	11,100.00	0	11,100.00
10-3312-000	JAIL CONCESSIONS	25,000.00	0	25,000.00
10-3352-000	ELECTIONS-TOWN REIMB & FILING	100.00	0	100.00
10-3354-000	CRESWELL LEVY ADMINISTRATION FEE	4,000.00	0	4,000.00
10-3360-013	RECREATION-VENDOR RENTS AND CONCESSIONS	400.00	0	400.00
10-3410-000	WINE AND BEER TAX	33,000.00	0	33,000.00
10-3415-000	ABC PROFIT DISTRIBUTION	35,000.00	0	35,000.00
10-3430-000	SALES TAX-ONE HALF CENT-ST-A42	245,000.00	0	245,000.00
10-3440-000	SALES TAX-ONE-HALF CENT-ST-A40	770,000.00	0	770,000.00
10-3450-000	SALES TAX ONE CENT LOCAL	1,200,000.00	0	1,200,000.00
10-3460-000	SALES TAX - REDISTRIBTUTION	439,500.00	0	439,500.00
10-3470-000	SALES TAX-LOCAL 1/4 CENT-A46 (100%)	300,000.00	0	300,000.00
10-3470-020	ABC ALCOHOLISM BOTTLE TAX	3,800.00	0	3,800.00
10-3480-013	RAP LEPC TIER II GRANT	5,000.00	0	5,000.00
10-3480-020	EMERGENCY MANAGEMENT PROG FUND	39,000.00	0	39,000.00
10-3480-029	GRANT-EM CAPACITY BLDG COMPETITIVE GRT	97,000.00	0	97,000.00
10-3490-000	DSS-ADMINISTRATION REIMBURSE	3,021,972.00	0	3,021,972.00
10-3500-050	DSS-FOSTER CARE/ADOPTIONRETURN	155,622.00	0	155,622.00
10-3500-120	DSS-TITLE IV-D CHILD SUPPORT	15,000.00	0	15,000.00
10-3500-130	HOME & CC BLOCK GRANT-ALB COMM	78,133.00	0	78,133.00
10-3500-190	DSS-MEDICAID CAP	150,000.00	0	150,000.00
10-3500-191	DSS MODIVCARE & ONECALL CONTRACTS	3,500.00	0	3,500.00
10-3500-200	DOT - ROAP & CTS GRANTS	215,307.00	0	215,307.00
10-3500-270	SHIIP-SENIOR HEALTH INS INF	7,818.00	0	7,818.00
10-3500-280	MIPPA GRANT-MEDICAID IMPROVEMENT FOR PAT	3,189.00	0	3,189.00
10-3508-000	ALB COMM NUTRITION SITE DIRECTOR	7,882.00	0	7,882.00
10-3508-001	ALB COMM GENERAL PURPOSE GRANT	3,719.00	0	3,719.00
10-3509-000	SENIOR CITIZENS FUNDS	0.00	0	0.00
10-3509-010	SENIOR CENTER TRIPS	1,500.00	0	1,500.00
10-3509-020	SENIOR CENTER DONATIONS	0.00	0	0.00

**Revenue Transaction Report - Budget Amendments/Transfers as of 07/26/2024**

10-3509-040	SENIOR CTR STIPEND-COOP EXT SHIIP ADMIN	1,000.00	0	1,000.00
10-3510-010	COURT COST, FEES AND CHARGES	14,000.00	0	14,000.00
10-3510-020	OFFICERS FEES	9,000.00	0	9,000.00
10-3540-000	SHERIFF FEES	500.00	0	500.00
10-3540-020	GUN PERMITS DISCRETIONARY-COUNTY PORTION	0.00	0	0.00
10-3540-030	GUN PERMITS-STATE PORTION	0.00	0	0.00
10-3540-040	FINGER PRINTING	0.00	0	0.00
10-3540-083	NC ANIMAL SHELTER SUPPORT FUND GRANT	12,500.00	0	12,500.00
10-3541-000	SHERIFF'S SERVICE FEES	11,000.00	0	11,000.00
10-3542-000	SHERIFF-ABC BOARD FUNDING	2,400.00	0	2,400.00
10-3550-000	BUILDING PERMIT FEES - (GC)	45,000.00	0	45,000.00
10-3550-010	PLANNING CONTRACTED SERVICES-BLDG INSP	10,000.00	0	10,000.00
10-3550-030	ZONING FEES	1,500.00	0	1,500.00
10-3560-000	REGISTER OF DEEDS FEES	70,000.00	0	70,000.00
10-3560-010	MARRIAGE LICENSES	2,500.00	0	2,500.00
10-3580-000	JAIL FEES/STATE REIMBURSEMENTS	700.00	0	700.00
10-3590-000	JAIL HOUS/TRANS/CO/US MARSHALL	120,000.00	0	120,000.00
10-3700-000	GRANT-NCDIT WASHINGTON CO RADIO UPGRADE	100,462.00	0	100,462.00
10-3830-001	SALE OF FORECLOSED PROPERTIES	10,000.00	0	10,000.00
10-3970-020	M-T-W COURT COORDINATOR GRANT	90,994.00	0	90,994.00
10-3970-040	JCPC-ROANOKE AREA YOUTH	69,257.00	0	69,257.00
10-3970-041	JCPC-WASHINGTON COUNTY YOUTH	8,773.00	0	8,773.00
10-3970-042	JCPC-ADMINISTRATION	10,910.00	0	10,910.00
10-3970-050	SCHOOL REIMB-WCU/CHS SRO	149,146.00	0	149,146.00
10-3970-090	CONTRI FROM SOIL & WATER DIST	20,000.00	0	20,000.00
10-3970-120	COST ALLOCATION-WATERWORKS	110,000.00	0	110,000.00
10-3980-020	TOURISM DEVELOP AUTHOR 3% ADMN	4,500.00	0	4,500.00
10-3990-000	APPROPRIATED FUND BALANCE	535,255.00	0	535,255.00
21-3230-320	SALES TAX-ARITCLE 40 (30%)/\$735,000	330,000.00	0	330,000.00
21-3230-321	SALES TAX-ARTICLE 42 (60%)/\$400,000	360,000.00	0	360,000.00
21-3230-400	GRANT-NEEDS BASED PUBLIC SCHOOL CAP FUND	2,646,948.00	0	2,646,948.00
21-3230-402	TRUIST PK-12 FINANCING-EARNED INCOME	100,000.00	0	100,000.00
21-3230-404	PK-12 RENTAL INCOME	400,000.00	0	400,000.00
21-3980-000	TRANSFER FROM GENERAL FUND	700,000.00	0	700,000.00
21-3990-000	APPROPRIATED FUND BALANCE-WC SCHOOLS CO	19,375,328.00	0	19,375,328.00
30-3920-010	WATERSHED 1972 REFERENDUM TAX-CURRENT YR	85,000.00	0	85,000.00
30-3920-020	WATERSHED 1972 REF TAX-CURR YR DISCOUNT	-600.00	0	-600.00
30-3920-030	WATERSHED 1972 TAX REF-CURR YR PENALTIES	125.00	0	125.00
30-3920-040	WATERSHED 1972 REF TAX-CURR YR INTEREST	750.00	0	750.00
30-3921-010	WATERSHED 1972 REF TAX-1ST PRIOR YR	2,400.00	0	2,400.00
30-3921-020	WATERSHED 1972 REF TAX-OTHER PRIOR YEARS	800.00	0	800.00
30-3921-030	WATERSHED 1972 REF TAX-PRIOR YR PENALTIE	10.00	0	10.00
30-3921-040	WATERSHED 1972 TAX REF-PRIOR YR INTEREST	3,500.00	0	3,500.00
30-3930-000	DRAINAGE ASSESSMENT-EDDIE SMIT	6,150.00	0	6,150.00
30-3940-000	EDDIE SMITH-RECAP ASSESSMENT04	0.00	0	0.00
30-3990-000	APPROP WATERSHED RESERVE	81,515.00	0	81,515.00
33-3350-001	CONSTR CONTRACTERS DISPOSAL FEES(BILLED)	80,000.00	0	80,000.00

**Revenue Transaction Report - Budget Amendments/Transfers as of 07/26/2024**

33-3400-001	NCDENR GRANT	3,500.00	0	3,500.00
33-3501-000	RURAL SOLID WASTE FEE-COUNTY	1,403,154.00	0	1,403,154.00
33-3501-001	RSW FEE MUNICIPAL TIPPING REIMB (BILLED)	51,000.00	0	51,000.00
33-3503-000	WHITE GOODS DISP FEE & GRANTS	6,000.00	0	6,000.00
33-3504-000	SOLID WASTE DISPOSAL TAX	7,200.00	0	7,200.00
33-3670-010	STATE TIRE TAX REVENUES	20,000.00	0	20,000.00
33-3670-020	STATE TIRE TAX REVENUES(BILLED)	100.00	0	100.00
33-3795-000	PENALTIES AND INTEREST(BILLED)	0.00	0	0.00
33-3970-075	TOWN SOLID WASTE	60,000.00	0	60,000.00
33-3980-000	TRANSFER FROM GENERAL FUND	50,000.00	0	50,000.00
35-3290-000	INTEREST EARNED ON INVESTMENTS	7,500.00	0	7,500.00
35-3710-000	UTILITY BASE CHARGES	900,000.00	0	900,000.00
35-3710-010	UTILITY CONSUMPTION CHARGES	550,000.00	0	550,000.00
35-3730-000	TAP & CONNECTION FEES	12,000.00	0	12,000.00
35-3750-000	RECONNECTION FEES	18,000.00	0	18,000.00
35-3790-000	PENALTIES & INTEREST-UTIL BILL	5,000.00	0	5,000.00
35-3990-990	FUND BALANCE APPROPRIATED	335,041.00	0	335,041.00
35-9999-001	OVERPAYMENTS	0.00	0	0.00
36-3100-001	NCDEQ GRANT-ASSET INVENTORY ASSESSMENT	143,718.00	0	143,718.00
36-3100-002	NCDEQ VUR PEA RIDGE WATER TRANS GRANT	5,452,000.00	0	5,452,000.00
36-3100-003	NCDEQ VUR ROPER CONNECTION GRANT	945,200.00	0	945,200.00
37-3350-000	NCACC WASHINGTON EMS	100,000.00	0	100,000.00
37-3490-000	EMS REVENUE	840,000.00	0	840,000.00
37-3500-000	TRANSPORT SERVICE REVENUE	275,000.00	0	275,000.00
37-3833-840	EMS DONATIONS	0.00	0	0.00
37-3901-000	TYRRELL-EMS CONTRACT	675,000.00	0	675,000.00
37-3902-000	FUND BALANCE APPROPRIATED	174,748.00	0	174,748.00
37-3980-010	TRANSFER FROM GENERAL FUND	399,620.00	0	399,620.00
38-3800-000	APPROPRIATED FUND BALANCE	16,667.00	0	16,667.00
38-3800-083	AIRFIELD LIGHTING REPLACE (CON/CA/RPR)	2,200,000.00	0	2,200,000.00
38-3800-092	NPE FEDERAL GRANT-FY 21-22	166,667.00	0	166,667.00
38-3800-093	NPE FEDERAL GRANT-FY 22-23	166,667.00	0	166,667.00
38-3800-094	NPE FEDERAL GRANT-FY 23-24	166,667.00	0	166,667.00
38-3800-095	NPE FEDERAL GRANT-FY 24-25	150,000.00	0	150,000.00
39-3570-000	AIRPORT FUEL SALES	75,000.00	0	75,000.00
39-3600-000	HANGER RENTAL	15,600.00	0	15,600.00
39-3600-001	FARM LAND LEASE	1,252.00	0	1,252.00
39-3980-010	TRANSFER FROM GENERAL FUND	99,905.00	0	99,905.00
39-3990-000	APPROPRIATED FUND BALANCE	42,706.00	0	42,706.00
40-3960-000	TRANSFER FROM GENERAL FUND	450,000.00	0	450,000.00
50-3000-001	OPIOID SETTLEMENT DISTRIBUTION	62,790.00	0	62,790.00
51-3100-001	DSS TRUST FUND ACCOUNTS	210,000.00	0	210,000.00
58-3980-010	TRANSFER FROM GENERAL FUND	70,000.00	0	70,000.00
58-3990-000	APPROPRIATED FUND BALANCE	4,255,726.00	0	4,255,726.00
63-3270-000	MOTEL OCCUPANCY TAX	160,000.00	0	160,000.00
63-3990-000	TTA-FUND BALANCE APPROPRIATION	77,326.00	0	77,326.00
69-3370-000	E911 TELEPHONE SURCHARGE (1YR)	118,952.00	0	118,952.00

Revenue Transaction Report - Budget Amendments/Transfers as of 07/26/2024

69-3990-000	APPROPRIATED PRIOR YR BALANCE	4,126.00	0	4,126.00
70-3980-010	TRANSFER FROM GENERAL FUND	40,000.00	0	40,000.00
	<b>Final Totals</b>	<b>64,316,467.00</b>	<b>0.00</b>	<b>64,316,467.00</b>

# WASHINGTON COUNTY BOARD OF COMMISSIONERS

## AGENDA STATEMENT

**ITEM NO: 7**

**DATE: August 5, 2024**

**ITEM: Other Items by Chair, Commissioners, or Staff**

### **SUMMARY EXPLANATION:**

- a. NCACC Legislative Goals for FY24-25  
Mr. Potter will speak with the Commissioners about coming up with legislative goals that the NCACC can assist counties with FY24-25
- Department Head Reports from July 2024—see attached
- Statistics Reports—see attached

Department Head Reports to the Commissioners  
August 5, 2024  
Board of Commissioners' Meeting

EMS

Jennifer O'Neal

**EMS STAFFING:**

The EMS Division currently has (4) Full-Time Paramedic positions available. The Transport Division has two Full-Time EMT positions available, one Full-Time EMT on medical leave. We are also accepting applications for part time positions for all levels (EMT, A-EMT, and Paramedic). We still have two full time EMTs that should complete Paramedic training through Martin Community College in the fall. Part-Time Paramedic KimiAnn Corey was promoted to the EMS Director position in Bertie County this past month. We are very proud of her accomplishments and she will do an amazing job. Unfortunately, this will greatly limit her ability to assist us part time. With research and your help, we have made great progress in remaining competitive in the EMS market. We still have work to do. Bertie County released their new salaries this past week and they will most likely make an impact on this agency.



**BERTIE COUNTY EMERGENCY SERVICES**

# WE'RE HIRING

**OPEN POSITIONS**

- ✓ PARAMEDIC - \$22
- ✓ ADVANCED EMT - \$19.50
- ✓ EMT BASIC - 911 - \$18.00
- ✓ EMT BASIC - TRANSPORT \$18.00

**APPLY NOW**

EXCITING NEWS! WE'RE HIRING AND LOOKING FOR TALENTED INDIVIDUALS TO JOIN OUR TEAM. PAY WILL VARY BASED ON YEARS AT CURRENT LEVEL.

**VISIT OUR WEBSITE**  
[www.co.bertie.nc.us](http://www.co.bertie.nc.us)

Contact us:  
David LaFon- [david.lafon@bertie.nc.gov](mailto:david.lafon@bertie.nc.gov)  
Kimiann Corey- [kimiann.corey@bertie.nc.gov](mailto:kimiann.corey@bertie.nc.gov)  
(252) 325-2439



**SAFETY:**

Plans are still underway and working kinks out on the web to begin an Injury Prevention College on NeoGov soon.



**SYSTEM BUSINESS:**

UNC PECC+ Program : Our PECC+ Coordinator has moved to part-time, she will be continuing to handle the program. No new update.

Duke RACE-CARS Trial Program: Deputy Director Annette Ward and Chairman to the Board Ann Keyes attended the regional meeting in Raleigh to discuss initiatives including a project to reach out to the churches in Washington and Tyrrell Counties and offer training and distribution of AEDs.

Call volume and staffing challenges have reduced the opportunities to participate in community events for the past several weeks. However, we were able to attend Camp Corral Hero Day at the Eastern 4H Center. The attending children all have wounded, ill and/or fallen military parents. We are excited every year to honor wounded warriors and their families by supporting these incredible children.



Recreation

Randy Fulford

Recreation is well. On Sat July 20, flag football season ended and now our tackle football will start. We had food for all. The County Commissioners, and the Town Mayor and his wife came out to help us give out awards for coaches and players I thank Mrs. Debbie, Mrs. Sarah and others that came out to help. God Bless.

Elections

Dora Bell

Filing has ended and we had only 1 candidate who filed. There is a Director and Board Members Training section set for August 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup>, in Greensboro, NC.

Library

Brandy Goodwin

Staffing:

No changes to report.

### **Programming:**

- Our FINAL Grassroots Arts Series came to an end on June 17<sup>th</sup> and the attendance numbers were up significantly than in year's past!
- The Summer Reading Program is currently taking place here at the library and we've seen such a large turnout! Totals are as follows for programs that have taken place thus far:

Windy Acres Petting Zoo – 63

Slime Making Program – 25

Nature Out Loud! – 25

OBX Lizard Land – 66

We have three SRP's remaining; Gene Galligan will join us for a puppeteering adventure on July 24<sup>th</sup>, Chowan County Beekeepers on the 31<sup>st</sup>, and our FINAL program will be on August 7<sup>th</sup> with Rob Westcott's Magic Show. ALL PROGRAMS ARE HELD ON WEDNESDAY'S AT 1:00 PM!

- "Family Fridays" Matinee Series is seeing a growing number of attendees. Totals are as follows thus far:

June 28<sup>th</sup> "Elemental" – 8

July 5<sup>th</sup> "Wonka" – 9

July 12<sup>th</sup> "The Little Mermaid" (2023) – 15

At the time this report was submitted, numbers could not be given for the July 19<sup>th</sup> showing as it has not happened yet. We will be showing three more movies to conclude our series. They will be "The Jungle Book (1967) on July 19<sup>th</sup>, "Super Mario Bros. (2023) on July 26<sup>th</sup>, and "The Wizard of Oz" on August 2<sup>nd</sup>. ALL SHOWINGS ARE FRIDAY'S AT 2:00 PM!

- Online programs have halted for the summer and will resume once SRP concludes.
- WIP (Works in Progress) is still meeting at NOON on Wednesdays! If you like to knit or crochet, please stop by.

### **Other Library Business:**

- Our Board of Trustees will now be meeting at 11 AM instead of at 2 PM for bimonthly meetings due to members favoring an early meeting time.

### **Cooperative Extension**

Rebecca Liverman

# JULY REPORT

**Ginny Mason**  
4-H Agent



- ✔ We hosted an Everything Peach Workshop where youth learned all about peaches and made several delicious peach treats
- ✔ Three Washington County Youth attended Cloverbud camp at the Eastern Center
- ✔ Three Washington County teens are headed to Raleigh to participate in 4-H Congress along with other 4-H teens from all across the state.
- ✔ Two 4-H'ers placed gold in their category at District Activity Day and will be competed at State Presentations later this month.
- ✔ Our entire staff participated in a professional development event this month in Currituck.



**Jalynne Ward  
Agriculture Agent**



Spent time compiling rainfall totals for insurance letter purposes. **As of July 8th, we were almost a foot behind in rainfall when compared to the 30-year average. This has had a huge impact on yield potential for crops across the county.**



Dry weather causes a higher salt content in surface irrigation water. Used a handheld salinity meter to check the salt content of irrigation water and worked with the grower to determine how much irrigation water should be used on different crops (some are more salt tolerant than others).



Continuing to take pictures with a PlantMap3D system in order to train Artificial Intelligence to recognize different weed and crop species

Hosted a BFMA committee meeting. The Blackland Tour is less than 3 weeks away!

Tax Office  
Sherri Wilkins

1. We continue to work every day with Zacchaeus Legal Services – sending tax information, verifying balances due, completing tax certifications, adding attorney fees and/or suit cost.
2. Assisted the taxpayers with the Tag & Tax program, handling value adjustments, refunds, releases, address corrections and general questions regarding motor vehicles.
3. Christal has processed the refunds for the month, after the Commissioners approval.
4. Continue to verify PINs for Deed filings, process Tax Certifications and assign addresses in GIS – we had several address requests this month. We have a variation of these daily.
5. Continue to work with the landfill. They call us for verification of ownership of a property, for example, there is a new owner for a property and that person is going into the landfill but before they are allowed to dump their debris or trash, the landfill calls us to make sure they own the property at the address they have given.
6. The Statistical report was submitted.
7. Sent mapping updates to Joe with Atlas. Had correspondence with Joe several times for assistance with mapping requests.
8. Sat in on an online seminar for the 2024 Orthoimagery Quality Review.
9. Overall, we remain busy with the data processing of Business Personal Property listings and transfers.
10. Received debt set-off payments this month.
11. Information needed for the audit was given to the finance office.
12. Christal Watkins has moved her items to the Delinquent Tax office. However, she is remaining in the tax office to assist with phone calls, taxpayer visits, etc.
13. The entire office is working diligently to get all data entries completed so tax bills can be mailed. We have received a lot of phone calls and office visits from those that want to capture the 2% discount and they are paying now. This is taking up the majority of our time.

Planning/Inspections/Floodplain Management  
Allen Pittman

Planning and Inspections  
Activity Report  
July 1 – 23, 2024

Permits Issued 30  
Inspections Completed 40 (does not include Tyrrell County or WCPK-12)  
Issued Certificate of Occupancy for operations to DG Market and for Royal Farms  
WC PK-12 Schools – ongoing inspections - several areas and types at each visit  
13 Plan Reviews and/or Consultations with contractors, Landowners, and potential buyers  
July 5, 12, 19, and 26 to Tyrrell County per contract  
July 18 Planning Board met – set Public Hearing for text amendment – Signage  
Fire Marshal working with Airport on safety concern  
July 9 Staff worked with EM on Statewide exercise –  
July 23 – Internet and phones down in office – connected Mr. Pittman via his FirstNet acct

Emergency Management  
Lance Swindell

No report submitted.

Soil and Water  
Chris Respass

No report submitted.

Landfill  
Vacant

No report submitted.

Sheriff's Office/Detention/E911  
Chief Deputy Arlo Norman/Clinta Blount/Harley Spruill

No report.

Information Technology  
Darlene Fikes

**Completed Tasks**

Troubleshoot possible issue with Finance laptop. Issue was with portal.  
Review with Sherri My Documents and Scanning with Land Records, Delinquent Tax & TaxClerk1.  
Make changes.  
Tour 911 Center & Server Room with Jason.  
Lance - picked up tablets. Reviewed log in, settings & basics of tablets.  
Researched issue with address at Elections. Railroad St or NC Hwy 32 N. Sherri sent email to Atlas.  
Review quote with SSG to replace Nano for connectivity to Investigators.  
Troubleshoot issue with scanning at the Landfill.  
Complete 2024 Audit Questionnaire for Thompson, Price, Scott, Adams & Co & email.  
Work on PSAP Assessment Corrective Action Plan with Harley & submit to 911 Board.  
Setup work area for auditors.

**Current Tasks**

Cox & Company-Assisting in the Tax Office file conversions.  
Elections internet connection - Dedicated Line installment scheduled for August 9.  
BLaST device installed-need to call since setup seems to not allow connection to wc domain.  
Motorola: 911 Grant & installation of Motorola equipment.  
Investigators internet/phones down. Nano on Courthouse roof has water damage. Will need to replace.  
Review computer needs with Lee & Renee. Need to get computer quotes for Water Plant & Senior Center.

**Future Tasks**

Setup laptop for County Manager office PO 23-0586.  
Setup copier to be used as network printer for Jail. Determine how to connect.  
Discuss possible setup of scanning with Sheriff Dept & Jail.  
Guy Cayton-Latitude 5520 s/n: B9217S3 will not power on.  
Download vlc on deputies pc. Needed for viewing jail camera feed.  
Create IT Department presentation to be used on County website.  
Copy emails to pst for employees per email from Curtis. Create instructions for moving pst to email.  
Factory reset MDTs & setup profile on 911 domain.

**Additional Attention Needed**

Waiting for AOC on IT cabinet.

Quote for 4-port wall jack in Commissioners Room.  
Need to check status two camera's not working.

### Senior Center

Renee' Collier

No report submitted.

### Surplus

Debbie Knieper

No report submitted.

### Airport

Mary Moscato

#### **Project Update:**

- Airfield Lighting Improvement Project
  - The project is actively progressing. The Beacon (which has been out of commission for 10 years) repair is complete and it is now operational.
- RPZ Obstruction
  - July 23, 2024: The Department of Aviation issued a Grant Execution and Notice to Proceed letter for the Obstruction Removal Project.
- AWOS
  - No advancement of this project. Continues to work its way through the DOA & FAA approval process. We applied for AIG funds and are pending notification.

#### **Other Activities:**

- Attended a Wildlife Mitigation Course at Rocky Mount Regional Airport.
- The Department of Aviation conducted an inspection of PMZ that seemed to go well. We will receive the written report of their findings.
- Worked with Emergency Management and the Fire Marshal on a fuel storage situation at one of the hangars. This is in response to the NCDEQ Stormwater Inspection.
- The review committee met to rate and rank the four (4) proposals received for the Engineering Master Contract. Talber & Bright was selected as our new engineering firm.
- Attended the NC Airport Community Quarterly Virtual meeting held by the Becca Gallas, Director of the Department of Aviation.
- Participated in a study being conducted by NC State University on General Aviation Hangar Data Collection.
- Attending ALMP/AirTAP Course 1: Airport Rules and Regulations, Minimum Standards and Legal Issues on July 30<sup>th</sup>.



**Revenue Update:**

- July Fuel Sales (as of 7/24): \$1,222.22
- Total fuel sales for FY25: \$1,222.22
- Hangar Leases: \$9,000

Facility Services

Ricky Young

**Unfinished Business:**

- Monthly PM's.
- Cleaning of HVAC coils.

**Maintenance:**

- Completed 63 work orders.
- Started painting parking lot lines at DSS.
- Replaced the well and water pump at the Landfill/Animal Shelter.
- Removed the tree over the generator at CMO building.

**Upcoming Projects:**

- Remove the plumbing and cabinets at the Library for new cabinets.
- Replace the boards on the CMO handicap ramp.
- Convert the lights to LED at the Water Department in Roper.

Register of Deeds

Timothy Esolen

No report submitted.

DSS

Clifton Hardison

Washington County Board of Social Services  
Regular Meeting Minutes  
Tuesday, June 18, 2024

Attendance

- Board of Social Services: Julius Walker, Harry White and Ann Keyes
- By Phone: Rona Norman
- Staff: Clifton Hardison, Cathy Ange, Tammy Mixon, Yolanda White and Lynn Swett

Call to Order

The monthly meeting of the Washington County Board of Social Services was held on Tuesday, June 18, 2024 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

Ann Keyes moved to approve the consent agenda that included the May 21, 2024 regular board meeting minutes. Harry White gave a second to the motion and the vote in favor of the motion was unanimous.

Medicaid presentation

Tammy Mixon presented the Medicaid presentation. The presentation can be found with the minutes.

In-Home Services Bids Opening:

The Board next considered in-home aide services contracts for FY 2024-2025. Mr. Walker opened the bids received from in-home service providers for the new fiscal year. The following bids were received and opened during the meeting:

- Coastal Home Care Agency provided a bid of \$19.00 per hour for Level 1 and \$21.00 for Level II.
- Interim Health Care provided a bid of \$20.00 per hour for Level I and Level II. Level III is \$21.00.

Yolanda White noted that the agency's current contract is with Interim Health Care. Ms. White stated we have a great relationship with Interim Health Care.

Ms. Keyes recommended the contract for Fiscal Year 2024-2025 be awarded to Interim Health Care. A second was given by Mr. White and the vote in favor of the motion was unanimous.

#### Director's Report/Informational Items

Administration: We have filled the IMCW II position in Child Care and we have one position available which is a Social Worker IA&T position in the Children Services unit.

Food and Nutrition Services: Food Stamp statistics were reviewed. The new supervisor is doing well.

Child Care: Child Care statistics were reviewed. We are continuing to pull children off the waiting list. We have 46 children on the waiting list at this time.

Medicaid: Medicaid and Program Integrity statistics were reviewed.

Children Services: Child Protective Services and Permanency Planning statistics were reviewed. We are currently working with a total of 26 children, all of them are in our custody. We had one child in our custody who was in respite care for over 30 days because we couldn't find another placement for him. It was \$400 a day which is a budget buster but he has now been placed in a group home.

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

Energy Program: Energy Programs were reviewed.

Child Support: Child Support statistics were reviewed. Child Support is being managed by Young Williams.

Riverlight Transit: Riverlight Transit statistics were reviewed. We have started the shopping trips with Riverlight. There has been one person who has signed up so far but we're hoping it will grow soon.

Director's PowerPoint presentation and spreadsheet reports are attached.

Local Board Appointment: Ms. Keyes made a motion for Harry White to fill a second term. Ms. Norman gave a second to the motion and the vote in favor of the motion was unanimous.

#### Selection of Chairman and Vice Chairman

The board recommended waiting until the July meeting to nominate officers so all the members will be present.

Other items: The next meeting for the Board is July 16, 2024 at 9 a.m.

#### Adjournment

Ms. Norman made a motion to adjourn and Ms. Keyes 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, JULY 16, 2024  
9:00 AM**

**BOARD ROOM**

**WASHINGTON COUNTY  
DEPARTMENT OF SOCIAL  
SERVICES**

**209 EAST MAIN ST  
PLYMOUTH, NC 27962**



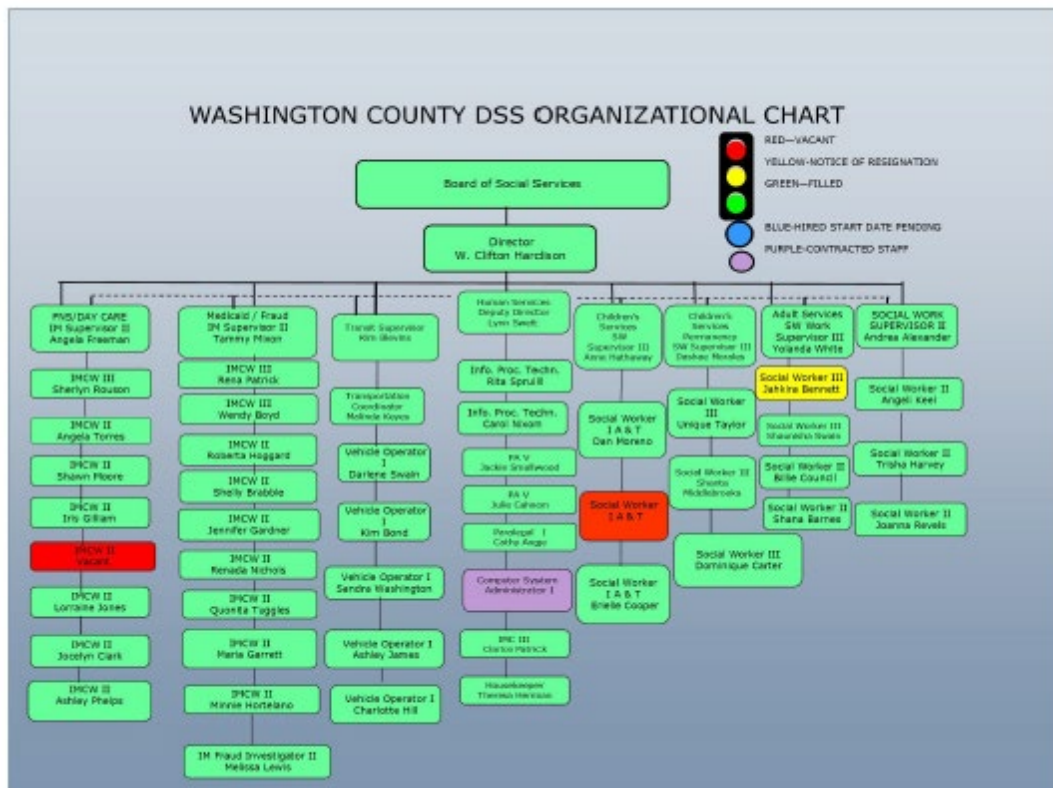
**WASHINGTON COUNTY BOARD OF SOCIAL SERVICES MEETING  
AGENDA  
TUESDAY, JULY 16, 2024  
9:00 AM**

- 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 – June 18, 2024**
- 5. PERMANENCY PLANNING PRESENTATION – DASHAE MORALES**
- 6. DIRECTOR’S REPORT – CLIFTON HARDISON**
- 7. SELECTION OF OFFICERS– JULIUS WALKER**
- 8. OTHER ITEMS BY BOARD MEMBERS OR DIRECTOR-  
NEXT MEETING – TUESDAY, AUGUST 20, 2024 at 9:00 AM**
- 9. ADJOURN – CHAIR, JULIUS WALKER**

## Agenda Item 7: Consent Agenda

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

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



## 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

Federal IV-E Audit file must be in Raleigh May 28, 2024

## Audit/Monitoring Findings

- No new reports

ADMIN. 23-24	Fy	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Staff Level	58	56	53	53	54	54	50	51	52	52	51	52	52
Vacancies		2	5	5	4	4	8	2	2	2	3	2	2
Front Desk Visits		218	279	201	276	229	214	412	264	223	235	216	207
FINANCIAL													
Expenditures from 1571	\$4,493,296	\$341,011	\$357,539	\$414,133	\$352,260	\$349,118	\$402,265	\$337,933	\$369,056	\$373,027	\$363,037	\$448,800	\$385,116
Percentage of total budget Remaining		87.00%	80.00%	67.00%	61.00%	53.00%	44.00%	39.00%	32.00%	25.00%	20.00%	13.00%	8%

FNS FY 23-24	YTD TOTALS	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Individuals Served		3,002	3,016	3,006	2,954	2,943	2,867	2,767	2,737	2,680	2,671	2,653	2,659
Benefits	\$5,513,168	\$477,287	\$490,180	\$473,841	\$497,588	\$497,109	\$476,971	\$450,183	\$440,418	\$425,852	\$431,212	\$433,698	\$428,829
Applications Taken	1055	102	104	94	101	85	58	109	71	86	74	81	90
Reviews Completed	1678	144	161	144	161	137	162	129	135	111	126	133	135

CHILD CARE FY 23-24	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		178	184	191	199	217	207	198	192	189	165	182	167
Waiting List		34	31	31	34	41	45	44	27	31	37	41	46
Benefit Amount	\$1,199,118	\$89,948	\$90,927	\$103,667	\$112,180	\$99,035	\$102,078	\$98,229	\$93,599	\$83,970	\$95,822	\$ 82,477	\$80,188
Total Benefit Issued	\$ 1,132,120												
Benefit Remaining	\$66,998												

\*\*DAY CARE FOR MAY IS PRELIMINARY FIGURES

MEDICAID FY 23-24	Monthly Totals	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Individuals Served		4,307	4,305	4,288	4,287	4,402	4,387	4,428	4,445	4,417	4,386	4,353	4,364
Applications Taken	688	32	39	53	39	39	126	82	61	42	56	65	54
Reviews Completed	1,923	137	152	147	201	229	124	196	205	170	146	120	96

PROGRAM INTEGRITY FY 23-24		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Claims-On Going													
	FNS	59	65	73	73	74	76	73	74	71	70	75	76
	Medicaid	1	1	1	1	0	0	0	0	0	0	0	0
	WFFA	0	0	0	0	0	1	1	1	1	2	2	3
	Child Care	12	12	12	12	12	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 23-24													
		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Total Children involved with Foster Care		20	20	21	21	22	28	28	25	25	26	26	26
Total Children in DSS Custody		19	19	19	19	20	26	26	25	25	26	26	26
Total Children not in DSS Custody		1	1	2	2	2	2	2	0	0	0	0	0
Reports Received		13	8	6	4	14	6	7	5	6	7	17	10
Children in Assessments/ Investigations		47	52	45	47	42	38	38	36	42	53	58	58

ADULT PROTECTIVE SERVICES FY '23-24													
		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Reports Received		10	6	8	4	2	4	4	3	6	5	6	2
Total Active Cases		11	11	8	6	2	3	5	4	9	9	8	4
Guardianship Cases		5	5	5	5	6	6	6	6	7	7	8	8

IN HOME SERVICES FY 23-24		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
In Home Aid Clients		10	9	9	9	9	9	9	10	11	16	16	16
In Home Aid Inquiry List		24	24	24	25	25	21	21	24	23	23	25	28
Special Assist In Home Aid Clients		5	5	5	5	5	5	5	5	6	5	4	4
Community Alternatives Program for Disabled Adult Clients (CAP)		53	51	51	51	51	52	52	52	58	57	56	55

Work First Employment & Cash Assistance FY 23-24	ytd Totals	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Cash Benefits Issued		\$4,821	\$4,099	\$4,099	\$4,096	\$3,163	\$4,353	\$3,708	\$2,746	\$2,893	\$2,982	\$2,916	\$3,671
Emergency Assist Issued		\$0	\$0	\$4,090	\$6,070	\$3,350	\$2,419	\$0	\$4,000	\$0	\$1,399	\$5,941	\$185
Employment Assist Issued		\$256	\$0	\$0	\$0	\$0	\$1,169	\$0	\$0	\$0	\$0	\$0	\$0
Community Med Suppt		\$0	\$2,400	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$270	\$0	\$0
Applications Taken		3	6	5	6	4	3	1	2	0	2	9	6
Single Parent Caseload		8	9	9	7	6	8	7	5	4	3	2	3
Two Parent Caseload		0	0	0	0	0	0	0	0	0	0	0	1
Child Only Cases		10	11	12	12	13	12	12	11	12	12	13	13
200% of Poverty Cases		0	3	3	5	5	5	7	5	4	3	4	4
TOTAL OPEN CASES		18	24	24	24	24	25	26	21	20	18	18	20



RIVERLIGHT TRANSIT FY 23-24	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Monthly Unduplicated Riders	64	71	73	73	67	59	65	74	76	70	70	72
Medicaid Transportation	28	36	35	35	35	38	33	31	37	33	30	34
MODIVCARE	10	4	7	8	3	1	3	8	9	0	6	2
ONE CALL	0	0	0	0	0	0	0	0	0	0	0	0
Roanoke Development Center	0	0	0	0	0	0	0	0	0	0	0	0
Senior Center	10	9	9	8	8	8	10	10	9	11	9	9
Rural General Public	7	12	10	12	10	8	7	11	7	10	9	10
Other (DDS, WF, EDTAP)	9	10	12	10	11	9	12	14	14	16	16	17

RIVERLIGHT TRANSIT FY 23-24	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Monthly One-Way Passenger Trips	569	600	623	693	564	489	597	696	638	684	647	582
Roanoke Development Center	0	0	0	0	0	0	0	0	0	0	0	0
Medicaid Transportation	222	234	249	256	220	201	222	225	233	219	182	171
MODIVCARE	46	26	26	31	8	2	6	16	18	0	12	4
ONE CALL	0	0	0	0	0	0	0	0	0	0	0	0
Senior Center	206	222	228	242	216	165	231	300	242	283	278	245
Other (DDS, WF, EDTAP)	97	92	96	114	69	72	103	52	122	131	143	115
Rural General Public	44	52	50	81	59	51	41	119	41	51	44	47

WASHINGTON COUNTY

# STATISTIC REPORT



Reporting Period:

**JULY 2024**

	July	Aug.	Sept.	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	YTD Totals
<b>Water Billed FY 22-23</b> (in million gallons)	7.707	7.855	8	6.766	7.766	7.706	6.657	6.814	7.014	6.519	7.56	8.956	90
<b>Water Billed FY 23-24</b> (in million gallons)	8.08	8.93	7.196	6.896	7.547	6.94	7.77	6.19	6.16	8.23	2.755	8.28	85
<b>Base Charges</b>	\$ 70,623	\$ 71,143	\$ 71,210	\$ 71,106	\$ 71,262	\$ 71,106	\$ 71,158	\$ 71,153	\$ 71,439	\$ 71,439	\$ 71,569	\$ 71,517	\$ 854,725
Consumption Charges	\$ 52,884	\$ 62,621	\$ 43,524	\$ 40,859	\$ 47,242	\$ 40,300	\$ 50,921	\$ 33,618	\$ 32,409	\$ 55,588	\$ 56,844	\$ 57,070	\$ 573,880
Reconnecton Charges	\$ 1,645	\$ 1,505	\$ 1,575	\$ 1,505	\$ 1,435	\$ 1,575	\$ 875	\$ 2,660	\$ 1,960	\$ 1,715	\$ 1,645	\$ 2,170	\$ 20,265
<b>Number of Abatements</b>	<b>13</b>	<b>16</b>	<b>7</b>	<b>20</b>	<b>15</b>	<b>13</b>	<b>7</b>	<b>15</b>	<b>6</b>	<b>8</b>	<b>12</b>	<b>10</b>	<b>142</b>
<b>Dollar Amount of Abatements</b>	<b>\$ 1,161.50</b>	<b>\$ 1,268</b>	<b>\$ 1,814</b>	<b>\$ 2,249</b>	<b>\$ 3,036</b>	<b>\$ 956</b>	<b>\$ 2,893</b>	<b>\$ 1,658</b>	<b>\$ 650</b>	<b>\$ 1,482</b>	<b>\$ 995</b>	<b>\$ 553</b>	<b>\$ 18,712.50</b>
<b>Water Pumped</b> (in million gallons)	19.9	16.22	15.6	15.7	15	15	15	14	15	15	15.600	16.800	188.890
<b>Number of Customers</b>	2660	2680	2677	2673	2679	2673	2675	2671	2682	2682	2687	2685	32,124
<b>New taps</b>	5	3	3	3	4	0	0	0	1	1	0	0	20
<b>Water Billed to Roper</b>	\$ 4,844.65	\$ 4,844.65	\$ 4,844.65	\$ 4,844.65	\$4,844.65	\$4,844.65	\$4,844.65	\$ 4,844.65	\$ 4,844.65	\$ 4,844.65	\$ 4,844.65	\$4,844.65	\$ 58,135.80
													0



# EMERGENCY MEDICAL SERVICES (EMS)

## FY23-24

### Washington County

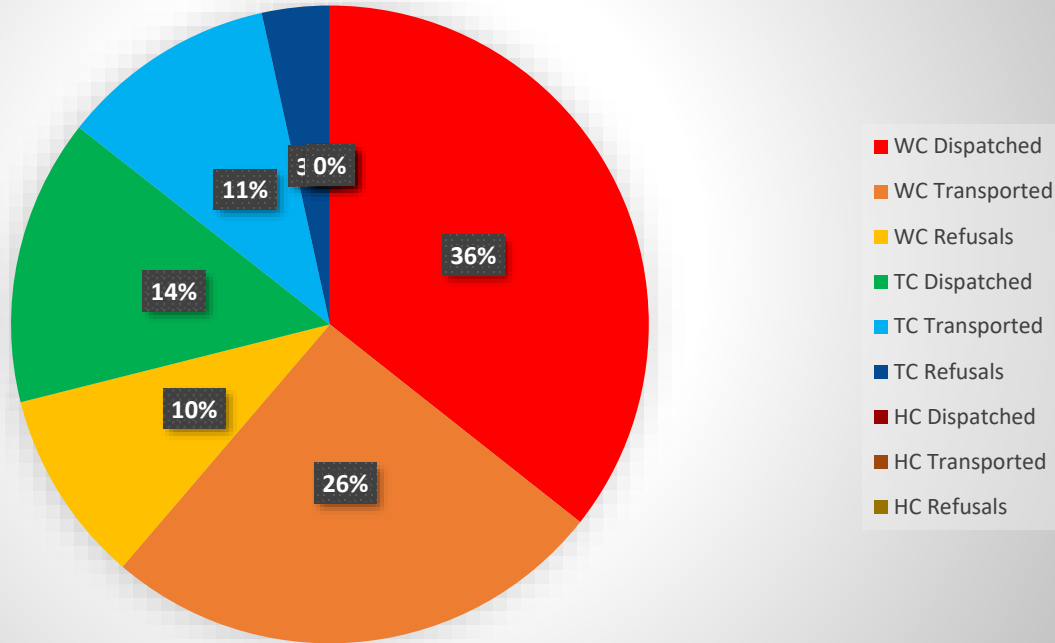
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	YTD Totals
WC Dispatched	164	158	141	150	142	169	133	134	145	129	171	158	<b>1794</b>
WC Transported	109	124	113	113	104	112	106	98	101	94	110	106	<b>1290</b>
WC Refusals	55	34	28	37	38	57	27	36	44	35	61	42	<b>494</b>
<b>Transport Washington</b>													
Hospital to Hospitals	0	1	3	1	1	0	1	2	0	0	1	0	<b>10</b>
SNF to Doctors	112	146	137	132	113	111	153	126	114	118	106	95	<b>1463</b>
Hospital Discharges	7	8	8	8	8	10	9	7	6	10	13	14	<b>108</b>
EMS Back Up	0	5	3	5	5	2	5	1	2	10	5	10	<b>53</b>

### Tyrrell County

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	YTD Totals
TC Dispatched	49	51	63	50	74	55	68	62	50	62	72	75	<b>731</b>
TC Transported	31	41	54	38	55	39	51	49	36	42	59	57	<b>552</b>
TC Refusals	18	10	9	12	19	16	17	13	14	20	13	12	<b>173</b>
<b>Mutual Aid Hyde</b>													
HC Dispatched	0	0	0	0	0	0	0	0	0	0	0	0	<b>0</b>
HC Transported	0	0	0	0	0	0	0	0	0	0	0	0	<b>0</b>
HC Refusals	0	0	0	0	0	0	0	0	0	0	0	0	<b>0</b>

**EMS Dispatches for FY23-24**

(Washington, Tyrrell & Hyde Counties)



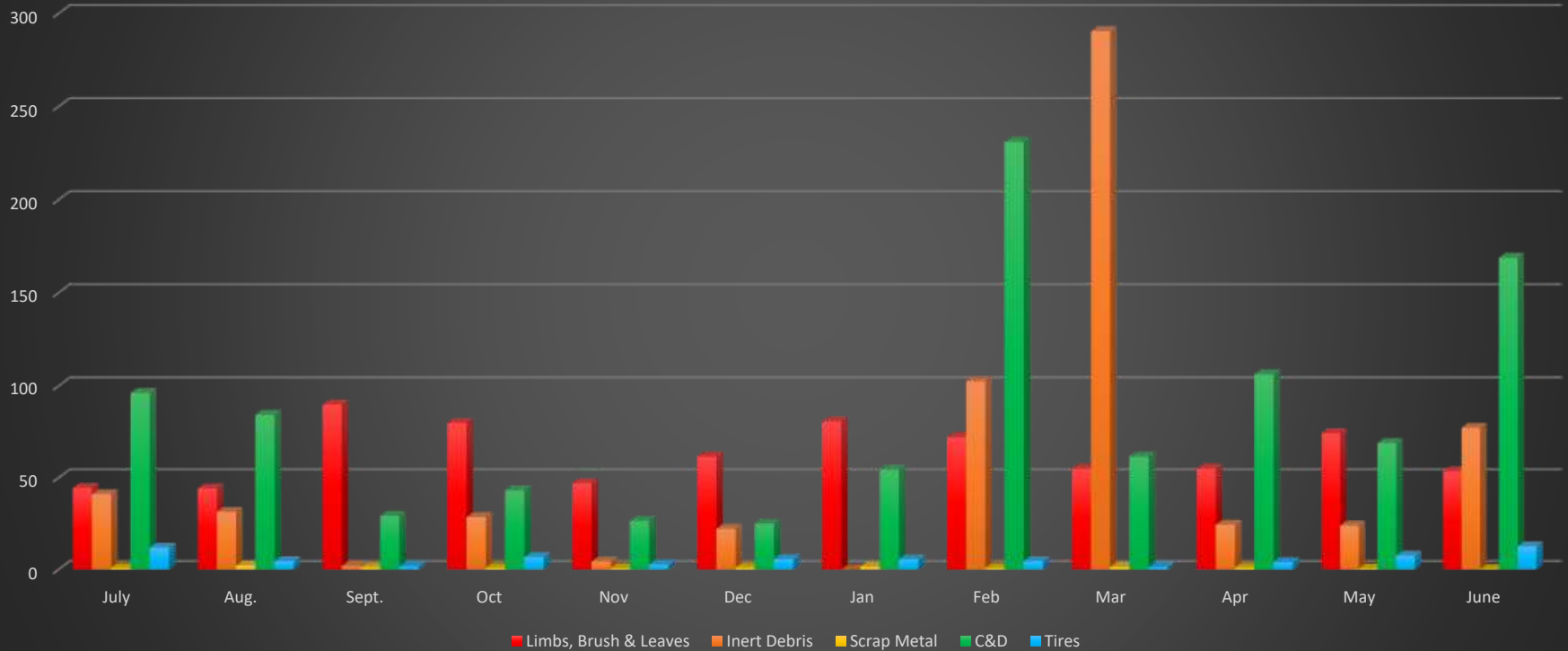


# LANDFILL *(in tons)*

FY 23-24

	July	Aug.	Sept.	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	YTD
Limbs, Brush & Leaves	44.54	44.29	89.90	79.91	47.12	61.53	80.70	72.12	55.02	55.06	74.28	53.54	758.01
Inert Debris	41.06	31.47	1.99	28.62	4.39	22.25	0	102.64	290.52	24.45	24.01	77.23	648.63
Scrap Metal	1.06	2.13	1.24	1.02	0.81	1.12	1.59	0.93	1.46	1.12	0.58	0.31	13.37
C&D	96.28	84.36	29.31	43.11	26.52	25.01	54.47	231.12	61.52	106.26	68.96	168.861	995.78
Tires	12	4.59	1.79	6.87	2.8	5.76	5.55	4.59	1.49	4.13	7.70	12.70	69.97

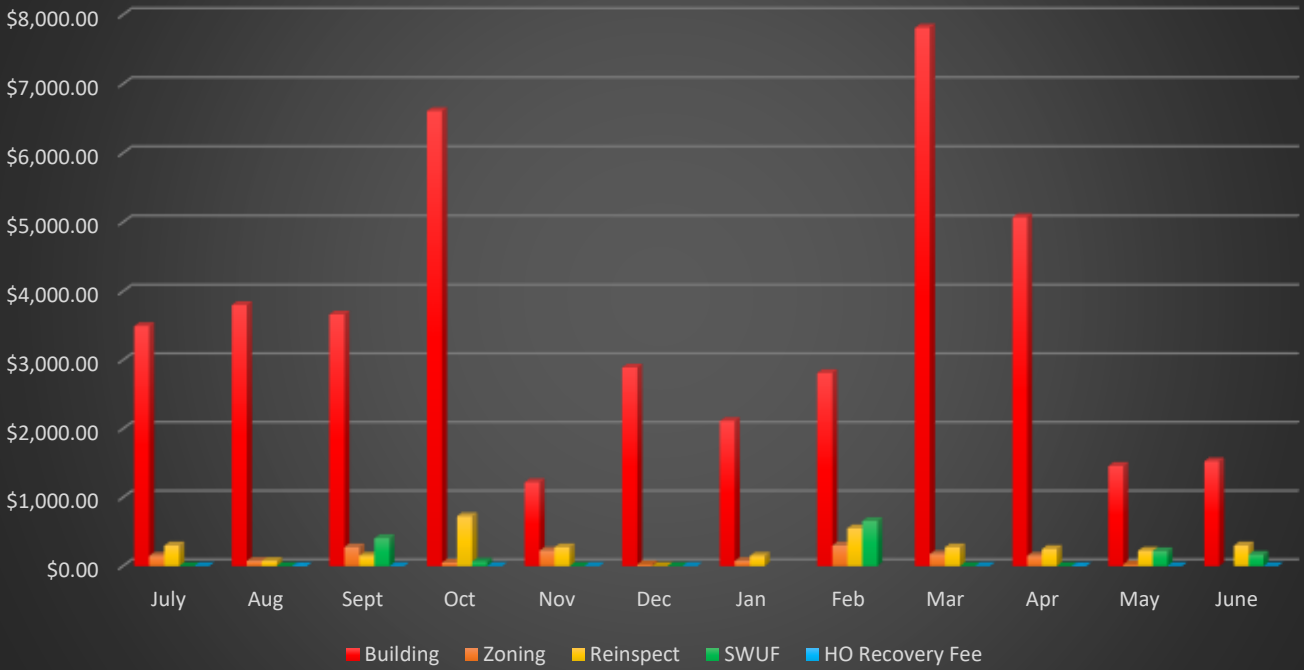
### Landfill Collections in Tons



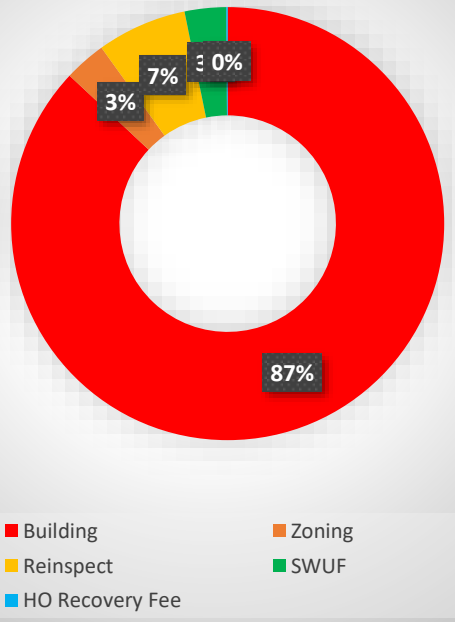
**PLANNING AND ZONING  
FY23-24  
Inspections and Fees**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	YTD Totals
<b>Building</b>	\$3,495.00	\$ 3,800.46	\$ 3,663.00	\$ 6,607.00	\$ 1,220.00	\$ 2,891.00	\$ 2,111.00	\$ 2,812.50	\$ 7,815.00	\$ 5,071.40	\$ 1,458.00	\$ 1,525.00	\$42,469.36
<b>Zoning</b>	\$ 150.00	\$ 75.00	\$ 275.00	\$ 50.00	\$ 225.00	\$ 25.00	\$ 75.00	\$ 300.00	\$ 175.00	\$ 150.00	\$ 25.00		\$1,525.00
<b>Reinspect</b>	\$ 300.00	\$ 75.00	\$ 150.00	\$ 725.00	\$ 275.00	\$ -	\$ 150.00	\$ 550.00	\$ 275.00	\$ 250.00	\$ 225.00	\$ 300.00	\$3,275.00
<b>SWUF</b>	\$0.00	\$ -	\$ 406.25	\$ 62.50	\$ -	\$ -		\$ 656.25	\$ -	\$ -	\$ 218.75	\$ 167.50	\$1,511.25
<b>HO Recovery Fee</b>	\$0.00	\$ 20.00	\$ 10.00	\$ -	\$ -	\$ -			\$ -	\$ 20.00	\$ -	\$ -	\$50.00
<b>Total</b>	<b>\$3,945.00</b>	<b>\$3,970.46</b>	<b>\$4,504.25</b>	<b>\$7,444.50</b>	<b>\$1,720.00</b>	<b>\$2,916.00</b>	<b>\$2,336.00</b>	<b>\$4,318.75</b>	<b>\$8,265.00</b>	<b>\$5,491.40</b>	<b>\$1,926.75</b>	<b>\$1,992.50</b>	<b>\$48,830.61</b>

**Planning and Zoning Fees Collected (FY23-24)**

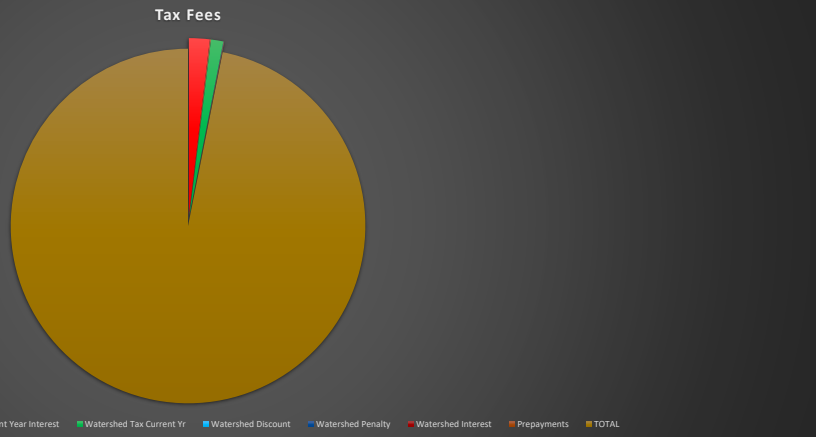


**Fees Collected Percentages**



**TAX  
FY23-24**

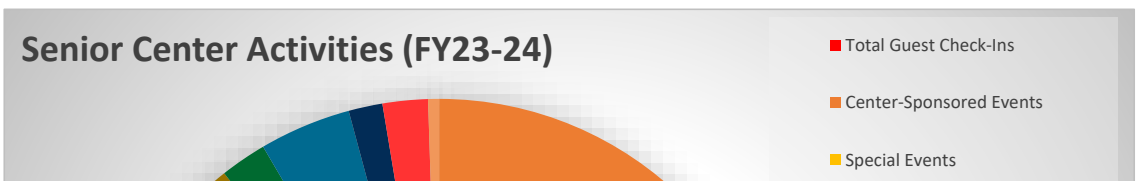
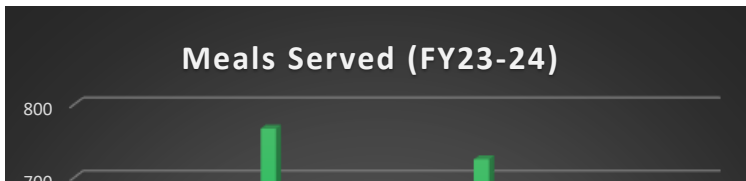
	July	Aug.	Sept.	Oct.	Nov.	Dec	Jan	Feb	Mar	Apr	May	June	YTD Totals
<b>Collections</b>													
Amount*													\$ -
Current Year Tax	\$ 1,292,918.24	\$ 1,841,875.98	\$ 327,668.62	\$ 319,355.85	\$ 260,168.47	\$ 1,568,567.71	\$ 826,014.32	\$ 107,468.28	\$ 101,027.01	\$ 249,698.07	\$ 25,656.44	\$ 184,735.33	\$ 7,105,154.32
Current Yr Discount	\$ (25,476.78)	\$ (21,654.99)	\$ (526.19)	\$ 4.54	\$ 2.59	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (47,650.83)
Current Year Penalty	\$ 787.65	\$ 2,771.65	\$ 1,056.76	\$ 202.13	\$ 200.81	\$ 3,519.82	\$ 1,665.58	\$ 816.67	\$ 299.47	\$ 569.58	\$ 88.55	\$ 14.61	\$ 11,993.28
Current Year Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2.59	\$ 3,635.25	\$ 3,478.73	\$ 3,688.36	\$ 19,609.50	\$ 1,840.33	\$ 4,836.32	\$ 37,091.08
Watershed Tax Current Yr	\$ 15,097.27	\$ 21,172.24	\$ 3,795.04	\$ 3,706.23	\$ 3,018.07	\$ 18,412.19	\$ 9,821.04	\$ 1,271.09	\$ 1,110.62	\$ 5,495.85	\$ 280.50	\$ 215.03	\$ 83,395.17
Watershed Discount	\$ (302.62)	\$ (250.79)	\$ (5.81)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (559.22)
Watershed Penalty	\$ 9.16	\$ 31.98	\$ 12.61	\$ 1.77	\$ 2.13	\$ 41.86	\$ 11.63	\$ 9.45	\$ 3.54	\$ 6.65	\$ 1.25	\$ 0.29	\$ 132.32
Watershed Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 41.34	\$ 37.33	\$ 39.04	\$ 299.67	\$ 339.06	\$ 227.07	\$ 983.51
Prior Year Tax	\$ 18,352.43	\$ 36,799.48	\$ 14,030.87	\$ 11,746.94	\$ 13,152.62	\$ 30,868.77	\$ 38,677.46	\$ 15,816.63	\$ 16,594.89	\$ 17,825.54	\$ 9,670.87	\$ 9,352.33	\$ 232,888.83
Prior Year Penalty	\$ 68.78	\$ 417.40	\$ 11.30	\$ 11.32	\$ 8.98	\$ 56.62	\$ 128.45	\$ 18.08	\$ 35.92	\$ 373.62	\$ 104.93	\$ 13.59	\$ 1,248.99
Prior Year Interest	\$ 2,722.59	\$ 9,883.52	\$ 1,948.27	\$ 1,603.26	\$ 2,701.76	\$ 7,245.98	\$ 7,520.79	\$ 3,937.21	\$ 4,139.65	\$ 5,820.03	\$ 3,183.84	\$ 4,421.11	\$ 55,128.01
Prior Year Watershed	\$ 149.83	\$ 462.06	\$ 82.27	\$ 107.42	\$ 120.87	\$ 178.34	\$ 610.30	\$ 191.08	\$ 100.63	\$ 18,419.66	\$ 72.32	\$ 59.57	\$ 20,554.35
Prior Year WS Penalty	\$ 0.71	\$ 4.84	\$ 0.13	\$ 0.36	\$ 0.24	\$ 0.67	\$ 1.18	\$ 0.75	\$ 0.44	\$ 1,823.93	\$ 1.04	\$ 0.47	\$ 1,834.76
Prior Year WS Interest	\$ 170.91	\$ 532.50	\$ 138.46	\$ 148.78	\$ 136.30	\$ 255.79	\$ 333.98	\$ 226.01	\$ 194.63	\$ 3,002.32	\$ 170.03	\$ 142.23	\$ 5,451.94
Bad Checks	\$ -	\$ -	\$ -	\$ (173.27)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (173.27)
Prepayments	\$ 500.95	\$ 5,956.02	\$ 2,762.60	\$ 2,006.00	\$ 2,759.13	\$ 2,763.67	\$ 8,484.73	\$ 7,213.74	\$ 8,714.68	\$ 7,676.18	\$ 957.28	\$ 12,980.18	\$ 71,390.66
<b>TOTAL</b>	<b>\$ 1,304,999.12</b>	<b>\$ 1,898,001.89</b>	<b>\$ 350,974.93</b>	<b>\$ 338,721.33</b>	<b>\$ 282,271.97</b>	<b>\$ 1,631,914.01</b>	<b>\$ 896,946.05</b>	<b>\$ 140,485.05</b>	<b>\$ 135,948.88</b>	<b>\$ 330,620.60</b>	<b>\$ 50,981.94</b>	<b>\$ 216,998.13</b>	<b>\$ 7,578,863.90</b>
<b>Advalorem Garnishments</b>													
Initiated													0
Amount													\$ -
Satisfied/Cancelled													0
Amount													\$ -
* Bank Attachments are usually in/out the same month - the bank either pays or sends a notice that no funds are available.													
<b>Tax and Tag Collections</b>	87966.77	\$ 85,307.73	\$ 77,214.79	\$ 74,163.68	\$ 66,628.89	\$ 74,298.54	83,382.60	80,066.76	\$ 97,719.73	91,628.37	\$ 81,600.23	\$ 94,039.90	\$ 906,051.22
<b>Solid Waste Fees</b>													\$ -
Billed Current Yr	\$ 1,315,210.00												\$ 1,315,210.00
Collected All Years	\$ 273,626.13	\$ 265,537.20	\$ 72,876.02	\$ 61,864.46	\$ 60,475.94	\$ 174,442.14	\$ 119,465.51	\$ 33,731.11	\$ 52,399.37	\$ 47,788.02	\$ 13,948.40	\$ 12,398.01	\$ 1,188,552.31
Bad Checks	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 273,626.13</b>	<b>\$ 265,537.20</b>	<b>\$ 72,876.02</b>	<b>\$ 61,864.46</b>	<b>\$ 60,475.94</b>	<b>\$ 174,442.14</b>	<b>\$ 119,465.51</b>	<b>\$ 33,731.11</b>	<b>\$ 52,399.37</b>	<b>\$ 47,788.02</b>	<b>\$ 13,948.40</b>	<b>\$ 12,398.01</b>	<b>\$ 1,188,552.31</b>
<b>Eddie Smith Drainage</b>													
Billed Current Yr	\$ 6,583.70	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Collected Current Yr	\$ 1,055.97	\$ 1,825.37	\$ 170.37	\$ 618.59	\$ 145.76	\$ 1,604.27	\$ 1,033.69	\$ -	\$ 0.35	\$ 5.90	\$ -	\$ -	\$ 6,460.27
<b>TOTAL</b>	<b>\$ 1,055.97</b>	<b>\$ 1,825.37</b>	<b>\$ 170.37</b>	<b>\$ 618.59</b>	<b>\$ 145.76</b>	<b>\$ 1,604.27</b>	<b>\$ 1,033.69</b>	<b>\$ -</b>	<b>\$ 0.35</b>	<b>\$ 5.90</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,460.27</b>
<b>Drainage Fees - Other</b>													
Collected Current Yr	\$ 13,576.76	\$ 27,943.80	\$ 16,688.19	\$ 21,036.21	\$ 29,251.70	\$ 26,519.82	\$ 47,338.15	\$ 1,358.21	\$ 683.66	\$ 1,720.24	\$ 214.67	\$ 0	\$ 186,331.41
<b>Town Collections</b>													
Creswell Levy	\$ 7,708.14	\$ 19,091.33	\$ 3,106.76	\$ 1,908.22	\$ 3,863.21	\$ 41,771.70	\$ 22,576.08	\$ 319.87	\$ 1,094.96	\$ 551.69	\$ 998.65	\$ 297.73	\$ 102,990.61
<b>TOTAL TAX DEPOSIT</b>	<b>\$ 1,600,966.12</b>	<b>\$ 2,297,707.32</b>	<b>\$ 521,031.06</b>	<b>\$ 498,312.49</b>	<b>\$ 442,637.47</b>	<b>\$ 1,950,550.48</b>	<b>\$ 1,170,742.08</b>	<b>\$ 255,961.00</b>	<b>\$ 287,846.95</b>	<b>\$ 472,314.82</b>	<b>\$ 147,743.89</b>	<b>\$ 323,733.77</b>	<b>\$ 9,969,547.45</b>

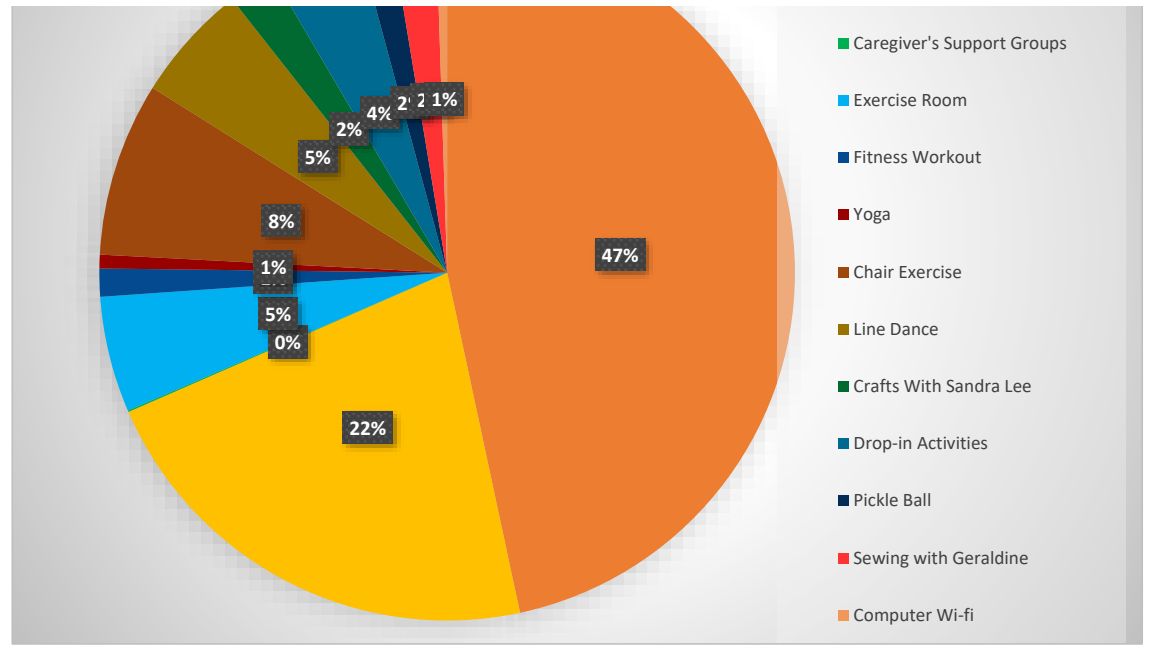
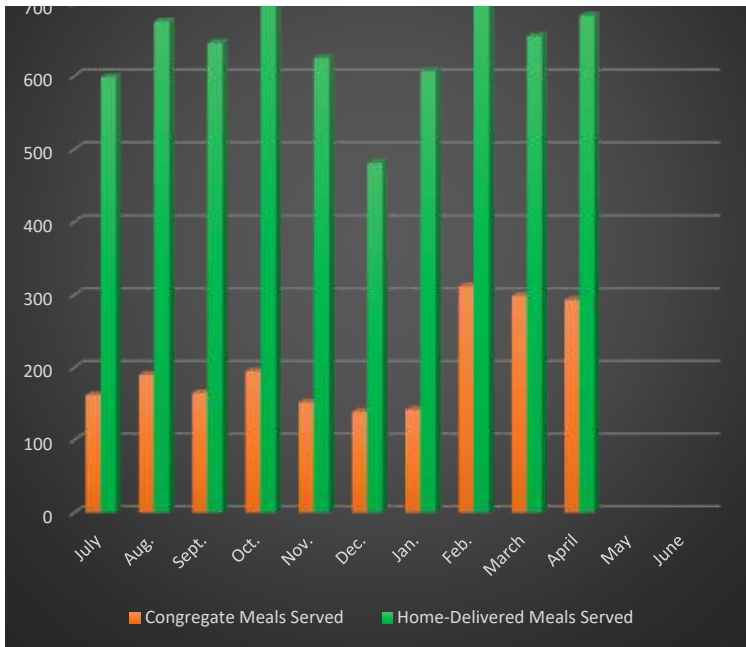


Albemarle Beach Solar, LLC Rec'd the monthly payment, they are on schedule with the payment plan. Balance due \$1,836,949.66  
 VL Group A, LLC No payments rec'd on the 2023 taxes. Balance due \$3,103.80  
 Plymouth Solar, LLC No payments rec'd on the 2023 taxes. Balance due \$37,716.10.  
 I am in contact with the same person who is handling the Albemarle Beach Solar, LLC payment plan for a status on the payments for VL Group, LLC and Plymouth Solar, LLC.

# SENIOR CENTER FY23-24

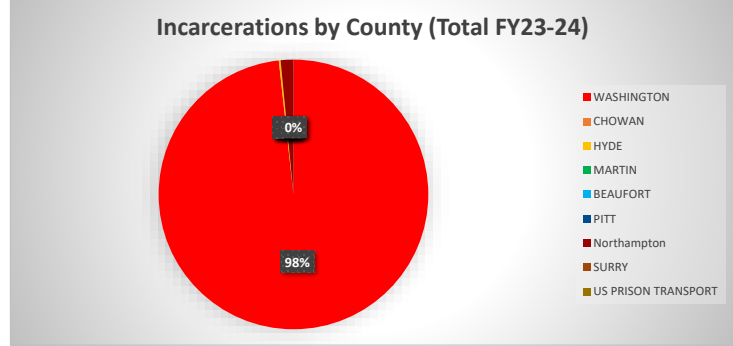
	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	YTD Total
<b>PARTICIPANT DATA</b>													<b>8108</b>
Unduplicated Attendees	69	79	75	83	71	65	80	81	87	78	73		<b>841</b>
Total Guest Check-Ins								48	16	27	10		
New Participants	0	5	1	5	5		11	2	1	1	4		<b>35</b>
Center-Sponsored Events	367	213	292	157	295	218	338	435	306	334	418		<b>3373</b>
Special Events	99	63	112	147	142	145	127	194	156	214	178		<b>1577</b>
Caregiver's Support Groups	5	0	0	0	0	0	0	0	0	0	0		<b>5</b>
Exercise Room	36	40	25	38	26	24	40	50	45	33	32		<b>389</b>
Fitness Workout	13	15	5	6	6	5	5	14	8	12	5		<b>94</b>
Yoga	3	3	1	1	3	2	3	9	7	5	9		<b>46</b>
Chair Exercise	65	64	56	67	51	14	35	71	57	50	55		<b>585</b>
Line Dance	45	49	42	38	28	11	35	44	42	45	17		<b>396</b>
Crafts With Sandra Lee	15	20	13	16	14	12	15	12	12	13	14		<b>156</b>
Drop-in Activities	10	35	36	27	27	29	38	31	32	25	18		<b>308</b>
Pickle Ball	24	10	2	3	2	17	17	28	7	4	0		<b>114</b>
Sewing with Geraldine	19	17	21	17	11	18	6	10	15	10	8		<b>152</b>
Computer Wi-fi	5	11	0	0	1	0	2	6	2	4	6		<b>37</b>
													<b>YTD Total</b>
<b>MEAL DATA</b>	<b>761</b>	<b>865</b>	<b>811</b>	<b>962</b>	<b>777</b>	<b>620</b>	<b>749</b>	<b>1037</b>	<b>954</b>	<b>976</b>	<b>0</b>	<b>0</b>	<b>8512</b>
Congregate Meals Served	162	190	165	195	152	139	142	312	299	293			<b>2049</b>
Home-Delivered Meals Served	599	675	646	767	625	481	607	725	655	683			<b>6463</b>
Congregate Meals-Pick-Ups	0	0	0	0	0	0	0	0	0	0			<b>0</b>
													<b>YTD Total</b>
<b>CONTRIBUTION DATA</b>	<b>\$ 344.00</b>	<b>\$ 232.00</b>	<b>\$ 437.74</b>	<b>\$ 604.62</b>	<b>\$ 378.31</b>	<b>\$464.52</b>	<b>\$ 499.00</b>	<b>\$ 689.84</b>	<b>\$ 447.75</b>	<b>\$ 130.00</b>	<b>\$ 95.50</b>	<b>\$ -</b>	<b>\$ 4,323.28</b>
Congregate Meals	\$ 46.00	\$ 52.00	\$ 69.00	\$ 44.62	\$ 53.31	\$ -	\$ 44.00	\$156.30	\$96.25				<b>\$ 561.48</b>
Home-Delivered Meals	\$ 140.00	\$ 90.00	\$ 262.00	\$ 450.00	\$ 220.00	\$380.00	\$ 365.00	\$ 240.00	\$ 215.00				<b>\$ 2,362.00</b>
Activity Fees	\$ 155.00	\$ 90.00	\$ 105.00	\$ 110.00	\$ 105.00	\$ 75.00	\$ 60.00	\$ 75.00	\$ 90.00	\$ 90.00	\$ 60.00		<b>\$ 1,015.00</b>
Donations	\$ 3.00	\$ -	\$ 1.74			\$ 9.52	\$ 30.00	\$ 218.54	\$ 46.50	\$ 40.00	\$ 35.50		<b>\$ 384.80</b>





**DETENTION**  
**FY23-24**  
**Incarcerations by County**

		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total (by Gender)	Total Incarcerations
		55	45	53	51	36	48	42	40	57	51	49	45	572	572
WASHINGTON	Male	29	26	33	30	21	29	25	26	37	33	30	29	348	451
	Female	11	5	9	5	2	6	8	7	14	12	14	10	103	
CHOWAN	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	
HYDE	Male	1	0	0	0	0	0	0	0	0	0	0	0	1	1
	Female	0	0	0	0	0	0	0	0	0	0	0	0	0	
MARTIN	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	
BEAUFORT	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	
PITT	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	
Northampton	Male	1	1	1	1	1	1	1	0	0	0	0	0	7	7
	Female	0	0	0	0	0	0	0	0	0	0	0	0	0	
SURRY	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	
SMCP		13	13	10	15	12	12	8	7	6	6	5	6	113	113
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	



# SHERRIFF FY23-24

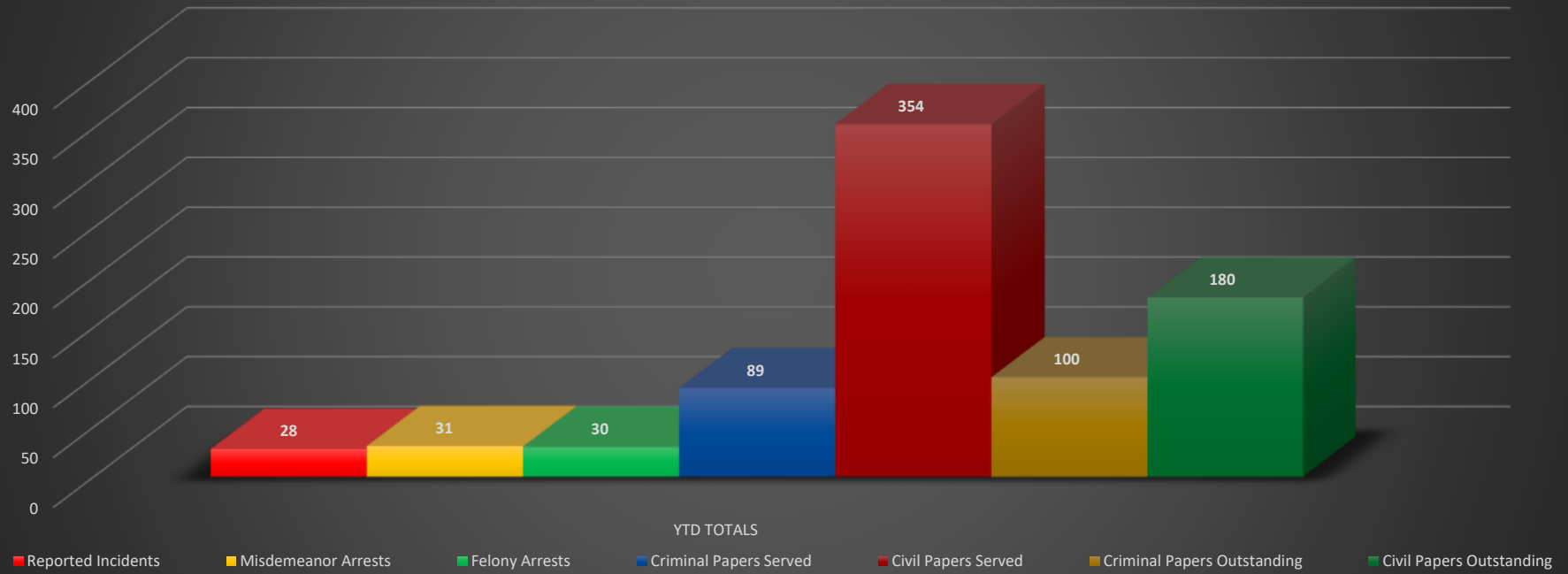
	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	YTD TOTALS
<b>Total Number of Dispatched Calls</b>	<b>1045</b>	<b>973</b>	<b>880</b>	<b>993</b>	<b>852</b>	<b>896</b>	<b>882</b>	<b>873</b>	<b>989</b>	<b>943</b>	<b>1077</b>	<b>1165</b>	<b>11568</b>
Law Enforcement	786	765	697	817	701	678	693	662	688	663	796	894	8840
Animal Control	78	39	25	10	0	16	42	59	69	59	68	72	537
EMS	181	169	158	166	151	202	147	152	170	154	213	199	2062
<b>Reported Incidents</b>	<b>28</b>												<b>28</b>
<b>Total Arrests</b>	<b>5</b>	<b>0</b>	<b>2</b>	<b>5</b>	<b>0</b>	<b>4</b>	<b>6</b>	<b>10</b>	<b>3</b>	<b>8</b>	<b>13</b>	<b>5</b>	<b>61</b>
Misdemeanor Arrests	2		1	2	0	3	4	3	3	5	4	4	31
Felony Arrests	3		1	3	0	1	2	7	0	3	9	1	30
<b>Total Papers Served</b>	<b>40</b>	<b>0</b>	<b>50</b>	<b>59</b>	<b>37</b>	<b>36</b>	<b>41</b>	<b>19</b>	<b>30</b>	<b>40</b>	<b>40</b>	<b>51</b>	<b>443</b>
Criminal Papers Served	7		15	6	0	7	3	1	2	37	4	7	89
Civil Papers Served	33		35	53	37	29	38	18	28	3	36	44	354
<b>Total Papers Outstanding</b>	<b>31</b>	<b>0</b>	<b>46</b>	<b>12</b>	<b>21</b>	<b>17</b>	<b>25</b>	<b>28</b>	<b>17</b>	<b>35</b>	<b>21</b>		<b>253</b>
Criminal Papers Outstanding	16		32	6	6	2	0	0	2	11	13	12	100
Civil Papers Outstanding	15		14	6	15	15	25	28	15	24	8	15	180
<b>Gun Permits Issued N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>0</b>
<b>Conceals Pending N/A</b>													<b>0</b>
<b>Concealed Permits Issued N/A</b>	<b>17</b>	<b>11</b>	<b>16</b>	<b>10</b>	<b>14</b>	<b>12</b>	<b>25</b>	<b>12</b>	<b>21</b>	<b>14</b>	<b>10</b>	<b>11</b>	<b>173</b>

**Dispatched Calls (FY23-24)**



77%

### Total Arrests & Papers Processed/Served (FY23-2)







**WASHINGTON COUNTY BOARD OF COMMISSIONERS**

**AGENDA STATEMENT**

**ITEM NO: 8**

**DATE: August 5, 2024**

**ITEM: Closed Session**

**SUMMARY EXPLANATION:**

Mr. Potter would like to have the following Closed Sessions pursuant to NCGS§143-318.11(a)(3) (attorney-client privilege) and NCGS §143-318.11(a)(6) (personnel).

July 1, 2024

The Washington County Board of Commissioners met in a regular meeting on Monday, July 1, 2024, at 6:00 PM 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 in attendance. Also, present were County Manager/County Attorney Curtis S. Potter, Assistant County Manager, Jason Squires, Clerk to the Board Julie J. Bennett and County Finance Officer Missy Dixon.

Chair Keyes called the meeting to order. Commissioner Walker gave the invocation. Commissioner Phelps led the Pledge of Allegiance.

ADDITIONS/DELETIONS:

Mr. Potter added the following two (2) items:

- Consent Agenda g) 2nd Judicial District—Drug Recovery Court Coordinator Position FY25
- RESO2024-25 Authorizing Execution Of Kroger Opioid Settlement And Approving The Second Supplemental Agreement For Additional Funds---this is to be added after discussion in Closed Session)

**Commissioner Spruill made a motion to approve tonight's Agenda with the added items. Commissioner Phelps seconded; motion carried unanimously.**

CONSENT AGENDA:

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

- a) Approval of Minutes of June 3, 2024
- b) Tax Refunds & Releases & Insolvent Accounts
- c) FY25 Salary Schedule/COLA Adjustments
- d) RESO 2024-22: Proclamation—Designation of July as Parks & Recreation Month
- e) RESO 2024-23 Authorizing Execution of A 2<sup>nd</sup> Utility Right of Way Agreement with Dominion Energy to Install and Connect Electrical Utilities at the Newly Constructed PK-12 School
- f) RESO 2024-24: Recognizing and Approving of the Official America 250 NC Committee
- g) 2<sup>nd</sup> Judicial District—Drug Recovery Court Coordinator Position FY25

Commissioner Spruill asked that pages 203-215 (pdf page #s) be removed from the June 3<sup>rd</sup> Minutes re: the Nixon Cemetery.

**Commissioner Phelps made a motion to approve the Consent Agenda with the amended changes. Commissioner Spruill seconded; motion carried unanimously.**

PUBLIC FORUM: Mr. Bruce Patterson, Executive, Washington Regional Medical Center, stated they see about 500-600 people in the ER/month and at least 12/day. They are getting a CT machine. They are working on an agreement with Tryner Children's Hospital for telehealth for pediatrics. They have opened a clinic in Martin County with 3 clinicians. He said they will go live with electronic medical records this year.

Commissioner Spruill asked Mr. Patterson about financial issues. Mr. Patterson said their finances are improving. He just signed a new contract for staff health insurance. WMRC is trying to improve the ER by obtaining equipment. Mr. Patterson said they are also receiving funds from local legislators.

Commissioner Spruill asked him to get a slot on the agenda, not the 3-minute forum so the Board can get more information and be able to ask questions.

Sarah Baird-Forner spoke about it being Parks & Recreation month. She praised Washington County Recreation staff. She also stated there are not enough activities offered. There are not enough youth that sign up for the current activities. She feels the Recreation Center should be moved to Washington County High School after it is vacated.

DEPARTMENTAL UPDATE: Mr. Chris Respass, Soil & Water gave the following presentation to the Commissioners regarding his department.



The slide is a presentation for the Agriculture Cost Share Program. It features a top section with a landscape photo and a text box explaining the program. Below this is a section titled 'How does ACSP work?' with a list of steps and a small ACSP logo. To the right is a section titled 'Eligibility' with a paragraph of text. Further right is a section titled 'To Learn More:' with contact information and a website. The bottom right corner features the North Carolina Department of Agriculture & Consumer Services logo and the Agriculture Cost Share Program logo, along with the names of the Commissioner and Division Director.

**AGRICULTURE COST SHARE PROGRAM**

The Agriculture Cost Share Program is a voluntary, cost share based program offering financial and technical assistance for the installation of best management practices to address nonpoint source pollution.

**How does ACSP work?**

The North Carolina Agriculture Cost Share Program is successful because of the grassroots efforts of your local soil and water conservation district. Your district works with agricultural landowners and producers to:

- » develop and approve individual conservation plans;
- » identify the best management practices best suited for your particular operation;
- » design BMPs and help ensure their longevity, and
- » acquire preliminary approval of a cost share contract.

The division provides administrative and technical assistance to districts. The division gives final approval to cost share contracts and processes requests for payments to cooperators participating in the program.

**ACSP**

**Eligibility**

If you are a landowner or producer of an existing agricultural operation that has been operating for more than three years, you are eligible to participate in the North Carolina Agriculture Cost Share Program.

**To Learn More:**

Contact your local soil and water conservation district.

A complete list of districts is available online through the N.C. Division of Soil and Water Conservation:

[www.ncagr.gov/swc](http://www.ncagr.gov/swc)  
or by calling: (919) 707-3770

**North Carolina Department of Agriculture & Consumer Services**

**North Carolina Division of Soil and Water Conservation**

**Agriculture Cost Share Program**


Steve Troxler, Commissioner  
David B. Williams, Division Director



### AGRICULTURAL WATER RESOURCES ASSISTANCE PROGRAM

AgWRAP was established by the NC General Assembly in 2011 to help farmers and landowners in doing any one or more of the following:

- Identify opportunities to increase water use efficiency, availability, and storage;
- implement best management practices (BMPs) to conserve and protect water resources;
- increase water use efficiency; and
- increase water storage and availability for agricultural purposes.



North Carolina Department of Agriculture & Consumer Services

#### How does AgWRAP work?

The North Carolina Agricultural Water Resources Assistance Program is successful because of the grassroots efforts of your local soil and water conservation district. Your district works with agricultural landowners and producers to:

- develop and approve individual conservation plans;
- identify the best management practices best suited for your particular operation;
- design BMPs and help ensure their longevity; and
- acquire preliminary approval of a Cost Share contract.

The division provides administrative and technical assistance to districts. The division gives final approval to cost share contracts and processes requests for payments to cooperators participating in the program.



#### Eligibility

If you are a landowner or renter of an existing agricultural operation that has been operating for more than one year, have a water quantity need, and make less than \$50,000 or have 75% or more of your AGI derived from farming, ranching or forestry operations, you are eligible to participate in the North Carolina Agricultural Water Resources Assistance Program.


#### To Learn More:

Contact your local soil and water conservation district.

A complete list of districts is available online through the N.C. Division of Soil and Water Conservation:

[www.ncagr.gov/swc](http://www.ncagr.gov/swc)  
or by calling: (919) 707-3770

North Carolina Division of Soil and Water Conservation



**Agricultural Water Resources Assistance Program**

Steve Troxler, Commissioner  
David B. Williams, Division Director



### Stream Restoration

### COMMUNITY CONSERVATION ASSISTANCE PROGRAM

CCAP is a voluntary, incentive-based program designed to improve water quality through the installation of various best management practices (BMPs) on urban, suburban and rural lands not directly involved with agriculture production.



North Carolina Department of Agriculture & Consumer Services

#### How does CCAP work?

Interested landowners may apply to their local soil and water conservation district for financial and technical assistance for the installation of BMPs to protect water quality. Your district works with landowners to:

- Develop and approve individual conservation plans
- Identify the best management practices (BMPs) best suited for your particular operation
- Design BMPs and help ensure their longevity
- Acquire preliminary approval of a cost share contract

The division provides administrative and technical assistance to districts. The division gives final approval to cost share contracts and processes requests for payments to cooperators participating in the program.



#### Eligibility

Applicants may include homeowners, businesses, schools, parks, and publicly owned lands.

All sites must have been developed for three years or more to be eligible for cost share assistance.

#### To Learn More:

Contact your local soil and water conservation district.

A complete list of districts is available online through the N.C. Division of Soil and Water Conservation:

[www.ncagr.gov/swc](http://www.ncagr.gov/swc)  
or by calling: (919) 707-3770

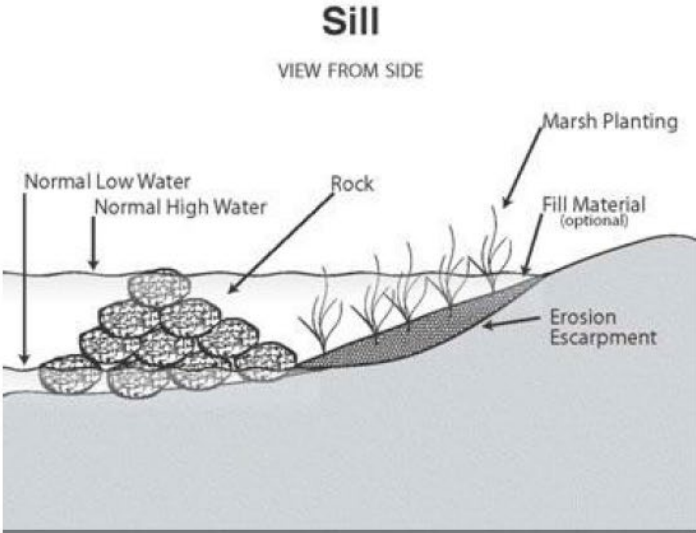
North Carolina Division of Soil and Water Conservation



**Community Conservation Assistance Program**

Steve Troxler, Commissioner  
David B. Williams, Division Director

Marsh Sill



Concept Recently Installed in Duck NC





# Cistern

Cost share assistance only provided for cisterns 250 gallons or larger.

3000 gallons or more requires more design approval.

Funding based on the existence of a water quality concern.

Intended to reduce stormwater runoff, encourage runoff infiltration and conserve water.



Pickerelweed/*Pontederia cordata*



Sedge





Spatterdock



Alligator Weed in Scuppernong





Mixture of Alligator Grass and Native Species Pennywort



## Multiple Species of Aquatic Plants Weston Canal





1-Treatment of Aquatic Weed Spray requires a minimum of 14 days to see effects.





Scuppernong River Blockage



## The Other Side



## Erosion caused by loss of Vegetation





The Result of a Nutritional Environment can sometimes stimulate unwanted growth.



Where to find all this Information

- <https://www.ncagr.gov/divisions/soil-water-conservation>
- This link above will provide you with the programs and initiatives provided by the North Carolina Soil and Water Conservation.
- <https://washconc.org/soil-and-water-conservation/>
- The link above provides you with Washington Counties website under the Soil and Water Department.

## Beautyberry(*Callicarpa Americana*)



Mr. Respass told the Board that he received a Grant for a drone to do aerial applications. Now he is getting his drone license.

Commissioner Phelps thanked Mr. Respass for the spraying in the Creswell area.

TAX COLLECTOR’S REPORT AND ANNUAL SETTLEMENT REPORT: Ms. Sherri Wilkins, Tax Administrator, spoke to the Board and gave the following report.

“In accordance with North Carolina General Statute 105-373, I submit the following report for Fiscal Year 2024 – 2025:

The total tax levy was \$7,662,726.42. This was the billing for the original scroll, the public utility scroll, discoveries, and penalties. This amount has been adjusted for releases of \$9,276.23. The discounts taken through payments received in July and August totaled \$50,271.04. This amount does not include the registered motor vehicle levy, this is billed and collected through NCVTS.

Per the NCVTS Finance Report, the collections for NCVTS totaled \$1,012,738.13. The tax office does not handle the collection of motor vehicle taxes. We do process any adjustments to value, the situs issues, refunds and other questions.

The amount of Real and Personal property not collected is \$521,785.41. A listing of the delinquent taxpayers and the amounts owed are available in our office for your inspection.

The total amount of collections and credits towards the levy was \$ 7,140,941.01.

Our collections for prior years' taxes were \$291,320.72. The amount collected through Debt Setoff was \$25,112.38, and through wage garnishments and attachments was \$6,704.76.

This year we billed and collected for the Washington County Ad Valorem Tax, the Watershed 1972 Ref Tax, Town of Creswell Ad Valorem Tax, Solid Waste User Fee, Albemarle Drainage District, and Pungo River Drainage District. We collected for Drainage District 5. We assumed the responsibilities of the GIS office.

The tax office staff has made diligent efforts to collect all taxes due. In addition to our efforts in the office, we also work with Zacchaeus Legal Services in the foreclosure proceedings.

I would like to commend all the tax office staff for their efforts in handling all the issues that arise from the billings and collections mentioned above. I would also like to recognize the Permits office, Register of Deeds office and the Clerk of Courts office. We work closely with these offices, and I appreciate the outstanding working relationship that we have."

**Commissioner Johnson made a motion to approve the Order to Collect Ad Valorem Taxes for FY24-25. Commissioner Spruill seconded; motion carried unanimously.**

EMTOC UPDATE: Mr. Potter spoke to the Board about the draft contract that was in their agenda package. [*This is attached hereto and incorporated herein by reference will be made part of these minutes.*] from the Architect for preliminary review by the Board.

During the meeting staff will provide a general update on the ongoing progress of the EMTOC project including the following:

- Site Selection Progress & Status
- Proposed Design
- Proposed Budget
- Project Funding Status of Grant Funds
  - o Local Funds
- Design Contract (*Specific concerns or questions about the terms and conditions of this contract should be discussed in closed session under Attorney Client Privilege.*)
- Any other/additional information or Q&A

Staff would like to recommend that the Board, at the conclusion of this item or any closed session held to discuss the terms of the design contract, that the Board make a motion:

1. To approve the proposed design in concept, and
2. To approve entering into the proposed design contract subject to any additional modifications or amendments requested by the Board or recommended to be made in County's favor by the County Attorney prior to its execution.

Mr. Squires noted that there are two (2) proposed sites, one (1) near MTW and one (1) near Main Street/Main Street. Soil sampling is being done. Mr. Squires gave an



overview of what is happening with that. He also mentioned that it is taking longer to get contracts completed with Weyerhaeuser.

**Commissioner Phelps made a motion to approve the proposed design in concept. Commissioner Spruill seconded; motion carried unanimously.**

POCOSIN CHARTER SCHOOL (PCS) FACILITIES/FUNDING REQUEST:  
Commissioner Phelps discussed the letter that Ms. Davenport, Vice-President of PCS. Ms. Lyn West was in attendance on behalf of PCS; however, she did not have a presentation ready due to late notice of the meeting.

Commissioner Johnson stated that this should not be discussed until the school is empty and is out of the Washington County School system. She spoke about teacher supplements for the PCS teachers and Mr. Potter said that we do not have the authority to give supplements to charter schools. Commissioner Johnson said that all the schools that have students from different counties should pay part of a supplement.

Mr. Potter said he would like to discuss this in Closed Session. Ms. West said that PCS is a NC public school and PCS has a public school #.

Commissioner Phelps said this has been discussed. PCS does not want to build a new school if possible.

Mr. Carlos Riddick, Board of Education Chair, said that in a previous meeting it was stated that PCS should build a school, so they should.

Chair Keyes suggested that Mr. Potter, Dr. White, WCS Supt. and PCS leadership meet.

Commissioner Spruill stated that PCS is for all WCS children and we need to look out for them.

**Commissioner Phelps made a motion to authorize County leadership to work with WCS leadership and PCS leadership to resolve this issue. Commissioner Spruill seconded; motion carried.**

NCACC VOTING DELEGATE: Commissioner Spruill nominated Chair Keyes as the Washington County Voting Delegate at the NCACC Annual Conference being held in August in Forsyth County. Commissioner Phelps seconded; motion carried unanimously.

BOARDS & COMMITTEES: Ms. Bennett reminded the Commissioners that they wanted to continue their conversation regarding JCPC appointments. Commissioner Johnson said she would take the position of Commissioner. Commissioner Spruill recommended his daughter in law Lee Ann Goss for the Attorney slot.

FINANCE OFFICER'S REPORT: Ms. Dixon went over the budget transfers and budget amendments that were in the Commissioners' package. Please see below.

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners  
**From:** Curtis Potter, County Manager  
Missy Dixon, Finance Officer  
**Date:** June 5, 2024  
**RE:** Finance/Medical Examiner

BT #: 2024 - 139

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

Account Code	Description	Old	+ or (-)	New
10-4130-260	Finance-Departmental Supplies	18,330.00	(2,650.00)	15,680.00
10-6000-180	Contract-Medical Examiner	10,000.00	2,650.00	12,650.00
<b>Finance/Medical Examiner</b>		<b>28,330.00</b>	<b>-</b>	<b>28,330.00</b>

**Justification:**

This transfer is to redistribute budgeted monies from the Finance Budget to the Medical Examiner Budget due to a shortfall in that department. As always, when these funds are budgeted, we are making an educated guess on the amount of monies that will be needed. Depending on how often the Medical Examiners services are used during the fiscal year, we may find ourselves having to increase those budgeted dollars.

Budget Officer's Initials CBP

Approval Date: 6/5/24

Initials:	<u>MD</u>
Batch #:	<u>2024-139</u>
Date:	<u>6/5/2024</u>

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners

**BT #: 2024 - 140**

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

**Date:** June 5, 2024

**RE:** Sheriff

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

Account Code	Description	Old	+ or (-)	New
10-4310-180	Sheriff-Professional Services	13,000.00	(2,000.00)	11,000.00
10-4130-260	Sheriff-Departmental Supplies	16,500.00	2,000.00	18,500.00
10-4130-392	Sheriff-Undercover Investigations	7,000.00	(3,000.00)	4,000.00
10-4310-355	Sheriff-Maintenance Vehicles	24,500.00	3,000.00	27,500.00
<b>Sheriff</b>		<b>61,000.00</b>	<b>-</b>	<b>61,000.00</b>

**Justification:**

This transfer is to redistribute budgeted monies within the Sheriff's Office Budget. There is a need to increase the Departmental Supplies line to pay for Books/Manuals for BLET Training starting in June and to increase the Vehicle Maintenance & Repair line to pay for maintenance to the vehicles for the remainder of the fiscal year-this line is short due to a large storage bill at J&J for a wrecked charger.

**Budget Officer's Initials** CSP

**Approval Date:** 6/5/24

<b>Initials:</b>	<u>MD</u>
<b>Batch #:</b>	<u>2024-140</u>
<b>Date:</b>	<u>6/5/2024</u>

Washington County  
BUDGET TRANSFER

To: Board of Commissioners  
From: Curtis Potter, County Manager  
Missy Dixon, Finance Officer  
Date: June 6, 2024  
RE: Facility Services

BT #: 2024 - 141

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	78,430.00	(3,500.00)	74,930.00
10-4265-250	Facility Services-Supplies-Vehicles	4,000.00	3,500.00	7,500.00
<b>Facility Services</b>		<b>82,430.00</b>	<b>-</b>	<b>82,430.00</b>

Justification:

This transfer is to redistribute budgeted monies within the Facility Services budget in order to make a purchase of fuel for the gas tank in the Courthouse Parking Lot. This purchase needs to be made in the event of an emergency as we are approaching Hurricane Season. If this fuel is not needed during Hurricane Season, it will be used in County vehicles to avoid the fuel going bad.

Budget Officer's Initials CSF

Approval Date: 6/7/24

Initials:	<u>CSF</u>
Batch #:	<u>2024.141</u>
Date:	<u>6/7/2024</u>

Washington County  
**BUDGET TRANSFER**

To: Board of Commissioners

BT #: 2024 - 142

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

Date: June 7, 2024

RE: Finance/Contingency

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

Account Code	Description	Old	+ or (-)	New
10-9990-000	Contingency	47,347.00	(6,500.00)	40,847.00
10-4130-180	Finance-Professional Services	101,000.00	6,500.00	107,500.00
<b>Finance/Contingency</b>		<b>148,347.00</b>	<b>-</b>	<b>148,347.00</b>

**Justification:**

This transfer is to redistribute budgeted monies from Contingency to the Finance Professional Services line to pay an Audit invoice. We have been billed an initial payment for the preparation work that has been done to date for the FYE 2024 Audit. This was not budgeted for this fiscal year as we do not typically receive an invoice for any work until the following fiscal year however to stay in compliance with Generally Accepted Accounting Principles, we need to pay this invoice prior to fiscal year end since the work was performed during this timeframe.

Budget Officer's Initials CSP

Approval Date: 6/7/24

Initials:	<u>MD</u>
Batch #:	<u>2024-142</u>
Date:	<u>6/7/2024</u>

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners  
**From:** Curtis Potter, County Manager  
Missy Dixon, Finance Officer  
**Date:** June 13, 2024  
**RE:** SS Admin

**BT #: 2024- 143**

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

Account Code	Description	Old	+ or (-)	New
10-5310-351	SS Admin - Repair & Maintenance-Equipment	9,099.00	(250.00)	8,849.00
10-5310-340	SS Admin - Postage	7,500.00	250.00	7,750.00
<b>SS Admin</b>		<b>16,599.00</b>	<b>-</b>	<b>16,599.00</b>

**Justification:**

This transfer is to move budgeted dollars within the DSS Budget from the Equipment Maintenance & Repair line to the Postage line. This transfer is needed to meet the postage needs of the agency through the fiscal year end.

Budget Officer's Initials   CSP  

Approval Date:   6/13/24  

Initials:	<u>  MD  </u>
Batch #:	<u>  2024-143  </u>
Date:	<u>  6/13/2024  </u>

Washington County  
**BUDGET TRANSFER**

To: Board of Commissioners

BT #: 2024 - 144

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

Date: June 13, 2024

RE: SS Admin/SS Economic Support/SS Transportation

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

Account Code	Description	Old	+ or (-)	New
10-5310-030	SS Admin-Legal IVD	8,108.00	(500.00)	7,608.00
10-5310-180	SS Admin-Legal Protective Services	33,500.00	(500.00)	33,000.00
10-5310-250	SS Admin-Maintenance & Repair-Vehicles	10,500.00	(1,000.00)	9,500.00
10-5310-260	SS Admin-Departmental Supplies	46,500.00	(1,000.00)	45,500.00
10-5310-268	SS Admin-Food Stamps Direct Charge	3,800.00	(1,000.00)	2,800.00
10-5310-310	SS Admin-Travel	12,000.00	(1,500.00)	10,500.00
10-5310-315	SS Admin-Training	26,000.00	(6,000.00)	20,000.00
10-5310-600	SS Admin-Contracted Services	208,090.00	(5,000.00)	203,090.00
10-5310-610	SS Admin-Vendor Fees	3,000.00	(1,000.00)	2,000.00
10-5380-383	SS Economic Support-Special Links (100%)	5,000.00	(3,000.00)	2,000.00
10-5380-409	SS Economic Support-State Program Returns	12,160.00	(2,000.00)	10,160.00
10-5400-200	SS Transportation-DOT Grant-Office Supplies (85%)	5,500.00	(1,500.00)	4,000.00
10-5400-250	SS Transportation-Maintenance & Repair Vehicles	35,000.00	(1,500.00)	33,500.00
10-5380-376	SS Economic Support-Title IV Foster Care	147,720.00	20,000.00	167,720.00
10-5380-377	SS Economic Support-State Foster Home Care	46,900.00	5,500.00	52,400.00
<b>SS Admin/SS Economic Support/SS Transportation</b>		<b>603,778.00</b>	<b>-</b>	<b>603,778.00</b>

**Justification:**

This transfer is being requested as a result of reviewing current lines in the budget and anticipating necessary costs to the agency for the care of our Foster Children. Costs have steadily increased for the children with behavioral issues and emergency placements have also played a roll in the increase. All lines above associated with this increase vary in reimbursement rates but offset each other therefore this transfer will not affect revenue.

Budget Officer's Initials MB

Approval Date: 6/13/24

Initials:	<u>MB</u>
Batch #:	<u>2024-144</u>
Date:	<u>6/13/2024</u>

Washington County  
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2024 - 145

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

Date: June 17, 2024

RE: Elections/Senior Center

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

Account Code	Description	Old	+ or (-)	New
10-4170-315	Elections - Training	10,000.00	(40.00)	9,960.00
10-4170-011	Elections - Salaries & Wages-Board	6,680.00	40.00	6,720.00
<b>Elections</b>				
10-5150-351	Senior Center - Maintenance & Repair-Equipment	700.00	(400.00)	300.00
10-5150-310	Senior Center - Travel	1,250.00	400.00	1,650.00
<b>Senior Center</b>				
		<b>18,630.00</b>	<b>-</b>	<b>18,630.00</b>

**Justification:**

This transfer is being done to move monies within the Elections Budget from Training to Board Salaries & Wages in order to pay the final payroll expenses and to also transfer monies within the Senior Center Budget from Equipment Maintenance to Travel to cover final fuel expenses for the fiscal year.

Budget Officer's Initials *See attached email approve*

Approval Date: 6/17/2024

Initials:	<i>MD</i>
Batch #:	<i>2024-145</i>
Date:	<i>6/17/2024</i>



Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners  
**From:** Curtis Potter, County Manager  
Missy Dixon, Finance Officer  
**Date:** June 24, 2024  
**RE:** Register of Deeds

**BT #: 2024 - 146**

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

Account Code	Description	Old	+ or (-)	New
10-4180-260	Register of Deeds - Departmental Supplies	6,000.00	(800.00)	5,200.00
10-4180-010	Register of Deeds - Salaries & Wages-Regular	82,612.00	500.00	83,112.00
10-4180-180	Register of Deeds - Group Insurance	15,981.00	300.00	16,281.00
<b>Register of Deeds</b>		<b>104,593.00</b>	<b>-</b>	<b>104,593.00</b>

**Justification:**

This transfer is being done to move monies within the Register of Deeds Budget from Departmental Supplies to Regular Wages and Group Insurance to cover final June payroll expenses.

Budget Officer's Initials CP

Approval Date: 6/24/24

Initials:	<u>MD</u>
Batch #:	<u>2024-146</u>
Date:	<u>6/24/2024</u>

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners  
**From:** Curtis Potter, County Manager  
Missy Dixon, Finance Officer  
**Date:** June 24, 2024  
**RE:** Senior Center

**BT #: 2024 - 147**

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

Account Code	Description	Old	+ or (-)	New
10-5150-351	Senior Center - Maintenance & Repair-Equipment	300.00	(200.00)	100.00
10-5150-320	Senior Center - Communications	1,800.00	200.00	2,000.00
<b>Senior Center</b>		<b>2,100.00</b>	<b>-</b>	<b>2,100.00</b>

**Justification:**

This transfer is being done to move monies within the Senior Center Budget from Maintenance & Repair Equipment to Communications to cover expenses through fiscal year end.

Budget Officer's Initials CEP

Approval Date: 6/24/24

Initials:	<u>CEP</u>
Batch #:	<u>2024-147</u>
Date:	<u>6/24/2024</u>

Washington County  
BUDGET TRANSFER

To: Board of Commissioners  
From: Curtis Potter, County Manager  
Missy Dixon, Finance Officer  
Date: June 24, 2024  
RE: SS Admin/SS Economic Support

BT #: 2024 - 148

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

Account Code	Description	Old	+ or (-)	New
10-5310-180	SS Admin-Legal Protective Services	33,000.00	(500.00)	32,500.00
10-5310-310	SS Admin-Travel	10,500.00	(200.00)	10,300.00
10-5310-315	SS Admin-Training	20,000.00	(1,500.00)	18,500.00
10-5310-350	SS Admin-Maintenance & Repair-Building	31,550.00	(800.00)	30,750.00
10-5310-600	SS Admin - Social Services Contracted Services	203,090.00	(3,000.00)	200,090.00
10-5380-377	SS Economic Support - State Foster Home Care	52,400.00	6,000.00	58,400.00
<b>SS Admin/SS Economic Support</b>		<b>350,540.00</b>	<b>-</b>	<b>350,540.00</b>

Justification:

This transfer is being done to move monies within the Social Services Budget from various lines to the State Foster Home Care line. This move is necessary to cover expenses through fiscal year end. Costs have steadily increased for children with behavioral issues and emergency placements and this has caused us to be underbudgeted. All lines are 50% reimbursable therefore revenues will not be affected.

Budget Officer's Initials CSP

Approval Date: 6/24/24

Initials:	<u>MD</u>
Batch #:	<u>2024-148</u>
Date:	<u>6/24/2024</u>

Washington County  
BUDGET TRANSFER

To: Board of Commissioners  
From: Curtis Potter, County Manager  
Missy Dixon, Finance Officer  
Date: June 24, 2024  
RE: Water

BT #: 2024 - 149

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

Account Code	Description	Old	+ or (-)	New
35-7135-350	Water Treatment-Maintenance & Repair Equipment	18,415.00	(3,000.00)	15,415.00
35-7130-350	Water Operations - Maintenance & Repair Equipment	40,000.00	3,000.00	43,000.00
<b>Water</b>		<b>58,415.00</b>	<b>-</b>	<b>58,415.00</b>

Justification:

This transfer is being done to move monies within the Water Department Budget from the Water Treatment Equipment Repair line to the Water Operations Equipment Repair line to cover the costs to repair the Ditchwitch and the Pea Ridge Booster Station. These two jobs were previously quoted as an estimate but when the work began it was discovered that there was additional work that had to be done therefore resulting in an increase in the cost.

Budget Officer's Initials CSB

Approval Date: 6/24/24

Initials:	<u>CSB</u>
Batch #:	<u>2024-149</u>
Date:	<u>6/24/2024</u>

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners  
**From:** Curtis Potter, County Manager  
Missy Dixon, Finance Officer  
**Date:** June 25, 2024  
**RE:** 911

**BT #: 2024 - 150**

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

Account Code		Description	Old	+ or (-)	New
69-9100-200	911 - Departmental Supplies		14,860.00	(100.00)	14,760.00
69-9100-320	911 - Communications		8,000.00	100.00	8,100.00
<b>911</b>			<b>22,860.00</b>	<b>-</b>	<b>22,860.00</b>

**Justification:**

This transfer is being done to move monies within the Emergency 911 budget from departmental supplies to communications to cover the remaining telephone bills through fiscal year end. This line was underbudgeted.

Budget Officer's Initials CSB

Approval Date: 6/25/24

Initials:	<u>CSB</u>
Batch #:	<u>2024-150</u>
Date:	<u>6/25/2024</u>

Commissioner Spruill discussed the transferring of budgets and bringing the info to the Commissioners. Mr. Potter said they are trying to be transparent about what goes on behind the scenes. Discussion ensued.

**Commissioner Johnson made a motion to approve the budget transfers/ amendments as presented. Commissioner Phelps seconded; motion carried unanimously.**

**Commissioner Spruill made a motion to approve individual line items to be overrun within a department and budget transfers completed effective June 1, 2024 – June 30, 2024. Commissioner Phelps seconded; motion carried unanimously.**

OTHER ITEMS BY COMMISSIONERS OR STAFF:

Commissioner Johnson stated that Dominion Power is having a town hall in surrounding counties regarding raising our rates 14%. Please try to attend. Washington County is not on the grid for wind power so we receive no benefit from them.

Commissioner Spruill and Mr. Squires attended a meeting at the new school and did a walk through and is pleased with where it is.

Commissioner Spruill had a discussion with Mr. Potter about the \$50K in the budget for a solar bond fund. He feels the County does not need to hold those funds for the next 20 years. He has done some research on it and that \$50K would not touch what it would cost to clean up a solar farm and it should not be the County's responsibility to take care of it. Commissioner Spruill talked about purchasing a bond. Discussion ensued. Mr. Potter thought that it can only be used for a specific use.

Commissioner Spruill said he has a growing concern about our 911 Center and dispatch. He keeps receiving concerns. He feels a committee needs to be formed to address these issues. Commissioner Spruill gave a handout for a possible WC911 Center Review Committee. Mr. Potter noted that it has been suggested to the Board to consolidate our E911 with another County and the Board turned down that option. Commissioner Spruill feels the proposed committee looks feasible. It has been discussed internally.

## Washington County 911 Center Review Committee

In response to recent complaints and recognizing the critical role that the 911 communications center serves for the county; I propose the formation of a dedicated committee to address the issues presented to the Commissioners over the past several months. This committee will be tasked with thoroughly reviewing the concerns raised and making recommendations to enhance the efficiency and effectiveness of our 911 communications services.

### **Committee Members:**

- Choose members with diverse backgrounds, including public safety officials, technical experts, community representatives, and policy makers.
- Ensure the committee includes individuals with experience in emergency services, telecommunications, and public administration.
- I recommend that at least the following individuals or representatives from these departments be included on the committee (Anne Keys, John Spruill, Curtis Potter or Jason Squires, Member from Sheriff's office, Member from 911 Communications, Emergency Management Director Lance Swindel, Member from the fire commission, Member from EMS).

### **The Committee should Consider the following areas in Reviewing the 911 Communications Center**

1. **Operational Efficiency:**
    - **Call Handling:** Assess the average response time from call receipt to dispatch.
    - **Staffing Levels:** Evaluate if there are sufficient staff members to handle the call volume, especially during peak times.
    - **Training and Certification:** Review the training programs and certification requirements for 911 operators and dispatchers.
    - **Quality Assurance:** Examine the processes in place for monitoring and improving call quality and operator performance.
  2. **Technology and Infrastructure:**
    - **System Reliability:** Assess the reliability and uptime of the current 911 systems and equipment.
    - **Integration:** Evaluate how well the 911 center integrates with other emergency services and public safety systems.
    - **Backup and Redundancy:** Ensure there are adequate backup systems and redundancy plans in place to handle system failures.
    - **Next-Generation 911 (NG911):** Review the progress and plans for implementing NG911 technologies, which include text-to-911, enhanced location services, and multimedia capabilities.
  3. **Policy and Procedures:**
-

## Washington County 911 Center Review Committee

- **Standard Operating Procedures (SOPs):** Review existing SOPs for handling different types of emergencies and ensuring they are up to date.
  - **Interagency Coordination:** Evaluate the effectiveness of coordination between the 911 center and other emergency services, such as police, fire, and EMS.
  - **Public Education:** Assess the effectiveness of public education campaigns regarding the proper use of 911 services.
4. **Data and Analytics:**
- **Data Collection:** Review how data is collected, stored, and used for decision-making.
  - **Performance Metrics:** Identify key performance indicators (KPIs) and benchmarks to measure the center's performance.
  - **Reporting:** Ensure there are clear and regular reporting mechanisms in place to track performance and identify areas for improvement.
5. **Funding and Budgeting:**
- **Financial Review:** Assess the current funding levels and sources for the 911 center.
  - **Budget Allocation:** Evaluate if the budget is appropriately allocated to address the most critical needs, such as technology upgrades, staffing, and training.
  - **Grant Opportunities:** Explore potential grants and funding opportunities to support improvements.

### **Identifying Issues and Making Recommendations**

1. **Issue Identification:**
    - **Internal Audits:** Conduct internal audits and reviews to identify existing problems.
    - **Stakeholder Feedback:** Gather input from 911 operators, emergency responders, and the public.
    - **Comparative Analysis:** Compare the center's performance with similar centers in other regions.
  2. **Recommendation Development:**
    - **Short-Term Fixes:** Identify quick wins that can be implemented immediately to improve performance.
    - **Long-Term Strategies:** Develop comprehensive strategies for addressing more complex issues that require significant time and resources.
    - **Technology Upgrades:** Recommend specific technology upgrades and new systems to enhance capabilities.
    - **Policy Revisions:** Propose changes to existing policies and procedures to improve efficiency and effectiveness.
    - **Training Programs:** Suggest enhancements to training programs to ensure staff are well-prepared for their roles.
-



## Washington County 911 Center Review Committee

### Final Report and Follow-Up

1. **Compile Findings:**
  - Create a detailed report summarizing the findings, issues identified, and recommendations.
2. **Present Recommendations:**
  - Present the report to the Washington County Board of Commissioners.
3. **Implementation Plan:**
  - Develop an actionable plan with timelines, responsible parties, and required resources for implementing the recommendations.
4. **Monitoring and Evaluation:**
  - Establish a system for ongoing monitoring and evaluation to ensure the recommendations are effectively implemented and to identify any further improvements needed.

**Commissioner Spruill made a motion to create a WC911 Center Review Committee and use the handout above as a guideline. Commissioner Phelps seconded; motion carried unanimously.**

Commissioner Phelps talked about a citizen learning there is a fire range on the property in front of his house. He told them they needed to go to the Planning Board.

Commissioner Spruill said the Facilities Committee had a great meeting last week. The County really needs to take a look at the future of the Courthouse. He suggested the Board tour the courthouse. Commissioner Spruill will talk about this with the Facilities Director after the next Facilities Committee meeting.

Mr. Potter said staff is looking at reviewing the competitiveness of our E911 employees' pay with other counties. He plans to bring that information to the next meeting.

Commissioner Keyes said she attended the RC&D meeting last week that was held downtown Plymouth in the Maritime Museum. She mentioned they discussed grant funding that is available. She stated that she attended Advocacy Days in Raleigh and too many other meetings to mention.

Commissioner Keyes read a letter from the Fire Commission thanking the Commissioners for the \$.01 increase in their budget and said it was greatly appreciated.

**Commissioner Phelps made a motion to go into Closed Session pursuant to NCGS§143-318.11(a)(3) (attorney-client privilege and NCGS §143-318.11(a)(6) (personnel). Commissioner Spruill seconded; motion carried unanimously.**

Back in Open Session, **Commissioner Spruill made a motion to approve the amendments of the June 3 minutes. Commissioner Phelps seconded; motion carried unanimously.**

**Commissioner Spruill made a motion to approve the EMTOC architect contract with the stipulation that Mr. Potter sign it. Commissioner Phelps seconded; motion carried unanimously.**

**Commissioner Phelps made a motion to approve RESO 2024-25 Authorizing Execution Of Kroger Opioid Settlement And Approving The Second Supplemental Agreement For Additional Funds Resolution 2024-25. Commissioner Spruill seconded; motion carried unanimously.**

**Commissioner Spruill made a motion to adjourn the meeting. Commissioner Phelps seconded; motion carried unanimously.**

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Ann C. Keyes  
Chair

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