

Washington County
Board of Commissioners Meeting
February 3, 2025





WASHINGTON COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
MONDAY, FEBRUARY 3, 2025
**COMMISSIONERS' ROOM, 116 ADAMS STREET
PLYMOUTH, NC 27962**

- 6:00 PM Call to Order—Chair Phelps
6:01 PM Invocation / Pledge
Additions / Deletions
- Item 1 6:05 PM Consent Agenda
a) Regular Session Minutes: January 6, 2025 & Special Called Meeting Minutes
January 15-16, 2025 (Budget Workshops)
b) FY26 Budget Preparation Guidelines
- Item 2 6:10 PM Public Forum (3–5-minute limit per speaker)
- Item 3 6:15 PM Request for Funding for Temporary Clerk of Court Position, Mr. Keith Phelps, Clerk
a) AOC Contract
- Item 4 6:25 PM Departmental Information Update— Mr. Chris Respass, Soil & Water Coordinator
- Item 5 6:45 PM S.T.R.A.P. Bids, Mr. Chris Respass, Soil & Water Coordinator
- Item 6 6:55 PM Tax Collector's Report, Ms. Sherri Wilkins, Tax Administrator
- Item 7 7:05 PM Economic Development/Strategic Plan (Part 2) Update, Mr. Kelly Chesson,
Economic Dev. Director
- Item 8 7:15 PM PK12 Funding Agreement (First Amendment) and Lease, Mr. Curtis Potter, CM/CA
- Item 9 7:25 PM Boards & Committees: Ms. Julie J. Bennett, Clerk to the Board
a) Economic Development Advisory Council
- Item 10 7:35 PM Finance Officer's Report, Budget Amendments/Budget Transfers: Ms. Missy
Dixon, Finance Officer
- Item 11 7:45 PM Other Items by Chair, Commissioners, CM/CA, Finance Officer, or Clerk
- Item 12 7:55 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: February 3, 2025

ITEM: Consent Agenda

SUMMARY EXPLANATION:

- a) Regular Session Minutes: January 6, 2025 and Recessed Meeting Minutes January 15, 2025 and January 16, 2025.
See attached at the very end of this package.
- b) FY26 Budget Preparation Guidelines
See attached.

FY26 Budget Preparation Guidelines

For the Budget Officer

From the Washington County Board of Commissioners:

1. Formatting Guidelines: Present a balanced recommended budget to the Board of Commissioners using the same general format used to present recent budgets over the last few years including a consolidated budget book divided into sections, with budget requests and supporting info behind an itemization of each fund and/or department generally divided into three columns reflecting the originally requested allocation amount, Budget Officer's recommendation, and final Board allocation.

Continue utilizing a biennially updated capital improvement plan (CIP) to more proactively evaluate and budget for future major capital improvement/maintenance/reserve expenses. Note overlaps between CIP projects and Strategic Plan Goals/Action Items.

2. General Guidelines: In balancing the overall budget, maintain compliance with applicable federal, state, and local laws including the Local Government Budget and Fiscal Control Act and Washington County Fund Balance Policy. Generally attempt to achieve the following:

- a. Fully fund required annual allocations and/or full pro-rated portions of multi-year allocations, rather than deferring those allocations to future fiscal years.
- b. Develop and maximize available revenue sources and minimize unnecessary expenditures while meeting reasonably required expenses anticipated for the upcoming budget year and recommend allocating reasonably sufficient funding to provide for anticipated future capital improvements and/or capital reserve expenses.
- c. Maintain the integrity of each separately designated fund including without limitation the proprietary/enterprise funds, and minimize unjustified and unnecessary inter-fund transfers between separately designated fund budgets.
- d. Limit the establishment of new services, or expansion of existing services, unless new revenue sources are identified to offset related expenses or unless otherwise directed by the Board.

3. Recurring Tax/Expense Guidelines: Limit any unnecessary or significant increases in the recommended ad-valorem or other tax rates unless otherwise directed by the Board and attempt to:

- a. Maintain the same 2%/July - 1%/Aug early tax payment discount as the current fiscal year.
- b. Maintain the same .01 cent collected special watershed improvement tax (SWIT) revenue to fund countywide drainage related expenses as recommended by the Drainage Advisory Board.
- c. Maintain the same .04 cents collected ad-valorem tax revenue for funding fire service operations pursuant to the County Fire Commission Ordinance and Commission recommendations.
 - i. Maintain the same .01 cent collected ad-valorem tax revenue to fund certain additional capital outlay needs for fire departments. Funds to accrue until utilized or repurposed.
- d. Closely monitor and review the ongoing PK12 School Project budget, costs, and new debt service, and make realistic and fiscally responsible recommendations related to the possible need to consider raising additional tax revenues if deemed necessary to maintain overall financial stability.

- e. Continue allocating at least the full recommended annual contribution for the Washington County Hospital Pension Plan as recommended by the most recent actuarial report, and recommend ways to utilize budget allocations to proactively manage future pension plan liabilities.
 - f. Maintain the recurring annual allocation of:
 - i. \$10,000 per year for a future PARTF recreation grant;
 - ii. \$12,000 per year cap for Special Board Sponsored Third Party Funding;
4. Personnel Guidelines: For personnel budgeting purposes, attempt to:
- a. Avoid creating new positions unless funded by a specific new revenue source, unless the position was previously cut for expense reduction purposes and/or unless the benefits of its restoration or creation are considered to outweigh the additional expenses.
 - b. Identify and propose corrections for any major irregularities or inequities in the Washington County Salary Schedule & YORE Progressive Pay Plan, and evaluate the potential need for countywide adjustments to compensate for wage inflation factors.
 - c. Pass through to employees the cost of any premium increases for spousal/family benefits such as health, dental, vision, etc.
5. Other Specific Board Guidance or Initial Requests from Individual Board Members:
- a. Before FY26:
 - i. Review and address any serious detention facility concerns;
 - ii. Review Sheriff LEO Pay;
 - iii. Repair Landfill Bulldozer using previously approved CIP funding for truck purchase;
 - iv. If possible, move up Ambulance purchase, before 7/1/25 reg changes to save overall cost;
 - v. CIP Items: Add TOP Lift Station Proj; Add Coop Ext. Carpet Repl; Itemize WC Think Tank Projects
 - vi. Determine feasibility of moving revaluation up from 2029 to 2027.
 - vii. Go-Live with Keystone Tax Software Conversion by end of FY25;
 - b. Attempt to merge the Senior Center into/under Recreation
 - c. Merge Landfill into/under Water; and consider ways to sell mulch/concrete profitably at Landfill;
 - d. Without lowering quality, review and try limiting growing costs for DSS child services/placement
 - e. Review potential impact of the new EMTOC facility on personnel/dept. structure, (particularly E911) and recommend potential ways to maximize revenues &/or personnel efficiencies.
 - f. Review potential impact of new Economic Development FTE position, and recommend potential ways to maximize revenues &/or personnel efficiencies, including Econ Dev. Budget Structure.
 - g. Find ways to align/prioritize recurring or major budget requests with new Strat. Planning process.
 - h. Review Tax position conversion from Deputy Admin to Analyst.
 - i. Consider alternatives for PT Airport Tech incl. possibly splitting/sharing add'l Maintenance Tech.
 - j. Consider increasing holiday employee appreciation banquet to add primary PT staff.
 - k. Consider increasing the current PO limit to help reduce administrative burdens

WASHINGTON COUNTY BOARD OF COMMISSIONERS

AGENDA STATEMENT

ITEM NO: 2

DATE: February 3, 2025

ITEM: Public Forum (3-5 minute limit per speaker)

SUMMARY EXPLANATION:

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

Public Comment Statements

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

Additionally, this policy stated that all speakers are required to sign up prior to the meeting at which they wish to speak. The signup sheet must be on the podium 30 mins prior to the meeting. Each speaker shall clearly write their name, address, and the topic upon which they wish to speak on the signup sheet. This board adopted rules that must be followed. Some of the high points of those rules, which I wish to remind the public is:

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

WASHINGTON COUNTY BOARD OF COMMISSIONERS

AGENDA STATEMENT

ITEM NO: 3

DATE: February 3, 2025

ITEM: Request for Funding for Temporary Clerk of Court Position, Mr. Keith Phelps, Clerk of Court

SUMMARY EXPLANATION:

Mr. Phelps talked about this with the Board during the Budget workshop. Please see the attached information.

Also, Mr. Potter will discuss the AOC contract.
See attached.

BOARD OF COMMISSIONERS:

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



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CLERK TO THE BOARD
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AGENDA ITEM MEMO

MEMO Date: January 30th, 2025 **MEETING Date:** February 3rd, 2025 **ITEM:**
SUBJECT: Request for Funding of Temporary Clerk of Court Position
DEPARTMENT: Clerk of Court
FROM: Curtis S. Potter, County Manager / County Attorney

ATTACHMENTS:

- A- Emails from Clerk of Court requesting additional funding (6pgs)
- B- Proposed Contract w/ NC AOC (6pgs)

PURPOSE: To consider approving an additional funding request from the Clerk of Court to fund a temporary position for five (5) months to prevent a loss of current staffing that would otherwise occur due to a loss of AOC funding.

BACKGROUND:

Refer to attached emails summarized as follows:

1. 1/7/25 Initial funding consideration request from the Clerk of Court to the County Manager;
2. 1/14/25 Response to County Manager’s initial questions
3. 1/24/25 Subsequent email to County Manager & Finance Officer

This matter was also recently presented to and discussed in the Board’s FY26 Budget Planning Workshop on

FINANCIAL IMPACT: \$15,968 from 2/1/25 to 6/30/25.

RECOMMENDED ACTION: REVIEW the attached information and proposed contract, and

1. **VOTE on whether to APPROVE the additional funding requested by the Clerk of Court by authorizing and directing the County Manager and Finance Officer to execute and deliver the proposed contract with any modifications made by the County Attorney in the County’s favor to the Administrative Office of the Courts, and to transfer the necessary funding from contingency or other available funds within the general fund budget for such purpose.**

From: Phelps, Brian K. <brian.k.phelps@nccourts.org>
Sent: Tuesday, January 7, 2025 3:49 PM
To: Curtis Potter <cpotter@washconc.org>
Subject: County Funding of Temporary Deputy Clerk Position

Curtis,

I am writing you concerning a dire staffing situation in this office. I have been informed that the temporary Deputy Clerk position in this office will not be funded after January 31, 2025, so I will be losing an essential position. The temporary Deputy Clerk serves as the primary cashier and is who currently receipts payment of child support purge payments, fines, and court costs, provides front counter coverage in the civil division, processes filings in Small Claims Court and provides general coverage elsewhere in the office. This staff member has mastered the Enterprise Justice software, which allows citizens to be served in a timely manner in filing Small Claims cases and paying money as ordered by the Court. The Washington County Clerk of Superior Court's Office is a small office, with five non-temporary positions and one temporary position as well as me. This office is physically divided, in that the office is separated by a public accessible hallway in the Washington County Courthouse, with two (non-temporary positions) staff members in the criminal division and four (three non-temporary positions and one temporary position) staff members in the civil division, which also serves as the cashier station. My private office, which is in the criminal division, is where estate and special proceedings matters are filed, processed and most hearings for these matters are held. The staff members in this office wear multiple hats due to the workload of this office and the need to segregate duties in the financial work of this office. The financial team of this office consists of one bookkeeper, two head cashiers, two cashiers (one of whom is the temporary Deputy Clerk) and one back-up cashier, who is also a criminal staff member. As you can see the financial team consists of my entire staff.

Enterprise Justice in the courtroom setting requires the use of two courtroom clerks to process judgments/orders, enter in financial data for payments and handle other clerical business of the Court. Currently, I have two criminal staff members (one of whom serves as the backup cashier) to provide coverage at criminal/traffic sessions of District Court and two civil staff members (one of whom serves as the secondary cashier) to provide coverage at civil/child support sessions of District Court. If a Deputy Clerk position is lost, then I will be unable to send two clerks to provide courtroom coverage for traffic, criminal, civil and child support sessions of District Court as one of the two clerks who is also a cashier must be in the office to receipt payments of child support purge payments, fines and court costs, provide front counter coverage in the civil division and process filings in Small Claims Court, which will result in a massive backlog in Washington County District Court. Further, a massive backlog may result in the exodus of longtime staff members, which will only add to the backlog. Please know that I am not making threats, but stating what I fear will be a certainty if this office loses a Deputy Clerk position. Additionally, to operate this office with only one cashier is a heading for disaster. If sole cashier is out unexpectedly due to illness or injury, then

there will be no one available to receipt payments or I will have to serve as the cashier. A few years ago, I was having to serve as the cashier while attempting to conduct a hearing in an estate matter and had to take a recess to receipt a child support purge payment. As stated previously, this office is physically divided by a public accessible hallway, so I had to take a recess, walk across the hallway to the cashier station, receipt the child support purge payment, process the child support purge transmittal form, go back into the hallway, get stopped in the hallway by a citizen with a question, get back into my private office and regain my thoughts to resume the hearing, while the parties to the hearing had been sitting for over thirty minutes. Having to halt the proceeding before me, I felt was an injustice to those that were appearing before me and a violation of my obligation as a judicial official to provide justice without unnecessary delay.

I am the sole person in the Estates, Special Proceedings and Civil Superior Court Divisions as I simply do not have enough staff members to cover these areas. On Tuesdays, when there is a criminal/traffic session of District Court, I am in the office alone, which requires me to answer the telephone and handle walk-in traffic, all while attempting to handle estates and special proceeding matters in addition to my administrative duties as the Clerk of Superior Court. A few months ago, one of the two criminal staff members was out with COVID AND the flu, which required me to serve as one of the two courtroom clerks at a criminal/traffic session of District Court. Since there was no one to provide coverage for criminal, estates and special proceeding matters, I was forced to completely shut down these divisions as I did not have enough staff members to staff these areas and individuals that needed to transact criminal, estates and special proceedings business were turned away. Again, this office is a small office, where the staff members wear multiple hats and one staff member being out of the office can create a strain on the work of this office. Further, staff members should be able to be out due to illness or vacation without worrying about the strain they are creating by being out of the office. I am very concerned that if I lose a Deputy Clerk position, this office is heading for collapse.

I have contacted my legislative delegation via email for assistance as well as to request a meeting with them when I visited the General Assembly with other elected Clerks of Superior Court in May and received no response. My plan is to begin making telephone calls to my legislative delegation when the General Assembly convenes on January 8, 2025. On December 11, myself, and Clerk Goodwin from Chowan County, who has a temporary Deputy Clerk position that is essential to the function of his office, traveled to the NC Judicial Center to meet with NC AOC Director Boyce and Deputy Director Kyzer about the dire staffing situation in our respective offices. Clerk Goodwin and I were appreciative for Director Boyce and Deputy Director Kyzer taking the time out of their busy schedules to meet with us. We also expressed our appreciation for the temporary Deputy Clerk positions in our offices. Director Boyce informed Clerk Goodwin and myself that the financial resources to fund temporary positions were depleted, offered suggestions, such as cross-training of staff, which is used by this office as well as the use of "Magi-clerks", which is not an option as the three Magistrates in Washington County have been renominated and reappointed for a four-year term. As the Clerk of Superior Court, who is elected by the citizens of Washington County, I feel that I have a duty to provide an efficient District and Superior Court to the citizens of Washington

County and to do otherwise would be a disservice to them as well as a violation of the oath of office of the Clerk of Superior Court.

Since this office serves the citizens of Washington County, would Washington County fund the temporary Deputy Clerk position in this office? I was wondering if the salary allotted for a vacant county position could be used to fund the temporary Deputy Clerk position until the end of the fiscal year. The position would not require any benefits only an hourly wage. I am glad to meet with you to discuss this matter.

Thank you for allowing me this opportunity as well as for all that you do for the citizens of Washington County.

Sincerely,

BKP



Brian K. "Keith" Phelps
Clerk of Superior Court
Washington County

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From: Phelps, Brian K. <brian.k.phelps@nccourts.org>

Sent: Tuesday, January 14, 2025 3:56 PM

To: Curtis Potter <cpotter@washconc.org>

Cc: Missy Dixon <mdixon@washconc.org>; Jason Squires <ACM@washconc.org>

Subject: RE: County Funding of Temporary Deputy Clerk Position

Curtis,

Thank you for taking the time to share and discuss this matter with Missy as well as respond to me. I know this time of year is busy for you both and appreciate you both taking the time for this matter. In my previous email, I failed to mention that my request is pursuant G.S. 7A-102(e) and G.S. 153A-212.1, where a Clerk of Superior Court may apply to the Director of the North Carolina Administrative Office of the Courts to enter into contracts with local governments for the provision by the State of services of Assistant Clerks, Deputy Clerks and other employees in the Office of the Clerk of Superior Court and upon the local appropriation of funds to do so. I wanted to see if Washington County would be able to fund a Deputy Clerk position in this office before reaching out to the Director of the North Carolina Administrative Office of the Courts. In response to your questions:

1. How much funding specifically are you looking for? The temporary position is currently paid \$16.00 per hour and works 40 hours a week. Based upon my calculations, the gross weekly pay is \$640.00 per week, \$2,560.00 per month and for the five-month period (February to June) would be \$12,800.00. I am requesting a total of \$12,800.00 to fund the temporary position.
2. Is this a full-time or part-time position? The temporary position is a full-time position.
3. What is the annual pay rate? The gross annual pay rate at \$16.00 per hour is \$30,720.00.
4. Why will it not include benefits? The temporary position that is currently funded by the State does not have benefits.
5. Why would it only be required through the end of this fiscal year? The temporary Deputy Clerk position, in this office, will not be funded after January 31, 2025 as the funding for certain temporary positions, such as the temporary Deputy Clerk position in this office, are needed elsewhere in the Judicial Branch. The positions in the Clerk of Superior Court's Office are funded through legislative appropriation. This year is a "long session", so the General Assembly will pass the State budget for 2025-2026 before adjourning. I have reached out to my legislative delegation, the President Pro-Tempore of the North Carolina Senate, the Speaker of the North Carolina House of Representatives and Co-Chairs of the Justice and Public Safety Committee asking if the temporary Deputy Clerk position in this office can be funded or if an additional Deputy Clerk position can be gained through legislative appropriation. Further, I have met with the Director and Deputy Director of the North Carolina Administrative Office of the Court as well as spoken with the Chief Justice

asking for their assistance with this matter. If Washington County would fund the temporary Deputy Clerk position until the end of the fiscal year, this would allow me to have adequate staff to operate this office and serve the citizens of Washington County, during my attempt to either get funding for the temporary Deputy Clerk position or gain an additional Deputy Clerk position through legislative appropriation.

6. What will happen after that? If the temporary position is not funded or an additional Deputy Clerk position is not gained, through either legislative or local government appropriation, then the position would be lost.
7. Who would the County actually pay the funding to? The funding would be paid to the individual for their service as a Deputy Clerk.
8. When is the deadline for a decision by the County on this? The position is funded by the State through January 31, 2025. I am at the Board of County Commissioners pleasure on their making a decision.
9. Are there any other possible alternatives that could help short of covering staff salary costs? The alternatives are the implementation of a Magi-Clerk position, which is a Deputy Clerk that performs the duties of a Magistrate during office hours. The drawback of this option is that a Magi-Clerk is used in lieu of one of the three Magistrate position allotted to Washington County. The three Washington County Magistrates have been reappointed for four-year terms. The second alternative is cross training staff members, which is utilized by this office. I have investigated obtaining grants to fund the temporary Deputy Clerk position and have been unsuccessful. Short of legislative appropriation funding the temporary Deputy Clerk position or creating an additional Deputy Clerk position, asking Washington County to fund a Deputy Clerk position is the last option for this matter.

At the end of the day, this is a fairly unusual request, which will need to be shared with and agreed to by the Board itself.

10. Would you be able to present this and speak with them next Wednesday 2/15/25 or Thursday 2/16/25 during their workshop meetings? I am willing to speak with the Board of County Commissioners about this matter at their workshop meeting on February 15 or 16, 2025. I did see that these dates are a Saturday and Sunday, respectively, but am willing to address the Board of County Commissioners about this matter.

Lastly, at least one Commissioner is asking us to begin considering a New Courthouse as a downrange capital improvement item. I am curious where you would stand on that, and wanted you to be aware of this in case you get asked about by the Board. I will be glad to share my thoughts with you in person at your convenience. Thank you for making me aware of this.

Thank you for allowing me this opportunity and for all that you do for the citizens of Washington County. If you have any additional questions, please let me know.

Sincerely,

BKP

Dear Curtis and Missy,

Attached is the budget and contract for the Deputy Clerk position. The budget is attached to the contract, but I thought it would be easier to review as a separate attachment. The numbers that NC AOC came up with a little higher than mine. There were costs for the position's share of office supplies, hardware/software use and data connection, which I was not aware were costs, which I should have been as nothing in life is free. If the numbers are higher than what can be funded, I will adjust the position's working hours accordingly. If the Board of County Commissioners approves funds for the position, the position would be paid by NC AOC, who would invoice Washington County for reimbursement. If you have any questions, please let me know. I will be glad to answer or if I do not know the answer, defer to someone who can. Thank you for your assistance with this matter.

Sincerely,

BKP



Brian K. "Keith" Phelps

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NORTH CAROLINA

WASHINGTON COUNTY

THIS AGREEMENT is made and entered into, by, and between **Washington County**, (hereinafter “the County”); **Brain K. Phelps**, Clerk of Superior Court, Washington County, (hereinafter “the Clerk”); and the **North Carolina Administrative Office of the Courts** (hereinafter “the NCAOC”); (collectively, the “Parties” and individually, a “Party”), effective as of the date the last Party signs below.

WITNESSETH

THAT WHEREAS, the Clerk has applied to the NCAOC Director, pursuant to G.S. 7A-102(e), for authority to hire one temporary Deputy Clerk;

WHEREAS, pursuant to G.S. 153A-212.1, the County may appropriate funds under contract with the NCAOC for the provision of services for the speedy disposition of cases involving a threat to public safety;

WHEREAS, the County has appropriated funds to implement a program of expediting these cases and has budgeted the annualized sum to pay for the personnel position costs for each position listed in Appendix A, which Appendix A is attached hereto and is incorporated herein as if fully set out;

WHEREAS, the NCAOC Director has found that the Clerk has made a showing, pursuant to G.S. 7A-102(e), that the overwhelming public interest warrants the use of additional resources for the speedy disposition of cases involving a threat to public safety within the meaning of that statute;

WHEREAS, the County desires to pay to the NCAOC on behalf of the Clerk the amounts specified herein for the use by the Clerk to hire personnel as shown in Appendix A;

WHEREAS, the NCAOC is responsible for administering the receipts and expenditures of the Judicial Branch, including the office of the Clerk; and

WHEREAS, the parties hereto have mutually agreed to the terms of this Agreement as hereinafter set out.

NOW THEREFORE, in consideration of the terms and conditions hereinafter set forth, the County does hereby agree to provide funds and the NCAOC agrees to administer the funds on behalf of the Clerk for the position(s) shown in Appendix A.

THE TERMS AND CONDITIONS OF THIS AGREEMENT ARE AS FOLLOWS:

1. The term of this Agreement shall be for a period of 5 months, beginning on February 1, 2025 and terminating on June 30, 2025.
2. The employee(s) under this contract will be the employee(s) of the Clerk accordingly for all purposes, and shall be hired by and work under the supervision and direction of the Clerk of Superior Court for Washington County.
3. The County will be responsible for paying the personnel and operating costs as budgeted and other related costs that may arise. Any changes in salary shall be communicated in writing to the County, the Clerk, and the NCAOC. The parties agree to act in good faith to facilitate such budget amendments as may be necessary from time to time. The Clerk shall provide space and furnishings for their staff positions under this agreement commensurate with other staff offices. The NCAOC shall provide administrative services (including Human Resources processing and payroll services) pursuant to this Agreement, but shall not contribute funds or be responsible for paying any operating expenses of the project, nor shall the NCAOC or County be responsible for the hiring or supervision of the positions.
4. The County shall provide funds to the NCAOC Chief Fiscal Officer as outlined in Appendix A. Expenses for unemployment, workers compensation and disability claims, as outlined in paragraph 9 below, are unforeseen expenses which are not included in Appendix A and may increase the County's financial obligation above and beyond the base amount indicated in Appendix A, should a claim be filed.
5. All payment of funds must be made electronically via an account with the North Carolina Department of State Treasurer, as established through the NCAOC and the North Carolina Office of the State Controller. After each electronic payment of funds, the County must then notify NCAOC's Cash Management Division via email, NCJC.FSD.CashManagement@nccourts.org, detailing the amount and relevant month for which the payment applies, or by attaching the relevant invoice to the email.
6. The County agrees to provide to the NCAOC all operating costs associated with the position(s) in this contract in accordance with annual NCAOC position cost statements supplied by the NCAOC Financial Services Division, as shown in Appendix A. Typical operating costs in NCAOC position cost statements represent expenditures such as transportation, meals and lodging, registration fees, maintenance agreements, general office supplies, telephone service and equipment, personal computer, software, and wiring and installation. Using funds provided by the County, the NCAOC will purchase and maintain all equipment outlined in Appendix A. The County will submit payment upon the receipt of a detailed invoice.
7. If the County fails to pay an invoice within 30 days of receipt, the NCAOC will apply the requisite amount of court facilities fees collected pursuant to G.S. 7A-304 and

7A-305 toward the outstanding invoice amount. If the County chooses to remit payment to the NCAOC after the court facilities fees have already been applied to the outstanding invoice amount, the NCAOC will reclassify the amount of court facilities fees allocated to the outstanding invoice so that that County will receive its full share of court facilities fees pursuant to G.S. 7A-304 and 7A-305.

8. The County agrees that it will increase the payments under this Agreement by the amount necessary to provide for each of the following increases in the compensation or benefits of any person whose position is funded under this Agreement, with each increase to become effective on the effective date of the relevant increase in compensation or benefits. Should the amounts needed for any increase exceed ten percent (10%) of the total contract amount, the County must agree in writing to any amount in excess of ten percent (10%) of the total contract amount. If the County does not agree in writing to pay the amount in excess of ten percent (10%), then the parties may terminate this contract in accordance with paragraph 11 below.
 - a. Any increase in salary due to legislative act, reclassification, in-range adjustment, or longevity
 - b. Any increase in salary to which any assistant or deputy clerk is entitled under the pay plan adopted pursuant to G.S. 7A-102
 - c. Any legislatively mandated increase in the employer contributions to the North Carolina Teachers' and State Employees' Retirement System or the Consolidated Judicial Retirement System
 - d. Any legislatively mandated increase in the employer's premium to provide coverage under the North Carolina Teachers' and State Employees' Major Medical Plan

9. The County agrees to reimburse the NCAOC for any and all costs arising from an unemployment, workers' compensation and/or disability claim submitted by an employee under this contract who qualifies for such payments based on his/her duration of employment with the Judicial Branch. The County agrees to reimburse the NCAOC for all costs arising from any such claim that is submitted after the contract period specified in paragraph 1 above, so long as the termination of employment or injury that is the subject of such claim occurred during said contract period. Costs arising from unemployment, workers' compensation and/or disability claims are not included in Appendix A and may result in costs in excess of those outlined in paragraph 4 above. Absent a specific line item in Appendix A for unemployment, workers' compensation, and/or disability costs, such costs may be offset and covered with (i) funds reallocated from other line items, where available; and/or (ii) lapsed salary resulting from vacant positions under this Agreement. Vacant positions under this Agreement may be held vacant for an extended period of time to ensure that there will be a sufficient amount of lapsed salary with which to reimburse the NCAOC for any such claims. This provision does not limit the authority of the Office of the North Carolina Attorney General to represent the NCAOC in any litigation that may arise hereunder. Additionally, the NCAOC may purchase workers' compensation insurance

to cover any workers' compensation claims that may be filed in accordance with this Agreement. The County agrees to reimburse the NCAOC for the cost of workers' compensation insurance premiums and deductibles paid by the NCAOC. The NCAOC will send an invoice to the County for payment of any and all costs arising from an unemployment, workers' compensation and/or disability claim and for insurance premiums and deductibles and the County shall pay any invoice not later than 30 days after the County's receipt of the invoice.

10. The NCAOC and the County shall maintain all appropriate documentation of expenditures under this contract for examination by the Office of the State Auditor. The NCAOC shall provide to the County, and the County shall provide to the NCAOC, copies of said documentation upon request.
11. This Agreement may be terminated by the County, the NCAOC, or the Clerk upon giving sixty (60) days' notice in writing or by mutual consent of all parties.
12. It is understood and agreed between the County, the Clerk, and the NCAOC that the renewal or extension of the payment specified in this Agreement is dependent upon and subject to the allocation, availability, or appropriation of funds by the County.
13. It is understood and agreed between the County, the Clerk, and the NCAOC that this Agreement is entered into pursuant to G.S. 7A-102(e) and 153A-212.1, and that nothing in this Agreement shall be construed to obligate the NCAOC to maintain or request funding for positions or services initially provided under this Agreement.
14. This Agreement may be amended by written agreements executed by all parties, except that if the only change is an increase in positions and corresponding costs, then only the County and the NCAOC need sign the amendment.
15. This Agreement, including Appendix A, is the entire Agreement among the parties and there are no other Agreements, oral, written, expressed or implied.
16. This Agreement and any amendments or modifications hereto, to the extent signed in handwriting and then delivered by means of electronic transmission in portable document format ("PDF"), shall be treated in all manner and respects as an original agreement or instrument, and shall be considered to have the same force and legal effect as an original signature.

IN WITNESS WHEREOF, the Parties, or their duly authorized representatives, have executed this Agreement as of the Effective Date. The undersigned County Manager agrees to provide the NCAOC with copies of minutes or other documentation authorizing them to execute this contract on behalf of the County.

WASHINGTON COUNTY

BY: _____ Date: _____
County Manager

**CLERK OF SUPERIOR COURT
WASHINGTON COUNTY**

BY: _____ Date: _____
Clerk

NORTH CAROLINA ADMINISTRATIVE OFFICE OF THE COURTS

BY: _____ Date: _____
Kesha Howell
NCAOC Chief Operations Officer

Approved as to Form

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

County Attorney

County Finance Director

Date

Date

APPENDIX A

Estimated Contract Cost

1/21/2025

Invoices will be based on actual, not estimated, costs.

Position Title: Temporary Deputy Clerk

State FY 2025

February 1 - June 30

Costs

Salary & Longevity (\$16/hr, 8hr/day, 104 days)	13,312 ³
Social Security 7.65%	1,019
Retirement 24.04%	0 ¹
Health Insurance	0 ¹
Workers' Compensation	67
Unemployment	292
Office Supplies	333
Training/Conference Registration Fees	0 ¹
Hardware, Software, Support Services	650 ²
Data Infrastructure	295 ²
Bar Dues	0 ¹
Duty Station Parking	0 ¹
Cell Phone	0 ¹
Travel	
Mileage (\$0.67/mile)	0 ¹
Lodging (\$90/day)	0 ¹
Per diem (\$47/day)	0 ¹
<hr/>	
Total Estimated Cost	\$15,968

1 Expenses not anticipated during this fiscal year.

2 Expenses are invoiced regardless of position vacancy status.

3 Budgeted salary; actual salary is determined by NCAOC Human Resources

WASHINGTON COUNTY BOARD OF COMMISSIONERS

AGENDA STATEMENT

ITEM NO: 4

DATE: February 3, 2025

ITEM: Departmental Information Update—Soil & Water, Mr. Chris Respass,
Soil & Water Coordinator

SUMMARY EXPLANATION:

This month, Mr. Respass will speak to the Board and give them an update on what is going on in Soil & Water and what to expect in the coming months.

If you have a request to hear from a certain department, please contact the Clerk.

Month	Department	Director
JAN	Senior Center	Renee' Collier
FEB	Soil & Water	Chris Respass
MAR		
APR		
MAY		
JUNE		
JULY		
AUG		
SEPT		
OCT		
NOV		
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

WASHINGTON COUNTY BOARD OF COMMISSIONERS

AGENDA STATEMENT

ITEM NO: 5

DATE: February 3, 2025

ITEM: S.T.R.A.P. Bids, Mr. Chris Respass, Soil & Water

SUMMARY EXPLANATION:

Please see that attached information on the abovementioned bids. Mr. Respass will be asking for your approval to approve his recommended bidder.

BOARD OF COMMISSIONERS:

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

MEMO Date: February 3, 2025 **MEETING Date:** February 3, 2025 **ITEM:**
SUBJECT: S.t.r.a.p Funds Bid Award
DEPARTMENT: Soil and Water Department
FROM: Christopher Respass

ATTACHMENTS:

- A- Bid Tabulation(1pg)
- B- Minutes of January 27, 2025 Soil and Water Board Meeting
- C- Email For S.t.r.a.p.

PURPOSE: To award the bid winner for the Stream Restoration Contract with the State of North Carolina and Washington County.

BACKGROUND:

The bid tabulation is attached with the contractor recommended by the Soil and Water Board and the Department Head highlighted. Also attached are the Minutes reflecting the Soil and Water Board’s recommendation, along with an email that confirms the grant does not require going with the lowest bidder.

Summary of Key Features:

1. **Purpose and Scope:** These funds will be used to remove vegetative debris in Washington County’s major flowing waterways. 15% of the total funds encumbered were intended to be used to purchase a UTV for the Drainage Department to increase operational abilities.
2. **Concept of Operations:** 8.85 Miles of Waterways here in Washington County are to be Snagged and Cleared to a standard that will reduce the amount of debris within the streams tremendously, coupled with methods that will prevent what is removed from returning to the stream bed.
3. **15% Requirements:** To use the 15% of funds for equipment purchase we have to first encumbered a certain amount in order to maximize what we have as a total. The highlighted bid within the bid tabulation provides the ability to purchase the intended UTV that was mentioned at the beginning of this process.
4. **Cost of Operation:** The **average price per foot** in the coastal plane region is **\$10.86 per foot**. Bids below **\$3.00 per foot** are considered by the Department of Soil and Water as high risk and irresponsible based on the average cost of operations.

FINANCIAL IMPACT: \$259,286 has been awarded to Washington County for Vegetative Debris Removal. There are 103 miles of waterways in Washington County that need the same best management practice completed. This is curving the operation cost of the county by substantial amounts along with providing the ability to purchase equipment for more efficient methods of inspection of Waterways.

RECOMMENDED ACTION: VOTE to

1. **Approve:** J & J Environmental as the winning bid.
2. **Approve:** 15% of funds be used to purchase UTV for Drainage Dept.

Washington County Soil and Water
S.t.r.a.p. Bid Awards 2/3/2025

Name of Bidder	Equipment List	Insurance	Timeline	References	Total Quoted		
					Amount	Per foot	Years in Existence
Hall American Prope	Yes	Yes	No	Yes	\$101,489.20	\$2.17	9
Zulu Marine	Yes	Yes	Yes	Yes	\$1,169,000.00	\$25	22
Grillot Construction,	Yes	Yes	Yes	Yes	\$397,460.00	\$8.50	23
J & J Enviromental L	Yes	Yes	Yes	Yes	\$219,000.00	\$4.68	24
R.D.C Debris Remov	Yes	No	Yes	Yes	\$130,460.40	\$2.79	25

WINNING BIDDER IS HIGHLIGHTED

Witness Signature/Title: _____

Witness Signature/Title: _____

Witness Signature/Title: _____

Witness Signature/Title: _____

Witness Signature/Title: _____

Bid awarded to J & J Enviromental LLC based on 15% admin fee requirements and recommendations from the Soil and Water Board.



Washington County
SOIL & WATER CONSERVATION DISTRICT
MEETING MINUTES
January 27,2025

Table with 2 columns: Supervisors Present and Staff / Others Present. Rows include Justin Allen, Don Small, Colby Davenport, Gerda Rhodes, David A. Davenport and Christopher Respass, Megan Conner, Anthony Hester.

Meeting held at 407 Hwy 32 N Roper NC, FSA Building, 27970 at 8:00 AM

- 1. Call to Order: Gerda Rhodes called the meeting to order at 8:00 a.m.
2. Welcome - Introductions: Gerda Rhodes welcomed all in attendance.
3. Approval of Agenda - The draft agenda was shared with the supervisors. Supervisor Gerda Rhodes offered a motion to approve the agenda as presented. Supervisor Don Small seconded the motion, and the motion carried.
4. Approval Of Minutes - November 18, 2025 Meeting: The minutes of the Washington County SWCD meeting held on November 18, 2025 were presented. Supervisor Gerda Rhodes offered a motion to approve the minutes. Supervisor Don Small seconded the motion, and the motion carried.

INFORMATION ITEMS

- 5a. Treasurer Report: Chris Respass presented the treasurer report. The report is attached. Supervisor Gerda Rhodes motioned to approve the treasurer report as presented, Supervisor Don Small seconded the motion, and the motion carried.
5b. Technician Update: Chris Respass presented update. Update is attached.
5c. FSA Update: Update is attached.
5d. NRCS Update: Anthony Hester gave his presentation on the update of ira funds and upcoming changes that may be possible.
5e. S.t.r.a.p. Update: Total award amount:\$259,286. On February 3, 2025 Washington County Board of Commissioners will hold a meeting to choose a contractor for the Snagging and Clearing of Waterways in Washington County. Soil and Water Board Members agreed J&J Environmental seemed to be the best choice for the S.t.r.a.p bid award based on information provided.

5f. Area 5 Spring Meeting: Meeting date is February 20,2025. All supervisors were informed of the meeting date. Megan Emailed everyone a copy of the meeting information.

Action Items:

6a. Applications: Supervisor Gerda Rhodes made a motion to approve the following application, ACSP-1:

- **94-2025-009 Application**

Supervisor Justin Allen seconded the motion, the motion carried. Supervisor David A Davenport recused himself from voting in any way due to financial interest in the property.

6b. Contract: Supervisor Gerda Rhodes made a motion to approve the following contract, ACSP-1:

- **94-2025-009 Contract**

Supervisor Colby Davenport seconded the motion, the motion carried. Supervisor David A Davenport recused himself from voting in any way due to financial interest in the property.

6c. Requests for Payment:District Chair Gerda Rhodes made a motion to approve the following RFPs, ACSP-1:

Contract 94-2024-008 , \$11,445 **Approved**

Supervisor Don Small seconded the motion, the motion carried.

Contract 94-2024-007, \$10,203 **Approved**

Supervisor Colby Davenport seconded the motion, the motion carried.

Contract 94-2024-001, \$10,873 **Approved**

Supervisor Justin Allen seconded the motion, the motion carried.

CONCLUSION

7a. Comments: General discussion included the need for vegetative debris removal within our waterways along with aquatic weed management's necessity.

8. Next Regular Board Meeting – Monday, February 24, 2025 at 8 a.m. @ 407 Hwy 32 N Roper NC 27970 FSA Building.

9. Adjourn: With no further business, Chair Gerda Rhodes declared the meeting adjourned at 9:00 a.m.

Megan Conner, Admin Assit.
Washington County SWCD

Christopher Respass, Tech.
Washington County SWCD

These minutes were approved by the Washington County SWCD on _____.

Gerda Rhodes, Chair
Washington County SWCD

Subject: [External] Requirements of the Grant

message

Safford, Matt M <Matt.Safford@ncagr.gov>
From: washingtonsoilandwater <washingtonsoilandwater@gmail.com>

Thu, Jan 16, 2025 at 12:13 P

Hi Chris,

Yes, that is correct. Your StRAP grant does not require that the contract go to the contractor with the lowest bid. The Division of Soil & Water Conservation does not have any requirements on how you bid out your work or select a contractor. Ultimately you just need to follow your county- or district-level policies. If your local policies allow, I generally encourage grantees to consider not just the cost of bids, but also references or letters of recommendation for each contractor to ensure that they will also do quality work. Though again, this is a personal recommendation, not a requirement of the StRAP grant.

Please let me know if you need anything else.

Best,

Matt Safford
he/him
Streamflow Rehabilitation Assistance Program Manager
NC Division of Soil & Water Conservation
office: (919) 707-3784
cell: (984) 960-9168
Matt.safford@ncagr.gov
<https://www.ncagr.gov/divisions/soil-water-conservation/programs-initiatives/strap>

E-mail correspondence to and from this address may be subject to the North Carolina Public Records Law and may be disclosed to third parties.

From: Chris Respass <washingtonsoilandwater@gmail.com>
Sent: Thursday, January 16, 2025 10:18 AM
To: Safford, Matt M <Matt.Safford@ncagr.gov>
Subject: [External] Requirements of the Grant

CAUTION: External email. Do not click links or open attachments unless verified. Report suspicious emails with the Report Message button located on your Outlook menu bar on the Home tab.

Matt,
Can I just get you to send me an email stating that there is no requirement by the grant to go with the lowest bidder. That way if it comes up with the commissioners we can have an outside reference to back me up.

Chris Respass

WASHINGTON COUNTY BOARD OF COMMISSIONERS

AGENDA STATEMENT

ITEM NO: 6

DATE: February 3, 2025

ITEM: Tax Collector's Report, Ms. Sherri Wilkins, Tax Administrator

SUMMARY EXPLANATION:

Ms. Sherri Wilkins, Tax Administrator, will give the Board the Tax Collector's Report which she is required to do by statute.

Ms. Wilkins will distribute her report during the meeting.

WASHINGTON COUNTY BOARD OF COMMISSIONERS

AGENDA STATEMENT

ITEM NO: 7

DATE: February 3, 2025

ITEM: Economic Development/Strategic Plan (Part 2) Update, Mr. Kelly Chesson, Economic Development Director

SUMMARY EXPLANATION:

- Mr. Chesson has been hired by the County as our new full-time Economic & Strategic Development Director and will provide an update from the recently attended NC East Alliance's Vision 2025 conference in Greenville, NC.

-
“A crucial event where we'll focus on the progress made in eastern North Carolina and the next steps needed for continued growth. This year's event will showcase the impact of STEM East's initiatives and dive into important discussions about workforce development, economic growth, community advancement, and uncovering hidden talent across the region. This is an invaluable opportunity for businesses, educators, and local leaders to come together and align on strategies for a stronger, more competitive eastern NC. Whether you're a business owner, educator, or community advocate, your input will help guide our collective vision moving forward.”

- EDC Update: Once appointments of the majority of EDC members are confirmed, staff will work to conduct an initial EDC meeting and which is presently anticipated to be set for some time in March.
- He will also provide a brief review of progress made on the “Sustainable Economic Growth & Development” and “Strong Educational Opportunities” portions of the County's strategic plan.
- Staff seeks ongoing input on any desired changes to the specific goals and/or action items for these sections and hopes to present a draft revised Strategic Plan & CIP in March for potential final approval by April.

Sustainable Economic Growth and Development **Last Revised/Updated: 1/23/2025**

Goal 1		Collaborate with educational and industrial partners to develop and deliver a more formally organized, proactive, and effective economic development program.						
Goal 2		Provide well-planned and strategically placed infrastructure to attract and support continued economic development and growth, particularly for private business and industry.						
Goal 3		Leverage partners and stakeholders to enhance economic development capacity and opportunities.						
Goal 4		Attract, retrain, and increase a diverse and sustainable tax base.						
	Action Items	Goals	Primary Contact / Department	Barriers/Alt Solutions	Short-Term Priorities	Ongoing Timeline	% Done	Comments/Next Steps
ECO2024.1	Re-establish an Economic Development Committee or other similar body to meet regularly and begin developing and coordinating a more formalized county economic development program.	1	Kelly Chesson / CMO		Establish Bylaws; BOCC Approval & Member Appointment; Initial Meeting	Schedule regularly recurring committee mtgs	20%	
ECO2024.2	Work with the Washington County Travel and Tourism Agency (TTA) to continue supporting and to better measure and understand the economic impact of tourism development (approved as the primary economic development pursuit by the Board of Commissioners).	1	CMO/CFO/EDC: CSP/MD/KC		KC to pull TT stats for review and discussion with TTA/BOCC	Continuous	50%	Consider revising this goal as too broad/generic?
ECO2024.3	Hold recurring collaborative discussions with municipal partners to identify and pursue mutually beneficial economic development strategies and opportunities including community development.	1	CMO: KC & EDC		Add representation from municipal partners into EDC		0%	Consider collapsing into EDC; bylaws were adopted for EDC to do this
ECO2024.4	Re-establish and hold regular meetings of the Collaborative Business & Industry Innovation Council.	1	CMO: CSP/KC		KC to set up initial collaboration meeting ASAP	Continuous; Est. initial mtg to discuss collaboration by 12/31/25 and develop CY2025 Timeline for Further Action	50%	Overlaps with EDU 24.6; consider collapsing/revising
ECO2024.5	Work with the GoldenLEAF SITE program to identify and create a countywide database and future development plan for future targeted economic development.	2	CMO/CFO: CSP/JS/KS/LZ		KC to develop/link database for website inclusion ASAP	Continuous; work with EDC to review sites and prioritize targets/development plans for inclusion in FY26 Budget/6/30/25	50%	Pursue acquisition and development of preferred track.
ECO2024.6A	Complete the dedication of the Morratock Road Sewer Line to the Town of Plymouth.	2	CMO: CSP		CSP to finish dedication agreement draft for TOP review	Complete dedication by 6/30/25	10%	
ECO2024.6B	Begin construction on major VUR/Utility grand funded utility projects to increase water capacity and efficiencies.	2	CMO/CFO: CSP/KC/JS/MD/LZ WC-Utilities: LS			KC: FILL IN TIMELINE INFO	35%	
ECO2024.7	Continue pursuing opportunities to expand affordable broadband access countywide.	2	John Waterman / CMO		CAI Challenge Period ends October 3. Attend NCDIT Town Hall December 5. Keep pace with other updates from NCDIT as-needed.	ISP partner Brightspeed plans to serve 1,267 of 1,272 eligible locations in the county with CAB funding. All CAB construction must be completed by October 2026. Remaining locations may be served with state BEAD funds to be appropriated in Q1 2025.	75%	Consider revising goal to align with measurable stat
ECO2024.8	Designate a primary staff person to attend and regularly report information gathered from North-Eastern Economic Development (NEED) & other key regional economic development meetings.	3	CMO: KC		Set up next NEED mtg and push for pre-set quarterly mtg schedule	Continuous;	100%	Revise goal to include desired outcome from participating in this group.
ECO2024.9	Engage lobbyist to pursue targeted economic development funding opportunities during upcoming legislative sessions.	3	BOCC & CMO: CSP				100%	Define specific requests for long session in 2025
ECO2024.10	Create and adopt a standing economic development incentive policy designed to attract additional and/or outside economic investment opportunities.	4	CMO: KC		Create draft policy; review with EDC; review and approval by BOCC	Draft created in FY24; review with new EDC in early 2025 and seek BOCC approval by 6/30/25	33%	EDC review

Strong Educational Opportunities

Last Revised/Updated:

1/23/2025

Goal 1	Establish and maintain collaborative partnerships with Washington County Schools to proactively and more efficiently coordinate annual budgeting; plan for and complete long term capital projects; and pursue and accomplish other mutually beneficial initiatives.
Goal 2	Collaborate with all educational partners to increase and more efficiently provide collaborative educational and other public service related opportunities.
Goal 3	Support the recruitment and retention of highly qualified and experienced public school teachers and staff to improve academic achievement and quality.
Goal 4	Advocate for appropriate allocation of school funding from federal and state sources.

Item	Action Items	Goals	nary Contact / Departm	Barriers/Alt Solutions	Short-Term Priorities	Ongoing Timeline	% Done	Comments/Next Steps
EDU2024.1A	Monitor and support the successful completion of the new PK-12 School at US64/NC45.	1	CMO/CFO: CSP/JS/MD	Logistics/Timing	Lease Agreement/Funding Agreement Revisions/ Puncck List Completion	1. CO by 12/4/24; 2. WCS Using School by 1/31/25 3. Punch List Completion by 3/1/25	90%	Complete Phase II
EDU2024.1B	Work with the Town of Plymouth to prepare lift station capacity for new facility.	1	CMO: KC	Grant Cycle; Interlocal Cooperation	Waiting on Lift Station Grant Response in early 2025	1. Lift Station Grant Response Due by 3/1/25; 2. Finalize Interlocal Lift Station Agmt by 4/1/25; 3. Design Lift Station by 6/30/25; 4. Lift Station Bidding & Project	15%	
EDU2024.2	Identify and pursue additional funding sources such as legislative appropriations, grants, and additional local option sales taxes to raise additional revenues to offset the local costs associated with the PK-12 Construction and Consolidation Project.	1	CMO/CFO: CSP/MD/LZ	Heavily Tax Base. Consider early reval or modification to 80% solar exemption	1. Art.46 LOST Sales Tax - Completed; 2. Continuously review grant opportunities; 3. Reassess grant/legislative funding opportunities prior to 2025 legislative session before 2/1/25.	Continuous	33%	Confirm 2025 Long Session Lobbying Priorities
EDU2024.3	Conduct an effective Local Option Sales Tax public information campaign highlighting the need to raise additional revenues to offset additional debt service associated with the PK-12 School.	1	CMO: Asia Melton		Completed	Completed	100%	
EDU2024.4	Work with School Officials to update and revise the current Funding Agreement between both parties updating its financial terms by replacing previously projected cost estimates with actual current financial data, and to further address how to resolve any current or future budgetary shortfalls and the longer term plans for the early college and other school facilities.	1	CMO/CFO: CSP/MD	PK12 Completion Timing	Transfer Site walk through/Inventory est. 2/1/25; Transfer est. 3/1/25; Review EC options by 6/1/25	Develop full understanding of future plans and contingencies for known capital priorities and facility requirements before adoption of FY26 Budget/6/30/25	80%	Finalize/sign Lease & Revised Funding Agmt; Meet w/ WCS to discuss site transition planning
EDU2024.5	Work with Beaufort County Community College to increase programming available at the Washington County Center, Roper Annex Building.	2	1. CMO: KC/JS 2. WCS: CTE Dept/TBD		JS/KC to set up initial collaboration meeting ASAP	Continuous; but review options by 6/30/25	10%	Est. initial mtg to discuss collaboration by 3/1/25 and develop CY2025 Timeline for Further Action
EDU2024.6	Work with BCCC, Washington County Schools, and Pocosin Innovative Charter School to identify and increase joint recreational and economic development programming opportunities (including reviving regular meetings of the Collaborative Business & Industry Innovation Council).	2	1. CMO: KC/CSP 2. WCS: CTE Dept/TBD 3. PIC: TBD	WCS/PIC Cooperation	KC/CSP to work with leadership of both parties to set up initial collaboration meeting ASAP	Continuous; Est. initial mtg to discuss collaboration by 6/30/25 to help develop CY2025 Timeline for Further Action	33%	overlaps with ED Goal 24.8; consider collapsing; also committee reinstated in CY24
EDU2024.7	Review teacher supplement use, effectiveness, and funding during FY25 budget process to increase or maintain regional competitiveness.	3	CMO/CFO: CSP/MD	Available \$\$\$; overshadowed in 2024 by PK12 Capital Priorities	CMO to discuss with WCS during FY26 Budget Discussions	Continuous;	0%	FY25 overshadowed by PK12; Revise to annual review
EDU2024.8	Engage lobbyist to pursue this objective during upcoming state legislative visits.	4	CMO: CSP		Renew Lobbyist Contract for 2025/2026	Continuous Biennial Legislative Cycle	80%	Work w/ Lobbyist to pursue priorities in early 2025

WASHINGTON COUNTY BOARD OF COMMISSIONERS

AGENDA STATEMENT

ITEM NO: 8

DATE: February 3, 2025

ITEM: PK12 Funding Agreement (First Amendment) and Lease, Mr. Curtis Potter, CM/CA

SUMMARY EXPLANATION:

Attached are the revised

1. First Amendment to the PK12 Funding Agreement; and
2. Lease for the PK12 School

Both include a copy of the revised Schedule D – Debt Service Amounts and Funding Sources reflecting the most up to date projections related to funding the debt service associated with the newly constructed school.

First Amendment

(Effective: December 31st, 2024)

to an

Agreement for a New School for Washington County

Dated: August 29, 2022

by and between

Washington County, North Carolina (the “County”), and

The Washington County Board of Education (the “School Board”)

WHEREAS, the undersigned parties previously executed and entered into an instrument entitled “Agreement for a New School for Washington County” dated August 29th, 2022 (the “Funding Agreement”); and

WHEREAS, the parties now mutually desire to update and amend that Funding Agreement to reflect the current project status, costs and associated debt service, and to make other modifications to its original terms and conditions as described hereinbelow within this instrument entitled “First Amendment” effective December 31st, 2024 (the “First Amendment”).

NOW THEREFORE, in consideration of the mutual promises exchanged herein, the parties agree as follows:

1. Incorporation & Order of Precedence:

- a. The terms and conditions of the original Funding Agreement are hereby fully incorporated by specific reference thereto as if fully set out herein.
- b. Effective as of the date first stated above, the terms and conditions of this First Amendment shall be deemed to amend, supersede, control over, and prevail in the event of any conflict with any differing or contrary terms and conditions of the original Funding Agreement.
- c. Except to the extent they are inconsistent with or modified by this First Amendment, the terms and conditions of the original Funding Agreement are intended to and shall remain in full force and effect.

2. Updated General Progress of Construction Phases:

- a. Phase I, being primarily the construction of a fully functional 95,000 square foot consolidated PK-12 school facility designed for approximately 1,350 students (and not including outdoor athletic fields and clubhouse) has been substantially completed according to the original intent of the parties.
 - i. The original Funding Agreement anticipated construction by early 2023 and finishing by July 2024. Initial bids came in substantially higher than expected, requiring substantial effort and additional time to apply extensive value engineering in order to reduce the project costs. While some pre-construction activity began on schedule, major construction activities did not begin in earnest until after Metcon finished preparing and revising a Guaranteed Maximum Price (the “GMP”) for the approval of both parties and the Local Government Commission which occurred around May of 2023.
 - ii. The original GMP of \$68,863,891 subsequently increased to \$70,573,817 due to several change orders including a major change order to reincorporate the “Low Voltage” package that was prematurely removed from the project scope during the extensive value engineering process. This also required the use of the entire project contingency carried by the County outside of the GMP itself.
 - iii. Once construction began in earnest, it continued rapidly and mostly according to a revised project schedules until late 2024 when it suffered from 30-60 day delays resulting from several supply chain and logistical issues. A limited Certificate of Occupancy was issued by late November, 2024.
 - iv. Despite numerous remaining punch-list items, the parties expect the facility to be fully ready for all students and staff (except those at the early college) to move into and begin conducting normal school operations from within the facility by mid-January 2025, barring any major unforeseen circumstances or delays.
- b. Phase II (the construction of outdoor athletic fields and clubhouse) is believed to be partially or substantially designed by Sfl+a Architects already, but the parties

have not been able to secure sufficient additional funding to initiate construction of Phase II at this time.

- i. The parties agree to continue working together in good faith to attempt to secure additional funding for that purpose, including without limitation making additional applications to the Needs Based School Capital Grant funding program and/or seeking a direct legislative appropriation during upcoming legislative sessions.

3. Updated Facility Usage:

- a. WCHS: The parties also understand and agree that until Phase II is substantially completed, the School Board will require continuing access and potentially full ownership and control over certain outdoor athletic related portions of the Washington County High School (the “WCHS”) site in Plymouth, NC to continue conducting its outdoor athletic operations and activities from that site.
 - i. Currently the County intends to explore the possibility of obtaining additional grant funding to assist in financing the costs of limited demolition and/or re-purposing the use of this campus to potentially relocate and house together new facilities for its recreation department, senior center, public transit department, and health department. If successful, this plan could maximize the County’s ability to obtain outside grant funding to help enable the County to replace several older inefficient and inadequate facilities providing critical public services to better serve the public through a centralized campus with more efficiently shared resources and cross program opportunities while also helping to fund certain necessary demolition work. This plan also has the potential to free up the currently utilized 7.5 acre parcel of property located adjacent to the new PK12 facility where several of these departments currently operate from. Potential use of that parcel by the School Board to facilitate further consolidation of its facilities could also be considered.
 - ii. To help facilitate any necessary demolition work (which is anticipated to be required for at least some portion of the WCHS site), and to prevent delays in exploring or facilitating the potential County project to repurpose the WCHS site as described above, the parties agree to work together in good faith to develop a shared use agreement regarding the full WCHS

site in Plymouth, NC, which may include the School Board retaining sole possession and control over certain outdoor athletic portions of the site until Phase II is completed at the PK12 site, and may also include the School Board conveying the rest of the WCHS site not related to its interim use for outdoor athletics to the County prior to the completion of Phase II. (See as reference: *Note to original Funding Agreement Schedule E (1))

4. Updated Funding Agreement Schedules & Exhibits:

- a. Schedule B – Current Project Timeline to the original Funding Agreement is hereby updated and replaced with “Schedule B – Current Project Timeline (Revised via 12/31/24 First Amendment)” which is attached hereto and incorporated herein by reference.
 - i. These revisions reflect the currently expected completion of construction by January, 2025 and push the reassessment of the financial impact of relocating the Early College to Roper as well as the related timeline for any renovations to that site by an additional year respectively.
- b. Schedule C – Sources and Uses of Funds for Project Costs – Phase I to the original Funding Agreement is hereby updated and replaced with “Schedule C – Sources and Uses of Funds for Project Costs – Phase I (Revised via 12/31/24 First Amendment)” which is attached hereto and incorporated herein by reference.
 - i. These revisions reflect the currently known project costs which increased from \$64,738,150 projected in the original Funding Agreement to \$75,550,317 based on the currently known and anticipated costs remaining to complete Phase I of the project.
 - ii. As a result of the substantial increase in the total project cost, a similar substantial increase in the size of the County’s loan taken to help facilitate the financing of the project was also required. The original Funding Agreement loan projection of \$10,328,150 increased to an actual loan amount of \$19,796,000 together with a substantially larger than originally expected annual debt service.

- c. Schedule D – Debt service amounts and funding sources to the original Funding Agreement is hereby updated and replaced with “Schedule D – Debt service amounts and funding sources (Revised via 12/31/24 First Amendment)” which is attached hereto and incorporated herein by reference.
- i. These revisions reflect the substantial increase in total debt service which rose from an original Funding Agreement projection of \$17,040,000 to an actual debt service of \$28,184,366.50. They also reflect a substantial increase in the projected annual shortfalls expected to occur because of the County having to spend more each year in debt service payments than it expects to receive from a combination of available Article 40/42 restricted sales taxes, and \$400,000 annual lease payments from the School Board.
 - ii. In anticipation of substantial operational savings which the parties expect to realize from consolidating its operations into the newer modernized central facility, in lieu of reducing the amount of current operational funding provided by the County to the School Board and using the reduced amount to pay down debt service, the parties negotiated and agreed to maintain the current operational funding amount in exchange for the School Board utilizing its anticipated operational savings to make the annual \$400,000 lease payments described herein. The parties have agreed that unless unforeseen circumstances change which result in further substantial operational funding savings/windfalls to the School Board (more than the anticipated \$400,000), the County will exercise good faith efforts to maintain the Board of Education’s annual operational funding at least at the current level in order for the School Board to meet its payment obligations under the Lease. The County is committed to exercising good faith efforts to maintain or improve the overall per-pupil operational funding taking into account all available funding sources.
 - iii. Fortunately, the County was also able to obtain voter referendum approval for a new Article 46 ¼ cent local option sales tax which it anticipates will generate new revenues of around \$300,000 per year beginning in its 7/1/24-6/30/25 fiscal year. The County expects to commit these revenues annually to the project to help lower and offset the overall increased project debt service costs as shown in the attached revised Schedule D.
 - iv. Despite this additional commitment of about \$6.6M by the County, the County still anticipates having to make additional front-loaded loans to the

project totaling \$4,279,312.81 from its General Fund as shown in the attached revised Schedule D as “Additional County Contributions Loaned to Project from its General Fund to Cover Annual Debt Service Shortfalls” (“ACC”). These are required to maintain a positive debt service cash balance. The parties agree that in accordance with the original Revenue Neutral intent of the Funding Agreement, the actual total of all ACC amounts contributed to the project by the County will be reimbursed to the County in the future from the “Total Funds Available to Pay Debt Service & ACC Reimbursements” as shown within revised Schedule D.

- v. The intent of the parties has been and remains to insure the County is made whole by receiving full payment from the School Board (from external sources such as grants, or from Article 40/42 sales tax revenues restricted for school capital outlay purposes, and from the anticipated lease payments) to fully fund the construction of the project including any associated debt service, and to eventually reimburse the County for any and all ACC which the County may be required to make as currently projected and shown in revised Schedule “D”.
- vi. To accomplish that intent, the parties understand and agree that based on currently known and identified funding sources, and as more particularly shown in the attached revised Schedule D it will be necessary to:
 - 1. Extend the initial lease term and annual lease payments due thereunder from 20 to 22 years; and
 - 2. Extend the initial period of the County’s utilization of most of the A40/42 restricted sales taxes it receives from 20 to 22 years.
 - 3. Calculate (in 2028) any Arbitrage/Rebate payment due the IRS, if any resulting from earning too much interest (all of which has been spent to the project) from the original tax-exempt Truist loan proceeds, and to add any such payments actually made by the County to the total ACC for the purpose of eventually being reimbursed by the ARC as shown within revised Schedule “D”.
- vii. The parties also understand and acknowledge however that the scope of the project is likely to expand (such as the addition of Phase II) and that currently identified project revenues, expenses, and/or associated debt

service are likely to fluctuate or change in future years. Therefore, the parties agree that the currently projected debt service amounts and funding sources shown in Schedule “D” will need to be regularly verified, reconciled, and updated accordingly in good faith by mutual consent.

1. Depending upon the nature of any changes or modifications to current projections, the parties further understand and agree that the currently projected duration of the initial lease term and utilization of most of the A40/42 restricted sales tax revenues may ultimately need to be shortened or lengthened compared to the current projections shown in revised Schedule “D” depending upon future circumstances. By way of illustration and not limitation, such circumstances might likely include:

- unforeseen changes in actual sales tax revenue streams,
- additional grants or other funds obtained and committed by either party toward paying down the debt service;
- additional County financing (if approved) required to facilitate the completion of Phase II,
- potential refinancing of the current debt service, etc.

viii. Under no circumstances shall the County be permitted to make any kind of an additional “profit” over and above obtaining full reimbursement for any ACC amounts required to be contributed to manage the actual project debt service as currently projected and shown in revised Schedule “D” as those amounts may be updated and amended from time to time in good faith by mutual agreement of the parties.

d. Exhibit 3 – Lease to the original Funding Agreement is hereby updated and replaced with “Lease – New Pre-K-12 School 3177 US-64, Plymouth, NC 27962” dated January 1st, 2025, which is attached hereto and incorporated herein by reference.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their names by their authorized officers.

[SEAL]
ATTEST:

**WASHINGTON COUNTY,
NORTH CAROLINA**

Julie Bennett
Clerk, Board of Commissioners

By: _____
Carol Phelps
Chair, Board of Commissioners
Time and date: _____

This instrument has been preaudited in the manner required by The Local Government Budget and Fiscal Control Act.

Missy Dixon
Finance Officer
Washington County, North Carolina

STATE OF NORTH CAROLINA; WASHINGTON COUNTY

I, _____, a Notary Public of said State and County, do hereby certify that Carol Phelps, and Julie Bennett personally came before me this day and acknowledged that they are the Chair and the Clerk, respectively, of the Board of Commissioners of Washington County, North Carolina, and that by authority duly given and as the act of such County, the foregoing instrument was signed in the County's name by such Chair, sealed with its corporate seal and attested by such Clerk.

Witness my hand and official seal this _____ day of _____, 2025.

Notary Public

My commission expires: _____

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their names by their authorized officers.

[SEAL]
ATTEST:

David O. White
Secretary

THE WASHINGTON COUNTY
BOARD OF EDUCATION

By:

Vanessa Cherry
Chair

Time and date: 9:00 a.m. January 16, 2025

This instrument has been preaudited in the manner required by The School Budget and Fiscal Control Act.

Jolanda Jordan
Finance Officer
Washington County, North Carolina

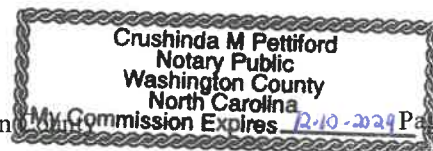
STATE OF NORTH CAROLINA; WASHINGTON COUNTY

I, Crushinda M. Pettiford, a Notary Public of said State and County, do hereby certify that Vanessa Cherry and David O. White personally came before me this day and acknowledged that they are the Chair and the Secretary, respectively, of The Washington County Board of Education, and that by authority duly given and as the act of such Board, the foregoing instrument was signed in the Board's name by such Chair, sealed with its corporate seal and attested by such Secretary.

Witness my hand and official seal this 16 day of January, 2025.

Notary Public

My commission expires: December 10, 2029



Schedule B – Current Project Timeline

(Revised via 12/31/24 First Amendment)

Activity	Timeline
Schematic Design Drawings	<i>Complete</i>
Design Development Drawings and Specs	<i>Complete</i>
Design Development Submittal to DPI	<i>Complete</i>
Construction Documents complete and out for pricing	<i>Complete</i>
Construction Documents Submittal to DPI	<i>Complete</i>
Permitting	<i>Complete</i>
Final Pricing (GMP) Due	<i>Complete</i>
Submit to LGC	<i>Complete</i>
LGC Approval	<i>Complete</i>
Execute GMP Amendment	<i>Completed May, 2023</i>
Building Construction	December 2022 – December 2024
Reassess Financial Impacts of Relocating Early College to Roper	10/31/2025
Roper EC Renovations (if applicable)	Dec 2025- July 2026

Schedule C – Sources and Uses of Funds for Project Costs – Phase I

(Revised via 12/31/24 First Amendment)

		Units	Cost/Unit	Cost total	Cost
Pre-construction					
	Surveys/ Borings	9,576-MAPS/Terra		40,00057,381	
	Special Inspections			150,000 267,000 (est)	
	Subtotal			190,000324,381	190,000 324,381
Construction					
	Basic building including and basic site	98,967	390	38,597,130	
	Additional elementary school classrooms	42,000	350	14,700,000	
	<i>New Gym and Aux Gym in base bid now</i>			8,725,600	
	Scope reductions*			(6,500,000)	
	Added space in kitchen			100,000	
	<i>Solar Generation will be an alternate</i>				
	<i>Ballfields and Fieldhouse will be an alternate</i>				
	Demolition – Pines Elementary	89,965	6.25	562,281	
	Subtotal -- Construction/Renovation/Demo Cost Total Cost				56,185,011

	Inflation (12% per year) included in cost per sf		3.5%	1,966,475	
	Inflated construction cost				\$58,151,487
	Soft Cost				4,652,119
	Contingency		3.00%		1,744,545
	TOTAL ESTIMATED PROJECT COST**	Updated to reflect PreCon SubTotal of \$324,381 + Soft Cost of \$4,652,119 + \$70,573,817 current GMP including all Change Orders as of 12/1/24			64,738,150 70,573,817 75,550,317
	Plus: estimated financing costs of issuance	Reflects actual cost of issuance:			240,000 160,118
	Less: Needs Based Grant				(50,000,000)
	Less: ESSER Funding***				(3,500,000)
	Less: County Cash Contribution	Reflects contribution of Fund Balance from Fund 21			(1,000,000)
	Less: DOT Grant and Energy Conserv Grant Interest Earnings	This originally anticipated DOT Grant revenue is not expected to be received \$700kest from Truist & \$700kest GF			(150,000) (1,400,000)
	Total Estimated Amount Financed by County (the "County Loan" amount)	Reflects actual amount financed by County in May 2023			\$10,328,150 (\$19,796,000)
		Reflects remaining difference required or (surplus) to fully fund project			\$14,435

Some totals may not sum due to rounding.

* Reductions include HVAC, fire protection, glass, sunscreens, misc. equipment, and flooring.

** Budget does not include instructional materials.

*** Will be used to pay design costs as its first priority.

Schedule D - Debt service amounts and funding sources (Revised via 12/31/24 First Funding Agreement Amendment)

aka (Lease Exhibit "C")

Loan Term Years	Lease Term Years	Fiscal Year Ending	Interest Rate	Truist Loan Principle (\$19,796,000)	Truist Loan Interest	Total Debt Service	Potential Arbitrage	TOTAL FUNDS AVAILABLE TO PAY DEBT SERVICE & ACC REIMBURSEMENTS			Additional County Contributions Loaned to Project from its General Fund to Cover Projected Annual Debt Service Shortfalls ("ACC")	Post ACC Annual (Shortfalls) or Pre ARC Annual Surplus to use for ARC	Annual Reimbursements to County ("ARC") (to repay ACC from Total Funds Available to Pay Debt Service & ACC Reimb)	Post ACC & ARC Running Balance (Keep Positive) [Initial balance calc on FYE24 est fund balance not otherwise committed to PK12Project, before making 1st interest only debt srvc pmt that same FYE24 resulting in net neg balance at FYE24.
								Amount of A40/A42 Restricted Sales Tax Revenues Used Annually for Debt Service (Typically \$690k+ total rec'd annually)	Lease Payments from WCS	Additional Unrestricted County Tax Revenues Committed to Debt Service (Equivalent to A46 1/4 cent Local Sales Tax Revenues)				
														\$ 219,089.49
1		2024	4.02		\$ (431,057.90)	\$ (431,057.90)		\$ -	\$ -			\$ (431,057.90)		\$ (211,968.41)
2	1	2025	4.02	\$ (1,042,000)	\$ (795,799.20)	\$ (1,837,799.20)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 774,767.61	\$ 211,968.41		\$ 0.00
3	2	2026	4.02	\$ (1,042,000)	\$ (753,910.80)	\$ (1,795,910.80)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 520,910.80	\$ -		\$ 0.00
4	3	2027	4.02	\$ (1,042,000)	\$ (712,022.40)	\$ (1,754,022.40)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 479,022.40	\$ -		\$ 0.00
5	4	2028	4.02	\$ (1,042,000)	\$ (670,134.00)	\$ (1,712,134.00)	\$*BD to be added to ACC	\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 437,134.00	\$ -		\$ 0.00
6	5	2029	4.02	\$ (1,042,000)	\$ (628,245.60)	\$ (1,670,245.60)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 395,245.60	\$ -		\$ 0.00
7	6	2030	4.02	\$ (1,042,000)	\$ (586,357.20)	\$ (1,628,357.20)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 353,357.20	\$ -		\$ 0.00
8	7	2031	4.02	\$ (1,042,000)	\$ (544,468.80)	\$ (1,586,468.80)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 311,468.80	\$ -		\$ 0.00
9	8	2032	4.02	\$ (1,042,000)	\$ (502,580.40)	\$ (1,544,580.40)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 269,580.40	\$ -		\$ 0.00
10	9	2033	4.02	\$ (1,042,000)	\$ (460,692.00)	\$ (1,502,692.00)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 227,692.00	\$ 0.00		\$ 0.00
11	10	2034	4.02	\$ (1,042,000)	\$ (418,803.60)	\$ (1,460,803.60)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 185,803.60	\$ 0.00		\$ 0.00
12	11	2035	4.02	\$ (1,042,000)	\$ (376,915.20)	\$ (1,418,915.20)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 143,915.20	\$ 0.00		\$ 0.00
13	12	2036	4.02	\$ (1,042,000)	\$ (335,026.80)	\$ (1,377,026.80)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 102,026.80	\$ 0.00		\$ 0.00
14	13	2037	4.02	\$ (1,042,000)	\$ (293,138.40)	\$ (1,335,138.40)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 60,138.40	\$ 0.00		\$ 0.00
15	14	2038	4.02	\$ (1,042,000)	\$ (251,250.00)	\$ (1,293,250.00)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 18,250.00	\$ 0.00		\$ 0.00
16	15	2039	4.02	\$ (1,042,000)	\$ (209,361.60)	\$ (1,251,361.60)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00		\$ 23,638.40	\$ 23,638.40	\$ 0.00
17	16	2040	4.02	\$ (1,042,000)	\$ (167,473.20)	\$ (1,209,473.20)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00		\$ 65,526.80	\$ 65,526.80	\$ 0.00
18	17	2041	4.02	\$ (1,042,000)	\$ (125,584.80)	\$ (1,167,584.80)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00		\$ 107,415.20	\$ 107,415.20	\$ 0.00
19	18	2042	4.02	\$ (1,041,000)	\$ (83,696.40)	\$ (1,124,696.40)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00		\$ 150,303.60	\$ 150,303.60	\$ 0.00
20	19	2043	4.02	\$ (1,041,000)	\$ (41,808.00)	\$ (1,082,808.00)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00		\$ 192,192.00	\$ 192,192.00	\$ 0.00
	20	2044	4.02			\$ -		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00		\$ 1,275,000.00	\$ 1,275,000.00	\$ 0.00
	21	2045	4.02			\$ -		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00		\$ 1,275,000.00	\$ 1,275,000.00	\$ 0.00
	22	2046	4.02			\$ -		\$ 490,236.81	\$ 400,000.00	\$ 300,000.00		\$ 1,190,236.81	\$ 1,190,236.81	\$ 0.00
				\$ (19,796,000)	\$ (8,388,326.30)	\$ (28,184,326.30)		\$ 12,565,236.81	\$ 8,800,000.00	\$ 6,600,000.00	\$ 4,279,312.81	\$ 4,060,223.32	\$ 4,279,312.81	n/a

Totals above should be recalculated periodically to reflect actual ACC/ACR activity, but ACC and ARC Totals should remain equal to show 100% equitable reimbursement to County for all ACCs from ACRs

STATE OF NORTH CAROLINA)
) **LEASE**
WASHINGTON COUNTY)
)

Brief description: New Pre-K – 12 School 3177 US-64, Plymouth, NC 27962.

THIS LEASE is dated as of January 1st, 2025, and is entered into by and between **WASHINGTON COUNTY, NORTH CAROLINA**, as lessor (the "County"), and **THE WASHINGTON COUNTY BOARD OF EDUCATION**, as lessee (the "School Board").

Introduction

The County and the School Board have previously agreed to cooperate in a plan to carry out capital improvements for public schools, including carrying out construction and equipping (the "Project") of a new centralized Pre-Kindergarten through 12th grade school (the "New School"). The original terms of that plan are set out in an instrument entitled "Agreement for a New School for Washinton County" dated August 29th, 2022 (the "Funding Agreement"). The Funding Agreement was later amended by an instrument entitled "First Amendment (Effective: December 31st, 2024)" (the "First Amendment"). The terms and conditions of both instruments are incorporated herein by specific reference as if fully set out herein, and may be collectively referred to as (the "Amended Funding Agreement").

The County has entered into an Installment Financing Contract dated May 16th, 2023 (the "Financing Contract"), with Truist Commercial Equity, Inc to provide funds for the Project, a copy of which is attached hereto and incorporated herein by reference as Exhibit "A". The County has granted a Deed of Trust and Security Agreement, also dated as of May 16th, 2023 (the "Deed of Trust") and in favor of Truist Commercial Equity, Inc, which is recorded in the Washington County Land Registry in Deed Book 547, at Page 731 and is incorporated herein by specific reference, to secure

the County's repayment obligations under the Financing Contract.

The County proposes to lease the New School and its associated real property, as described on Exhibit "B" (the "Site"), to the School Board, so that the School Board can operate the New School, both during the Project period and then throughout the County's financing term. The School Board has determined to accept this lease. The County is the record owner of the Site.

NOW THEREFORE, for and in consideration of the mutual promises contained in this Lease, the parties agree as follows:

ARTICLE I

DEFINITIONS; RULES OF CONSTRUCTION

All capitalized terms used in this Lease and not otherwise defined have the meanings assigned to them in the Financing Contract, unless the context clearly requires otherwise.

In addition, the following terms have the meanings specified below, unless the context clearly requires otherwise:

"Event of Default" means one or more events of default as defined in Section 11.1.

"Lease" means this Lease, as it may be duly amended.

"Lease Term" means the term of this Lease as determined pursuant to Article IV.

"Lease Year" means, initially, the period from the effective date of this Lease through June 30, 2025, and thereafter, means each successive twelve-month period commencing on July 1 and ending on the next June 30 which is

intended to coincide with the County's regular fiscal year.

"Leased Property" means the Site and all improvements on the Site, including the New School.

All references to articles or sections are references to articles or sections of this Lease, unless the context clearly indicates otherwise.

ARTICLE II

REPRESENTATIONS, COVENANTS AND WARRANTIES

The County and the School Board each makes the following statements of fact to the other, with the intent that each party will rely on these statements in making its decision to enter into this Lease.

(a) Neither the execution and delivery of this Lease, nor the fulfillment of or compliance with its terms and conditions, nor the consummation of the transactions contemplated by this Lease, results in a breach of the terms, conditions and provisions of any agreement or instrument to which either is now a party or by which either is bound, or constitutes a default under any of the foregoing.

(b) To the knowledge of each party, there is no litigation or other court or administrative proceeding pending or threatened against such party (or against any other person) affecting such party's rights to execute or deliver this Lease or to comply with its obligations under this Lease. Neither such party's execution and delivery of this Lease, nor its compliance with its obligations under this Lease, requires the approval of any regulatory body or any other entity the approval of which has not been obtained.

ARTICLE III

DEMISE; PRIORITY OF FINANCING CONTRACT

3.1. **Demise.** The County hereby leases the Leased Property to the School Board, and the School Board hereby leases the Leased Property from the County, in accordance with the provisions of this Lease, to have and to hold for the Lease Term, subject to the provisions of Sections 3.2.

3.2. **Priority of Deed of Trust.** Notwithstanding anything in this Lease to the contrary, the School Board's rights to possession of the Leased Property and all its other rights under this Lease are subordinate to the rights of the beneficiary under the Deed of Trust. Any judicial sale of, or foreclosure on, the Leased Property pursuant to the Deed of Trust terminates all the School Board's rights and obligations under this Lease.

ARTICLE IV

LEASE TERM

4.1. **Commencement.** The Lease Term commences on the date first written above upon the parties mutual execution and delivery of this Lease.

4.2. **Termination.** The Lease Term terminates upon the earliest of the following:

(a) Judicial sale of or foreclosure on the Leased Property under the Deed of Trust;

(b) The occurrence of an Event of Default under this Lease and subsequent termination by the County pursuant to Section 11.2; or

(c) The date the County reconveys the Leased Property to the School Board as provided in Section 5.2.

Termination of the Lease Term terminates all the County's obligations under this Lease and terminates the School Board's rights of possession under the Lease and all the School Board's obligations under this Lease; but all other provisions of this Lease continue until the Financing Contract is discharged as provided therein.

ARTICLE V

QUIET ENJOYMENT; RECONVEYANCE

5.1. Quiet Enjoyment. The County covenants that the School Board will during the Lease Term peaceably and quietly have and hold and enjoy the Leased Property without suit, trouble or hindrance from the County, except as expressly required or permitted by this Lease. The County will not interfere with the School Board's quiet use and enjoyment of the Leased Property during the Lease Term. The County will, at the School Board's request and the County's cost, join and cooperate fully in any legal action in which the School Board asserts its right to such possession and enjoyment, or which involves the imposition of any taxes or other governmental charges on or in connection with the Leased Property. In addition, the School Board may at its own expense join in any legal action affecting its possession and enjoyment of the Leased Property, and the County will join the School Board (to the extent legally possible, and at the School Board's expense) in any action affecting the School Board's liabilities under this Lease.

The provisions of this Article are subject to rights to inspect the Leased Property granted to parties under the Financing Contract.

5.2. Reconveyance. The County covenants that it will convey the Leased Property to the School Board, for no consideration, within 90 days after the date of the occurrence of both of the following:

(a) the County's final payment in full and complete satisfaction of its debt and any other obligations under the Financing Contract; and

(b) the School Board's fulfillment of its material obligations to the County under the Amended Funding Agreement including without limitation, the County's actual receipt of full financial reimbursement for all actually paid "**Additional County Contributions Loaned to Project from its General Fund to Cover Projected**

Annual Debt Service Shortfalls (ACC)” which shall be reimbursed from the **“Total Funds Available to Pay Debt Service & ACC Reimbursements”** as both are currently projected and shown in Exhibit “C” attached hereto and incorporated herein by reference.

- i. The parties acknowledge the need for the County to make the front-loaded annual ACC contributions due to there currently being insufficient project revenues or funds identified to otherwise cover currently projected annual debt service payments until those payments substantially decline in the latter half of the debt service schedule and Lease Term as shown in Exhibit “C”.
- ii. Based only on currently known project debt service amounts and funding sources, and without any additional funds being secured and committed by either party for the purpose of making additional payments towards the currently projected annual shortfalls (and thereby reducing the overall currently projected total ACC balance of \$4,279,312.81), the parties expect the duration of this Lease to be 22 years, and the date of final payment to be on or about May 15th, 2046.
- iii. The parties also acknowledge however that the scope of the project may expand (such as the addition of an outdoor athletic center) and that currently identified project revenues, expenses, and/or associated debt service are likely to fluctuate or change in future years. Therefore, the parties agree that the currently projected debt service amounts and funding sources shown in Exhibit “C” will need to be regularly verified, reconciled, and updated accordingly. Depending upon the nature of any changes or modifications to current projections, the parties further understand that the currently projected duration of this Lease may become shorter or longer than the initial projection stated above.

The intent of the parties has been and remains to insure the County is made whole by receiving full payment from the School Board (from external sources such as grants, or from Article 40/42 sales tax revenues restricted for school capital outlay purposes, and from this Lease) to fully fund the construction of the Project including any associated Debt Service, and to eventually reimburse the County for any and all ACC which the County may be required to make as currently projected and shown in

Exhibit "C".

Under no circumstances shall the County be permitted to make any kind of an additional "profit" from this Lease over and above obtaining full reimbursement for any ACC amounts required to be contributed to manage the actual project debt service as shown in Exhibit "C".

The County's obligation to make this conveyance is subject to the priority of the Deed of Trust as described in Section 3.2.

The County will make this conveyance pursuant to a deed in form and substance reasonably acceptable to each party, and free and clear of all encumbrances other than (a) any encumbrances existing at the time of the original conveyance of the Leased Property from the School Board to the County, (b) any encumbrances that arise by operation of law without regard to action or inaction by the School Board or the County (such as regulatory encumbrances or encumbrances related to condemnation by another governmental entity), (c) encumbrances created by the School Board's action, or (d) encumbrances to which the School Board consents or to which it has previously consented.

ARTICLE VI

CONSIDERATION FOR LEASE

6.1. Use as School; Assumption of Obligations. In partial consideration for its acquisition of rights to use the Leased Property during the Lease Term, the School Board agrees to use the Leased Property for public education in fulfillment of its obligation, shared by the County, to provide for educational services in the County. In addition, in consideration of its rights under this Lease, the School Board undertakes the obligations imposed on it under this Lease, including those imposed by Section 7.1.

6.2. Payments. In partial consideration for its acquisition of rights to use the Leased Property during the Lease Term and its right to reconveyance of the Leased Property, the School Board hereby agrees to pay rent to the County. Rent will be in the amount of \$400,000 per year, and except for the initial lease year shall be payable in

semiannual installments of \$200,000 each, being due on November 15th, and May 15th, of each respective lease year, and continuing at that amount through the Lease Term. The parties agree that time is of the essence in the payment of these rent payments, and that the County is not obligated to give the School Board any further notice of rent payments due.

(a) Notwithstanding the regular rental payment schedule described above which shall apply to all lease years after the initial lease year (which is in fact only six months due to project construction delays), during that initial lease year only, rent will nevertheless be paid in the same amount of \$400,000, but shall be payable in two installments of \$200,000 each, being due on February 1st, 2025 and May 15th, 2025 respectively.

(b) School Board's obligation to make the payments required under this Article VI are dependent upon the School Board's receipt of sufficient funds from the County that can be used for that purpose, or from other sources that would enable School Board to make the payments required under this Lease.

ARTICLE VII

SCHOOL BOARD'S ASSUMPTION OF COUNTY'S OBLIGATIONS & OTHER MAINTENANCE & INSPECTION REQUIREMENTS

7.1. Assumption of Obligations.

(a) The School Board assumes the County's obligations under the Financing Contract Sections 3.1 (care and use), 3.2 (utilities), 3.3 (risk of loss), 3.4 (lender's performance of county's responsibilities), 3.5 (compliance with requirements), 3.6 (regarding use and operation), 3.8 (payment of taxes and other governmental charges), 3.9 (property damage insurance), 5.2 (prevention of liens), 6.1 and/or 6.2 (regarding notice of damage, repair or replacement from Net Proceeds), and 7.3 (compliance with environmental laws). The parties agree that the School Board may fulfill its requirements to maintain insurance through pooled risk and similar programs sponsored by or affiliated with the North Carolina School Boards Association, such as the North Carolina School Boards Association Insurance Trust.

(b) Notwithstanding the foregoing, the County retains its rights under Article 6.1 and/or 6.2 of the Financing Contract to direct the use of Net Proceeds. All payments of Net Proceeds are to be made to the County. Net Proceeds shall be defined to be net insurance and condemnation proceeds.

(c) Without limiting the generality of the foregoing, the parties agree to the following additional specific provisions:

- i. Routine & Major Maintenance & Notice of Major Modifications: The School Board shall be responsible for all routine maintenance and repairs, as well as any major repairs and replacements, including but not limited to HVAC systems, roofing, plumbing, utilities, and structural components of the Leased Property. During the Lease Term, the School Board shall not permit any alteration, modification, or replacement of any major foundational, structural or mechanical components of the Site without first providing the County with at least fourteen (14) days' notice prior thereto; and no such actions which would void any existing structural or mechanical warranties or which would operate any major mechanical equipment including without limitation any HVAC units outside of the range of applicable manufacturers recommendations shall be permitted without County's actual written consent. This provision is not intended to and shall not be interpreted to shift any otherwise existing legally imposed general capital funding responsibilities of the County to the School Board.
- ii. Right of Entry and Inspection: The County and its representatives and agents, upon reasonable notice to the School Board, retains and has the right to enter upon and inspect the Leased Property semi-annually or at other reasonable intervals, in order to verify that the Leased Property and all facilities or other improvements existing thereon are being properly maintained in accordance with this Lease, the Finance Contract, and otherwise in accordance with reasonable industry standards and practices to preserve and protect the value and life-span thereof. The School Board will cause its administrative and maintenance representatives and agents to cooperate with the County during such inspections and to produce and provide copies upon request of all relevant maintenance records.
 - a. Upon request, the County shall be provided access to all existing or future records related to routine maintenance and repairs, as well as any major repairs and replacements, modifications, or additions to the Site including but not limited to HVAC systems, roofing, plumbing, utilities, or structural components of the Leased Property.
 - b. Except in cases of an emergency entry made by first responder agents

of the County for the purpose of mitigating potential loss or imminent danger to life or property, the County shall provide the School Board at least 10 days prior written notice before inspecting the Site. The County shall also cooperate in good faith with the School Board to schedule such inspections and/or requests for maintenance records in such a manner that minimizes any potential interference with the School Board's regularly scheduled operation and use of the Site as an educational school facility, particularly during the academic school year.

- iii. Utilities and Operational Costs: The School Board shall be solely responsible for all water, electricity, gas, internet, phone, or other utilities use costs and for any other operational costs incurred in connection with occupying and operating the Leased Property.

7.2. Transfer of Rights. To allow the School Board to carry out its obligations under Section 7.1, the County transfers its rights under Section 3.7 of the Financing Contract (regarding maintenance, repairs and modifications of and to the Leased Property). Nothing in this Section, however, may be construed as in any way assigning or delegating to the School Board any of the County's rights or responsibilities to make decisions regarding the School Board's capital and operating budgets.

7.3. County's Cooperation. (a) The County will cooperate fully with the School Board in filing any proof of loss or taking any other action under this Lease. Except as and to the extent provided in subsection (b), in no event will the County or the School Board voluntarily settle, or consent to the settlement of, any proceeding arising out of any insurance claim with respect to the Leased Property without the other's written consent.

(b) In the case of a proceeding as to which amounts are to be paid out by the County or the School Board, either party may settle or consent to settlement without the other's consent if the amount of the settlement (i) is less than \$50,000 or (ii) is to be paid entirely by insurance providers or other third parties.

7.4. Advances; Performance of Obligations. If the School Board fails to pay any amount required to be paid by it under this Lease, or fails to take any other action

required of it under this Lease, the County may (but is under no obligation to) pay such amounts or perform such other obligations. The School Board agrees to reimburse the County for any such payments or for its costs incurred in connection with performing such other obligations, together with interest thereon at the annual rate of 5.00%.

ARTICLE VIII

DISCLAIMER OF WARRANTIES; OTHER COVENANTS

8.1. Disclaimer of Warranties. THE COUNTY MAKES NO WARRANTY OR REPRESENTATION, EITHER EXPRESS OR IMPLIED, AS TO THE VALUE, DESIGN, CONDITION, MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR FITNESS FOR A PARTICULAR USE OF THE LEASED PROPERTY OR ANY PART THEREOF OR ANY OTHER REPRESENTATION OR WARRANTY WITH RESPECT TO THE LEASED PROPERTY OR ANY PART THEREOF. In no event will the County or the School Board be liable for any direct or indirect, incidental, special or consequential damage in connection with or arising out of this Lease or the existence, furnishing, functioning or use by any of them of any item, product or service provided for herein.

The School Board acknowledges that the County has not designed the contemplated improvements to the New School, any other aspect of the New School, or any other improvements on the Site (together, the "Improvements"), that the County has not supplied any plans or specifications with respect thereto and that the County (a) is not a manufacturer of, nor a dealer in, any of the component parts of the Improvements or similar facilities, (b) has not made any recommendation, given any advice nor taken any other action with respect to (1) the choice of any supplier, vendor or designer of, or any other contractor with respect to, the Improvements or any component part thereof or any property or rights relating thereto, or (2) any action taken or to be taken with respect to the Improvements or any component part thereof or any property or rights relating thereto at any stage of the construction thereof, (c) has not at any time had physical possession of the Improvements or any component part thereof or made any inspection thereof or any property or rights relating thereto, and (d) has not made any warranty or other representation, express or implied, that the Improvements or any component part thereof or any property or rights relating thereto (1) will not result in or cause injury or damage to persons or property, (2)

have been or will be properly designed, or will accomplish the results which the School Board intends therefor, or (3) are safe in any manner or respect.

The County and the School Board acknowledge that although certain contracts for the design and construction of the New School are between (a) Metcon Construction Inc. and the County and (b) Sfl+a Architects and the County (in this case, as the School Board's assignee), the County and the School Board jointly determined to select those firms for the work.

8.2. Further Assurances: Corrective Instruments. The School Board and the County agree that they will, from time to time, execute, acknowledge and deliver, or cause to be executed, acknowledged and delivered, such supplements to this Lease and such further instruments as may reasonably be required for correcting any inadequate or incorrect description of the Leased Property hereby leased, or intended to be leased, or for otherwise carrying out the intention of this Lease.

8.3. Covenant against Financing Contract Defaults. The School Board covenants not to take or omit to take any action the taking or omission of which would cause the County to be in default, technical or otherwise, under the Financing Contract. In particular, the School Board covenants not to make any use of the New School that would cause the County's obligations to make Installment Payments under the Financing Contract to be "private activity bonds" within the meaning of the Code, such as entering into any leases of any part of the Leased Property or entering into any contracts for the use, management or operation of any part of the Leased Property without the County's consent. If the School Board takes or omits to take any such action, then, to the extent permitted by law, the School Board will proceed with all due diligence to take such actions as may be necessary to cure such default.

8.4. Compliance with Requirements. The School Board and the County must observe and comply promptly with all current and future orders of all courts having jurisdiction over the Leased Property or any portion thereof (or be diligently and in good faith contesting such orders), and all current and future requirements of all insurance companies writing policies covering the Leased Property or any portion thereof.

8.5. Personal Property Insurance. The School Board acknowledges that it

is solely responsible for insuring the personal property owned by the School Board that at any time or from time to time may be located at the Leased Property.

8.6. Permits and Other Authorizations. The County covenants and represents to the School Board that the County has obtained all permits, consents, approvals or authorizations of all governmental entities and regulatory bodies required as a condition to the County's entering into this Lease. The School Board covenants and represents to the County that the School Board has obtained all permits, consents, approvals or authorizations of all governmental entities and regulatory bodies required as a condition to the School Board's entering into this Lease. The School Board further covenants and warrants that the School Board will maintain through the duration of this Lease all permits, consents, approval or authorizations of all governmental entities and regulatory bodies necessary to operate the Leased Property as a Pre-Kindergarten through 12th grade school.

ARTICLE IX

TITLE TO LEASED PROPERTY

Except for personal property purchased by the School Board at its own expense, title to the Leased Property and any and all additions and modifications to or replacements of any portion of the Leased Property will be held in the County's name, subject only to Permitted Encumbrances, until foreclosed upon or conveyed as provided in the Financing Contract or the Deed of Trust, notwithstanding (a) the occurrence of one or more events of default as defined in Financing Contract Section 10.1 ; (b) the occurrence of any event of damage, destruction, condemnation or construction or title defect; or (c) the County's violation of any provision of this Lease.

The School Board has no right, title or interest in the Leased Property or any additions and modifications to or replacements of any portion of the Leased Property, except as expressly set forth in this Lease.

ARTICLE X

SUBLEASING, ASSIGNMENT, AND INDEMNIFICATION

10.1. School Board's Subleasing and Assignment. (a) Except as provided in subsection (b), the School Board may not sublease the Leased Property, in whole or in part, enter into other agreements for the use of any part of the Leased Property or assign any of its rights or obligations under this Lease, without the County's prior written consent which consent shall not be unreasonably withheld.

(b) The School Board may enter into agreements for the use of portions of the Leased Property with state and local (but not federal) government entities, and may allow for the occasional use of portions of the Leased Property by federal or non-government entities, in each case without the necessity of obtaining the County's prior consent. The School Board must certify to the County, by September 15 of each year (beginning with the first September 15 after the New School is placed in service), that the total use of the Leased Property by entities other than the School Board did not exceed 8% of the total use of the Leased Property for the Fiscal Year that ended the prior June 30. The School Board shall provide the County with such additional information as the County may request to document compliance with the County's covenants under the Financing Contract related to the use of the property and the continuing general exemption from federal income tax of the County's payments of interest under the Financing Contract.

(c) The School Board's obligations under Section 8.3 take priority over the School Board's rights under this Section 10.1. The School Board's allowing use of the Leased Property pursuant to this Section 10.1 will not constitute a violation of the School Board's obligations under Section 6.1 or otherwise to use the Leased Property for public education purposes.

10.2. Indemnification. (a) To the extent permitted by law, the School Board will indemnify and save the County harmless against and from all claims, by or on behalf of any person, firm, corporation or other legal entity, arising from the operation or management of the Leased Property during the Lease Term, including any arising from (i) any condition of the Leased Property, or (ii) any negligent act of the School Board or of any of its agents, contractors or employees or any violation of law by the

School Board or breach of any covenant or warranty by the School Board under this Lease. The School Board will, upon notice from the County, defend or pay the cost of defending the County in any action or proceeding brought in connection with any claims arising out of circumstances described above.

(b) To the extent permitted by law, the County will indemnify and save the School Board harmless against and from all claims, by or on behalf of any person, firm, corporation or other legal entity, arising out of any negligent act of the County or of any of its agents, contractors or employees or any violation of law by the County or breach by the County of this Lease or the Financing Contract or any covenant or warranty under this Lease or the Financing Contract. The County will, upon notice from the School Board, defend or pay the cost of defending the School Board in any action or proceeding brought in connection with any claims arising out of circumstances described above.

ARTICLE XI

EVENTS OF DEFAULT

11.1. Events of Default. The following will be "Events of Default" under this Lease and the term "Default" shall mean, whenever it is used in this Lease, any one or more of the following events:

(a) Either party's failure to observe and perform any covenant, condition or agreement on its part to be observed or performed for a period of 30 days after written notice specifying the failure and requesting that it be remedied has been given to the defaulting party by the non-defaulting party, unless the non-defaulting party, and if applicable the Lender, agree in writing to an extension of such time prior to its expiration.

(b) The dissolution or liquidation of the School Board or the voluntary initiation by the School Board of any proceeding under any federal or State law relating to bankruptcy, insolvency, arrangement, reorganization, readjustment of debt or any other form of debtor relief, or the initiation against the School Board of any such proceeding which remains undismissed for sixty days, or the entry by the School Board

into an agreement of composition with creditors or the School Board's failure generally to pay its debts as they become due.

11.2. Remedies on Default. Whenever any Event of Default is continuing, the non-defaulting party may take one or any combination of the following remedial steps, as applicable:

(a) Cure the default and seek reimbursement from the defaulting party for all expenses incurred in curing the default;

(b) Have reasonable access to and inspect, examine and make copies of the School Board's books and records and accounts during the School Board's regular business hours, if reasonably necessary in the County's opinion; or

(c) Take whatever action at law or in equity may appear necessary or desirable to collect the amounts then due and thereafter to become due, or to enforce performance and observance of any obligation, agreement or covenant of the non-defaulting party under this Lease; or

(d) The County may terminate this Lease, evict the School Board from the Leased Property or any portion thereof and re-lease the Leased Property or any portion of the Leased Property; but the County may only exercise this remedy of eviction for a default that places the County in default of its obligations under the Financing Contract.

11.3. No Remedy Exclusive. No remedy conferred upon or reserved to the non-defaulting party in this Lease is intended to be exclusive, and every such remedy will be cumulative and will be in addition to every other remedy given under this Lease and every remedy now or hereafter existing at law or in equity. No delay or omission to exercise any right or power accruing upon any default will impair any such right or power, and any such right and power may be exercised from time to time and as often as may be deemed expedient. To entitle a party to exercise any remedy reserved in this Article XI, it will not be necessary to give any notice, other than such notice as may be required in this Article XI.

11.4. Waivers. If either party should breach any agreement contained in this Lease and thereafter the other party waives the breach, such waiver is limited to the breach so waived and does not waive any other breach under this Lease. A waiver of

an event of default under the Financing Contract constitutes a waiver of any corresponding Event of Default under this Lease; provided that no such waiver extends to or affects any subsequent or other Event of Default under this Lease or otherwise impairs any right consequent thereon.

11.5. Agreement To Pay Legal Fees and Costs. If either party defaults under any Lease provision and the other party employs attorneys or incurs other expenses for the collection of any payments due under this Lease, or the enforcement of performance or observance of any obligation or agreement on the part of the defaulting party contained in this Lease, each party agrees that, to the extent permitted by law, it will then pay on demand to the non-defaulting party such legal fees and costs incurred by the non-defaulting party, to the extent that a court deems these legal fees and costs to be reasonable.

11.6. Waiver of Appraisement, Valuation, Stay, Extension, and Redemption Laws. The School Board and the County agree, to the extent permitted by law, that upon a termination of the Lease Term by reason of an Event of Default, neither the School Board nor the County nor any one claiming through or under either of them will set up, claim or seek to take advantage of any appraisement, valuation, stay, extension or redemption laws now or hereafter in force to prevent or hinder the enforcement of the Financing Contract or of any remedy provided under this Lease or under the Financing Contract; and the School Board and the County, for themselves and all who may at any time claim through or under either of them, each hereby waives, to the full extent that it may lawfully do so, the benefit of such laws.

11.7. Dispute Resolution. The parties agree to follow the dispute resolution process set out in Section 5D of the Project Funding Agreement, and that Section is hereby incorporated into this Lease by this reference.

ARTICLE XII

ADDITIONAL PROVISIONS

12.1. Notices. Any communication provided for in this Lease must be in writing. Any communication under this Lease will be considered given on the delivery date shown on a United States Postal Service certified mail receipt, or a delivery receipt (or similar evidence) from a national commercial package delivery service, if addressed as follows:

If intended for the County: Washington County, Attn: County Manager, Re:
Notice under 2025 School Financing Lease, 116 Adams St., PO Box 1007,
Plymouth, NC 27962

If intended for the School Board: Washington County Schools, Attn:
Superintendent, Notice under 2025 School Financing Lease, 802 Washington
St., Plymouth, NC 27962

12.2. Binding Effect. This Lease will inure to the benefit of and be binding upon the School Board and the County, and their respective successors and assigns, subject, however, to the limitations contained in Articles IX and X.

12.3. Amendments, Changes and Modifications. This Lease may not be amended without the written consent of both parties. If the School Board requires additional space or facilities on the Leased Property, the parties may mutually agree to amend this Lease to provide for and/or incorporate such expansion. Without limiting the generality of the foregoing, the parties anticipate working together to seek additional funding to construct certain outdoor athletic facilities more commonly referred to within the Funding Agreement as Phase II.

12.4. Net Lease. This Lease will be deemed and construed to be a "net lease," and the School Board will pay absolutely net during the Lease Term all other payments required under this Lease, free of any deductions, and without abatement or set-off.

12.5. Payments Due on Holidays. If the date for making any payment or the

last day for performance of any act or the exercising of any right, as provided in this Lease, shall not be a Business Day, the payment must be made or act performed or right exercised on the next preceding day that is a Business Day.

12.6. Severability. If any provision of this Lease, other than the requirement of the County to provide quiet enjoyment of the Leased Property, is held invalid or unenforceable by any court of competent jurisdiction, such holding will not invalidate or render unenforceable any other provision hereof.

12.7. Execution in Counterparts. This Lease may be simultaneously executed in several counterparts, each of which will be an original and all of which will constitute but one and the same instrument.

12.8. Applicable Law; Venue. The parties intend that North Carolina law will govern this Lease and all matters of its interpretation. To the extent permitted by law, the parties agree that any action brought with respect to this Agreement must be brought in the North Carolina General Court of Justice in Washington County, North Carolina.

12.9. School Board and County Representatives. Whenever under the provisions hereof the approval of the School Board or the County is required to take some action at the request of the other, unless otherwise provided, such approval or such request must be given (a) for the County by a County Representative, and (b) for the School Board by its Superintendent, its Chair or anyone designated in writing by the Chair or Superintendent to the County Manager to perform any act (or any specified act) under this Lease, and in any such case the School Board and the County will be authorized to act on any such approval or request.

12.10. Third-Party Beneficiary. The County and the School Board intend that Truist Commercial Equity, Inc. will be the only third-party beneficiary of this Lease.

12.11. Memorandum of Lease; Recording. At the request of either party, the County and the School Board will at any time execute a memorandum of this Lease legally sufficient to comply with the relevant provisions of the North Carolina General Statutes. Either party may record this Lease or any such memorandum.

IN WITNESS WHEREOF, Washington County and The Washington County Board of Education have caused this Lease to be executed in their names by their authorized officers.

[SEAL]
ATTEST:

**WASHINGTON COUNTY,
NORTH CAROLINA**

Julie Bennett
Clerk, Board of Commissioners

By: _____
Carol Phelps
Chair, Board of Commissioners
Time and date: _____

This instrument has been preaudited in the manner required by The Local Government Budget and Fiscal Control Act.

Missy Dixon
Finance Officer
Washington County, North Carolina

STATE OF NORTH CAROLINA; WASHINGTON COUNTY

I, _____, a Notary Public of said State and County, do hereby certify that _____ and Julie Bennett personally came before me this day and acknowledged that they are the Chair and the Clerk, respectively, of the Board of Commissioners of Washington County, North Carolina, and that by authority duly given and as the act of such County, the foregoing instrument was signed in the County's name by such Chair, sealed with its corporate seal and attested by such Clerk.

Witness my hand and official seal this ____ day of _____, 20____.

Notary Public

My commission expires: _____

IN WITNESS WHEREOF, Washington County and The Washington County Board of Education have caused this Lease to be executed in their names by their authorized officers.

[SEAL]
ATTEST:

THE WASHINGTON COUNTY
BOARD OF EDUCATION

David O. White
Secretary

By:

Vanessa Cherry
Chair

Time and date: 2:45 p.m. / January 15, 2025

This instrument has been preaudited in the manner required by The School Budget and Fiscal Control Act.

Jolanda Jordan
Finance Officer
The Washington County Board of Education

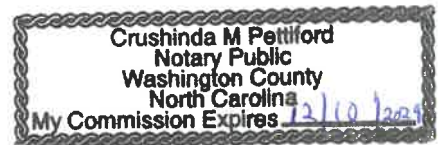
STATE OF NORTH CAROLINA; WASHINGTON COUNTY

I, Crushinda M. Pettiford, a Notary Public of said State and County, do hereby certify that Vanessa Cherry and David O. White personally came before me this day and acknowledged that they are the Chair and the Secretary, respectively, of The Washington County Board of Education, and that by authority duly given and as the act of such Board, the foregoing instrument was signed in the Board's name by such Chair, sealed with its corporate seal and attested by such Secretary.

Witness my hand and official seal this 15 day of January, 2025.

Notary Public

My commission expires: December 10, 2029



1. EXHIBIT "A" - Installment Financing Contract dated May 16th, 2023 (the "Financing Contract")

(attached hereto and incorporated herein by reference)

2. EXHIBIT "B" - Site Description

BEING ALL OF THAT PROPERTY consisting of approximately 79.37 acres described by deed recorded in Book 546, Page 110 of the Washington County Land Registry, as more particularly shown in a survey thereof by Michael J Adams PLS dated November 24th, 2022 recorded in PC 3 Slide 76-I of the Washington County Land Registry.

3. EXHIBIT "C" - Schedule D - Debt service amounts and funding sources (Revised via 12/31/24 First Funding Agreement Amendment) aka (Lease Exhibit "C")

(attached hereto and incorporated herein by reference)

Schedule D - Debt service amounts and funding sources (Revised via 12/31/24 First Funding Agreement Amendment)

aka (Lease Exhibit "C")

Loan Term Years	Lease Term Years	Fiscal Year Ending	Interest Rate	Trust Loan Principle (\$19,796,000)	Trust Loan Interest	Total Debt Service	Potential Arbitrage	TOTAL FUNDS AVAILABLE TO PAY DEBT SERVICE & ACC REIMBURSEMENTS			Additional County Contributions Loaned to Project from its General Fund to Cover Projected Annual Debt Service Shortfalls ("ACC")	Post ACC Annual (Shortfalls) or Pre ARC Annual Surplus to use for ARC	Annual Reimbursements to County ("ARC") (to repay ACC from Total Funds Available to Pay Debt Service & ACC Reimb)	Post ACC & ARC Running Balance (Keep Positive) [Initial balance calc on FYE24 est fund balance not otherwise committed to PK12Project, before making 1st interest only debt srvc pmt that same FYE24 resulting in net neg balance at FYE24.
								Amount of A40/A42 Restricted Sales Tax Revenues Used Annually for Debt Service (Typically \$690k+ total rec'd annually)	Lease Payments from WCS	Additional Unrestricted County Tax Revenues Committed to Debt Service (Equivalent to A46 1/4 cent Local Sales Tax Revenues)				
														\$ 219,089.49
1		2024	4.02		\$ (431,057.90)	\$ (431,057.90)		\$ -	\$ -			\$ (431,057.90)		\$ (211,968.41)
2	1	2025	4.02	\$ (1,042,000)	\$ (795,799.20)	\$ (1,837,799.20)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 774,767.61	\$ 211,968.41		\$ 0.00
3	2	2026	4.02	\$ (1,042,000)	\$ (753,910.80)	\$ (1,795,910.80)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 520,910.80	\$ -		\$ 0.00
4	3	2027	4.02	\$ (1,042,000)	\$ (712,022.40)	\$ (1,754,022.40)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 479,022.40	\$ -		\$ 0.00
5	4	2028	4.02	\$ (1,042,000)	\$ (670,134.00)	\$ (1,712,134.00)	\$*BD to be added to ACC	\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 437,134.00	\$ -		\$ 0.00
6	5	2029	4.02	\$ (1,042,000)	\$ (628,245.60)	\$ (1,670,245.60)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 395,245.60	\$ -		\$ 0.00
7	6	2030	4.02	\$ (1,042,000)	\$ (586,357.20)	\$ (1,628,357.20)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 353,357.20	\$ -		\$ 0.00
8	7	2031	4.02	\$ (1,042,000)	\$ (544,468.80)	\$ (1,586,468.80)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 311,468.80	\$ -		\$ 0.00
9	8	2032	4.02	\$ (1,042,000)	\$ (502,580.40)	\$ (1,544,580.40)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 269,580.40	\$ -		\$ 0.00
10	9	2033	4.02	\$ (1,042,000)	\$ (460,692.00)	\$ (1,502,692.00)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 227,692.00	\$ 0.00		\$ 0.00
11	10	2034	4.02	\$ (1,042,000)	\$ (418,803.60)	\$ (1,460,803.60)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 185,803.60	\$ 0.00		\$ 0.00
12	11	2035	4.02	\$ (1,042,000)	\$ (376,915.20)	\$ (1,418,915.20)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 143,915.20	\$ 0.00		\$ 0.00
13	12	2036	4.02	\$ (1,042,000)	\$ (335,026.80)	\$ (1,377,026.80)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 102,026.80	\$ 0.00		\$ 0.00
14	13	2037	4.02	\$ (1,042,000)	\$ (293,138.40)	\$ (1,335,138.40)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 60,138.40	\$ 0.00		\$ 0.00
15	14	2038	4.02	\$ (1,042,000)	\$ (251,250.00)	\$ (1,293,250.00)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 18,250.00	\$ 0.00		\$ 0.00
16	15	2039	4.02	\$ (1,042,000)	\$ (209,361.60)	\$ (1,251,361.60)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00		\$ 23,638.40	\$ 23,638.40	\$ 0.00
17	16	2040	4.02	\$ (1,042,000)	\$ (167,473.20)	\$ (1,209,473.20)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00		\$ 65,526.80	\$ 65,526.80	\$ 0.00
18	17	2041	4.02	\$ (1,042,000)	\$ (125,584.80)	\$ (1,167,584.80)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00		\$ 107,415.20	\$ 107,415.20	\$ 0.00
19	18	2042	4.02	\$ (1,041,000)	\$ (83,696.40)	\$ (1,124,696.40)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00		\$ 150,303.60	\$ 150,303.60	\$ 0.00
20	19	2043	4.02	\$ (1,041,000)	\$ (41,808.00)	\$ (1,082,808.00)		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00		\$ 192,192.00	\$ 192,192.00	\$ 0.00
	20	2044	4.02			\$ -		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00		\$ 1,275,000.00	\$ 1,275,000.00	\$ 0.00
	21	2045	4.02			\$ -		\$ 575,000.00	\$ 400,000.00	\$ 300,000.00		\$ 1,275,000.00	\$ 1,275,000.00	\$ 0.00
	22	2046	4.02			\$ -		\$ 490,236.81	\$ 400,000.00	\$ 300,000.00		\$ 1,190,236.81	\$ 1,190,236.81	\$ 0.00
				\$ (19,796,000)	\$ (8,388,326.30)	\$ (28,184,326.30)		\$ 12,565,236.81	\$ 8,800,000.00	\$ 6,600,000.00	\$ 4,279,312.81	\$ 4,060,223.32	\$ 4,279,312.81	n/a

Totals above should be recalculated periodically to reflect actual ACC/ACR activity, but ACC and ARC Totals should remain equal to show 100% equitable reimbursement to County for all ACCs from ACRs

WASHINGTON COUNTY BOARD OF COMMISSIONERS

AGENDA STATEMENT

ITEM NO: 9

DATE: February 3, 2025

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

SUMMARY EXPLANATION:

ECONOMIC DEVELOPMENT ADVISORY COUNCIL

At the last Board of Commissioners meeting, the Board discussed Commissioners Spruill & Walker to be on the newly formed Economic Development Advisory Council, but no action was taken.

The Board needs to make the appropriate appointments to this Council.

WASHINGTON COUNTY BOARD OF COMMISSIONERS

AGENDA STATEMENT

ITEM NO: 10

DATE: February 3, 2025

ITEM: Finance Officer's Report

SUMMARY EXPLANATION:

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

(See attached.)

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: January 10, 2025
RE: Sheriff

BT #: 2025 - 054

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

Account Code	Work	Old	+ or (-)	New
10-4310-613	Sheriff - Fingerprinting	7,417.00	(456.00)	6,961.00
10-4310-030	Sheriff - Salaries & Wages - Part Time	29,000.00	423.00	29,423.00
10-4310-090	Sheriff - FICA Tax Expense	69,045.00	33.00	69,078.00
Sheriff		105,462.00	-	105,462.00

Justification:

This transfer is to move monies within the Sheriff's Office Budget from the Fingerprinting Line to the Part Time Salary Line and the FICA Tax Line to cover the cost of 32 hours of part time work for an Animal Control Officer. Our current Officer has resigned effective January 17th. A new Officer has been chosen and offered the position however, Administration feels that it would be in the County's best interest to allow the new employee to train with the outgoing Officer in the final week of his employment due to all of the technical aspects of the Animal Control job.

Budget Officer's Initials CP

Approval Date: 1/10/25

Initials:	<u>MD</u>
Batch #:	<u>2025-054</u>
Date:	<u>1/10/2025</u>

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2025 - 055

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

Date: January 28, 2025

RE: Elections/Sheriff/Water Operations/Water Treatment

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

Account Code	Work	Old	+ or (-)	New
10-4170-550	Elections - Capital Outlay Equipment	20,000.00	(4,583.00)	15,417.00
10-4170-260	Elections - Departmental Supplies	4,999.00	3,500.00	8,499.00
10-4170-330	Elections - Postage	2,000.00	1,083.00	3,083.00
Elections				
10-4310-010	Sheriff - Salaries & Wages-Regular	860,149.00	(4,143.00)	856,006.00
10-4310-031	Sheriff - Salaries & Wages-Overtime	8,605.00	4,143.00	12,748.00
Sheriff				
35-7130-180	Water Operations - Group Insurance	65,407.00	(66.00)	65,341.00
35-7130-050	Water Operations - Salaries & Wages-Longevity	1,951.00	66.00	2,017.00
Water Operations				
35-7135-600	Water Treatment - Designated for Future Appropriations	8,900.00	(8,000.00)	900.00
35-7135-200	Water Treatment - Supplies & Materials	8,700.00	8,000.00	16,700.00
Water Treatment				
		980,711.00	-	980,711.00

Justification:

This transfer is to move monies as follows: within the Elections budget from Capital Outlay Equipment to the Postage line to cover the cost of postage through fiscal year end and to the Departmental Supplies line to purchase a printer as the current one has quit working; within the Sheriff's budget from Regular Salaries to the Overtime line to cover the costs associated with having to pay two deputy's for comp hours worked in excess of 480 as required by Fair Labor Standards; within the Water Operations budget from Group Insurance to the Longevity line due to the prorated longevity that had to be paid out per policy for a retiring employee; and within the Water Treatment budget from Designated for Future Appropriations to the Supplies & Materials line due to this line running short as a result of the amount supplies that have had to be ordered thus far and the need to order more prior to fiscal year end.

Budget Officer's Initials CBP

Approval Date: 1/28/25

Initials:	<u>MD</u>
Batch #:	<u>2025-055</u>
Date:	<u>1/28/25</u>

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2025- 056

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

Date: February 3, 2025

RE: School Capital Outlay Fund (21)

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

Account Code	Description	Old	+ or (-)	New
21-3230-400	Grant-Needs Based Public School Capital	(10,399,451.35)	(77,534.54)	(10,476,985.89)
21-3990-000	Appropriated Fund Balance-WC Schools Capital Outlay	(12,699,838.36)	2,667,986.83	(10,031,851.53)
21-5912-693	Capital Outlay-Architecture, Planning, Surveying, Engineering	14,338.00	259.00	14,597.00
21-5912-695	Grant-Needs Based Public School-Planning/Design	637,155.59	(156,439.83)	480,715.76
21-5912-696	Grant-Needs Based Public School-Construction	9,839,830.30	156,439.83	9,996,270.13
21-5912-701	Truist PK12 Loan-Expense-Earned Income	645,425.85	(423,670.29)	221,755.56
21-8000-600	Designated for Future Appropriation-BOE Cap Outlay	2,167,041.00	(2,167,041.00)	-
School Capital Outlay Fund (21)				
		Balanced:	(9,795,498.97)	-
				(9,795,498.97)

Justification:

This amendment is being done to reduce the fund balance allocation to match the closing fund balance at FYE 2024. We are also tying each grant line and grant expenditure line out to match the funding amount of \$50 million received from NCDPI.

Approval Date: _____
Bd. Clerk's Init: _____

Initials:	
Batch #:	
Date:	

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2025- 057

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

Date: February 3, 2025

RE: DSS

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

Account Code	Description	Old	+ or (-)	New
10-5310-310	SS Admin - Travel	7,000.00	(2,000.00)	5,000.00
10-5310-605	SS Admin - Security Contract	10,000.00	(2,500.00)	7,500.00
10-5310-610	SS Admin - Vendor Fees	10,000.00	(2,000.00)	8,000.00
10-5380-408	SS Economic Support - Medicaid Paybacks	12,500.00	(2,500.00)	10,000.00
10-5380-409	SS Economic Support - State Program Returns	12,392.00	(2,500.00)	9,892.00
10-5400-310	SS Transportation - WF Transportation	10,000.00	(5,000.00)	5,000.00
10-5380-376	SS Economic Support - Title IV-Foster Care	135,000.00	29,125.00	164,125.00
10-3490-000	DSS - Administration Reimbursement	(3,021,972.00)	(12,625.00)	(3,034,597.00)
DSS				
Balanced:		(2,825,080.00)	-	(2,825,080.00)

Justification:

This budget amendment request comes as a result of receiving the current and expected expenditures for the cost of care for children in DSS Custody that are IV-E eligible. These children incur costs that are higher than normal due to behavioral and mental health issues. As a result, it is anticipated that we will not have adequate funding in the current budget to cover these costs. We are requesting to move funds from non-reimbursable and reimbursable lines (at lower rates). This amendment will increase originally anticipated revenues.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:

Batch #:

Date:

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2025- 058

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

Date: February 3, 2025

RE: Cooperative Extension

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

Account Code	Description	Old	+ or (-)	New
10-3500-280	MIPPA Grant-Medicaid Improvement for Patience	(3,189.00)	827.00	(2,362.00)
10-6050-998	MIPPA Grant-Medicaid Improvement for Patience	3,189.00	(827.00)	2,362.00
Cooperative Extension				
Balanced:		-	-	-

Justification:

This amendment will reduce the budgets in both the revenue and expenditure lines in the Cooperative Extension budget lines for the MIPPA Grant. We have received our funding award and the amount is lower than we originally anticipated.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:	
Batch #:	
Date:	

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2025- 059

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

Date: February 3, 2025

RE: Sheriff/Senior Center/Social Services/Projects and Grants Fund

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

Account Code	Description	Old	+ or (-)	New
10-3540-020	Gun Permits Discretionary - County Portion	(1,745.00)	(400.00)	(2,145.00)
10-4310-611	Gun Permits Discretionary - County Portion	50,210.00	400.00	50,610.00
10-3540-030	Gun Permits-State Portion	(2,020.00)	(490.00)	(2,510.00)
10-4310-612	Gun Permits-State Portion	3,030.00	490.00	3,520.00
10-3540-040	Finger Printing	(505.00)	(70.00)	(575.00)
10-4310-613	Finger Printing	6,961.00	70.00	7,031.00
Sheriff				
10-3509-010	Senior Center Trips	(8,632.75)	(206.25)	(8,839.00)
10-5150-380	Senior Center Trips	8,632.75	206.25	8,839.00
10-3509-020	Senior Center Donations	(2,642.34)	(15.00)	(2,657.34)
10-5150-650	Senior Center Donations	2,890.34	15.00	2,905.34
Senior Center				
10-3500-081	DSS Community Donations-Christmas	(2,643.00)	(14.00)	(2,657.00)
10-5310-258	DSS Community Donations-Christmas	3,626.00	14.00	3,640.00
SS Admin				
58-3290-000	Interest Earned	(3,570.34)	(439.32)	(4,009.66)
58-4100-001	Expenditure of Interest Earned	16,201.15	439.32	16,640.47
Projects/Grants Fund				
Balanced:		69,792.81	-	69,792.81

Justification:

This amendment will put into budget additional revenues received in the following departments: Sheriff - gun permitting and finger printing, Senior Center - trip monies and donations, Social Services - donations received for Christmas, and the Projects and Grants Fund for interest earned.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:	
Batch #:	
Date:	

Washington County

Monthly Financial Summary
as of January 28, 2025

	Budget	YTD Activity
General Fund (10):		
Revenues	20,518,184.54	11,057,469.12
Expenditures	(20,518,184.54)	(11,823,457.12)
Balance:	-	(765,988.00)
<i>*Fund Balance Appropriation</i>		<i>1,830,392.12</i>
<i>*Transfer to General Fund</i>		<i>-</i>

Capital Outlay-Washington Co Schools (21):		
Revenues	26,049,219.82	12,559,150.29
Expenditures	(26,049,219.82)	(18,705,632.34)
Balance:	-	(6,146,482.05)
<i>*Fund Balance Appropriation</i>		<i>12,699,838.36</i>
<i>*Transfer from General Fund</i>		<i>1,700,000.00</i>

Drainage Fund (30):		
Revenues	438,936.00	85,374.25
Expenditures	(438,936.00)	(38,478.07)
Balance:	-	46,896.18
<i>*Fund Balance Appropriation</i>		<i>81,515.00</i>
<i>*Transfer from General Fund</i>		<i>-</i>

Sanitation Fund (33):		
Revenues	1,680,954.00	1,294,299.22
Expenditures	(1,680,954.00)	(758,018.90)
Balance:	-	536,280.32
<i>*Fund Balance Appropriation</i>		<i>-</i>
<i>*Transfer from General Fund</i>		<i>50,000.00</i>

Water Fund (35):		
Revenues	1,848,742.00	812,993.25
Expenditures	(1,848,742.00)	(672,851.71)
Balance:	-	140,141.54
<i>*Fund Balance Appropriation</i>		<i>356,242.00</i>
<i>*Transfer from General Fund</i>		<i>-</i>

	Budget	YTD Activity
Waterworks Capital Projects Fund (36):		
Revenues	6,409,867.00	128,947.75
Expenditures	(6,409,867.00)	(165,777.75)
Balance:	-	(36,830.00)
<i>*Fund Balance Appropriation</i>		<i>-</i>
<i>*Transfer from General Fund</i>		<i>-</i>

EMS Fund (37):		
Revenues	2,492,462.00	1,349,863.30
Expenditures	(2,492,462.00)	(1,233,965.11)
Balance:	-	115,898.19
<i>*Fund Balance Appropriation</i>		<i>199,292.00</i>
<i>*Transfer from General Fund</i>		<i>399,620.00</i>

Airport Taxi Lane Grant Fund (38):		
Revenues	2,178,449.00	163,288.00
Expenditures	(2,178,449.00)	(167,087.35)
Balance:	-	(3,799.35)
<i>*Fund Balance Appropriation</i>		<i>16,667.00</i>
<i>*Transfer from General Fund</i>		<i>-</i>

Airport Fund (39):		
Revenues	234,463.00	156,327.47
Expenditures	(234,463.00)	(139,077.90)
Balance:	-	17,249.57
<i>*Fund Balance Appropriation</i>		<i>42,706.00</i>
<i>*Transfer from General Fund</i>		<i>99,905.00</i>

WC Hospital Pension Fund (40):		
Revenues	450,000.00	510,838.12
Expenditures	(450,000.00)	(234,530.00)
Balance:	-	276,308.12
<i>*Fund Balance Appropriation</i>		<i>-</i>
<i>*Transfer from General Fund</i>		<i>450,000.00</i>

	Budget	YTD Activity
Opioid Settlement Distribution Fund (50):		
Revenues	62,790.00	231,604.21
Expenditures	(62,790.00)	(31,230.19)
Balance:	-	200,374.02
<i>*Fund Balance Appropriation</i>		-
<i>*Transfer from General Fund</i>		-

DSS Trust Fund Accounts (51):

Revenues	210,000.00	139,678.73
Expenditures	(210,000.00)	(196,322.86)
Balance:	-	(56,644.13)
<i>*Fund Balance Appropriation</i>		-
<i>*Transfer from General Fund</i>		-

Projects/Grants Fund (58):

Revenues	5,678,646.53	3,432,236.17
Expenditures	(5,678,646.53)	(559,485.89)
Balance:	-	2,872,750.28
<i>*Fund Balance Appropriation</i>		<i>1,113,863.81</i>
<i>*Transfer from General Fund</i>		<i>93,410.45</i>

Community Development Block Grant (61):

Revenues	162,000.00	-
Expenditures	(162,000.00)	-
Balance:	-	-
<i>*Fund Balance Appropriation</i>		-
<i>*Transfer from General Fund</i>		-

	Budget	YTD Activity
Travel & Tourism Fund (63):		
Revenues	247,326.00	91,211.46
Expenditures	(247,326.00)	(92,636.10)
Balance:	-	(1,424.64)
<i>*Fund Balance Appropriation</i>		<i>87,326.00</i>
<i>*Transfer from General Fund</i>		-

E-911 Fund (69):

Revenues	123,078.00	64,213.86
Expenditures	(123,078.00)	(64,938.86)
Balance:	-	(725.00)
<i>*Fund Balance Appropriation</i>		<i>4,126.00</i>
<i>*Transfer from General Fund</i>		-

Revaluation Fund (70):

Revenues	40,000.00	44,439.48
Expenditures	(40,000.00)	-
Balance:	-	44,439.48
<i>*Fund Balance Appropriation</i>		-
<i>*Transfer from General Fund</i>		<i>40,000.00</i>

Washington County
Statement of Revenue and Expenditures - Standard

Revenue Account Range: First to zz-zzzz-zzz
Expend Account Range: First to zz-zzzz-zzz
Print Zero YTD Activity: No

Include Non-Anticipated: Yes
Include Non-Budget: No

Year To Date As Of: 01/28/25
Current Period: 01/01/25 to 01/28/25
Prior Year: Thru 06/30/24

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
10-3010-000	TAXES-AD VALOREM CURRENT YEAR	7,075,767.02	7,434,420.00	439,443.81	6,375,818.29	1,058,601.71-	86
10-3010-010	CURRENT YEAR TAX DISCOUNTS	47,231.56-	50,000.00-	20,334.80-	40,809.02-	9,190.98	0
10-3011-000	TAXES-AD VALOREM 1ST PRIOR YR	125,472.88	200,000.00	15,920.17-	162,173.95	37,826.05-	81
10-3012-000	TAXES-AD VALOREM ALL PRIOR YRS	79,050.78	1,600,000.00	6,030.24	45,492.47	1,554,507.53-	3
10-3018-000	NCVTS-WASHINGTON CO MOTOR VEH TAX	1,023,372.95	957,600.00	88,471.75	517,707.12	439,892.88-	54
10-3018-001	NCVTS-WASH CO BILL/CC CONTRA REV	33,170.49-	35,000.00-	0.00	0.00	35,000.00	0
10-3018-002	NCVTS-WASH CO REFUNDS-CONTRA REVEN	7,150.17-	0.00	0.00	0.00	0.00	0
10-3018-003	NCVTS-WASH CO INTEREST	11,178.62	0.00	0.00	0.00	0.00	0
10-3030-000	PREPAYMENT-PROPERTY TAXES	79,853.72	55,000.00	2,539.02	12,767.57	42,232.43-	23
10-3080-000	GROSS TAX REC LEASED VEHICLES	766.87	500.00	51.11	376.90	123.10-	75
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	1,634.91	13,307.11	3,307.11	133
10-3170-010	PRIOR YEAR TAX PENALTIES	1,248.99	1,000.00	90.73	119,821.98	118,821.98	***
10-3180-000	CURRENT YEAR TAX INTEREST	36,882.81	28,000.00	1,659.37	2,200.30	25,799.70-	8
10-3180-010	PRIOR YEAR TAX INTEREST	55,336.28	280,000.00	2,430.88	335,564.14	55,564.14	120
10-3250-000	PRIVILEGE AND BEER LICENSES	800.00	750.00	0.00	0.00	750.00-	0
10-3270-000	MOTEL OCCUPANCY TAX -6%	177,221.00	0.00	0.00	0.00	0.00	0
10-3280-000	FRANCHISE FEES-CABLE TV	8,194.19	9,000.00	0.00	2,050.83	6,949.17-	23
10-3290-000	INTEREST EARNED ON INVESTMENTS	906,615.81	375,000.00	0.00	398,325.30	23,325.30	106
10-3310-000	RENTS AND CONCESSIONS	11,300.00	11,100.00	0.00	5,650.00	5,450.00-	51
10-3312-000	JAIL CONCESSIONS	31,883.24	25,000.00	966.41	8,063.83	16,936.17-	32
10-3350-000	MISCELLANEOUS REVENUES	10,706.10	0.00	0.00	608.19	608.19	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

Washington County
Statement of Revenue and Expenditures

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Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
10-3353-000	INSURANCE PROCEEDS	63,207.51	0.00	0.00	0.00	0.00	0
10-3354-000	CRESWELL LEVY ADMINISTRATION FEE	5,164.42	4,000.00	0.00	0.00	4,000.00-	0
10-3360-000	RECREATION-DONATIONS	2,599.00	2,000.00	0.00	2,000.00	0.00	100
10-3360-013	RECREATION-VENDOR RENTS AND CONCES	500.00	400.00	150.00	300.00	100.00-	75
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
10-3420-000	SALES TAX-ONE HALF CENT-ART 44	0.00	0.00	0.00	0.34	0.34	0
10-3430-000	SALES TAX-ONE HALF CENT-ST-A42	269,206.16	245,000.00	22,893.63	66,652.67	178,347.33-	27
10-3440-000	SALES TAX-ONE-HALF CENT-ST-A40	771,074.14	770,000.00	62,111.27	249,912.96	520,087.04-	32
10-3450-000	SALES TAX ONE CENT LOCAL	1,310,558.65	1,200,000.00	110,802.36	311,540.56	888,459.44-	26
10-3460-000	SALES TAX - REDISTRIBUTION	439,530.84	439,500.00	37,087.47	148,349.88	291,150.12-	34
10-3470-000	SALES TAX-LOCAL 1/4 CENT-A46 (100%)	26.38	300,000.00	28,151.70	111,411.01	188,588.99-	37
10-3470-020	ABC ALCOHOLISM BOTTLE TAX	3,882.48	3,800.00	389.19	2,004.32	1,795.68-	53
10-3480-013	RAP LEPC TIER II GRANT	1,000.00	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	94,600.00	0.00	0.00	94,600.00-	0
10-3480-087	ARPA REVENUE REPLACEMENT	72,294.14	0.00	0.00	0.00	0.00	0
10-3480-099	HYPER REACH-REVENUE FROM OTHERS	0.00	12,655.00	0.00	12,655.00	0.00	100
10-3490-000	DSS-ADMINISTRATION REIMBURSE	2,344,202.71	3,021,972.00	167,917.59	1,189,164.04	1,832,807.96-	39
10-3490-001	MEDICAID EXPANSION ADMIN COSTS	120,680.36	0.00	0.00	0.00	0.00	0
10-3500-000	DSS-DAY CARE - DCD	0.00	0.00	0.00	23,834.00	23,834.00	0
10-3500-050	DSS-FOSTER CARE/ADOPTIONRETURN	70,554.03	155,622.00	526.98	36,489.08	119,132.92-	23
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	2,643.00	14.00	2,657.00	14.00	101
10-3500-082	DSS COMMUNITY DONATIONS-FOSTER CHIL	200.00	0.00	0.00	0.00	0.00	0

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10-3500-120	DSS-TITLE IV-D CHILD SUPPORT	40,700.21	15,000.00	3,494.18	11,170.67	3,829.33-	74
10-3500-130	HOME & CC BLOCK GRANT-ALB COMM	78,077.92	78,133.00	6,416.62	33,019.42	45,113.58-	42
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	18,473.00	115,739.00	34,261.00-	77
10-3500-191	DSS MODIVCARE & ONECALL CONTRACTS	5,645.10	3,500.00	254.25	2,590.70	909.30-	74
10-3500-200	DOT - ROAP & CTS GRANTS	412,921.00	206,689.00	6,422.00	123,412.00	83,277.00-	60
10-3500-270	SHIIP-SENIOR HEALTH INS INF	7,818.00	3,632.00	0.00	3,632.00	0.00	100
10-3500-280	MIPPA GRANT-MEDICAID IMPROVEMENT FOF	3,189.00	3,189.00	0.00	0.00	3,189.00-	0
10-3508-000	ALB COMM NUTRITION SITE DIRECTOR	6,690.72	7,882.00	0.00	852.12	7,029.88-	11
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	1,500.00	35.00	375.00	1,125.00-	25
10-3509-010	SENIOR CENTER TRIPS	6,096.39	8,632.75	206.25	8,839.00	206.25	102
10-3509-020	SENIOR CENTER DONATIONS	442.30	2,642.34	15.00	2,657.34	15.00	101
10-3509-040	SENIOR CTR STIPEND-COOP EXT SHIIP ADMI	999.00	1,000.00	0.00	0.00	1,000.00-	0
10-3509-100	NCDIT DIGITAL CHAMPION GRANT	0.00	44,639.33	0.00	9,600.00	35,039.33-	22
10-3510-010	COURT COST, FEES AND CHARGES	15,175.56	14,000.00	870.70	7,291.93	6,708.07-	52
10-3510-020	OFFICERS FEES	8,607.50	9,000.00	271.35	1,565.22	7,434.78-	17
10-3540-000	SHERIFF FEES	557.54	500.00	0.00	331.90	168.10-	66
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	1,745.00	400.00	2,145.00	400.00	123
10-3540-030	GUN PERMITS-STATE PORTION	7,135.00	2,020.00	490.00	2,510.00	490.00	124
10-3540-040	FINGER PRINTING	1,470.00	505.00	70.00	575.00	70.00	114
10-3540-070	DONATIONS-ANIMAL CONTROL	386.00	25.00	0.00	25.00	0.00	100
10-3540-083	NC ANIMAL SHELTER SUPPORT FUND GRAN	0.00	12,500.00	0.00	12,500.00	0.00	100
10-3541-000	SHERIFF'S SERVICE FEES	16,683.50	11,000.00	2,010.00	13,984.00	2,984.00	127
10-3541-010	SHERIFF-DONATIONS	25.00	35.00	0.00	35.00	0.00	100
10-3542-000	SHERIFF-ABC BOARD FUNDING	8,350.00	2,400.00	0.00	1,200.00	1,200.00-	50

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10-3550-000	BUILDING PERMIT FEES - (GC)	47,210.06	45,000.00	5,313.80	24,794.50	20,205.50-	55
10-3550-010	PLANNING CONTRACTED SERVICES-BLDG IN	2,668.50	10,000.00	0.00	5,113.00	4,887.00-	51
10-3550-030	ZONING FEES	1,565.00	1,500.00	25.00	475.00	1,025.00-	32
10-3560-000	REGISTER OF DEEDS FEES	62,488.90	70,000.00	5,859.81	42,587.61	27,412.39-	61
10-3560-010	MARRIAGE LICENSES	2,230.00	2,500.00	180.00	1,200.00	1,300.00-	48
10-3580-000	JAIL FEES/STATE REIMBURSEMENTS	2,411.68	700.00	0.00	850.51	150.51	122
10-3590-000	JAIL HOUS/TRANS/CO/US MARSHALL	113,870.53	120,000.00	0.00	62,455.11	57,544.89-	52
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	19,601.00	19,601.00	0
10-3830-001	SALE OF FORECLOSED PROPERTIES	30,873.99	10,000.00	0.00	5,425.00	4,575.00-	54
10-3900-000	NC EDUCATION LOTTERY	0.00	0.00	0.00	186,000.00	186,000.00	0
10-3970-020	M-T-W COURT COORDINATOR GRANT	83,715.52	90,994.00	0.00	20,340.22	70,653.78-	22
10-3970-040	JCPC-ROANOKE AREA YOUTH	52,707.00	69,257.00	5,771.00	40,402.00	28,855.00-	58
10-3970-041	JCPC-WASHINGTON COUNTY YOUTH	8,183.00	8,773.00	731.00	5,118.00	3,655.00-	58
10-3970-042	JCPC-ADMINISTRATION	3,685.51	10,910.00	909.00	6,365.00	4,545.00-	58
10-3970-050	SCHOOL REIMB-WCU/CHS SRO	38,788.69	149,146.00	8,150.97	49,119.39	100,026.61-	33
10-3970-060	BALLGAME REIMBURSEMENTS FROM SCHO	2,524.35	0.00	1,698.82	2,982.66	2,982.66	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	110,000.00	110,000.00	0.00	100
10-3980-020	TOURISM DEVELOP AUTHOR 3% ADMN	4,500.00	4,500.00	4,500.00	4,500.00	0.00	100
10-3990-000	APPROPRIATED FUND BALANCE	0.00	1,830,392.12	0.00	0.00	1,830,392.12-	0
10-3999-900	CANCELLED PRIOR YEAR EXPENDITURES	30.00	0.00	0.00	0.00	0.00	0
	GENERAL FUND Revenue Totals	16,821,513.45	20,518,184.54	1,119,675.20	11,057,469.12	9,460,715.42-	53

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
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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	20,650.08	14,749.92	58
10-4110-020	SALARIES & WAGES-BOARD TRAVEL STIPEN	14,100.00	14,100.00	1,175.00	8,225.10	5,874.90	58
10-4110-030	SALARIES & WAGES-CELLPHONE STIPEND	3,000.00	3,000.00	250.00	1,750.00	1,250.00	58
10-4110-090	GOVERNING BOARD- FICA TAX EXPENSE	4,057.56	4,016.00	338.14	2,366.96	1,649.04	59
10-4110-140	GOVERNING BOARD- WORKMAN'S COMP	1,272.00	1,600.00	0.00	1,584.00	16.00	99
10-4110-200	GOVERNING BOARD- DEPT SUPPLIES	1,951.97	2,000.00	163.34	642.16	1,357.84	32
10-4110-310	GOVERNING BOARD- TRAVEL	11,401.13	20,000.00	122.08	5,611.64	14,388.36	28
10-4110-320	GOVERNING BOARD- COMMUNICATIONS	600.00	600.00	50.00	350.00	250.00	58
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	740.50	1,759.50	30
10-4110-390	COMMISSIONERS-SPECIAL SPONSORED	9,191.09	10,000.00	5,163.23	9,096.17	903.83	91
10-4110-391	GOVERNING BOARD- DUES & SUBSCRIPTION	5,630.00	6,158.00	0.00	5,637.00	521.00	92
10-4110-392	OTHER COMMUNITY CONTRIBUTIONS	4,000.00	12,000.00	0.00	6,000.00	6,000.00	50
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	37,006.00	0.00	18,000.00	19,006.00	49
	4110 GOVERNING BOARD:	130,564.75	148,980.00	10,211.79	80,653.61	68,326.39	54
10-4120-000	MANAGERS OFFICE:	0.00	0.00	0.00	0.00	0.00	0
10-4120-010	MANAGERS OFFICE- S & W- REGULAR	290,171.84	310,819.00	23,815.16	185,424.32	125,394.68	60
10-4120-040	SALARIES & WAGES-LONGEVITY	1,924.71	2,941.00	0.00	2,940.37	0.63	100
10-4120-090	MANAGERS OFFICE- FICA TAX EXPENSE	22,082.39	23,925.00	1,799.58	14,253.91	9,671.09	60
10-4120-100	MANAGERS OFFICE- RETIREMENT	58,762.12	68,303.00	4,920.21	38,916.15	29,386.85	57
10-4120-101	MANAGERS OFFICE 401 (K) CONTRIB	8,705.26	9,382.00	714.46	5,562.77	3,819.23	59
10-4120-130	MANAGERS OFFICE- UNEMPLOYMENT INS.	0.00	1,570.00	0.00	0.00	1,570.00	0

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10-4120-140	MANAGERS OFFICE- WORKMAN'S COMP	1,764.00	1,905.00	0.00	1,813.00	92.00	95
10-4120-180	MANAGERS OFFICE- GROUP INS.	40,911.12	47,764.00	3,054.58	25,707.76	22,056.24	54
10-4120-190	LEGAL SERVICES	6,677.13	5,000.00	0.00	205.00-	5,205.00	4-
10-4120-191	MANAGERS OFFICE-UNCSOG LFNC INTERN I	5,000.00	20,000.00	0.00	10,000.00	10,000.00	50
10-4120-260	MANAGERS OFFICE- DEPARTMENTAL SUPPL	13,061.28	9,000.00	1,517.63	2,684.98	6,315.02	30
10-4120-270	MANAGERS OFFICE - SERVICE AWARDS	0.00	175.00	0.00	175.00	0.00	100
10-4120-310	MANAGERS OFFICE- TRAVEL	3,763.21	5,300.00	275.00	1,993.52	3,306.48	38
10-4120-315	TRAINING	9,357.22	11,000.00	350.00	3,142.88	7,857.12	29
10-4120-320	MANAGERS OFFICE- COMMUNICATIONS	2,168.82	3,300.00	123.10	1,138.60	2,161.40	34
10-4120-330	POSTAGE	54.13	100.00	0.69	22.12	77.88	22
10-4120-355	MAINT & REPAIR-VEHICLE	1,172.39	2,000.00	0.00	80.00	1,920.00	4
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	471.00	1,846.50	4,153.50	31
10-4120-381	MANAGERS OFFICE-LOST REF-EDUCATION	6,024.04	0.00	0.00	0.00	0.00	0
10-4120-390	MANAGERS OFFICE- DUES AND SUBSCRIPTI	1,924.08	3,350.00	1,334.99	3,160.64	189.36	94
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	34,220.00	780.00	98
	4120 MANAGERS OFFICE:	504,939.56	575,084.00	38,376.40	332,877.52	242,206.48	58
10-4130-000	FINANCE OFFICE:	0.00	0.00	0.00	0.00	0.00	0
10-4130-010	FINANCE OFFICE- S & W- REGULAR	220,305.49	229,397.00	20,285.08	141,369.99	88,027.01	62
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	2,755.00	0.00	2,754.07	0.93	100
10-4130-090	FINANCE OFFICE- FICA TAX EXPENSE	16,092.09	18,918.00	1,447.60	10,296.19	8,621.81	54
10-4130-100	FINANCE OFFICE- RETIREMENT	44,825.61	50,674.00	4,190.90	29,776.10	20,897.90	59
10-4130-101	FINANCE OFFICE- 401(K) CONTRIB.	6,609.27	6,961.00	608.55	4,241.09	2,719.91	61
10-4130-130	FINANCE OFFICE- UNEMPLOYMENT INS.	0.00	1,884.00	0.00	0.00	1,884.00	0

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10-4130-140	FINANCE OFFICE- WORKMAN'S COMP	1,354.00	1,506.00	0.00	1,269.00	237.00	84
10-4130-180	FINANCE OFFICE- PROFESSIONAL SERVICES	83,826.21	103,000.00	69.00	69,318.27	33,681.73	67
10-4130-181	FINANCE OFFICE- GROUP INS.	37,482.95	45,517.00	3,605.50	25,236.10	20,280.90	55
10-4130-260	FINANCE OFFICE- DEPARTMENTAL SUPPLIES	12,985.13	6,499.00	839.15	3,092.28	3,406.72	48
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	186.54	1,293.65	1,206.35	52
10-4130-310	FINANCE OFFICE- TRAVEL	210.82	500.00	0.00	87.46	412.54	17
10-4130-315	TRAINING	3,139.80	3,300.00	1,190.68	1,793.54	1,506.46	54
10-4130-320	FINANCE OFFICE- COMMUNICATIONS	1,370.43	1,200.00	96.25	617.37	582.63	51
10-4130-390	FINANCE OFFICE- DUES & SUBSCRIPTIONS	713.00	1,000.00	0.00	469.00	531.00	47
10-4130-410	FINANCE OFFICE- LEASE EQUIPMENT	494.63	550.00	126.00	252.00	298.00	46
10-4130-540	FINANCE OFFICE - CAPITAL OUTLAY EQUIP	5,250.00	0.00	0.00	0.00	0.00	0
	4130 FINANCE OFFICE:	439,561.59	491,434.00	32,645.25	291,866.11	199,567.89	59
10-4140-000	TAX ADMIN:	0.00	0.00	0.00	0.00	0.00	0
10-4140-010	TAX ADMIN.- S & W- REGULAR	200,386.05	259,456.00	16,682.33	133,420.18	126,035.82	51
10-4140-040	SALARIES & WAGES-LONGEVITY	1,820.89	1,851.00	0.00	1,303.62	547.38	70
10-4140-090	TAX ADMIN.- FICA TAX EXPENSE	14,267.66	19,990.00	1,201.08	9,491.11	10,498.89	47
10-4140-100	TAX ADMIN.- RETIREMENT	40,687.89	57,069.00	3,446.57	27,833.91	29,235.09	49
10-4140-101	TAX ADMIN.- 401(K) CONTRIB.	4,938.94	7,839.00	344.28	2,915.60	4,923.40	37
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	0.00	3,112.00	582.00	84
10-4140-180	TAX ADMIN.- GROUP INS.	44,819.18	65,499.00	3,761.68	30,653.98	34,845.02	47
10-4140-260	TAX ADMIN.- OFFICE & DEPTAL SUPPLIES	11,940.43	11,001.00	625.22	3,840.19	7,160.81	35
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	1,705.80	4,294.20	28

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10-4140-320	TAX ADMIN.- COMMUNICATIONS	1,390.30	1,500.00	71.41	442.79	1,057.21	30
10-4140-325	TAX ADMIN-POSTAGE	14,330.19	15,000.00	212.82	8,141.83	6,858.17	54
10-4140-341	ADVERTISING	2,796.50	3,500.00	273.00	573.00	2,927.00	16
10-4140-370	PRINTING	5,870.38	8,000.00	0.00	3,372.95	4,627.05	42
10-4140-390	TAX ADMIN.- DUES & SUBSCRIPTIONS	6,657.72	6,750.00	854.86	3,828.11	2,921.89	57
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	0.00	10,815.00	1,185.00	90
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	240.00	240.00	240.00	50
10-4140-550	TAX ADMIN - CAPITAL OUTLAY	122,751.57	46,017.00	0.00	6,047.00	39,970.00	13
	4140 TAX ADMIN:	489,081.75	601,696.00	27,713.25	247,737.07	353,958.93	41
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	46,684.25	47,260.00	4,328.67	29,638.65	17,621.35	63
10-4170-011	SALARIES & WAGES-BOARD	6,820.00	5,640.00	0.00	4,640.00	1,000.00	82
10-4170-030	BOARD OF ELECTIONS- SALARIES- PART-TIM	35,522.63	24,364.00	1,055.54	19,521.12	4,842.88	80
10-4170-031	BOARD OF ELECTIONS - S & W-OVERTIME	9,340.64	7,554.00	0.00	7,553.18	0.82	100
10-4170-040	SALARIES & WAGES-LONGEVITY	922.12	1,283.00	0.00	1,282.30	0.70	100
10-4170-090	BOARD OF ELECTIONS- FICA TAX EXPENSE	7,572.91	6,390.00	406.22	4,774.97	1,615.03	75
10-4170-100	BOARD OF ELECTIONS- RETIREMENT EXPEN	11,448.60	11,690.00	894.30	7,892.21	3,797.79	68
10-4170-101	BOARD OF ELECTIONS- 401(K) CONTRIB.	1,680.75	1,606.00	129.86	1,107.55	498.45	69
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	508.00	0.00	429.00	79.00	84
10-4170-180	BOARD OF ELECTIONS- GROUP INS. EXPENS	8,168.23	9,108.00	722.35	5,055.97	4,052.03	56
10-4170-260	BOARD OF ELECTIONS- DEPART SUPPLIES	4,213.25	8,499.00	0.00	4,539.73	3,959.27	53
10-4170-270	BOARD OF ELECTIONS-SERVICE AWARDS	0.00	135.00	0.00	135.00	0.00	100

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10-4170-310	BOARD OF ELECTIONS- TRAVEL	1,555.19	2,500.00	0.00	878.96	1,621.04	35
10-4170-315	TRAINING	8,791.82	7,000.00	300.00	3,727.48	3,272.52	53
10-4170-320	BOARD OF ELECTIONS- COMMUNICATIONS	2,863.57	5,000.00	366.10	2,682.00	2,318.00	54
10-4170-330	POSTAGE	977.77	3,083.00	68.67	1,783.14	1,299.86	58
10-4170-350	BOARD OF ELECTIONS- MAINT & REPAIR- EQ	733.00	1,500.00	0.00	491.25	1,008.75	33
10-4170-360	CONTRACTED SERVICES	18,523.65	19,317.00	12,364.02	19,238.58	78.42	100
10-4170-370	BOARD OF ELECTIONS- PRINTING	19,648.64	12,000.00	0.00	11,557.90	442.10	96
10-4170-380	ADVERTISING	1,291.50	600.00	0.00	600.00	0.00	100
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	15,417.00	0.00	15,416.35	0.65	100
	4170 BOARD OF ELECTIONS:	187,247.52	192,210.00	20,635.73	142,945.34	49,264.66	74
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	82,944.37	84,257.00	7,285.00	49,766.03	34,490.97	59
10-4180-030	REGISTER OF DEEDS- S & W- PART-TIME	7,922.67	8,000.00	84.64	712.41	7,287.59	9
10-4180-040	SALARIES & WAGES-LONGEVITY	1,085.82	1,647.00	0.00	1,409.58	237.42	86
10-4180-090	REGISTER- OF- DEEDS- FICA TAX EXPENSE	6,599.47	7,184.00	527.49	3,715.37	3,468.63	52
10-4180-100	REGISTER- OF- DEEDS- RETIREMENT	16,902.85	18,761.00	1,505.08	10,572.89	8,188.11	56
10-4180-101	REGISTER OF DEEDS- 401(K) CONTRIB.	2,488.38	2,577.00	218.55	1,492.97	1,084.03	58
10-4180-102	REGISTER OF DEEDS- REG DS SUPPLEMENT	657.84	1,000.00	46.84	351.26	648.74	35
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	0.00	482.00	90.00	84
10-4180-180	REGISTER- OF- DEEDS- GROUP INS.	16,248.74	18,182.00	1,435.45	10,058.47	8,123.53	55
10-4180-260	REGISTER-OF-DEEDS-DEPARTMENTAL SUPP	3,915.00	6,499.00	0.00	1,158.48	5,340.52	18
10-4180-270	SERVICE AWARDS	0.00	50.00	0.00	50.00	0.00	100
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	158.73	0.00	2,500.00	0

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10-4260-440	CONTRACT SERVICES-COURTHOUSE SECUF	70,119.87	75,000.00	4,897.69	41,846.27	33,153.73	56
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	1,323.24	0.00	0.00	0.00	0.00	0
10-4260-555	SMART START LEASE ASSISTANCE	4,200.00	4,200.00	1,050.00	2,100.00	2,100.00	50
10-4260-562	CAP OUTLAY-OTHER CIP BUILDING PROJECT	0.00	500,000.00	0.00	0.00	500,000.00	0
10-4260-564	EXPENDITURE: LEASE FINANCING PRINCIPA	3,746.30	0.00	0.00	0.00	0.00	0
10-4260-565	EXPENDITURE: INTEREST	3.70	0.00	0.00	0.00	0.00	0
	4260 BUILDINGS:	83,845.11	583,652.00	5,947.69	43,946.27	539,705.73	8
10-4265-000	FACILITY SERVICES:	0.00	0.00	0.00	0.00	0.00	0
10-4265-010	FACILITY SERVICES- S & W- REGULAR	191,672.04	203,352.00	18,353.01	119,985.66	83,366.34	59
10-4265-090	FACILITY SERVICES- FICA TAX EXPENSE	14,361.48	15,556.00	1,372.67	8,996.24	6,559.76	58
10-4265-100	FACILITY SERVICES- RETIREMENT	38,551.56	44,412.00	3,791.73	24,793.85	19,618.15	56
10-4265-101	FACILITY SERVICES- 401(K) CONTRIB.	5,025.77	6,101.00	480.54	3,127.10	2,973.90	51
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	0.00	3,940.00	11,884.00	25
10-4265-181	FACILITY SERVICES- GROUP INS.	46,905.93	54,383.00	4,316.85	28,812.33	25,570.67	53
10-4265-200	FACILITY SERVICES- DEPT SUPPLIES & MATE	17,128.55	20,000.00	630.82	13,640.50	6,359.50	68
10-4265-201	CLERK OF COURT DEPARTMENTAL SUPPLIE	2,631.09	3,200.00	81.10	1,004.25	2,195.75	31
10-4265-202	CLERK OF COURT-MAINT & REPAIR-BUILDING	443.46	1,900.00	0.00	0.00	1,900.00	0
10-4265-215	FACILITY SERVICES- MAINT AND REPAIR BLD	62,031.46	85,000.00	1,402.12	46,089.10	38,910.90	54
10-4265-230	FACILITY SERVICES- DEPT SUPPLIES-SAFET	2,854.11	4,000.00	82.24	1,710.73	2,289.27	43
10-4265-250	FACILITY SERVICES-SUPPLIES-VEHICLE	7,045.46	4,000.00	126.26	2,229.84	1,770.16	56
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	4,953.04	5,500.00	363.06	2,644.85	2,855.15	48
10-4265-325	POSTAGE	19.00	100.00	0.00	0.00	100.00	0

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10-4265-330	FACILITY SERVICES- UTILITIES-ELECTRICITY	111,539.18	120,000.00	291.25	55,151.06	64,848.94	46
10-4265-331	UTILITIES-FUEL/GAS	10,764.29	12,000.00	1,821.59	2,544.95	9,455.05	21
10-4265-332	UTILITIES-WATER	25,695.80	35,000.00	1,404.84	10,576.10	24,423.90	30
10-4265-355	MAINT & REPAIR-VEHICLES	694.02	3,000.00	0.00	1,122.13	1,877.87	37
10-4265-440	CONTRACTED SERVICES-MOWING	15,827.00	17,000.00	0.00	8,031.75	8,968.25	47
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	0.00	2,499.00	1.00	100
10-4265-601	CONTRACTED SERVICES-SECURITY SYSTEM	2,034.75	3,000.00	0.00	784.29	2,215.71	26
10-4265-602	CONTRACTED SERVICES-EXTERMINATING	6,877.00	8,000.00	0.00	6,252.00	1,748.00	78
10-4265-603	CONTRACTED SERVICES-ELEVATOR	10,618.04	17,000.00	2,654.51	7,963.53	9,036.47	47
10-4265-604	CONTRACTED SERVICES-REPUBLIC	9,023.58	10,000.00	745.98	4,619.52	5,380.48	46
10-4265-605	CONTRACTED SERVICES-FIRE EXT	3,155.20	3,600.00	0.00	920.00	2,680.00	26
	4265 FACILITY SERVICES:	632,057.11	697,812.00	37,918.57	357,438.78	340,373.22	51
10-4310-000	SHERIFF:	0.00	0.00	0.00	0.00	0.00	0
10-4310-010	SHERIFF- S & W- REGULAR	749,782.70	856,006.00	65,156.06	464,844.03	391,161.97	54
10-4310-030	SHERIFF- SALARIES AND WAGES PART-TIME	27,587.96	29,423.00	3,133.78	22,230.77	7,192.23	76
10-4310-031	SALARIES & WAGES-OVERTIME	115.29	12,748.00	4,227.86	12,747.67	0.33	100
10-4310-040	SALARIES & WAGES-LONGEVITY	4,721.28	4,797.00	0.00	4,279.75	517.25	89
10-4310-090	SHERIFF- FICA TAX EXPENSE	56,944.62	69,078.00	5,333.58	37,022.31	32,055.69	54
10-4310-100	SHERIFF- RETIREMENT	155,383.28	198,536.00	14,764.03	102,177.38	96,358.62	51
10-4310-101	SHERIFF- 401K CONTRIB.	34,048.06	41,215.00	2,995.06	21,005.37	20,209.63	51
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	0.00	33,193.00	23,680.00	58
10-4310-180	SHERIFF- PROFESSIONAL SERVICES	12,799.48	12,000.00	2,550.00	5,970.00	6,030.00	50
10-4310-181	SHERIFF- GROUP INS.	118,952.69	165,902.00	10,958.95	78,957.97	86,944.03	48

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10-4310-210	SHERIFF- UNIFORMS	7,764.63	10,000.00	282.08	7,273.39	2,726.61	73
10-4310-250	SHERIFF- SUPPLIES-VEHCILE	64,604.48	65,000.00	4,766.25	33,547.37	31,452.63	52
10-4310-260	SHERIFF- DEPARTMENTAL SUPPLIES	17,748.28	16,499.00	1,361.57	6,938.37	9,560.63	42
10-4310-270	SERVICE AWARDS	235.00	75.00	0.00	75.00	0.00	100
10-4310-310	SHERIFF- TRAVEL	8,519.96	4,000.00	0.00	2,463.92	1,536.08	62
10-4310-315	TRAINING	2,838.20	3,000.00	0.00	53.00	2,947.00	2
10-4310-320	SHERIFF- COMMUNICATIONS	12,446.38	17,500.00	706.04	8,085.49	9,414.51	46
10-4310-330	POSTAGE	2,273.16	2,000.00	46.24	1,009.70	990.30	50
10-4310-350	SHERIFF- MAINT. & REPAIR EQUIPMENT	738.14	4,000.00	0.00	3,186.95	813.05	80
10-4310-355	SHERIFF- MAINT.- VEHICLE	26,878.96	23,000.00	1,058.42	12,343.21	10,656.79	54
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	436.79	63.21	87
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	825.00	15.00	98
10-4310-414	MAINT AGREEMENTS-HRMS & QTR MASTER	1,310.00	1,336.00	0.00	1,336.00	0.00	100
10-4310-415	MAINT AGREEMENTS-RMS & RAMBLER	4,878.00	4,976.00	0.00	4,976.00	0.00	100
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	9,656.47	10,000.00	502.99	6,030.73	3,969.27	60
10-4310-601	DONATIONS-ANIMAL CONTROL	0.00	3,786.00	1,407.00	1,407.00	2,379.00	37
10-4310-602	SHERIFF-ABC BOARD FUNDING	9,433.99	21,194.00	0.00	0.00	21,194.00	0
10-4310-603	SHERIFF DONATIONS-PURCHASE OF K-9	0.00	774.00	0.00	0.00	774.00	0
10-4310-604	SHERIFF-COUNTY CONTRIB-PURCHASE OF I	1,328.87	1,500.00	84.99	1,342.46	157.54	90
10-4310-611	GUN PERMITS DISCRETIONARY-COUNTY PO	0.00	50,210.00	0.00	0.00	50,210.00	0

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10-4310-612	GUN PERMITS-STATE PORTION	8,155.00	3,030.00	210.00	2,020.00	1,010.00	67
10-4310-613	FINGERPRINTING	222.33	6,961.00	0.00	0.00	6,961.00	0
10-4310-650	SHERIFF-DONATIONS	0.00	1,899.00	0.00	0.00	1,899.00	0
10-4310-904	NC ANIMAL SHELTER SUPPORT FUND GRAN	0.00	12,500.00	4,793.00	4,793.00	7,707.00	38
	4310 SHERIFF:	1,599,518.50	1,843,724.00	124,337.90	880,571.63	963,152.37	48
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	41,846.79	41,410.00	3,998.75	27,893.67	13,516.33	67
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	3,188.19	3,168.00	282.57	1,970.52	1,197.48	62
10-4311-100	SRO- WASH CO UNION- RETIREMENT EXPEN	8,999.71	9,731.00	880.92	6,144.95	3,586.05	63
10-4311-101	SRO- WASH CO UNION- 401(K) CONTRIB.	2,092.36	2,071.00	199.94	1,394.70	676.30	67
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	0.00	2,394.00	450.00	84
10-4311-180	SRO- WASH CO UNION- GROUP INS.	6,725.04	9,089.00	722.85	5,059.47	4,029.53	56
10-4311-210	SRO- WASH CO UNION- UNIFORMS	237.84	1,000.00	0.00	700.62	299.38	70
10-4311-250	MAINTENANCE & REPAIR-VEHICLE	1,123.73	3,000.00	117.36	916.98	2,083.02	31
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
	4311 SRO - WASHINGTON COUNTY UNION:	68,831.11	75,326.00	6,202.39	46,474.91	28,851.09	62
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	0.00	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
	4313 SRO- CRESWELL:	2,617.00	75,326.00	0.00	2,394.00	72,932.00	3
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	3,809.33	22,855.98	18,554.02	55
10-4314-090	SRO - PLYMOUTH HIGH- FICA TAX	0.00	3,168.00	287.59	1,725.54	1,442.46	54
10-4314-100	SRO - PLYMOUTH HIGH- RETIREMENT MATCH	0.00	9,731.00	839.20	5,035.20	4,695.80	52
10-4314-101	SRO - PLYMOUTH HIGH- 401K CONTRIBUTION	0.00	2,071.00	190.47	1,142.82	928.18	55
10-4314-130	SRO - PLYMOUTH HIGH- UNEMPLOYMENT INS.	0.00	314.00	0.00	0.00	314.00	0
10-4314-140	SRO - PLYMOUTH HIGH- WORKMAN'S COMP	2,343.00	2,844.00	0.00	2,394.00	450.00	84
10-4314-180	SRO - PLYMOUTH HIGH- GROUP INS.	0.00	9,089.00	722.60	4,335.20	4,753.80	48
10-4314-210	SRO - PLYMOUTH HIGH- UNIFORMS	0.00	1,000.00	0.00	829.96	170.04	83
10-4314-250	MAINT & REPAIR - VEHICLE	0.00	3,000.00	169.92	1,114.36	1,885.64	37
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
	4314 SRO- PLYMOUTH HIGH:	2,343.00	75,326.00	6,019.11	39,433.06	35,892.94	52
10-4320-000	DETENTION CENTER:	0.00	0.00	0.00	0.00	0.00	0

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10-4320-010	DETENTION CENTER- S & W - REGULAR	283,624.68	397,629.00	27,753.11	188,007.13	209,621.87	47
10-4320-030	SALARIES & WAGE - OVERTIME	110,404.63	80,500.00	7,935.59	70,641.08	9,858.92	88
10-4320-031	DETENTION CENTER - S&W PARTTIME	53,139.47	31,000.00	2,179.52	17,945.93	13,054.07	58
10-4320-040	SALARIES & WAGES - LONGEVITY	2,907.15	3,252.00	0.00	3,251.27	0.73	100
10-4320-090	DETENTION CENTER- FICA TAX EXPENSE	33,520.83	39,191.00	2,832.03	20,935.80	18,255.20	53
10-4320-100	DETENTION CENTER- RETIREMENT	79,830.16	105,116.00	7,373.28	54,108.43	51,007.57	51
10-4320-101	DETENTION CENTER- 401(K) CONTRIB.	8,588.17	14,439.00	820.61	5,947.20	8,491.80	41
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	34,685.00	0.00	29,616.00	5,069.00	85
10-4320-181	DETENTION CENTER- GROUP INS.	65,452.25	117,788.00	5,750.33	44,559.59	73,228.41	38
10-4320-185	TRAVEL	69.50	2,500.00	22.50	51.50	2,448.50	2
10-4320-190	DETENTION CENTER- TRAINING	3,405.02	5,000.00	0.00	2,749.30	2,250.70	55
10-4320-200	DETENTION CENTER- DEPARTMENTAL SUPP	15,300.80	18,000.00	0.00	13,209.62	4,790.38	73
10-4320-210	DETENTION CENTER- UNIFORMS	5,310.55	7,500.00	0.00	5,913.32	1,586.68	79
10-4320-244	CONTRACTED SERVICES-SOUTHERN HEALT	132,875.20	150,000.00	11,385.37	91,082.96	58,917.04	61
10-4320-247	DETENTION CENTER- FOOD & PROVISIONS	73,697.45	90,000.00	6,990.90	59,220.00	30,780.00	66
10-4320-270	SERVICE AWARDS	175.00	135.00	0.00	135.00	0.00	100
10-4320-290	SUPPLIES & MATERIALS-HYGIENE	2,352.70	3,500.00	0.00	489.59	3,010.41	14
10-4320-299	DETENTION CENTER- LAUNDRY & DRY CLEA	6,186.88	7,500.00	357.00	3,332.00	4,168.00	44
10-4320-320	DETENTION CENTER- COMMUNICATIONS	979.29	1,500.00	97.05	618.55	881.45	41
10-4320-330	POSTAGE	100.49	250.00	1.39	33.62	216.38	13
10-4320-350	DETENTION CENTER- MAINT & REPAIR- EQUI	978.53	1,300.00	32.06	1,212.06	87.94	93
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	109,200.00	1,205.26	14,941.30	94,258.70	14
10-4320-601	CONTRACTED SERVICES-OPTUM	3,021.84	4,000.00	0.00	3,204.00	796.00	80
10-4320-602	MAINTENANCE AGREEMENTS-SOUTHERN SC	3,815.00	3,900.00	0.00	3,891.00	9.00	100
10-4320-603	MAINTENANCE AGREEMENTS-TOP GUARD	99.00	100.00	0.00	0.00	100.00	0

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10-4320-605	CONTRACTED SERVICES-DETENTION CTR S	0.00	11,625.00	0.00	0.00	11,625.00	0
10-4320-900	GRANT-DHHS CORRECTIONS COVID19	4,628.42	0.00	0.00	0.00	0.00	0
	4320 DETENTION CENTER:	1,008,448.64	1,264,320.00	74,736.00	635,096.25	629,223.75	50
10-4330-000	EMERGENCY MANAGEMENT:	0.00	0.00	0.00	0.00	0.00	0
10-4330-010	EMERGENCY MGMT - S & W- REGULAR	56,961.00	57,019.00	4,870.42	33,974.10	23,044.90	60
10-4330-090	EMERGENCY MGMT - FICA TAX EXPENSE	3,616.01	4,362.00	310.68	2,165.66	2,196.34	50
10-4330-100	EMERGENCY MGMT - RETIREMENT	11,458.34	12,453.00	1,006.23	7,019.06	5,433.94	56
10-4330-101	EMERGENCY MGMT - 401(K) CONTRIB.	1,708.86	1,711.00	146.11	1,019.21	691.79	60
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	0.00	2,450.00	357.00	87
10-4330-180	EMERGENCY MGMT - GROUP INS.	8,183.22	9,140.00	723.60	5,064.72	4,075.28	55
10-4330-250	MAINTENANCE & REPAIR - VEHICLE	453.97	1,200.00	0.00	903.85	296.15	75
10-4330-260	EMERGENCY MGMT - DEPARTMENTAL SUPPLI	1,992.67	3,200.00	315.51	1,791.49	1,408.51	56
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	121.92	1,330.93	1,669.07	44
10-4330-315	TRAINING	1,875.51	3,000.00	0.00	75.00	2,925.00	2
10-4330-320	EMERGENCY MGMT - COMMUNICATIONS	1,808.90	5,500.00	299.85	1,799.04	3,700.96	33
10-4330-330	POSTAGE	57.43	150.00	0.00	15.28	134.72	10
10-4330-350	EMERGENCY MGMT - MAINT. & REPAIR- EQUI	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	225.77	174.23	56
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	200.00	200.00	2,000.00	9
10-4330-400	EM DONATIONS-EMERGENCY RESPONSE BA	0.00	1,442.00	0.00	0.00	1,442.00	0
10-4330-401	DONATIONS - EMERGENCY MANAGEMENT	0.00	878.00	0.00	0.00	878.00	0
10-4330-540	EMERGENCY MGMT - CAPITAL OUTLAY- VEHI	60,702.21	17,800.00	0.00	0.00	17,800.00	0
10-4330-600	EMERGENCY MGMT - CONTRACTED SERVICE	2,950.00	8,500.00	0.00	6,000.00	2,500.00	71

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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	94,600.00	0.00	12,041.77	82,558.23	13
10-4330-995	MAINTENANCE AGREEMENTS - HYPER REAC	1,945.00	14,600.00	0.00	14,600.00	0.00	100
	4330 EMERGENCY MANAGEMENT:	213,572.05	258,576.00	7,994.32	90,675.88	167,900.12	35
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	75,527.69	53,948.31	58
10-4340-992	ROPER VFD-OPERATIONAL	81,727.00	81,864.00	6,822.00	47,754.00	34,110.00	58
10-4340-993	CRESWELL VFD-OPERATIONAL	51,685.00	51,772.00	4,314.33	30,200.31	21,571.69	58
10-4340-994	MCVFD-OPERATIONAL	58,309.00	58,406.00	4,867.17	34,070.19	24,335.81	58
10-4340-995	LAKE PHELPS VFD-OPERATIONAL	46,034.00	46,111.00	3,842.58	26,898.06	19,212.94	58
10-4340-996	PUNGO VFD-OPERATIONAL	23,750.00	23,789.00	1,982.42	13,876.94	9,912.06	58
10-4340-997	PINETOWN/LONG ACRE VFD	8,188.00	8,202.00	683.50	4,784.50	3,417.50	58
10-4340-999	ADDITIONAL 5TH CENT RESERVES	0.00	99,905.00	0.00	18,350.70	81,554.30	18
	4340 FIRE PROTECTION:	398,952.00	499,525.00	33,301.67	251,462.39	248,062.61	50
10-4345-000	FORESTRY:	0.00	0.00	0.00	0.00	0.00	0
10-4345-991	FORESTRY MATCH (35%)	82,022.96	129,156.00	7,810.37	41,828.77	87,327.23	32
10-4350-000	INSPECTIONS & PLANNING:	0.00	0.00	0.00	0.00	0.00	0
10-4350-121	SALARIES & WAGES-REGULAR	102,628.59	104,602.00	9,014.84	61,451.32	43,150.68	59
10-4350-127	SALARIES & WAGES-LONGEVITY	725.12	744.00	0.00	743.24	0.76	100
10-4350-181	FICA TAX	6,499.45	8,057.00	572.23	3,935.95	4,121.05	49
10-4350-182	RETIREMENT	20,790.33	23,003.00	1,862.46	12,849.43	10,153.57	56
10-4350-183	GROUP INSURANCE	18,249.61	20,228.00	1,604.13	11,227.95	9,000.05	56
10-4350-184	401(K) CONTRIBUTIONS	3,078.83	3,160.00	270.44	1,843.52	1,316.48	58

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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	0.00	3,582.00	1,487.00	71
10-4350-260	DEPARTMENTAL SUPPLIES	2,419.30	4,000.00	124.26	602.25	3,397.75	15
10-4350-311	TRAVEL	844.43	1,000.00	101.12	522.23	477.77	52
10-4350-320	COMMUNICATIONS	1,243.53	1,500.00	92.34	553.98	946.02	37
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
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	13.60	426.10	573.90	43
10-4350-370	ADVERTISING	469.00	500.00	182.00	476.00	24.00	95
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
	4350 INSPECTIONS & PLANNING:	164,048.58	247,741.00	13,837.42	98,213.97	149,527.03	40
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	146,704.81	104,789.19	58
10-5110-993	2ND DIST DRUG COURT COORDINATOR POS	83,715.52	90,994.00	6,764.47	27,104.69	63,889.31	30
	5110 DISTRICT HEALTH	302,996.52	342,488.00	27,722.30	173,809.50	168,678.50	51
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	99,241.92	97,827.00	8,665.33	58,938.85	38,888.15	60

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10-5150-040	SALARIES & WAGES-LONGEVITY	1,103.89	1,065.00	0.00	1,064.24	0.76	100
10-5150-090	SENIOR CITIZENS CENT- FICA TAX EXPENSE	7,208.62	7,562.00	618.77	4,281.49	3,280.51	57
10-5150-100	SENIOR CITIZENS CENT- RETIREMENT	20,228.91	21,588.00	1,790.25	12,396.66	9,191.34	57
10-5150-101	SENIOR CITIZENS CENT- 401(K) CONTRIB.	2,979.06	2,965.00	259.97	1,768.18	1,196.82	60
10-5150-130	SENIOR CITIZENS CTR- WORKMAN'S COMP	1,431.00	1,392.00	0.00	1,392.00	0.00	100
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.	24,680.39	27,179.00	2,155.55	15,087.45	12,091.55	56
10-5150-247	APPROPRIATION-ALBEMARLE NUTRITION	47,807.00	47,807.00	11,951.75	35,855.25	11,951.75	75
10-5150-250	SEN CENTER-MAINTENANCE & REPAIR-VEHI	0.00	2,000.00	0.00	615.69	1,384.31	31
10-5150-257	DEPARTMENT SUPPLIES-CRAFTS/CERAMICS	4,340.11	4,000.00	363.86	2,470.77	1,529.23	62
10-5150-260	DEPARTMENTAL SUPPLIES	4,939.36	5,500.00	0.00	2,518.16	2,981.84	46
10-5150-270	SERVICE AWARDS	0.00	75.00	0.00	75.00	0.00	100
10-5150-280	POSTAGE	14.63	250.00	10.96	10.96	239.04	4
10-5150-310	SENIOR CITIZENS CTR- TRAVEL	1,542.40	3,000.00	200.08	1,820.22	1,179.78	61
10-5150-315	TRAINING	2,980.79	6,000.00	0.00	135.00	5,865.00	2
10-5150-320	SENIOR CITIZENS CENT- COMMUNICATIONS	1,851.95	6,000.00	382.89	2,097.90	3,902.10	35
10-5150-330	UTILITIES-GAS	5,306.20	8,000.00	1,294.30	1,724.30	6,275.70	22
10-5150-350	SENIOR CENTER- MAINT & REPAIR- BUILDING	881.20	1,500.00	149.99	491.88	1,008.12	33
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	300.00	0.00	100
10-5150-380	SENIOR CENTER TRIPS	6,046.60	8,632.75	480.53	7,419.55	1,213.20	86
10-5150-390	SENIOR CENTER-DUES & SUBSCRIPTIONS	1,579.93	1,270.00	35.96	542.74	727.26	43
10-5150-550	CAPITAL OUTLAY-EQUIPMENT	0.00	3,500.00	0.00	2,369.53	1,130.47	68
10-5150-600	SENIOR CITIZENS CTR- CONTRACTED SERVI	3,633.00	5,000.00	150.00	1,758.00	3,242.00	35
10-5150-601	CONTRACTED SERVICES - SCHEDULING SYS	900.00	900.00	0.00	0.00	900.00	0
10-5150-650	SENIOR CENTER DONATIONS	4,808.02	2,890.34	1,321.50	1,709.54	1,180.80	59
10-5150-698	NCDIT DIGITAL CHAMPION GRANT	0.00	9,600.00	0.00	0.00	9,600.00	0

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	5150 SENIOR CITIZENS CENTER:	243,804.98	277,677.09	29,831.69	156,843.36	120,833.73	56
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	1,187.50	1,195.00	100.00	600.00	595.00	50
10-5310-011	SS ADMIN.- S & W- REGULAR	2,043,674.76	2,079,321.00	168,364.41	1,161,346.29	917,974.71	56
10-5310-013	SALARIES & WAGES-LONGEVITY	19,948.12	18,473.00	0.00	18,198.71	274.29	99
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	23,124.33	138,745.98	138,746.02	50
10-5310-090	SS ADMIN.- FICA TAX	151,193.43	163,809.00	12,400.82	86,838.76	76,970.24	53
10-5310-100	SS ADMIN.- RETIREMENT	414,896.42	467,331.00	34,784.07	243,693.85	223,637.15	52
10-5310-101	SS ADMIN.- 401(K) CONTRIB.	58,945.22	64,194.00	4,903.47	33,999.79	30,194.21	53
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	0.00	42,774.00	11,590.00	79
10-5310-180	LEGAL-PROTECTIVE SERVICES	24,574.04	50,000.00	587.50	15,462.50	34,537.50	31
10-5310-181	SS ADMIN.- GROUP INS.	388,318.50	459,344.00	32,704.44	228,945.57	230,398.43	50
10-5310-250	MAINT & REPAIR - VEHICLE	8,867.04	14,000.00	1,855.70	11,351.65	2,648.35	81
10-5310-257	SS ADMIN.- COUNTY GENERAL ASSISTANCE	11,442.07	10,000.00	1,273.32	7,954.61	2,045.39	80
10-5310-258	DSS COMMUNITY DONATIONS-CHRISTMAS	1,595.00	3,626.00	2,051.24	2,051.24	1,574.76	57
10-5310-259	DSS COMMUNITY DONATIONS-FOSTER CHIL	490.34	321.00	0.00	192.37	128.63	60
10-5310-260	DEPARTMENTAL SUPPLIES	44,572.73	37,000.00	1,009.39	34,770.06	2,229.94	94
10-5310-268	FOOD STAMPS DIRECT CHARGE	4,392.59	5,000.00	375.83	2,038.93	2,961.07	41
10-5310-270	SERVICE AWARDS	600.00	450.00	0.00	450.00	0.00	100
10-5310-310	TRAVEL	9,889.67	7,000.00	231.04	932.96	6,067.04	13
10-5310-311	SS ADMIN - VEHICLE FUEL	10,409.61	9,000.00	449.36	4,026.52	4,973.48	45

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Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
10-5310-315	TRAINING	18,197.55	30,000.00	150.00	16,087.78	13,912.22	54
10-5310-320	SS ADMIN.- COMMUNICATIONS	20,687.95	20,000.00	2,453.35	11,879.58	8,120.42	59
10-5310-330	UTILITITES	27,899.23	30,000.00	2,314.80	12,652.56	17,347.44	42
10-5310-340	SS ADMIN.- POSTAGE	7,462.44	8,500.00	502.25	4,384.32	4,115.68	52
10-5310-350	SS ADMIN.- MAINT AND REPAIR- BLDG.	25,799.73	17,000.00	2,112.06	13,398.28	3,601.72	79
10-5310-351	SS ADMIN.- REPAIR AND MAINT- EQUIP.	8,284.34	6,000.00	96.66	4,601.47	1,398.53	77
10-5310-370	SS ADMIN.- ADVERTISING	1,157.02	1,500.00	0.00	94.50	1,405.50	6
10-5310-390	SS ADMIN.- DUES AND SUBSCRIPTION	14,549.62	15,000.00	338.87	6,797.98	8,202.02	45
10-5310-550	SOCIAL SERVICES- CAPITAL OUTLAY- EQUIPM	214,122.18	38,108.00	0.00	38,107.66	0.34	100
10-5310-600	SOCIAL SERVICES- CONTRACTED SERVICES	186,572.62	227,620.00	27,347.25	165,189.81	62,430.19	73
10-5310-601	MAINT AGREEMENTS-NC CORRELS	1,217.00	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	3,829.14	1,280.86	75
10-5310-605	SS ADMIN - SECURITY CONTRACT	2,716.00	10,000.00	0.00	290.00	9,710.00	3
10-5310-610	SS ADMIN.- VENDOR FEES	776.50	10,000.00	8.00	942.00	9,058.00	9
10-5310-611	SS FAMILY REUNIFICATION (PSYCH EVALS)	10,789.50	17,500.00	3,000.00	3,937.50	13,562.50	22
	5310 SOCIAL SERVICES- ADMINISTRATION:	3,930,540.89	4,176,828.00	323,814.54	2,316,566.37	1,860,261.63	55
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	6,035.00	53,195.00	28,727.00	65
10-5380-030	SS ECONOMIC SUPPORT- CRISIS INTERVEN	5,544.66	10,000.00	0.00	336.94	9,663.06	3
10-5380-190	WF EMPLOYMENT SERVICES	3,764.89	10,000.00	0.00	59.33	9,940.67	1
10-5380-370	TANF-EMERGENCY ASSISTANCE	31,339.90	30,000.00	0.00	30,000.00	0.00	100
10-5380-375	DSS COMMUNITY DONATIONS-EMERGENCY	269.57	246.00	0.00	195.61	50.39	80
10-5380-376	TITLE IV-FOSTER CARE	179,996.99	135,000.00	10,376.00	112,784.06	22,215.94	84
10-5380-377	STATE FOSTER HOME CARE	58,207.96	75,000.00	27,934.00	65,710.51	9,289.49	88
10-5380-379	SS ECONOMIC SUPPORT- SPECIAL ASSISTAN	81,487.50	85,000.00	10,884.90	39,006.40	45,993.60	46
10-5380-381	TITLE IV-E ADOPTION	20,830.42	24,510.00	2,296.65	9,766.20	14,743.80	40

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10-5380-383	SPECIAL LINKS (100%)	433.25	5,000.00	736.97	1,561.94	3,438.06	31
10-5380-384	CHILD CARE (MOE-PART OF &65K MIN)	8,531.64	15,000.00	1,680.03	8,030.79	6,969.21	54
10-5380-403	SS ECONOMIC SUPPORT- BLIND COMMISSIC	2,134.34	2,500.00	0.00	2,295.23	204.77	92
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	4,000.00	21,000.00	16
10-5380-407	ADOPTION PROMOTIONS	2,647.82	69,998.00	240.30	2,252.97	67,745.03	3
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	12,392.00	0.00	0.00	12,392.00	0
10-5380-410	GENERAL ASSISTANCE-FOSTER CARE CHIL	3,221.17	5,000.00	0.00	1,391.65	3,608.35	28
	5380 SOCIAL SERVICES-ECONOMIC SUPPOR	541,746.70	599,068.00	60,183.85	330,586.63	268,481.37	55
10-5400-000	SOCIAL SERVICES TRANSPORTATION:	0.00	0.00	0.00	0.00	0.00	0
10-5400-200	DOT GRANT - OFFICE SUPPLIES (85% REIMB	2,707.83	6,500.00	101.96	1,073.26	5,426.74	17
10-5400-202	DOT GRANT-CLEANING/OTHER SUPPLIES (85	6,370.98	6,000.00	0.00	3,013.39	2,986.61	50
10-5400-250	MAINT & REPAIR-VEHICLE	24,037.97	35,000.00	175.40	9,836.49	25,163.51	28
10-5400-260	- TRANSIT ADVERTISING	4,087.09	5,000.00	300.00	4,186.21	813.79	84
10-5400-310	SS TRANSPORTATION- WF TRANSPORTATIO	4,595.10	10,000.00	0.00	3,523.41	6,476.59	35
10-5400-311	RIVERLIGHT TRANSIT VEHICLE FUEL	33,785.54	37,500.00	1,442.97	11,385.49	26,114.51	30
10-5400-315	DOT GRANT - TRAVEL/TRAINING (85% REIMB	1,072.00	4,500.00	89.00	663.66	3,836.34	15
10-5400-320	SS TRANSPORTATION- COMMUNICATIONS	7,429.86	8,500.00	666.96	4,512.56	3,987.44	53
10-5400-347	GRANT-RDC TRANSPORTATION	4,993.20	6,000.00	0.00	2,242.00	3,758.00	37
10-5400-372	VOLUNTEER TRANSPORATION-MEDICAID	25,097.61	35,000.00	1,721.25	9,186.30	25,813.70	26
10-5400-390	DOT-DUES AND SUBSCRIPTIONS (85% REIME	920.00	750.00	0.00	484.00	266.00	65
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	5,133.00	857.00	3,694.90	1,438.10	72
10-5400-601	MAINT AGREEMENTS-CTS SOFTWARE	11,226.00	11,800.00	963.58	6,745.06	5,054.94	57

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10-5400-602	CONTRACTED LABOR - RIVERLIGHT	3,533.63	10,000.00	371.25	3,202.88	6,797.12	32
10-5400-603	DRUG TEST CONTRACT-SAFETY WORKS	577.00	1,000.00	0.00	121.00	879.00	12
10-5400-610	SENIOR CENTER TRANSPORTATION	425.20	6,000.00	0.00	0.00	6,000.00	0
	5400 SOCIAL SERVICES TRANSPORTATION:	384,053.25	188,683.00	6,689.37	63,870.61	124,812.39	34
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	37.96	200.61	9,449.39	2
10-5830-250	JCPC - CBA	3,685.51	10,910.00	0.00	144.56	10,765.44	1
10-5830-299	JCPC - ROANOKE AREA YOUTH	57,977.57	76,183.00	5,575.57	30,350.64	45,832.36	40
	5830 JUVENILE SERVICE:	70,664.25	96,743.00	5,613.53	30,695.81	66,047.19	32
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	1,012,083.31	722,916.69	58
10-5911-000	COMMUNICATIONS:	0.00	0.00	0.00	0.00	0.00	0
10-5911-010	COMMUNICATIONS-S & W- REGULAR	180,210.55	233,426.00	24,217.49	150,329.72	83,096.28	64
10-5911-030	SALARIES & WAGES-OVERTIME	68,065.73	65,000.00	4,849.19	51,891.51	13,108.49	80
10-5911-031	SALARIES & WAGES-PARTTIME	45,859.93	50,000.00	994.46	8,762.50	41,237.50	18
10-5911-040	SALARIES & WAGES-LONGEVITY	323.60	0.00	0.00	0.00	0.00	0
10-5911-090	COMMUNICATIONS- FICA TAX	22,027.56	26,655.00	2,231.32	15,767.34	10,887.66	59
10-5911-100	COMMUNICATIONS- RETIREMENT	51,124.65	65,176.00	6,132.37	42,721.99	22,454.01	66
10-5911-130	COMMUNICATIONS- 401(K) CONTRIB.	4,469.59	8,953.00	507.34	3,738.28	5,214.72	42
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	0.00	1,788.00	334.00	84
10-5911-180	COMMUNICATIONS- GROUP INS.	36,912.64	72,386.00	5,037.95	33,126.46	39,259.54	46
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	307.40	1,123.15	3,875.85	22

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10-5911-310	TRAVEL	470.24	1,000.00	0.00	32.95	967.05	3
10-5911-315	TRAINING	405.02	4,000.00	0.00	0.00	4,000.00	0
10-5911-320	COMMUNICATIONS	14,141.16	16,000.00	172.82	1,239.90	14,760.10	8
10-5911-330	POSTAGE	10.31	100.00	1.39	11.15	88.85	11
10-5911-412	MAINT AGREEMENTS-DCI/OMINIX	1,500.00	1,500.00	750.00	1,500.00	0.00	100
10-5911-413	MAINT AGREEMENTS-SOUTHERN SOFTWARE	2,208.00	2,252.00	0.00	2,252.00	0.00	100
10-5911-415	MAINTENANCE AGREEMENT - MOTOROLA	14,550.20	15,317.00	0.00	15,277.71	39.29	100
10-5911-610	GRANT-NCDIT WASHINGTON CO RADIO UPG	0.00	100,462.00	86,365.23	86,365.23	14,096.77	86
	5911 COMMUNICATIONS:	446,376.34	673,674.00	131,566.96	415,927.89	257,746.11	62
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	13,500.00	13,500.00	50
10-5940-992	TRILLIUM-ABC BOTTLE TAX	3,000.00	3,000.00	0.00	1,500.00	1,500.00	50
10-5940-993	ALBEMARLE TIDELAND RET OPEB	13,239.97	13,240.00	0.00	13,239.97	0.03	100
	5940 REHABILITATION:	43,239.97	43,240.00	0.00	28,239.97	15,000.03	65
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	2,750.00	12,250.00	18
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	8,092.86	44,991.18	52,008.82	46
10-6050-090	COOPERATIVE EXT SERV- FICA TAX EXPENS	7,146.30	7,420.00	593.26	3,286.28	4,133.72	44
10-6050-100	COOPERATIVE EXT SERV- RETIREMENT	24,289.46	26,190.00	1,945.53	10,815.91	15,374.09	41
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	1,229.83	6,671.23	10,338.77	39
10-6050-260	DEPARTMENTAL SUPPLIES	1,666.49	1,800.00	162.51	836.60	963.40	46

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10-6050-310	TRAVEL	0.00	1,200.00	0.00	0.00	1,200.00	0
10-6050-320	COOPERATIVE EXT SERV- COMMUNICATION:	1,202.62	1,500.00	116.22	678.36	821.64	45
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	59.38	240.62	20
10-6050-390	DUES & SUBSCRIPTIONS	791.36	1,020.00	0.00	541.40	478.60	53
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 IMPROVEMENT FOF	3,189.00	3,189.00	0.00	0.00	3,189.00	0
10-6050-999	GRANT - SHIP	7,817.48	3,632.00	69.99	3,220.76	411.24	89
	6050 COOPERATIVE EXT SERVICE:	159,254.79	163,620.00	12,210.20	71,101.10	92,518.90	43
10-6060-000	SOIL & WATER:	0.00	0.00	0.00	0.00	0.00	0
10-6060-030	SALARIES & WAGES-REGULAR	31,999.42	32,439.00	2,898.50	19,696.18	12,742.82	61
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	2,538.80	2,482.00	218.39	1,493.38	988.62	60
10-6060-100	SOIL & WATER- RETIREMENT	6,437.03	7,085.00	598.83	4,069.21	3,015.79	57
10-6060-101	SOIL AND WATER- 401(K) CONTRIB.	959.98	973.00	86.96	590.89	382.11	61
10-6060-130	SOIL & WATER- UNEMPLOYMENT INS.	0.00	314.00	0.00	0.00	314.00	0
10-6060-140	SOIL & WATER- WORKMAN'S COMP	1,054.00	1,295.00	0.00	1,090.00	205.00	84
10-6060-180	SOIL & WATER CONSERV- GROUP INS.	8,129.22	9,059.00	719.10	5,033.22	4,025.78	56
10-6060-200	SOIL & WATER- DEPTAL SUPPLIES	1,145.82	1,499.00	0.00	482.99	1,016.01	32
10-6060-310	SOIL & WATER- TRAVEL	1,868.18	2,000.00	176.47	800.60	1,199.40	40
10-6060-315	TRAINING	754.99	2,400.00	0.00	563.52	1,836.48	23
10-6060-320	SOIL & WATER- COMMUNICATIONS	1,963.90	2,000.00	50.00	1,232.34	767.66	62
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	443.52	499.43	1,000.57	33
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	19.99	146.97	153.03	49

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	6060 SOIL & WATER:	58,946.35	63,946.00	5,211.76	35,698.73	28,247.27	56
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	126,291.69	90,208.31	58
10-6120-000	RECREATION:	0.00	0.00	0.00	0.00	0.00	0
10-6120-010	RECREATION-S & W- REGULAR	46,321.83	46,949.00	4,322.67	29,273.00	17,676.00	62
10-6120-030	SALARIES & WAGES-PARTTIME	15,324.12	18,000.00	1,327.50	8,852.00	9,148.00	49
10-6120-040	SALARIES & WAGES-LONGEVITY	1,159.23	1,519.00	0.00	1,518.21	0.79	100
10-6120-090	RECREATION- FICA TAX EXPENSE	4,595.54	5,320.00	414.80	2,910.68	2,409.32	55
10-6120-100	RECREATION- RETIREMENT	9,550.59	10,557.00	893.06	6,361.44	4,195.56	60
10-6120-101	RECREATION- 401(K) CONTRIB.	1,389.62	1,450.00	129.68	878.20	571.80	61
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	0.00	2,888.00	954.00	75
10-6120-180	RECREATION- GROUP INS.	8,113.47	9,107.00	716.85	5,017.47	4,089.53	55
10-6120-200	SUPPLIES & MATERIALS	4,677.88	6,000.00	503.70	2,511.74	3,488.26	42
10-6120-250	SUPPLIES - VEHICLES	3,002.23	5,000.00	79.68	928.05	4,071.95	19
10-6120-260	OFFICE SUPPLIES	7,256.80	3,000.00	41.62	1,320.93	1,679.07	44
10-6120-270	SPORTS EQUIPMENT	8,567.81	9,000.00	0.00	2,885.34	6,114.66	32
10-6120-271	RECREATION-SERVICE AWARDS	0.00	175.00	0.00	175.00	0.00	100
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	315.25	1,949.71	2,050.29	49
10-6120-325	POSTAGE	0.00	260.00	0.00	160.35	99.65	62
10-6120-330	RECREATION- COUNTY RECREATION- UTILIT	17,780.94	20,000.00	998.24	7,574.79	12,425.21	38
10-6120-350	MAINT & REPAIR - BUILDINGS	13,517.12	19,840.00	317.25	7,273.63	12,566.37	37
10-6120-355	MAINT & REPAIR - VEHICLE	3,497.69	5,000.00	0.00	795.05	4,204.95	16

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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	0.00	2,202.00	1.00	100
10-6120-491	DUES & SUBSCRIPTIONS-TOURNAMENT FEE	1,250.00	2,000.00	0.00	645.00	1,355.00	32
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	1,605.00	4,125.00	3,375.00	55
10-6120-650	RECREATION-DONATIONS	3,791.98	4,081.00	0.00	218.82	3,862.18	5
10-6120-693	NCDEQ GRANT-RECREATION-VOLKSWAGON	110,098.00	0.00	0.00	0.00	0.00	0
	6120 RECREATION:	299,467.64	212,181.00	11,665.30	90,464.41	121,716.59	43
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	169.68	1,300.88	3,699.12	26
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	258,204.00	0.00	0.00	258,204.00	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	3,385.62	6,000.00	255.05	1,571.05	4,428.95	26
10-8300-321	CENTRAL SERVICES-COMMUNICATIONS-TEL	4,398.78	31,000.00	2,807.01	17,882.94	13,117.06	58
10-8300-391	CENTRAL SERVICES-SOFTWARE LICENSES	19,397.22	20,980.00	84.70	4,435.70	16,544.30	21
10-8300-451	INSURANCE-PROPERTY & LIABILITY	298,929.00	361,850.00	3,500.00	358,332.00	3,518.00	99
10-8300-452	INSURANCE-TRANSPORTATION (15 PASSENC	12,500.00	15,000.00	0.00	15,000.00	0.00	100
10-8300-491	APPROP-ALBEMARLE COMMISSION	9,583.83	13,073.00	234.18	1,770.65	11,302.35	14
	8300 CENTRAL SERVICES:	348,194.45	709,107.00	6,880.94	398,992.34	310,114.66	56
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	50,000.00	50,000.00	0.00	100
10-9800-039	TRANSFER TO AIRPORT FUND	99,738.00	99,905.00	99,905.00	99,905.00	0.00	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>
10-9800-040	TRANSFER TO WCH PENSION FUND	450,000.00	450,000.00	450,000.00	450,000.00	0.00	100
10-9800-058	TRANSFER TO PROJECTS/GRANTS FUND	166,333.00	93,410.45	93,410.45	93,410.45	0.00	100
10-9800-070	TRANSFER TO RE-VAL FUND	40,000.00	40,000.00	40,000.00	40,000.00	0.00	100
10-9800-982	TRANSFER TO WASH CO EMS	398,952.00	399,620.00	399,620.00	399,620.00	0.00	100
10-9800-986	TRANSFER TO WASH CO SCHOOLS CAP OUT	0.00	1,700,000.00	1,700,000.00	1,700,000.00	0.00	100
	9800 TRANSFERS:	1,255,023.00	2,832,935.45	2,832,935.45	2,832,935.45	0.00	100
10-9990-000	CONTINGENCY	0.00	27,760.00	0.00	0.00	27,760.00	0
10-9999-999	OCCUPANCY TAXES REMITTED TO TTA-EXPE	177,221.00	0.00	0.00	0.00	0.00	0
	GENERAL FUND Expenditure Totals	16,508,887.73	20,518,184.54	4,083,205.09	11,823,457.12	8,694,727.42	58

10 GENERAL FUND	Prior	Current	YTD
Revenues:	16,821,513.45	1,119,675.20	11,057,469.12
Expenditures:	16,508,887.73	4,083,205.09	11,823,457.12
Net Income:	312,625.72	2,963,529.89-	765,988.00-

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Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
21-3230-320	SALES TAX-ARITCLE 40 (30%)/\$735,000	330,460.35	330,000.00	26,619.11	107,105.55	222,894.45-	32
21-3230-321	SALES TAX-ARTICLE 42 (60%)/\$400,000	403,809.20	360,000.00	34,340.44	99,979.00	260,021.00-	28
21-3230-400	GRANT-NEEDS BASED PUBLIC SCHOOL CAP	37,343,155.67	10,399,451.35	0.00	10,476,985.89	77,534.54	101
21-3230-402	TRUIST PK-12 FINANCING-EARNED INCOME	433,372.43	159,930.11	15,149.74	175,079.85	15,149.74	109
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	1,700,000.00	1,700,000.00	1,700,000.00	0.00	100
21-3990-000	APPROPRIATED FUND BALANCE-WC SCHOO	0.00	12,699,838.36	0.00	0.00	12,699,838.36-	0
	CAPITAL OUTLAY-WASHINGTON CO SCHOOL	38,510,797.65	26,049,219.82	1,776,109.29	12,559,150.29	13,490,069.53-	48

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
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	58,333.31	41,666.69	58
21-5912-693	CAP OUT-ARCH, PLANNING, SURVEYING, EN	0.00	14,338.00	0.00	13,001.25	1,336.75	91
21-5912-695	GRANT-NEEDS BASED PUB SC-PLANNING/DE	652,318.10	637,155.59	69,035.93	456,708.64	180,446.95	72
21-5912-696	GRANT-NEEDS BASED PUB SC-CONSTRUCTI	37,303,324.38	9,839,830.30	0.00	9,839,830.30	0.00	100
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	9,241,233.98	10,807,629.08	0.00	6,499,959.64	4,307,669.44	60
21-5912-701	TRUIST PK-12 LOAN-EXPENSE-EARNED INCC	0.00	645,425.85	0.00	0.00	645,425.85	0
	5912 CAPITAL OUTLAY-WASHINGTON CO SC	47,844,170.87	22,044,378.82	77,369.26	16,867,833.14	5,176,545.68	77
21-8000-600	DESIGNATED FOR FUTURE APPROP-BOE CO	0.00	2,167,041.00	0.00	0.00	2,167,041.00	0
21-9100-001	TRUIST PRINCIPAL (STARTS IN FY 25)	0.00	1,042,000.00	0.00	1,042,000.00	0.00	100
21-9200-001	TRUIST INTERERST (STARTS IN FY 24)	431,057.90	795,800.00	0.00	795,799.20	0.80	100

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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>
	CAPITAL OUTLAY-WASHINGT Expenditure To	48,275,228.77	26,049,219.82	77,369.26	18,705,632.34	7,343,587.48	72
	21 CAPITAL OUTLAY-WASHINGTON CO SCHC	<u>Prior</u>	<u>Current</u>	<u>YTD</u>			
	Revenues:	38,510,797.65	1,776,109.29	12,559,150.29			
	Expenditures:	48,275,228.77	77,369.26	18,705,632.34			
	Net Income:	9,764,431.12-	1,698,740.03	6,146,482.05-			

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Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
30-3920-010	WATERSHED 1972 REFERENDUM TAX-CURRI	83,345.14	85,000.00	21,272.70	76,583.57	8,416.43-	90
30-3920-020	WATERSHED 1972 REF TAX-CURR YR DISCOI	559.08-	600.00-	287.25-	525.39-	74.61	0
30-3920-030	WATERSHED 1972 TAX REF-CURR YR PENAL	132.19	125.00	19.36	156.86	31.86	125
30-3920-040	WATERSHED 1972 REF TAX-CURR YR INTERE	983.51	750.00	26.96	32.11	717.89-	4
30-3921-010	WATERSHED 1972 REF TAX-1ST PRIOR YR	19,764.83	2,400.00	39.65	909.50	1,490.50-	38
30-3921-020	WATERSHED 1972 REF TAX-OTHER PRIOR YE	789.52	800.00	67.82	441.75	358.25-	55
30-3921-030	WATERSHED 1972 REF TAX-PRIOR YR PENAL	1,834.76	10.00	0.49	10.39	0.39	104
30-3921-040	WATERSHED 1972 TAX REF-PRIOR YR INTER	5,451.94	3,500.00	182.93	1,976.39	1,523.61-	56
30-3930-000	DRAINAGE ASSESSMENT-EDDIE SMIT	6,460.27	6,150.00	1,951.08	5,783.80	366.20-	94
30-3940-000	EDDIE SMITH-RECAP ASSESSMENT04	0.00	0.00	0.00	5.27	5.27	0
30-3951-002	STREAMFLOW REHAB ASSISTANCE PROG (S	0.00	259,286.00	0.00	0.00	259,286.00-	0
30-3990-000	APPROP WATERSHED RESERVE	0.00	81,515.00	0.00	0.00	81,515.00-	0
	DRAINAGE Revenue Totals	118,203.08	438,936.00	23,273.74	85,374.25	353,561.75-	19

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
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	5,849.91	9,150.09	39
	7140 EDDIE SMITH CANAL:	56.00	16,250.00	0.00	5,849.91	10,400.09	36
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	2,472.75	9,358.40	18,515.60	34
30-8000-090	DRAINAGE-FICA TAX EXPENSE	0.00	2,132.00	189.16	715.90	1,416.10	34
30-8000-100	DRAINAGE-RETIREMENT	0.00	6,087.00	510.87	1,933.44	4,153.56	32

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>
30-8000-101	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	0.00	1,112.00	1.00	100
30-8000-180	DRAINAGE-GROUP INSURANCE	0.00	9,044.00	45.23	178.42	8,865.58	2
30-8000-340	BEAVER CONTROL	26,980.00	35,000.00	2,770.00	19,330.00	15,670.00	55
30-8000-352	STREAMFLOW REHAB ASSISTANCE PROG (S	0.00	259,286.00	0.00	0.00	259,286.00	0
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
	8000 WATERSHED IMPROVEMENT:	76,227.99	422,686.00	5,988.01	32,628.16	390,057.84	8
	DRAINAGE Expenditure Totals	76,283.99	438,936.00	5,988.01	38,478.07	400,457.93	9

30 DRAINAGE	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenues:	118,203.08	23,273.74	85,374.25
Expenditures:	76,283.99	5,988.01	38,478.07
Net Income:	41,919.09	17,285.73	46,896.18

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Statement of Revenue and Expenditures

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Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
33-3350-001	CONSTR CONTRACTERS DISPOSAL FEES(BII	84,696.52	80,000.00	3,511.35	46,875.46	33,124.54-	59
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	1,281,539.69	1,403,154.00	336,112.82	1,097,902.91	305,251.09-	78
33-3501-001	RSW FEE MUNICIPAL TIPPING REIMB (BILLEC	70,347.37	51,000.00	6,515.66	47,510.19	3,489.81-	93
33-3503-000	WHITE GOODS DISP FEE & GRANTS	6,173.71	6,000.00	0.00	1,547.39	4,452.61-	26
33-3504-000	SOLID WASTE DISPOSAL TAX	7,086.75	7,200.00	0.00	1,836.17	5,363.83-	26
33-3670-010	STATE TIRE TAX REVENUES	20,337.27	20,000.00	0.00	5,123.95	14,876.05-	26
33-3670-020	STATE TIRE TAX REVENUES(BILLED)	185.12	100.00	0.00	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	6,160.00	42,606.67	17,393.33-	71
33-3980-000	TRANSFER FROM GENERAL FUND	100,000.00	50,000.00	50,000.00	50,000.00	0.00	100
	SANITATION Revenue Totals	1,691,101.49	1,680,954.00	402,299.83	1,294,299.22	386,654.78-	76

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
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	40,292.86	59,020.00	4,941.09	20,102.11	38,917.89	34
33-7400-031	LANDFILL & COLLECT - S & W PARTTIME	4,806.00	5,000.00	0.00	3,033.00	1,967.00	61
33-7400-040	LANDFILL & COLLECT- PROFESSIONAL SERV	24,263.50	37,400.00	5,055.10	13,124.05	24,275.95	35
33-7400-090	LANDFILL & COLLECT- FICA TAX EXPENSE	3,454.42	4,898.00	370.35	1,754.78	3,143.22	36
33-7400-100	LANDFILL & COLLECT- RETIREMENT EXPENS	2,804.91	12,890.00	1,020.83	4,148.21	8,741.79	32
33-7400-101	LANDFILL & COLLECT- 401(K) CONTRIB.	1,063.29	1,771.00	68.77	202.43	1,568.57	11
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	0.00	3,777.00	3,827.00	50
33-7400-180	LANDFILL & COLLECT- GROUP INS.	9,413.18	18,099.00	1,436.45	3,004.61	15,094.39	17

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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>
33-8100-601	DESIGNATED FOR FUTURE APPROPRIATION	0.00	17,958.00	0.00	0.00	17,958.00	0
	SANITATION Expenditure Totals	1,661,793.26	1,680,954.00	117,467.96	758,018.90	922,935.10	45

33 SANITATION	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenues:	1,691,101.49	402,299.83	1,294,299.22
Expenditures:	1,661,793.26	117,467.96	758,018.90
Net Income:	29,308.23	284,831.87	536,280.32

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Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
35-3290-000	INTEREST EARNED ON INVESTMENTS	8,716.72	7,500.00	0.00	3,682.46	3,817.54-	49
35-3710-000	UTILITY BASE CHARGES	909,436.06	900,000.00	0.00	459,038.62	440,961.38-	51
35-3710-010	UTILITY CONSUMPTION CHARGES	543,755.06	550,000.00	1.20	316,111.43	233,888.57-	57
35-3730-000	TAP & CONNECTION FEES	21,823.00	12,000.00	0.00	19,105.92	7,105.92	159
35-3750-000	RECONNECTION FEES	19,250.00	18,000.00	0.00	11,899.41	6,100.59-	66
35-3760-000	WATER ASSESSMENTS	0.00	0.00	0.00	35.00	35.00	0
35-3790-000	PENALTIES & INTEREST-UTIL BILL	5,869.32	5,000.00	0.00	3,120.00	1,880.00-	62
35-3790-021	NCDEQ VUR PEA RIDGE TRANS GRANT	15,000.00	0.00	0.00	0.00	0.00	0
35-3790-023	NCDEQ VUR TRAINING GRANT	2,000.00	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	356,242.00	0.00	0.00	356,242.00-	0
35-9999-001	OVERPAYMENTS	0.00	0.00	0.00	0.41	0.41	0
	WATER Revenue Totals	1,526,368.50	1,848,742.00	1.20	812,993.25	1,035,748.75-	43

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
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	212,230.92	231,523.00	20,225.85	139,028.83	92,494.17	60
35-7130-040	OPERATION&MAINT.- PROFESSIONAL SERVIK	3,505.51	33,301.00	368.00	4,620.37	28,680.63	14
35-7130-050	SALARIES & WAGES-LONGEVITY	1,846.06	2,017.00	65.63	2,016.21	0.79	100
35-7130-090	OPERATION&MAINT.- FICA TAX EXPENSE	15,943.61	17,855.00	1,509.90	10,481.77	7,373.23	59
35-7130-100	OPERATION&MAINT.- RETIREMENT EXPENSE	21,462.78	50,898.00	4,192.23	29,139.91	21,758.09	57
35-7130-101	OPERATION- 401(K) CONTRIB.	5,930.93	7,002.00	608.74	4,172.76	2,829.24	60
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	0.00	11,204.00	2,443.00	82
35-7130-180	OPERATION&MAINT.- GROUP INS.	48,206.35	65,341.00	4,315.35	34,511.19	30,829.81	53

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Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
35-7130-200	SUPPLIES & MATERIALS	30,175.59	30,000.00	1,614.18	28,890.36	1,109.64	96
35-7130-210	OPERATION&MAINT.- UNIFORMS	1,042.69	4,000.00	0.00	3,390.13	609.87	85
35-7130-250	VEHICLE SUPPLIES	19,971.05	17,500.00	1,100.33	9,741.09	7,758.91	56
35-7130-260	DEPARTMENTAL SUPPLIES	2,573.79	6,599.00	0.00	383.65	6,215.35	6
35-7130-298	MAINT & REPAIR-TANK	64,330.08	66,000.00	0.00	32,969.16	33,030.84	50
35-7130-315	TRAINING	255.50	4,000.00	0.00	0.00	4,000.00	0
35-7130-320	OPERATION&MAINT.- COMMUNICATIONS	1,597.24	2,600.00	104.87	770.99	1,829.01	30
35-7130-330	UTILITIES-ELECTRICITY	10,939.77	14,000.00	239.20	5,490.12	8,509.88	39
35-7130-340	OPERATION&MAINT.- POSTAGE	23,012.29	24,000.00	1,953.33	15,864.95	8,135.05	66
35-7130-350	MAINT & REPAIR-EQUIPMENT	42,183.99	25,000.00	1,484.26	5,646.34	19,353.66	23
35-7130-370	OPERATION&MAINT.- ADVERTISING	0.00	500.00	0.00	0.00	500.00	0
35-7130-390	OPERATION&MAINT.- DUES & SUBSCRIPTION	3,576.98	6,500.00	443.89	4,125.52	2,374.48	63
35-7130-550	CAPITAL OUTLAY-EQUIPMENT	17,041.32	197,000.00	0.00	0.00	197,000.00	0
35-7130-580	DEBT SERVICE-NCDENR	0.00	27,993.00	0.00	0.00	27,993.00	0
35-7130-600	CONTRACTS-MOWING	17,325.00	22,000.00	0.00	9,275.00	12,725.00	42
35-7130-693	NCDEQ VUR TRAINING GRANT	2,000.00	0.00	0.00	0.00	0.00	0
35-7130-800	DEPRECIATION-OTHER EQUIPMENT	272,584.00	0.00	0.00	0.00	0.00	0
35-7130-998	COST ALLOCATION-GENERAL FUND	100,000.00	110,000.00	110,000.00	110,000.00	0.00	100
	7130 OPERATIONS & MAINTENANCE:	924,865.45	981,474.00	148,225.76	461,722.35	519,751.65	47
35-7135-000	TREATMENT PLANT:	0.00	0.00	0.00	0.00	0.00	0
35-7135-010	TREATMENT PLANT-S & W- REGULAR	41,889.04	42,912.00	3,809.33	25,901.76	17,010.24	60
35-7135-040	SALARIES & WAGES-LONGEVITY	0.00	446.00	0.00	445.43	0.57	100
35-7135-090	TREATMENT PLANT- FICA TAX EXPENSE	3,253.07	3,315.00	293.33	2,028.99	1,286.01	61
35-7135-100	TREATMENT PLANT- RETIREMENT EXPENSE	8,498.66	9,443.00	787.01	5,443.32	3,999.68	58
35-7135-101	TREATMENT PLANT- 401(K) CONTRIB.	1,267.74	1,300.00	114.28	777.06	522.94	60
35-7135-130	TREATMENT PLANT- UNEMPLOYMENT INS.	0.00	314.00	0.00	0.00	314.00	0

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Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
35-7135-140	TREATMENT PLANT- WORKMAN'S COMP	4,363.00	3,240.00	0.00	1,556.00	1,684.00	48
35-7135-180	TREATMENT PLANT- GROUP INS.	8,217.60	9,094.00	721.35	5,048.97	4,045.03	56
35-7135-200	SUPPLIES & MATERIALS	1,888.15	16,700.00	285.63	6,449.30	10,250.70	39
35-7135-210	TREATMENT PLANT- UNIFORMS	1,963.63	2,300.00	0.00	1,321.89	978.11	57
35-7135-250	TREATMENT PLANT- FUEL	2,083.71	4,000.00	121.98	775.39	3,224.61	19
35-7135-270	SERVICE AWARDS	0.00	50.00	0.00	50.00	0.00	100
35-7135-298	CONTRACTS	17,957.67	23,000.00	210.00	12,699.00	10,301.00	55
35-7135-299	WATER TREATMENT CHEMICALS	50,973.97	60,000.00	2,820.00	23,882.36	36,117.64	40
35-7135-315	TRAINING	0.00	2,500.00	0.00	1,317.00	1,183.00	53
35-7135-320	TREATMENT PLANT- COMMUNICATIONS	3,500.16	3,700.00	348.04	2,740.71	959.29	74
35-7135-330	TREATMENT PLANT- UTILITIES	41,179.28	34,000.00	2,314.30	18,727.74	15,272.26	55
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	25,644.02	10,355.98	71
35-7135-370	TREATMENT PLANT- ADVERTISING	170.46	500.00	0.00	0.00	500.00	0
35-7135-390	TREATMENT PLANT- DUES & SUBSCRIPTION:	3,267.38	5,000.00	7.70	2,568.50	2,431.50	51
35-7135-540	TREATMENT PLANT- CAPITAL OUTLAY- VEHIC	0.00	60,000.00	0.00	52,851.92	7,148.08	88
35-7135-541	CAPITAL OUTLAY-EQUIPMENT	0.00	223,107.00	0.00	20,900.00	202,207.00	9
35-7135-600	DESIGNATED FOR FUTURE APPROPRIATION	0.00	900.00	0.00	0.00	900.00	0
	7135 TREATMENT PLANT:	202,070.21	542,071.00	11,832.95	211,129.36	330,941.64	39
35-9100-000	DEBT PRINCIPAL:	0.00	0.00	0.00	0.00	0.00	0
35-9100-030	2021 WATER REV REFUNDING BOND-PRINCIP	0.00	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	60,276.28	55,197.00	0.00	0.00	55,197.00	0
35-9200-900	AMORTIZATION ON DEFERRED CHARGES	4,127.87	0.00	0.00	0.00	0.00	0
	9200 DEBT INTEREST:	64,404.15	55,197.00	0.00	0.00	55,197.00	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>
	WATER Expenditure Totals	1,191,339.81	1,848,742.00	160,058.71	672,851.71	1,175,890.29	36

35 WATER	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenues:	1,526,368.50	1.20	812,993.25
Expenditures:	1,191,339.81	160,058.71	672,851.71
Net Income:	335,028.69	160,057.51-	140,141.54

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Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
36-3100-001	NCDEQ GRANT-ASSET INVENTORY ASSESSM	114,984.00	122,016.00	0.00	11,199.00	110,817.00-	9
36-3100-002	NCDEQ VUR PEA RIDGE WATER TRANS GRAI	109,669.00	5,347,331.00	75,498.75	115,498.75	5,231,832.25-	2
36-3100-003	NCDEQ VUR ROPER CONNECTION GRANT	29,680.00	940,520.00	0.00	2,250.00	938,270.00-	0
	WATERWORKS CAPITAL PROJECTS FUND: F	254,333.00	6,409,867.00	75,498.75	128,947.75	6,280,919.25-	2

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
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	122,016.00	0.00	18,429.00	103,587.00	15
36-4100-002	NCDEQ VUR PEA RIDGE WATER TRANS GRAI	109,669.00	5,347,331.00	0.00	115,498.75	5,231,832.25	2
36-4100-003	NCDEQ VUR ROPER CONNECTION GRANT	29,680.00	940,520.00	9,250.00	31,850.00	908,670.00	3
	4100 Total	254,333.00	6,409,867.00	9,250.00	165,777.75	6,244,089.25	3
	WATERWORKS CAPITAL PROJ Expenditure T	254,333.00	6,409,867.00	9,250.00	165,777.75	6,244,089.25	3

36 WATERWORKS CAPITAL PROJECTS FUND	Prior	Current	YTD
Revenues:	254,333.00	75,498.75	128,947.75
Expenditures:	254,333.00	9,250.00	165,777.75
Net Income:	0.00	66,248.75	36,830.00-

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Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
37-3290-000	INTEREST	3,138.36	0.00	0.00	1,759.09	1,759.09	0
37-3350-000	NCACC WASHINGTON EMS	128,442.00	100,000.00	0.00	0.00	100,000.00-	0
37-3490-000	EMS REVENUE	790,453.97	840,000.00	0.00	359,999.59	480,000.41-	43
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	2,900.00	0.00	2,900.00	0.00	100
37-3490-021	UNC PECC+ PROGRAM GRANT	3,600.00	600.00	0.00	600.00	0.00	100
37-3500-000	TRANSPORT SERVICE REVENUE	267,163.55	275,000.00	0.00	191,184.62	83,815.38-	70
37-3833-840	EMS DONATIONS	100.00	50.00	0.00	50.00	0.00	100
37-3901-000	TYRRELL-EMS CONTRACT	675,000.00	675,000.00	56,250.00	393,750.00	281,250.00-	58
37-3902-000	FUND BALANCE APPROPRIATED	0.00	199,292.00	0.00	0.00	199,292.00-	0
37-3980-010	TRANSFER FROM GENERAL FUND	398,952.00	399,620.00	399,620.00	399,620.00	0.00	100
	EMS Revenue Totals	2,274,474.88	2,492,462.00	455,870.00	1,349,863.30	1,142,598.70-	54

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
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	667,502.37	829,128.00	58,539.05	390,289.62	438,838.38	47
37-4330-030	SALARIES & WAGES-OVERTIME	285,818.10	300,000.00	24,375.64	176,286.00	123,714.00	59
37-4330-040	SALARIES & WAGES-PARTTIME	16,842.44	20,000.00	821.07	11,172.65	8,827.35	56
37-4330-050	SALARIES & WAGES-LONGEVITY	4,493.25	5,825.00	0.00	5,824.34	0.66	100
37-4330-090	FICA TAXES	71,301.21	81,775.00	6,182.10	42,935.12	38,839.88	52
37-4330-100	- RETIREMENT EXPENSE	191,396.82	229,091.00	17,130.18	118,217.17	110,873.83	52
37-4330-101	- 401K CONTRIB.	24,039.03	31,469.00	2,190.81	15,090.04	16,378.96	48
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	0.00	71,925.00	29,585.00	71
37-4330-180	GROUP INSURANCE	135,426.94	181,492.00	10,091.90	74,168.68	107,323.32	41

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Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
37-4330-190	TRAINING	211.84	6,000.00	198.00	198.00	5,802.00	3
37-4330-200	SUPPLIES & MATERIALS	53,608.61	55,000.00	1,574.81	25,110.69	29,889.31	46
37-4330-210	UNIFORMS	3,355.33	4,000.00	149.99	2,651.22	1,348.78	66
37-4330-250	FUEL	71,024.22	75,000.00	3,946.99	27,462.85	47,537.15	37
37-4330-260	DEPARTMENTAL SUPPLIES	11,319.93	14,000.00	423.43	878.59	13,121.41	6
37-4330-270	SERVICE AWARDS	75.00	125.00	0.00	125.00	0.00	100
37-4330-295	PORTABLE COMM HARDWARE	0.00	2,500.00	75.00	114.95	2,385.05	5
37-4330-320	- COMMUNICATIONS	5,117.73	5,100.00	23.10	3,324.52	1,775.48	65
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	511.94	26,412.37	23,587.63	53
37-4330-390	WASH EMS - DUES & SUBSCRIPTIONS	6,393.78	8,100.00	383.65	4,921.27	3,178.73	61
37-4330-396	EMS-MEDICAID COST REPORT	8,300.00	8,000.00	1,500.00	1,500.00	6,500.00	19
37-4330-399	QUARTERLY INTERGOVERNMENTAL TRANSF	18,720.91	30,000.00	0.00	0.00	30,000.00	0
37-4330-540	CAPITAL OUTLAY-VEHICLES	42,955.05	10,941.00	0.00	6,294.19	4,646.81	58
37-4330-550	WASH CO EMS- CAPITAL OUTLAY- EQUIPMEN	17,477.88	25,000.00	0.00	24,661.44	338.56	99
37-4330-600	CONTRACTS-MEDICAL DIRECTOR	23,248.00	23,250.00	1,937.50	13,562.50	9,687.50	58
37-4330-610	CONTRACTS-BILLING	43,469.55	49,980.00	3,840.24	18,825.25	31,154.75	38
37-4330-611	WASH EMS-CONTRACTS-DRUG SCREENING	0.00	5,180.00	0.00	0.00	5,180.00	0
37-4330-650	EMS DONATIONS	0.00	678.00	0.00	0.00	678.00	0
37-4330-652	DUKE RACE-CARS GRANT	16,100.00	5,950.00	196.31	331.28	5,618.72	6
37-4330-653	UNC PECC+ PROGRAM GRANT	0.00	10,525.00	0.00	0.00	10,525.00	0
37-4330-654	WEYERHAEUSER GIVING GRANT	1,500.00	0.00	0.00	0.00	0.00	0
	4330 WASHINGTON COUNTY EMS:	1,842,295.28	2,175,999.00	134,091.71	1,062,282.74	1,113,716.26	49
37-4376-000	TRANSPORT SERVICE:	0.00	0.00	0.00	0.00	0.00	0
37-4376-010	SALARIES & WAGES-REGULAR	39,443.43	108,652.00	9,968.14	60,072.14	48,579.86	55
37-4376-030	SALARIES & WAGES-OVERTIME	11,310.42	22,346.00	2,051.09	21,326.92	1,019.08	95

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Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
37-4376-040	SALARIES & WAGES-PARTTIME	8,130.62	10,000.00	0.00	3,669.56	6,330.44	37
37-4376-090	FICA TAXES	4,371.82	10,786.00	886.43	6,319.96	4,466.04	59
37-4376-100	TRANSPORT SERVICE- RETIREMENT EXPEN:	10,002.10	27,518.00	2,364.51	16,766.58	10,751.42	61
37-4376-101	TRANSPORT SERVICE- 401K CONTRIB.	912.09	3,780.00	343.34	2,332.63	1,447.37	62
37-4376-130	TRANSPORT- UNEMPLOYMENT INS.	0.00	1,256.00	0.00	0.00	1,256.00	0
37-4376-140	TRANSPORT SERVICE- WORKMAN'S COMP	3,979.00	13,389.00	0.00	3,957.00	9,432.00	30
37-4376-180	GROUP INSURANCE	9,361.15	36,174.00	2,156.80	10,958.96	25,215.04	30
37-4376-200	SUPPLIES & MATERIALS	16,213.79	20,000.00	3,052.74	9,407.81	10,592.19	47
37-4376-210	TRANSPORT SERVICE- UNIFORMS	1,711.03	2,500.00	201.95	772.76	1,727.24	31
37-4376-250	FUEL	6,496.08	12,000.00	745.08	3,920.94	8,079.06	33
37-4376-260	TRANSPORT - DEPARTMENTAL SUPPLIES	5,096.97	11,999.00	65.74	10,341.35	1,657.65	86
37-4376-295	PORTABLE COMM HARDWARE	0.00	1,000.00	0.00	196.00	804.00	20
37-4376-320	TRANSPORT SERVICE- COMMUNICATIONS	1,673.37	1,800.00	588.95	609.82	1,190.18	34
37-4376-355	MAINT & REPAIR-EQUIPMENT	5,544.14	10,000.00	433.71	6,246.86	3,753.14	62
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	355.98	2,182.14	2,717.86	45
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	3,271.31	12,600.94	3,762.06	77
	4376 TRANSPORT SERVICE:	170,490.24	316,463.00	26,485.77	171,682.37	144,780.63	54
	EMS Expenditure Totals	2,012,785.52	2,492,462.00	160,577.48	1,233,965.11	1,258,496.89	50

37 EMS	Prior	Current	YTD
Revenues:	2,274,474.88	455,870.00	1,349,863.30
Expenditures:	2,012,785.52	160,577.48	1,233,965.11
Net Income:	261,689.36	295,292.52	115,898.19

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Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
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)	806,271.03	1,468,408.00	0.00	119,916.00	1,348,492.00-	8
38-3800-091	NPE FEDERAL GRANT-FY 20-21	123,947.00	43,373.00	0.00	43,372.00	1.00-	100
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
	AIRPORT PROJECTS Revenue Totals	930,218.03	2,178,449.00	0.00	163,288.00	2,015,161.00-	7

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
38-8135-000	AIRPORT:	0.00	0.00	0.00	0.00	0.00	0
38-8135-663	AIRFIELD LIGHTING REPLACE (CON/CA/RPR)	807,120.69	1,468,408.00	0.00	119,916.35	1,348,491.65	8
38-8135-671	NPE FEDERAL GRANT FY 20-21	123,096.27	43,373.00	0.00	43,371.00	2.00	100
38-8135-672	NPE FEDERAL GRANT FY 21-22	0.00	166,667.00	0.00	3,800.00	162,867.00	2
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
	8135 AIRPORT:	930,216.96	2,178,449.00	0.00	167,087.35	2,011,361.65	8
	AIRPORT PROJECTS Expenditure Totals	930,216.96	2,178,449.00	0.00	167,087.35	2,011,361.65	8

38 AIRPORT PROJECTS	Prior	Current	YTD
Revenues:	930,218.03	0.00	163,288.00
Expenditures:	930,216.96	0.00	167,087.35
Net Income:	1.07	0.00	3,799.35-

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Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
39-3570-000	AIRPORT FUEL SALES	63,869.80	75,000.00	1,833.61	40,822.47	34,177.53-	54
39-3600-000	HANGER RENTAL	15,600.00	15,600.00	0.00	15,600.00	0.00	100
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	99,905.00	99,905.00	0.00	100
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
	AIRPORT OPERATIONS Revenue Totals	180,694.62	234,463.00	101,738.61	156,327.47	78,135.53-	66

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
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	41,983.33	42,026.00	8,646.74	30,097.66	11,928.34	72
39-4530-030	SALARIES & WAGES-LONGEVITY	840.52	862.00	72.71	934.25	72.25-	108
39-4530-032	SALARIES & WAGES - PARTTIME	13,654.97	15,000.00	0.00	559.39	14,440.61	4
39-4530-090	FICA TAX	4,297.65	4,733.00	663.21	2,401.41	2,331.59	51
39-4530-100	AIRPORT - RETIREMENT	8,613.97	9,341.00	1,801.43	6,411.17	2,929.83	69
39-4530-101	AIRPORT - 401K	1,259.56	1,286.00	261.58	905.10	380.90	70
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	0.00	3,289.00	618.00	84
39-4530-180	AIRPORT - GROUP INSURANCE	8,071.03	9,091.00	1,435.60	5,720.62	3,370.38	63
39-4530-190	CONTRACTED SERVICES	0.00	12,330.00	0.00	8,457.00	3,873.00	69
39-4530-200	AIRPORT- DEPARTMENTAL SUPPLIES	5,025.92	3,999.00	134.99	1,295.76	2,703.24	32
39-4530-250	AIRPORT- AV GAS AND JET FUEL	59,270.50	67,500.00	0.00	50,835.35	16,664.65	75
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	462.99	1,037.01	31
39-4530-320	AIRPORT- COMMUNICATIONS	1,171.95	1,865.00	145.91	730.46	1,134.54	39

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>
39-4530-330	AIRPORT- UTILITIES	7,132.04	8,500.00	0.00	3,706.01	4,793.99	44
39-4530-331	POSTAGE	11.14	50.00	0.00	9.21	40.79	18
39-4530-350	MAINT & REPAIR-BUILDING	4,909.68	8,000.00	0.00	663.93	7,336.07	8
39-4530-351	MAINT & REPAIR-EQUIPMENT	6,543.23	20,000.00	0.00	14,820.68	5,179.32	74
39-4530-352	MAINT & REPAIR - FUELMASTER	1,675.00	1,675.00	0.00	0.00	1,675.00	0
39-4530-390	AIRPORT- DUES AND SUBSCRIPTIONS	752.50	1,000.00	7.70	533.50	466.50	53
39-4530-450	INSURANCE	4,422.00	5,500.00	0.00	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	354.71	2,822.41	2,177.59	56
	4530 AIRPORT:	216,627.49	234,463.00	13,524.58	139,077.90	95,385.10	59
	AIRPORT OPERATIONS Expenditure Totals	216,627.49	234,463.00	13,524.58	139,077.90	95,385.10	59

39 AIRPORT OPERATIONS	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenues:	180,694.62	101,738.61	156,327.47
Expenditures:	216,627.49	13,524.58	139,077.90
Net Income:	35,932.87-	88,214.03	17,249.57

Washington County
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
40-3290-000	INTEREST EARNED ON INVESTMENTS	124,400.14	0.00	0.00	60,838.12	60,838.12	0
40-3960-000	TRANSFER FROM GENERAL FUND	450,000.00	450,000.00	450,000.00	450,000.00	0.00	100
	WC HOSPITAL PENSION FUND: Revenue Total	574,400.14	450,000.00	450,000.00	510,838.12	60,838.12	113

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
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	1,513.00	9,530.00	20,470.00	32
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	0.00	225,000.00	75,000.00	75
	4155 WC HOSPITAL PENSION FUND:	329,323.00	450,000.00	1,513.00	234,530.00	215,470.00	52
	WC HOSPITAL PENSION FUN Expenditure Tot	329,323.00	450,000.00	1,513.00	234,530.00	215,470.00	52

40 WC HOSPITAL PENSION FUND:	Prior	Current	YTD
Revenues:	574,400.14	450,000.00	510,838.12
Expenditures:	329,323.00	1,513.00	234,530.00
Net Income:	245,077.14	448,487.00	276,308.12

Washington County
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
50-3000-001	OPIOID SETTLEMENT DISTRIBUTION	132,184.93	62,790.00	0.00	231,601.79	168,811.79	369
50-3290-000	INTEREST EARNED	241.00	0.00	0.00	2.42	2.42	0
	OPIOID SETTLEMENT FUND: Revenue Totals	132,425.93	62,790.00	0.00	231,604.21	168,814.21	368

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
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	10,000.00	0.00	100
50-4200-001	STRATEGY 7- NALOXONE DISTRIBUTION	10,615.10	10,616.00	10,615.10	10,615.10	0.90	100
50-4200-002	STRATEGY 9 - HARM REDUCTION SSP	10,615.09	10,616.00	10,615.09	10,615.09	0.91	100
	4200 Total	21,230.19	21,232.00	21,230.19	21,230.19	1.81	100
50-9990-000	CONTINGENCY	0.00	31,558.00	0.00	0.00	31,558.00	0
	OPIOID SETTLEMENT FUND: Expenditure Tot	26,230.19	62,790.00	21,230.19	31,230.19	31,559.81	50

50 OPIOID SETTLEMENT FUND:	Prior	Current	YTD
Revenues:	132,425.93	0.00	231,604.21
Expenditures:	26,230.19	21,230.19	31,230.19
Net Income:	106,195.74	21,230.19-	200,374.02

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	12,350.00	139,678.73	70,321.27-	67
51-3999-900	CANCELLED PRIOR YEAR REVENUE	185.63	0.00	0.00	0.00	0.00	0
	TRUSTEES Revenue Totals	198,584.13	210,000.00	12,350.00	139,678.73	70,321.27-	66

<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	213,041.98	210,000.00	14,514.40	196,322.86	13,677.14	93
	TRUSTEES Expenditure Totals	213,041.98	210,000.00	14,514.40	196,322.86	13,677.14	93

51 TRUSTEES	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenues:	198,584.13	12,350.00	139,678.73
Expenditures:	213,041.98	14,514.40	196,322.86
Net Income:	14,457.85-	2,164.40-	56,644.13-

Washington County
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
52-3100-001	COLLECTIONS ON BEHALF OF INMATES	49,456.52	0.00	0.00	0.00	0.00	0
Fund 52 Revenue Totals		49,456.52	0.00	0.00	0.00	0.00	0

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
52-4100-000	DETENTION TRUST ACCOUNT:	0.00	0.00	0.00	0.00	0.00	0
52-4100-001	PAYMENTS ON BEHALF OF INMATES	57,326.96	0.00	0.00	0.00	0.00	0
Fund 52 Expenditure Totals		57,326.96	0.00	0.00	0.00	0.00	0

52 Fund	Prior	Current	YTD
Revenues:	49,456.52	0.00	0.00
Expenditures:	57,326.96	0.00	0.00
Net Income:	7,870.44-	0.00	0.00

Washington County
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
55-3100-001	LOCAL ASSIST & TRIBAL CONSISTENCY(LAC	72,294.14	0.00	0.00	0.00	0.00	0
Fund 55 Revenue Totals		72,294.14	0.00	0.00	0.00	0.00	0

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
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
Fund 55 Expenditure Totals		72,294.14	0.00	0.00	0.00	0.00	0

55 Fund	Prior	Current	YTD
Revenues:	72,294.14	0.00	0.00
Expenditures:	72,294.14	0.00	0.00
Net Income:	0.00	0.00	0.00

Washington County
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
58-3101-001	RURAL DOWNTOWN ECON DEV-ELEVATOR G	0.00	468,209.00	0.00	0.00	468,209.00-	0
58-3102-000	DEPT OF COMM - MOTORSPORTS GRANT	63,558.95	136,317.38	0.00	136,317.38	0.00	100
58-3103-000	WEYERHAEUSER GIVING GRANT	0.00	2,000.00	0.00	2,000.00	0.00	100
58-3290-000	INTEREST EARNED	578.62	3,570.34	0.00	16,640.29	13,069.95	466
58-3300-000	EM BLDG DIRECT APPROP S.L. 2021.180	0.00	3,000,000.00	0.00	3,000,000.00	0.00	100
58-3300-001	CAP PROJ DIR APPROP SL 2021-180 SEC 40.8	66,131.95	183,868.05	0.00	183,868.05	0.00	100
58-3300-002	DPS-WCSO DIR APPROP S.L. 2021.180	84,269.66	0.00	0.00	0.00	0.00	0
58-3300-003	NCDIT-E911 GRANT-EMTOC	0.00	677,407.50	0.00	0.00	677,407.50-	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	93,410.45	93,410.45	93,410.45	0.00	100
58-3990-000	APPROPRIATED FUND BALANCE	0.00	1,113,863.81	0.00	0.00	1,113,863.81-	0
	PROJECTS/GRANTS FUND Revenue Totals	425,531.02	5,678,646.53	93,410.45	3,432,236.17	2,246,410.36-	60

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
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	16,201.15	0.00	0.00	16,201.15	0
58-4101-001	RURAL DOWNTOWN ECON DEV-ELEVATOR G	0.00	468,209.00	0.00	0.00	468,209.00	0
58-4202-000	DEPT OF COMMERCE - MOTORSPORTS GRA	63,558.95	136,317.38	0.00	41,264.20	95,053.18	30
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	894,900.00	0.00	334,733.64	560,166.36	37
58-4203-002	ELEVATOR LOCAL MATCH	0.00	23,410.45	0.00	0.00	23,410.45	0
	4203 WEYERHAEUSER GIVING GRANT	0.00	920,310.45	0.00	334,733.64	585,576.81	36
58-4260-556	CAP RESERVES ROOF REPAIRS/REPLACEME	0.00	47,500.00	0.00	0.00	47,500.00	0

Washington County
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
58-4260-557	CAP OUTLAY ROOF REPAIRS/REPLACEMENT	0.00	112,500.00	0.00	0.00	112,500.00	0
58-4260-558	CAP RESERVES HVAC REPAIRS/REPLACEME	0.00	47,107.00	0.00	0.00	47,107.00	0
	4260 Total	0.00	207,107.00	0.00	0.00	207,107.00	0
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
	4300 Total	128,928.50	0.00	0.00	0.00	0.00	0
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.€	66,131.95	183,868.05	0.00	183,488.05	380.00	100
58-4301-003	NCDIT-E911 GRANT-EMTOC	0.00	677,407.50	0.00	0.00	677,407.50	0
	4301 Total	71,231.95	3,861,275.55	0.00	183,488.05	3,677,787.50	5
58-6200-001	PARTF GRANT LOCAL MATCH	0.00	69,226.00	0.00	0.00	69,226.00	0
	PROJECTS/GRANTS FUND Expenditure Total	264,298.02	5,678,646.53	0.00	559,485.89	5,119,160.64	10

58 PROJECTS/GRANTS FUND

	Prior	Current	YTD
Revenues:	425,531.02	93,410.45	3,432,236.17
Expenditures:	264,298.02	0.00	559,485.89
Net Income:	161,233.00	93,410.45	2,872,750.28

Washington County
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
59-3010-211	PLYMOUTH MOTOR VEHICLE TAX - NCVTS	167,469.64	0.00	14,328.54	80,059.19	80,059.19	0
59-3010-212	PLYMOUTH NCVTS CONTRA REVENUE ACCC	8,368.93-	0.00	0.00	0.00	0.00	0
59-3010-221	ROPER MOTOR VEHICLE TAX - NCVTS	20,975.32	0.00	2,260.97	9,493.44	9,493.44	0
59-3010-222	ROPER NCVTS CONTRA REVENUE ACCOUNT	1,152.45-	0.00	0.00	0.00	0.00	0
59-3010-241	CRESWELL MOTOR VEHICLE TAX - NCVTS	11,241.74	0.00	1,242.81	7,338.07	7,338.07	0
59-3010-242	CRESWELL NCVTS CONTRA REVENUE ACCO	514.72-	0.00	0.00	0.00	0.00	0
59-3010-320	CRESWELL TAX LEVY	104,096.43	0.00	10,773.68	83,558.51	83,558.51	0
59-3010-350	DRAINAGE DISTRICT 5 LEVY	34,037.30	0.00	2,142.78	33,044.07	33,044.07	0
59-3010-360	ALBEMARLE DRAINAGE DISTRICT	111,784.92	0.00	23,287.82	108,865.59	108,865.59	0
59-3010-370	PUNGO RIVER DRAINAGE DISTRICT	40,509.19	0.00	15,289.96	38,024.57	38,024.57	0
	DMV MUNICIPAL TAXES Revenue Totals	480,078.44	0.00	69,326.56	360,383.44	360,383.44	0

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
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	22,904.00	22,904.00-	0
59-6900-404	CRESWELL TAX LEVY	98,123.92	0.00	0.00	30,337.96	30,337.96-	0
59-6900-411	PLYMOUTH MOTOR VEHICLE TAX - NCVTS	159,100.71	0.00	11,215.69	65,730.65	65,730.65-	0
59-6900-412	ROPER MOTOR VEHICLE TAX - NCVTS	19,822.87	0.00	1,025.85	7,232.47	7,232.47-	0
59-6900-413	CRESWELL MOTOR VEHICLE TAX - NCVTS	10,727.02	0.00	1,319.73	6,095.26	6,095.26-	0
59-6900-414	ALBEMARLE DRAINAGE DISTRICT	111,784.92	0.00	0.00	38,490.01	38,490.01-	0
59-6900-415	PUNGO RIVER DRAINAGE DISTRICT	40,509.19	0.00	0.00	4,197.53	4,197.53-	0
	6900 Total	474,105.93	0.00	13,561.27	174,987.88	174,987.88-	0
	DMV MUNICIPAL TAXES Expenditure Totals	474,105.93	0.00	13,561.27	174,987.88	174,987.88-	0

59 DMV MUNICIPAL TAXES

Prior	Current	YTD
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Washington County
Statement of Revenue and Expenditures

Revenues:	480,078.44	69,326.56	360,383.44
Expenditures:	474,105.93	13,561.27	174,987.88
Net Income:	5,972.51	55,765.29	185,395.56

Washington County
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
61-3490-010	REVENUE	0.00	162,000.00	0.00	0.00	162,000.00-	0
	COMMUNITY DEVELOPMENT BLOCK GRANT	0.00	162,000.00	0.00	0.00	162,000.00-	0

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
61-8300-000	SFR:	0.00	0.00	0.00	0.00	0.00	0
61-8300-552	SINGLE FAMILY REHAB 2023	0.00	162,000.00	0.00	0.00	162,000.00	0
	COMMUNITY DEVELOPMENT B Expenditure 1	0.00	162,000.00	0.00	0.00	162,000.00	0

61 COMMUNITY DEVELOPMENT BLOCK GRA	Prior	Current	YTD
Revenues:	0.00	0.00	0.00
Expenditures:	0.00	0.00	0.00
Net Income:	0.00	0.00	0.00

Washington County
Statement of Revenue and Expenditures

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Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
63-3270-000	MOTEL OCCUPANCY TAX	177,221.00	160,000.00	9,306.68	91,211.46	68,788.54-	57
63-3990-000	TTA-FUND BALANCE APPROPRIATION	0.00	87,326.00	0.00	0.00	87,326.00-	0
	TRAVEL AND TOURISM Revenue Totals	177,221.00	247,326.00	9,306.68	91,211.46	156,114.54-	36

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
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	8,166.69	5,833.31	58
63-4960-020	WASH CO AFRICAN AMERICAN MUSEUM OPE	6,000.00	5,000.00	416.67	2,916.69	2,083.31	58
63-4960-100	BILLBOARD ADVERTISEMENTS	24,132.00	36,820.00	1,362.00	13,641.00	23,179.00	37
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	4,900.00	0.00	1,000.00	3,900.00	20
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	1,500.00	0.00	100
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	10,000.00	833.33	5,833.31	4,166.69	58
63-4960-345	LASER LIGHT SHOW	5,000.00	5,000.00	5,000.00	5,000.00	0.00	100
63-4960-346	AFRICAN AMERIC EXPERIENCE OF NE NC DL	2,000.00	2,000.00	2,000.00	2,000.00	0.00	100
63-4960-370	CONTRACT-WEBSITE HOST & MAINT	1,067.88	1,200.00	0.00	500.00	700.00	42
	4960 TRAVEL & TOURISM:	98,018.28	122,520.00	10,778.67	40,557.69	81,962.31	33
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	14,583.31	10,416.69	58
63-4970-090	TRAVEL- FICA TAX	1,420.67	1,750.00	154.72	871.90	878.10	50
63-4970-100	TRAVEL- RETIREMENT	5,029.26	5,266.00	430.42	3,012.94	2,253.06	57

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>
63-4970-131	TRAVEL - UNEMPLOYMENT	0.00	250.00	0.00	0.00	250.00	0
63-4970-140	TRAVEL- WORKER'S COMP	128.00	160.00	0.00	129.00	31.00	81
63-4970-180	TRAVEL- GROUP INS.S	10,061.22	10,600.00	715.17	5,995.29	4,604.71	57
63-4970-190	TRAVEL - LEGAL SERVICES	0.00	1,583.00	0.00	1,477.50	105.50	93
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	39,677.28	70,297.00	1,785.41	17,833.47	52,463.53	25
63-4970-390	TRAVEL- DUES & SUBSCRIPTIONS	263.00	400.00	175.00	175.00	225.00	44
63-4970-600	ADMIN FEE 3%- GENERAL FUND	4,500.00	4,500.00	4,500.00	4,500.00	0.00	100
63-4970-602	PROFESSIONAL SERVICES-AUDIT	4,650.00	3,500.00	0.00	3,500.00	0.00	100
	4970 TRAVEL & TOURISM:	93,712.48	124,806.00	9,844.05	52,078.41	72,727.59	42
	TRAVEL AND TOURISM Expenditure Totals	191,730.76	247,326.00	20,622.72	92,636.10	154,689.90	37

63 TRAVEL AND TOURISM	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenues:	177,221.00	9,306.68	91,211.46
Expenditures:	191,730.76	20,622.72	92,636.10
Net Income:	14,509.76-	11,316.04-	1,424.64-

Washington County
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
69-3370-000	E911 TELEPHONE SURCHARGE (1YR)	118,952.52	118,952.00	10,702.31	64,213.86	54,738.14-	54
69-3990-000	APPROPRIATED PRIOR YR BALANCE	0.00	4,126.00	0.00	0.00	4,126.00-	0
	EMERGENCY TELECOMMUNICATIONS Rever	118,952.52	123,078.00	10,702.31	64,213.86	58,864.14-	52

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
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	2,760.00	0.00	100
69-9100-200	DEPARTMENTAL SUPPLIES	3,869.91	4,665.00	0.00	0.00	4,665.00	0
69-9100-310	TRAINING	2,030.00	4,000.00	165.00	1,920.00	2,080.00	48
69-9100-320	COMMUNICATIONS	8,045.82	8,000.00	700.25	5,465.23	2,534.77	68
69-9100-350	MAINT & REPAIR-EQUIPMENT	612.36	2,000.00	0.00	413.91	1,586.09	21
69-9100-351	CONTRACTED SERVICES-SOUNDSIDE	13,366.80	13,770.00	0.00	13,767.60	2.40	100
69-9100-352	MAINT AGREEMENT-SOUTHERN SOFTWARE	7,796.00	7,952.00	0.00	7,952.00	0.00	100
69-9100-354	MAINT AGREEMENT-SOUTHERN SOFT MAPP	3,280.00	3,346.00	0.00	3,346.00	0.00	100
69-9100-355	MAINT AGREEMENT-SOUTHERN SOFT PAGIN	813.00	829.00	0.00	829.00	0.00	100
69-9100-356	MAINT AGREEMENT-EDGE ONE RECORDER	5,300.00	5,935.00	0.00	5,935.00	0.00	100
69-9100-357	MAINT AGREEMENT-MOTOROLA	0.00	16,811.00	0.00	16,810.12	0.88	100
69-9100-358	MAINT AGREEMENT-ESRI	0.00	1,900.00	0.00	1,900.00	0.00	100
69-9100-361	MAINT AGREEMENT-EMD	3,840.00	4,000.00	0.00	3,840.00	160.00	96
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
	9100 911:	68,094.22	123,078.00	865.25	64,938.86	58,139.14	53
	EMERGENCY TELECOMMUNICA Expenditure	68,094.22	123,078.00	865.25	64,938.86	58,139.14	53
	69 EMERGENCY TELECOMMUNICATIONS	Prior	Current	YTD			

Washington County
Statement of Revenue and Expenditures

Revenues:	118,952.52	10,702.31	64,213.86
Expenditures:	68,094.22	865.25	64,938.86
Net Income:	50,858.30	9,837.06	725.00 -

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	4,439.48	4,439.48	0
70-3980-010	TRANSFER FROM GENERAL FUND	40,000.00	40,000.00	40,000.00	40,000.00	0.00	100
	REAPPRAISAL Revenue Totals	47,874.50	40,000.00	40,000.00	44,439.48	4,439.48	111

<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
	REAPPRAISAL Expenditure Totals	0.00	40,000.00	0.00	0.00	40,000.00	0

70 REAPPRAISAL	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenues:	47,874.50	40,000.00	44,439.48
Expenditures:	0.00	0.00	0.00
Net Income:	47,874.50	40,000.00	44,439.48

Washington County
Statement of Revenue and Expenditures

Grand Totals	Prior	Current	YTD
Revenues:	64,584,523.04	4,639,562.62	32,482,318.12
Expenditures:	72,823,941.73	4,699,747.92	35,058,478.03
Net Income:	8,239,418.69-	60,185.30-	2,576,159.91-

WASHINGTON COUNTY BOARD OF COMMISSIONERS

AGENDA STATEMENT

ITEM NO: 11

DATE: February 3, 2025

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

SUMMARY EXPLANATION:

- Department Head Reports from January 2025 (see attached)
- Statistic Reports (see attached)

Department Head Reports to the Commissioners
February 3, 2025
Board of Commissioners' Meeting

EMS

Jennifer O'Neal

EMS STAFFING:

The EMS Division currently has (3) Full-Time Paramedic positions available. The Transport Division has one 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). Sidney Andrews has completed her Paramedic training and has moved into a Paramedic position. We are anticipating Laquesta Bond to complete her Paramedic training in March.

SAFETY:

We continue to participate in the Injury Prevention System program through the NCACC monthly with safety sheets.

SYSTEM BUSINESS:

RACECARS Trial is bringing several more AED's into our community soon and we continue to teach the public as the system allows.

The winter weather events recently brought us some beautiful snow. However, it was also a reminder of the difficulties we face in the winter due to keeping our vehicles outside.



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

Recreation

Randy Fulford

Recreation is good . We have 20 basketball teams, and we are getting set for the EAC tournament on March 8-9th in Plymouth, if we can get the facilities. We are getting ready for beginner and senior pickleball, and karate in February.

Elections

Dora Bell

The Board of Elections office has been a little quieter. I have been able to catch up with my filing paperwork. All and all, business as usual!

Library

Brandy Goodwin

Staffing:

Director Judi Bugniazet is retiring at the end of January; her replacement Nathan King has been training under her supervision to begin working as new Director 02/01/25.

Programs:

- We have begun planning for our SRP and have booked several acts thus far; we will post a finalized schedule of events close to the start of summer.
- Our usual Wednesday programs are still happening; F2F Storytime at 10:30 AM, WIP (Works in Progress) at NOON, Virtual Storytime at NOON.
- The Library is partnering with Washington County 4-H to host several “self-love” programs in February; see our Facebook page or flyer in lobby for dates and registration information.

Other Library Happenings:

- I am interviewing for a job at our sister library branch in Edenton and may be transferring over to act as their County Librarian; interview will be soon.
- We are once again receiving donations.

Cooperative Extension
Rebecca Liverman

IT'S MEETING SEASON!

Jalynne Ward - Agriculture

- Corn Production Meeting - 118 people
- Commodity Fumigation Test - 25 people
- Paraquat Training - 10 people
- Respirator Fit Testing - 10 people (fit testing + medical clearance to spray paraquat)
- Virtual Private Pesticide Applicator's Training - 25 people
- BFMA Annual Meeting - 27 people

Rebecca Liverman - CED & Family & Consumer Sciences

- Networking with BCCC & Hyde Correctional to bring ServSafe four times a year to their inmates
- Taught two workshops at statewide Extension Conf. in Greensboro (Professionalism, an Alternative to Throat Punching Someone & Title Promotion Training)
- We have been approved for two summer interns and one new full-time (100% NCSU-funded position)

Sonona Jefferson - 4-H Agent

- Partnering with Faith in Blue for Prayer at the Pole event
- Meeting with the Superintendent & the Leadership Team at WCS for future programming
- Partnered with WC Library to offer youth programs on upcoming teacher workdays
- Attended Winter 4-H Conference, Winston Salem (zoom due to snow)
- Coach for middle school team Game of Drones, STEM Competition

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. We had several requests that appealed the value, several where the tag had been turned in and several that had been charged taxes for being in a town, but they were not in a town.
3. Continue to verify PINs for Deed filings, process Tax Certifications and assign addresses in GIS – we had several address requests. We have a variation of these daily.
4. I had several maps to verify the PIN and stamp off on as Review Officer.
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.
8. Verified ownership on a property with Tammie at DSS.
9. Verified ownership info with Dale from the Beacon.
10. I worked from home several days to complete the calculation of journal entries needed by the Finance office.
11. The office remains busy with tax payments, releases, appeal questions, exemption questions, questions that always arise after the tax bills are received.
12. Started receiving the Business Personal Property forms and Abstract – Individual Personal Property forms. Rosa is very busy processing these and Jerrian is assisting her.
13. Jerrian and Rosa will be viewing a webinar on Managing Public Records for Government Employees this month.
14. 2024 tax bills with balances due are now considered delinquent. Interest was added to them on January 7th. Usually, January 5th is the last day to pay, and interest is added on the 6th but because the 5th was during the weekend, the last day to pay was 6th.
15. The staff and I worked to complete our courses for Neogov.
16. Hollie continues to work on deed transfers and estate transfers.
17. Christal continues to work with the queues with NCVTS.
18. I am working on the completion of the TR1 & TR2 reports. I am working on the completion of the values for the fire districts for the State Fire Marshall.

Planning/Inspections/Floodplain Management

Allen Pittman

Permits issued	24
Plan/App Reviews	8
Inspections	40
Floodplain Review	5
Tyrrell County contract	3 days (10, 17, 24)

Jan 6, Public Hearing – Commissioners – Flood Damage Prevention Ordinance

Snow Days: January 22, 23

Bereavement (Mother-in-Law) - thank you for working with me through this process

Met with Solar groups – Macadamia Solar

Sandbar Solar

Met with EMTOC design and Admin team

Holidays Jan 1 and Jan 20

Fire Watch continues at Washington Regional Medical Center

Planning Board : set Public Hearing for text amendment to Corridor Commercial
 Set Public Hearing for Zoning Change from RA to CC (Haraguchi)
 Work on priorities for zoning amendments with economic development in
 mind

Emergency Management

Lance Swindell

Jan.6th -Swamp Hogs Meeting

Jan 8th- DH Meeting

Jan. 9th- DEMO, Civic Plus

Jan. 9th- EM EOC Bldg. Review

Jan. 10th- MTW JRA/IPPW Meeting

Jan. 15th- Visit Carolina Yachts to deliver electronics and discuss progress

Jan. 16th- Budget Workshop Mtg.

Jan.17th- Deliver 24' trailer to Advantage RV for upfitting

Jan. 20th-23rd Winter Storm monitoring

CBCG Grant Progress/Project Completion as of 1/27/2025- Boat/Motor/Trailer-70%,

Command Trailer/Generator-25%

Upcoming

1/27/25- Fire Chief's Meeting

2/3/25- Swamp Hogs Meeting

2/4/25- NEOGOV Meeting with Rep. & Update to System

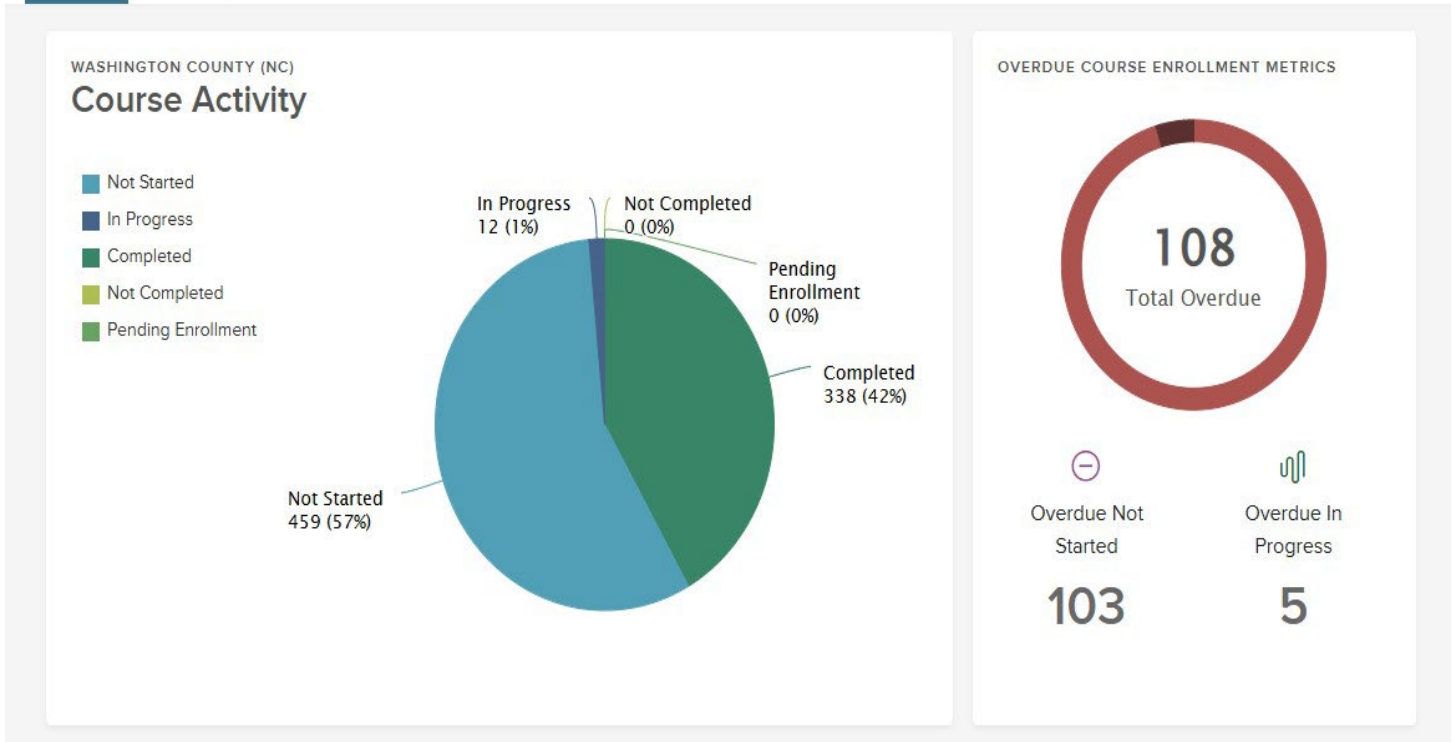
2/5/25- DH Meeting

February Safety Training-NEOGOV

2/11/25- County Safety Committee Meeting/Soil & Water Office

Training Activity

Courses Learning Plans



Soil and Water

Chris Respass

1. Completed post surveys for 3 contracts and created RFP to be signed.
2. Assisted in Beaver Control in multiple areas around Washington County.
3. Spoke with multiple cooperators about plans and interest in cover crop and residue tillage management.
4. Presented areas of access for S.t.r.a.p. project to bidders. 8.6 Miles of waterways around Washington County to be Snagged and Cleared of Vegetative Debris. February 3, 2025 County Commissioners will award the winner of the contract.
5. Safety training on Neo-Gov Software Completed.
6. Inspected cover crop establishment for contracts in 2025.
7. Started brainstorming with staff about strategic plan for next 5 years.
8. Measured most of the waterways included in the 1 cent drainage tax. (103 Miles)
9. Created inventory list of equipment in digital format.
10. Created Presentation for Drainage Advisory Meeting January 31,2025 at 9AM.

11. Traveled to Tyrell County for a meeting with NRCS and a new and upcoming producer of Washington County.
12. Achieved signatures on RFPs from Tyrell County Tech.
13. Soil and Water Department's budget preparation.
14. Converted files on to QGIS for contour maps of Washington County.
15. Completed LGC Report for 2024.
16. Organized areas of interest on maps for Beaver Control on Eddie-Smith Canal, Kendricks Creek, Moccasin Canal, and Beaver Dam Branch.

Landfill

Hakeim Blakeney

No report submitted.

Sheriff's Office/Detention/E911

Chief Deputy Arlo Norman/Clinta Blount/Harley Spruill

Detention:

1. UNIFIRST ARRIVE TO PICK UP AND DROP OFF LINEN ON. 12/06/2024
2. UNIFIRST ARRIVED TO PICK UP AND DROP OFF LINEN ON 12/13/2024
3. SENTRY EXTERMINATOR ARRIVED ON 12/18/2024
4. MAINTENANCE CAME TO FIX ICE MACHINE 12/18/2024
5. UNIFIRST ARRIVE TO PICK UP AND DROP OFF LINEN ON 12/19/2024
6. UNIFIRST ARRIVE TO PICK UP AND DROP OFF LINEN ON 12/27/2024

Information Technology

Darlene Fikes

Mediacom: Currently, Mediacom is drawing out a plan to replace cable in Courthouse using the stairwell where they will be able to branch off at each floor.

Tax Office Software Migration: Timeline has been developed.

FY24 911 Grant: Worked on issues with invoices from Motorola – requested to have corrections made. Invoices received and turned into Finance on 01/24/25. We are now in the process of finalizing the 911 2024 Grant requirements. This includes the final project report and supporting documentation of payment.

--Work on entering information on spreadsheet for County computer list.

--Multiple phone calls to USGlobe & Specialty concerning repairs on Register of Deeds hp printer.

--Research KVM switch replacement for Sheriff, order and install.

- Issue with Edmunds update – forward email from Edmunds to Tina.
- Troubleshoot issue with soundbar on Michele’s computer.
- Multiple emails/phone calls to Motorola to have corrections made on invoices for 2024 911 Grant. After corrected invoices received – review and turn into Finance.
- Troubleshoot issue with TaxClerk1 email and correct.
- Troubleshoot issue with copier at Senior Center and correct.
- Troubleshoot issue with LandfillManager email – put in ticket request for SSG.
- Troubleshoot issue with postage machine error.
- Work with SSG on issue with 911 Body Cam NAS.
- Troubleshoot issue with IT computer and correct.
- Troubleshoot issue with Tax office computer. No profile displayed.
- Troubleshoot issue with Michele’s computer. No sound/monitor blank. Cords pulled too tight.
- Research issue from NCARNG Cybersecurity Response Team – issue was in City of Washington, not Washington County.
- Research invoice received from Motorola – no name or department on order – was placed by Archie Quintana – give to Finance.
- Complete markup corrections on 911 Revenue Expenditure Report. Email to 911 Board and cc Missy. Train Harley.
- Get quote for two HDs that are failing on 911 NAS. Place order.
- Contact Bill with Mobile Communications concerning Creswell FD only hearing static on calls. He will call Lance for more information.
- Give Harley number for Southern Software for issue with text msgs – explain to her how to handle.
- Troubleshoot issue with SVR01.
- Discuss with Michele issue with thumb drive – explain to her how to call copier tech support to have fixed.
- Attend EMTOC meeting to review design and construction.
- Layout 911 server room on paper to determine space needed. Review with Jason, Curtis and Harley.
- Troubleshoot issue with EM tablet.
- Setup WaterTemp account to scan for Water Dept.
- Change password for Missy to access Mike Gray’s email.
- Document list of equipment in 911 server room and email to Jason and Curtis.
- Troubleshoot issue with cordless phone at Recreation – battery and back cover missing – will have to order another. Contact VC3 to get quote.
- Troubleshoot issue with Microsoft license at Recreation and multiple other issues.
- Correct Edmunds issue at Water Plant.
- Work on issue with Senior Center vpn. Pending SSG to check.
- Troubleshoot issue with error when accessing DCI for Michele. Train Harley how to correct.
- Troubleshoot issue with connection to Property Record Cards – possible pop up blocker.

- Discussion with 911 Board about new 911 Ortho Images – GIS is supposed to install – discuss with Sherri.
- Update Edmunds files on PCs outside network.
- Review EMAG with Harley and what needs to be done to renew with other cell carriers.
- Check postage machine during the month to determine when postage is needed.
- Attend County Manager group meetings.
- Stamp, sign & copy invoices & take to Finance.
- Verify CopyPro and VC3 invoices for Finance.
- Complete Weekly Activity Report for County Manager

Senior Center
Renee' Collier

Washington County Senior Center February 2025 Schedule of Events				
M	T	W	TH	F
3 10:00am: Senior Games Practice Practice & Fitter Sitters taking place at Adam St Gym-leaving from Center at 9:30am*	4 10am: Crafts w/ Quinterlene	5 NO VIRTUAL FITTER SITTERS OR CARDIO DRUM CLASS 10am: Bullseye Bounce	6 NO GETTING FIT CLASS 9:15am: Digital Literacy Session w/ ECU	7
10 CENTER WILL ONLY BE OPEN FOR EXERCISE ROOM AND LUNCH ONLY- NO WORD PUZZLES 8am: Elizabeth City Thrift Trip	11 8am: Digital Navigation w/ Albemarle Commission *Craft Room*	12 10am: Crafts w/ Vanessa	13 NO GETTING FIT CLASS 9:15am: Digital Literacy Session w/ ECU ♥ 11:45am: ♥ Valentine Social Goodie Potluck	14
17 NO DIAMOND ART 9:45am: Visit the Library	18 10am: Memory Games w/ Zeta Phi Beta	19 10am: Sing-A-Long w/ Vanessa	20 10am: Bingo w/ Annette	21 NO CORN-HOLE 10:00am: Senior Games Practice Practice & Fitter Sitters taking place at Adam

Weekly Recurring Activities

Mondays:
9:30-10:00am: Fitter Sitters^
11:00-11:15am: Education Corner
1:00-2:30pm: Diamond Art Class
1:00-3pm: Pickle Ball
5:15-6:00pm: Fitness Workout
6:15pm: Yoga

Tuesdays:
9:30-10:00am: Getting Fit
1:00-2:00pm: Chair Exercise
2:00-4:00pm: Uncle Bud's Knitters
5:30-6:30pm: Beginner Line Dancing

Wednesdays:
9:30-10:00am: Fitter Sitters^
10:00am: Sewing with Geraldine Group
11:00-11:15am: Inspirational Moment
1:00pm: Crafts with Sandra
1:00pm: Cardio Drumming
1:00-3pm: Pickle Ball
5:15-6:00pm: Fitness Workout

Thursdays:

Valentine's Day Candy Gram Fundraiser

Beginning January 6, 2025, the Senior Center will be selling Candy Gram Valentine's Cards!

Candy Grams: 50¢ each

PURCHASE OPTIONS (3 different ways):

1. IMMEDIATE TAKE AWAY
2. SENIOR CENTER DELIVER TO PARTICIPANT(S) AT VALENTINE'S SOCIAL (2/13)
3. CUSTOM CARDS FOR GOVERNMENT AGENCIES

--The Senior Center will deliver to any county agencies on Friday (2/14) and will offer custom cards for orders of 4 or more

CONTACT THE CENTER (252)793-3816 ext. 2 FOR MORE INFORMATION

**DEADLINE FOR ORDER:
FEBRUARY 7TH**



Surplus
Debbie Knieper

Real Property Surplus Report FY 2024 to 2025							
Real Property with Closing Bid							
Phase	Asset	Price	Bid Amount	End Auct	To County	Roper	Plymouth
Closed	521 Monroe St.	\$2,000	\$6,700	24-May	\$3,015.00		\$3,685
Closed	90 Cumberland St	\$2,000	3,300	16-Jul	\$3,300.00		
Closed	134 Daisy Lane	\$2,000	2,125	16-Jul	\$2,125.00		
	310 E. Fourth St.	\$3,000	5,850	27-Dec			
	Total		\$17,975		\$8,440	\$0	\$3,685
			No Change since last meeting				

Airport
Mary Moscato

Project Update:

- Airfield Lighting Improvement Project
 - Not much has changed in the status of this project. We’re still pending calibration and an FAA flight check on the PAPI (Precision Approach Path Indicators) lights. I am currently reviewing two (2) pay requests from the contractor and hope to have them approved by the end of the month.
- RPZ Obstruction Removal
 - Working with AVCON on contacting the property owners that were identified as having trees that need to be removed as part of this project.
 - The Request for Bids was issued on January 7th. A Pre-Bid meeting is scheduled for January 29th with Bid Opening scheduled for February 11th.
- AWOS
 - Since the site location of the AWOS was changed from what was originally approved on the Airport Layout Plan (ALP) a “pen and ink” update is required. Also, an environmental findings study must be approved and completed prior to a grant award for design services.
- Terminal Parking Lot Rehabilitation
 - This project is being considered to use available BIL AIG grant funds as well as expiring NPE funds.

Other Activities:

- A solenoid on the Jet A fuel pump needs to be replaced. The part has been ordered; however, until the repair has been completed Jet A fuel is not available. A NOTAM has been issued.
- Attended the Southern Albemarle Association meeting in Fairfield.

- Due to icy conditions on the runway (particularly the South end) during the recent snow event the runway was closed for several days. A NOTAM was issued.

Revenue Update (as of 01/28/25):

- January Fuel Sales: \$1,833.61
- Total fuel sales for FY25: \$40,822.47 (54.43% Realized)
- Hangar Leases: \$15,600 (100%)

Facility Services

Ricky Young

Safety

- No issues

Budget Review

- Budget is in line

Project Updates

- Animal Shelter floor must be repainted per State inspector
- The Courthouse roof is scheduled to be replaced starting 3-17-25
- Completed 50 work orders
- Installed some new receptacles at the Landfill
- Put up new No Smoking signs on most buildings
- Cleaned and painted the metal walls in the Jail (per Inspection report)
- 90% of the lights have been converted at the Water Plant in Roper

New Business

- We are beginning to use a new work order system

Washington County Board of Social Services
Regular Meeting Minutes
Tuesday, December 17, 2024

Attendance

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

Call to Order

The monthly meeting of the Washington County Board of Social Services was held on Tuesday, December 17, 2024 at 9:00 AM. Mr. Walker, Chairman, called the meeting to order and welcomed everyone.

Additions/Deletions to the Agenda

Mr. White asked for any additions or deletions to the agenda. Ann Keyes moved to approve the agenda. Harry White gave a second to the motion and the vote in favor of the motion was unanimous.

Introduction of Staff

Clifton Hardison introduced Mandy Edwards to the Board. She is the new Permanency Planning Supervisor in the Children Services Unit. The Board welcomed her to the agency.

Public Comments

None were given.

Consent Agenda

Wendy Furlough moved to approve the consent agenda that included the November 19, 2024 regular board meeting minutes. Rona Norman gave a second to the motion and the vote in favor of the motion was unanimous.

Riverlight Transit presentation

Kim Blevins presented the Riverlight Transit Presentation. The presentation can be found with the minutes.

Director's Report/Informational Items

Administration: We have three vacancies - two Social Worker IA&T positions and one Permanency Planning position in the Children Services Unit. All the positions have been posted. We have several contract staff through Vanguard in the Children Services unit until the vacancies have been filled.

Food and Nutrition Services: Food Stamp statistics were reviewed.

Child Care: Child Care statistics were reviewed. We have 58 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.

Adult Services: Adult Services statistics were reviewed.

Energy Program: Work First statistics and 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.

Director's PowerPoint presentation and spreadsheet reports are attached.

Closed Session: Harry White made a motion to go into closed session to discuss an Adult Services matter. Ann Keyes gave a second to the motion and the vote in favor of the motion was unanimous.

Harry White made a motion to come out of closed session. Ann Keyes gave a second to the motion and the vote in favor of the motion was unanimous.

Other items: The next meeting for the Board is January 21, 2025 at 9 a.m.

Adjournment

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

Respectively submitted,
Julius Walker, Chairman

Submitted by Cathy Ange

WASHINGTON COUNTY
BOARD OF SOCIAL SERVICES MEETING
TUESDAY, JANUARY 21, 2025
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, JANUARY 21, 2025
9:00 AM

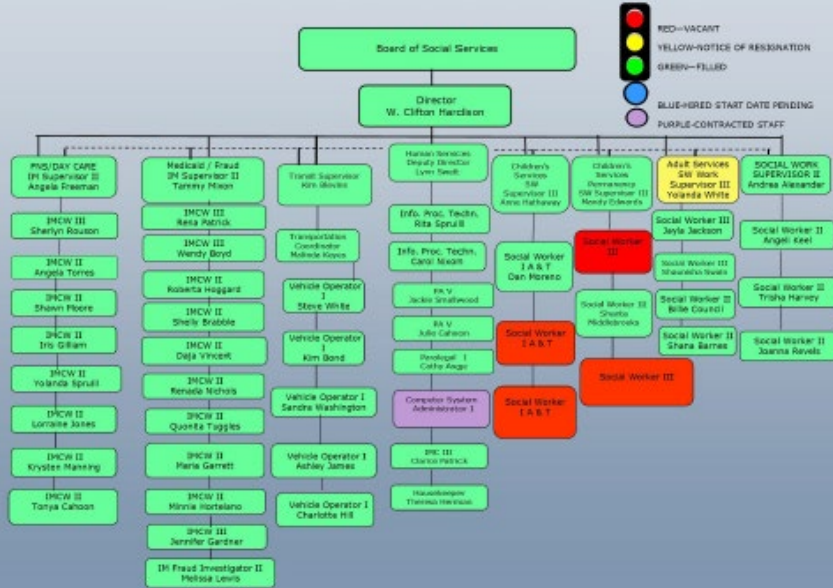
1. WELCOME AND CALL TO ORDER – *CHAIR, JULIUS WALKER*
2. ADDITIONS OR DELETIONS TO THE AGENDA
– *CHAIR, JULIUS WALKER*
3. PUBLIC COMMENTS – *CHAIR, JULIUS WALKER*
4. CONSENT AGENDA – *CHAIR, JULIUS WALKER*
 - A. OPEN MEETING MINUTES – **December 17, 2024**
5. FOOD AND NUTRITION SERVICES PRESENTATION – *ANGELA FREEMAN*
6. DIRECTOR'S REPORT – *CLIFTON HARDISON*
7. OTHER ITEMS BY BOARD MEMBERS OR DIRECTOR-
NEXT MEETING – TUESDAY, FEBRUARY 18, 2025 at 9:00 AM
8. ADJOURN – *CHAIR, JULIUS WALKER*

Agenda Item 7: Consent Agenda

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

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

WASHINGTON COUNTY DSS ORGANIZATIONAL CHART



DIRECTOR'S REPORT

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

Upcoming Audits / Monitorings

A new IV-E Permanency program monitoring is complete, with no findings, but awaiting final letter.

Audit/Monitoring Findings

COMMENTS? QUESTIONS?



DIRECTOR'S TRAVEL
NONE

ADMIN. Fy	23-24	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Staff Level	55	52	51	50	49	52	51						
Vacancies		3	4	5	6	3	4						
Front Desk Visits		272	246	233	261	153	214						
FINANCIAL													
Expenditures from 1571	\$2,412,205	\$410,686	\$380,847	\$407,965	\$429,447	\$414,886	\$368,376						
Percentage of total budget Remaining		87.00%	73.00%	66.00%	60.00%	52.00%	46.00%						

FNS FY 23-24	YTD TOTALS	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Individuals Served		2,650	2,655	2,633	2,733	2,782	2,809						
Benefits	\$2,683,349	\$435,164	\$440,276	\$390,823	\$465,712	\$474,303	\$477,071						
Applications Taken	499	99	88	76	97	51	88						
Reviews Completed	835	128	139	105	224	152	87						

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		170	172	170	164	166	192						
Waiting List		59	58	60	36	44	46						
Benefit Amount	\$1,152,217	\$82,844	\$88,297	\$84,661	\$83,014	\$86,836	\$84,683	\$82,003					
Total Benefit Issued	\$ 592,338												
Benefit Remaining	\$559,879												

**December FIGURES ARE PRELIMINARY AND MAY CHANGE IN THE FUTURE

MEDICAID FY 23-24	Monthly Totals	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Individuals Served		4,335	4,450	4,474	4,499	4,499	4,554						
Applications Taken	404	66	61	65	70	67	75						
Reviews Completed	735	125	126	130	123	124	107						

PROGRAM INTEGRITY FY 23-24													
		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Claims-On Going													
	FNS	74	71	73	76	73	80						
	Medicaid	1	1	1	1	1	1						
	WFFA	3	3	3	3	3	3						
	Child Care	12	12	12	12	12	12						

CHILD PROTECTIVE SERVICES FY 23-24													
		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Total Children involved with Foster Care		27	28	29	30	26	29						
Total Children in DSS Custody		27	28	29	30	26	29						
Total Children not in DSS Custody		0	0	0	0	0	0						
Reports Received		12	8	10	6	5	4						
Children in Assessments/ Investigations		61	58	45	40	42	42						

ADULT PROTECTIVE SERVICES FY '23-24													
		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Reports Received		3	4	1	7	3	7						
Total Active Cases		1	3	5	6	3	5						
Guardianship Cases		6	6	6	6	6	6						

IN HOME SERVICES FY 23-24		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
In Home Aid Clients		16	16	16	16	16	16						
In Home Aid Inquiry List		28	29	29	29	30	29						
Special Assist In Home Aid Clients		5	4	4	5	5	4						
Community Alternatives Program for Disabled Adult Clients (CAP)		56	55	55	53	53	56						

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	\$18,578	\$3,471	\$2,969	\$2,710	\$2,783	\$3,599	\$3,046						
Emergency Assist Issued	\$ 30,095	\$5,663	\$7,288	\$5,341	\$5,809	\$5,900	\$95						
Employment Assist Issued	\$0	\$0	\$0	\$0	\$0	\$0	\$0						
Emergency Relief	\$101	\$0	\$0	\$101	\$0	\$0	\$0						
Applications Taken	21	2	7	2	4	4	2						
Single Parent Caseload	15	3	2	2	2	3	3						
Two Parent Caseload		1	0	0	0	0	0						
Child Only Cases		13	13	13	13	13	13						
200% of Poverty Cases		2	7	7	7	6	6						
TOTAL OPEN CASES		19	22	22	22	22	22	0	0	0	0	0	0

ENERGY PROGRAMS FY 23-24	Balance	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
CIP Apps	159	33	39	34	51	2	0						
CIP Paid checkwrite	\$337	\$0	\$0	\$0	\$0	\$337	\$0						
CIP Paid direct pay	\$52,186	\$3,177	\$15,626	\$7,926	\$15,474	\$9,983	\$0						
CIP remaining balance	\$ -												
LIEAP Apps		0	0	0	0	0	43						
LIEAP paid checkwrite	\$ -	\$0	\$0	\$0	\$0	\$0	\$0						
LIEAP paid direct pay	\$ 16,000	\$8,000	\$4,000	\$0	\$0	\$0	\$4,000						
LIEAP remaining balance	\$ 90,615												

CHILD SUPPORT- WASHINGTON CO. FY 23-24	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Caseloads	860	855	844	834	816	801						
Paternity Established	8	0	3	0	0	4	1					
Total Collections	\$634,279	\$108,612	\$109,367	\$120,933	\$99,530	\$92,209	\$103,628					
Orders Established	1	0	0	0	0	1	0					

RIVERLIGHT TRANSIT FY 23-24	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Monthly Unduplicated Riders	71	69	61	84	73	62						
Medicaid Transportation	28	24	22	24	20	21						
MODIVCARE	5	6	6	10	6	2						
ONE CALL	0	0	0	0	0	0						
Roanoke Development Center	0	0	0	0	0	0						
Senior Center	9	9	9	10	10	10						
Rural General Public	6	9	10	18	14	6						
Other (DDS, WF, EDTAP)	23	21	14	22	23	23						

RIVERLIGHT TRANSIT FY 23-24	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Monthly One-Way Passenger Trips	662	572	613	726	567	553						
Roanoke Development Center	0	0	0	0	0	0						
Medicaid Transportation	155	123	155	181	133	123						
MODIVCARE	12	13	15	27	15	3						
ONE CALL	0	0	0	0	0	0						
Senior Center	287	228	271	278	243	214						
Other (DDS, WF, EDTAP)	170	168	122	168	124	183						
Rural General Public	38	40	50	72	52	30						

WASHINGTON COUNTY

STATISTIC REPORT



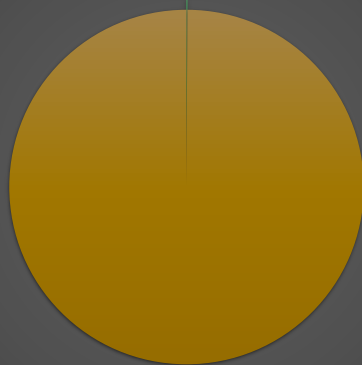
Reporting Period:

JANUARY 2025

**TAX
FY24-25**

	July	Aug.	Sept.	Oct.	Nov.	Dec	Jan	Feb	Mar	Apr	May	June	YTD Totals
Collections													
Amount*													\$ -
Current Year Tax	\$ 1,034,603.36	\$ 472,813.97	\$ 1,716,260.60	\$ 359,027.43	\$ 252,118.91	\$ 2,106,482.61							\$ 5,941,306.88
Current Yr Discount	\$ -	\$ (2,288.44)	\$ (17,589.09)	\$ -	\$ -	\$ -							\$ (19,877.53)
Current Year Penalty	\$ -	\$ 84.94	\$ 3,143.33	\$ 758.09	\$ 282.21	\$ 7,393.01							\$ 11,661.58
Current Year Interest	\$ -	\$ -	\$ 1.85	\$ 345.61	\$ 18.24	\$ -							\$ 365.70
Oct Int is on Deferred Taxes made Due													
Watershed Tax Current Yr	\$ 900.00	\$ 1,339.03	\$ 20,694.17	\$ 4,317.62	\$ 2,834.21	\$ 24,967.22							\$ 55,052.25
Watershed Discount	\$ -	\$ (25.44)	\$ (205.23)	\$ -	\$ -	\$ -							\$ -
Watershed Penalty	\$ -	\$ 1.05	\$ 37.18	\$ 7.86	\$ 3.20	\$ 88.08							\$ 137.37
Watershed Interest	\$ -	\$ -	\$ -	\$ 3.38	\$ -	\$ -							\$ 3.38
Oct Int is on Deferred Taxes made Due													
Prior Year Tax	\$ 113,986.52	\$ 43,681.96	\$ 24,819.23	\$ 16,739.69	\$ 17,640.25	\$ 14,073.23							\$ 230,940.88
Prior Year Penalty	\$ 532.81	\$ 46.79	\$ 88.76	\$ 56.61	\$ 118,382.20	\$ 651.67							\$ 119,759.84
Prior Year Interest	\$ 107,944.06	\$ 164,514.32	\$ 6,368.56	\$ 3,241.20	\$ 47,996.24	\$ 3,080.20							\$ 333,144.58
Prior Year Watershed	\$ 427.68	\$ 172.72	\$ 237.18	\$ 185.25	\$ 121.76	\$ 99.19							\$ 1,243.78
Prior Year WS Penalty	\$ 5.90	\$ 0.28	\$ 0.91	\$ 0.70	\$ 0.16	\$ 1.99							\$ 9.94
Prior Year WS Interest	\$ 483.98	\$ 346.23	\$ 337.46	\$ 331.52	\$ 181.50	\$ 112.78							\$ 1,793.47
Bad Checks	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							\$ -
Prepayments	\$ -	\$ 83.08	\$ 921.61	\$ 2,654.05	\$ 4,626.74	\$ 2,101.07							\$ 10,386.55
TOTAL	\$ 1,258,885.31	\$ 680,770.49	\$ 1,755,116.52	\$ 387,669.01	\$ 444,205.62	\$ 2,159,051.05	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,685,928.67
Advalorem Garnishments													
Initiated	0	0	0	0	-	0							0
Amount	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							\$ -
Satisfied/Cancelled	0	0	0	0	-	0							0
Amount	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							\$ -
* Bank Attachments are usually in/out the same month - the bank either pays or sends a notice that no funds are available.													
Tax and Tag Collections	\$ 94,977.77	\$ 91,165.98	\$ 85,475.57	\$ 89,228.29	\$ 70,231.90	\$ 88,471.75							\$ 424,573.49
Solid Waste Fees													
Billed Current Yr	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							\$ -
Collected All Years	\$ 14,532.69	\$ 28,278.01	\$ 360,458.82	\$ 79,282.71	\$ 70,585.68	\$ 204,641.79							\$ 757,779.70
Bad Checks	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							\$ -
TOTAL	\$ 14,532.69	\$ 28,278.01	\$ 360,458.82	\$ 79,282.71	\$ 70,585.68	\$ 204,641.79	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 757,779.70
Eddie Smith Drainage													
Billed Current Yr	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							\$ -
Collected Current Yr	\$ 291.70	\$ -	\$ 259.16	\$ 210.84	\$ 265.30	\$ 2,915.79							\$ 3,942.79
TOTAL	\$ 291.70	\$ -	\$ 259.16	\$ 210.84	\$ 265.30	\$ 2,915.79	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,942.79
Drainage Fees - Other													
Collected Current Yr	\$ 6,167.86	\$ 12,381.04	\$ 36,559.47	\$ 10,230.76	\$ 9,486.77	\$ 64,140.63						0	\$ 138,966.53
Town Collections													
Creswell Levy	\$ 349.86	\$ 1,674.35	\$ 24,831.41	\$ 4,732.93	\$ 741.70	\$ 40,327.43							\$ 72,657.68
TOTAL TAX DEPOSIT	\$ 1,375,205.19	\$ 814,269.87	\$ 2,262,700.95	\$ 571,354.54	\$ 595,516.97	\$ 2,559,548.44	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,178,595.96

Tax Fees



■ Current Yr Discount
 ■ Current Year Penalty
 ■ Current Year Interest
 ■ Watershed Tax Current Yr
 ■ Watershed Discount
 ■ Watershed Penalty
 ■ Watershed Interest
 ■ Prepayments
 ■ TOTAL

Albemarle Beach Solar, LLC We received a payment per the payment plan 11/7/24. I remain in touch regarding additional payments and the proposed sale.
 VL Group A, LLC We received payment in full for the 2023 taxes. No delinquencies, only the 2024 taxes are due.
 Plymouth Solar, LLC No payments rec'd on the 2023 taxes. Delinquent balance due \$27,688.26 (there was an adjustment on the 2023 taxes due to an assessment error)
 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.
 We received a payment for VL Group A, LLC to pay the 2023 taxes.

	July	Aug.	Sept.	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	YTD Totals
Water Billed FY 23-24 (in million gallons)	8.08	8.93	7	6.896	7.547	6.94	7.77	6.19	6.16	8.23	2.755	8.28	86
Water Billed FY 24-25 (in million gallons)	9.51	6.91	6.97	7	6.85	7.56							30
Base Charges	\$ 71,439	\$ 71,283	\$ 71,361	\$ 71,127	\$ 71,217	\$ 70,934							\$ 427,361
Consumption Charges	\$ 81,120	\$ 46,350	\$ 47,445	\$ 47,580	\$ 45,855	\$ 54,570							\$ 322,920
Reconnecton Charges	\$ 1,890	\$ 2,240	\$ 2,170	\$ 2,135	\$ 1,470	\$ 1,680							\$ 11,585
Number of Abatements	18	9	4	9	4	5							49
Dollar Amount of Abatements	\$ 2,408.50	\$ 3,608	\$ 413	\$ 1,493	\$ 186	\$ 1,076							\$ 9,183.50
Water Pumped (in million gallons)	16.4	15.9	14.14	13.16	12								71.900
Number of Customers	2682	2676	2679	2670	2673	2665							16,045
New taps	2	2	1	0	1	1							2
Water Billed to Roper	\$ 4,844.65	\$ 4,844.65	\$ 4,844.65	\$ 4,844.65	\$4,844.65	\$4,844.65							\$ 29,067.90
													0



EMERGENCY MEDICAL SERVICES (EMS)

FY24-25

Washington County

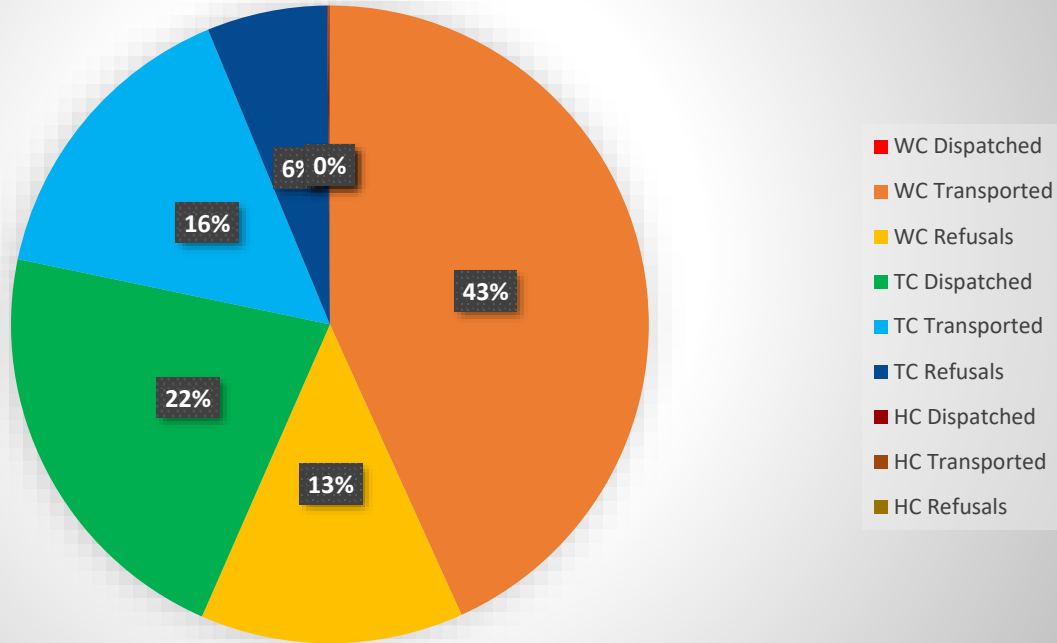
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	YTD Totals
WC Dispatched	161	131	148	151	115	148							
WC Transported	124	95	120	113	87	112							651
WC Refusals	37	36	28	34	30	36							201
Transport Washington													
Hospital to Hospitals	0	1	0	1	0	0							2
SNF to Doctors	112	94	132	199	149	177							863
Hospital Discharges	13	9	19	13	6	15							75
EMS Back Up	4	5	6	6	2	8							31

Tyrrell County

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	YTD Totals
TC Dispatched	51	66	51	69	51	39							327
TC Transported	36	41	39	52	35	30							233
TC Refusals	15	25	12	15	16	9							92
Mutual Aid Hyde													
HC Dispatched	0	1	0	0	0	0	0	0	0	0	0	0	1
HC Transported	0	1	0	0	0	0	0	0	0	0	0	0	1
HC Refusals	0	0	0	0	0	0	0	0	0	0	0	0	0

EMS Dispatches for FY24-25

(Washington, Tyrrell & Hyde Counties)

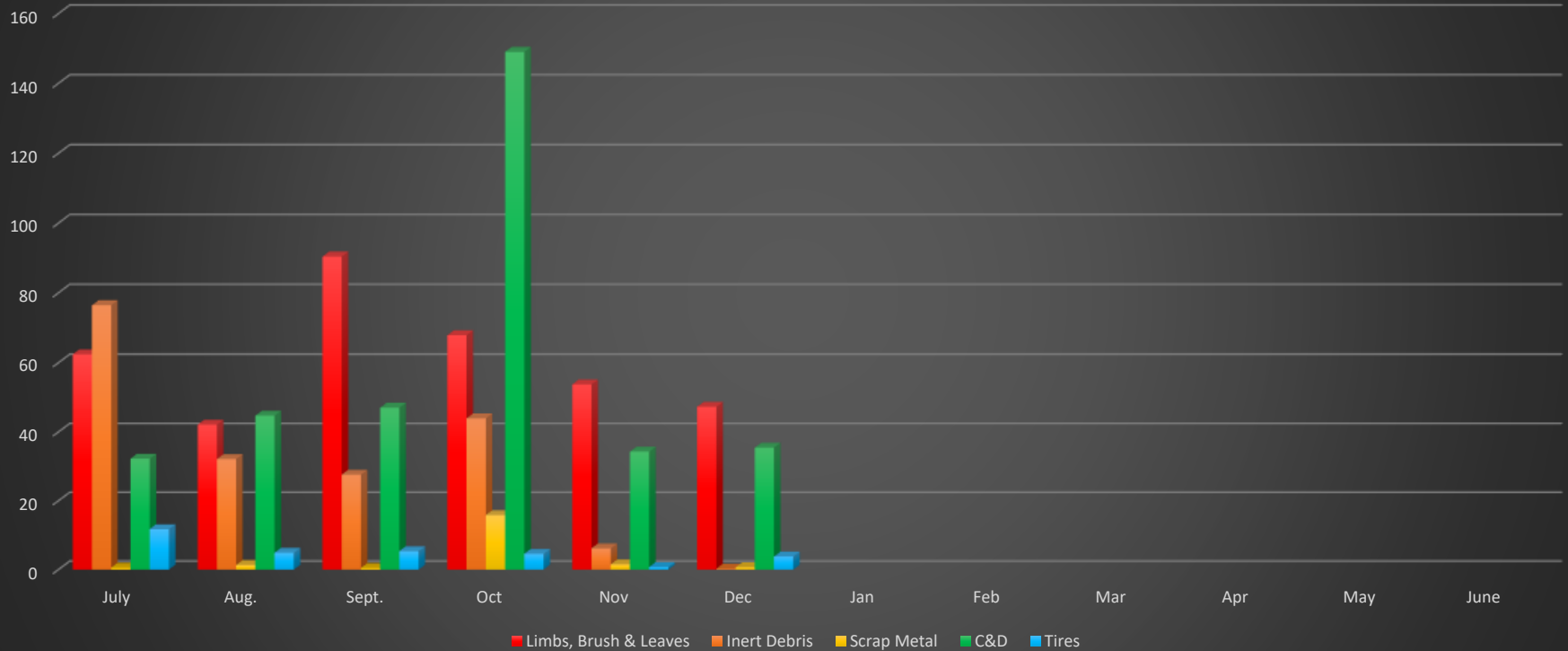


LANDFILL *(in tons)*

FY 24-25

	July	Aug.	Sept.	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	YTD
Limbs, Brush & Leaves	62.41	42.11	90.43	67.89	53.79	47.32							363.95
Inert Debris	76.5	32.1	27.58	43.95	6.19	0.27							186.59
Scrap Metal	0.57	1.34	0.49	15.85	1.51	0.69							20.45
C&D	32.24	44.74	47.06	149.03	34.31	35.45							342.83
Tires	11.76	4.92	5.37	4.57	0.77	3.81							31.20

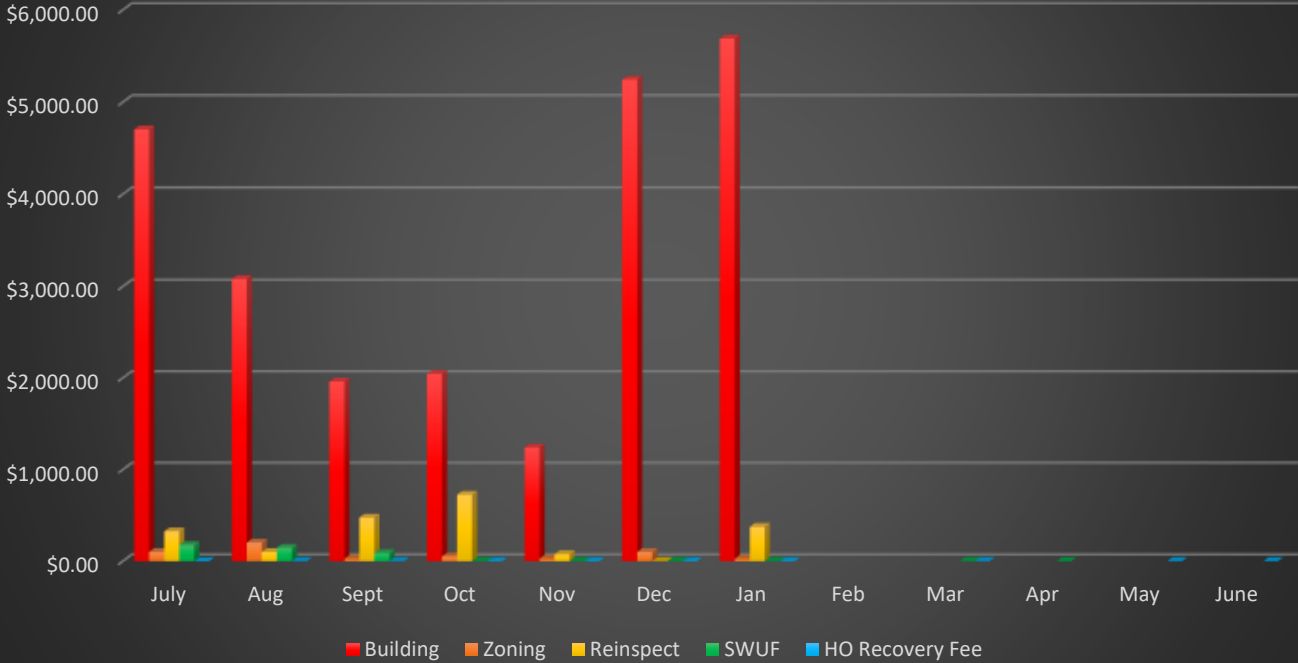
Landfill Collections in Tons



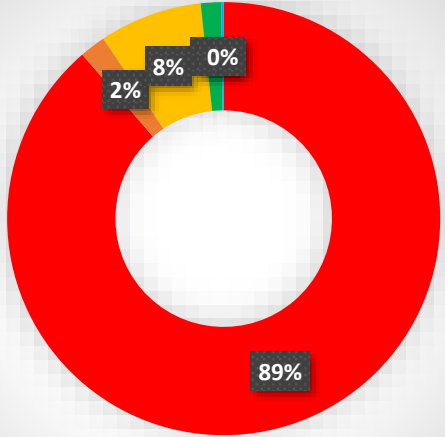
**PLANNING AND ZONING
FY24-25
Inspections and Fees**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	YTD Totals
Building	\$4,702.70	\$ 3,080.00	\$ 1,960.40	\$ 2,043.50	\$ 1,240.60	\$ 5,243.50	\$ 5,688.80						\$23,959.50
Zoning	\$ 100.00	\$ 200.00	\$ 25.00	\$ 50.00	\$ 25.00	\$ 100.00	\$ 25.00						\$525.00
Reinspect	\$ 325.00	\$ 100.00	\$ 475.00	\$ 725.00	\$ 75.00	\$ -	\$ 375.00						\$2,075.00
SWUF	\$175.00	\$ 145.84	\$ 87.50	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -			\$408.34
HO Recovery Fee	\$10.00	\$ -	\$ -	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00		\$ -		\$ -	\$ -	\$50.00
Total	\$5,312.70	\$3,525.84	\$2,547.90	\$2,828.50	\$1,350.60	\$5,353.50	\$6,098.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27,017.84

Planning and Zoning Fees Collected (FY24-25)



Fees Collected Percentages



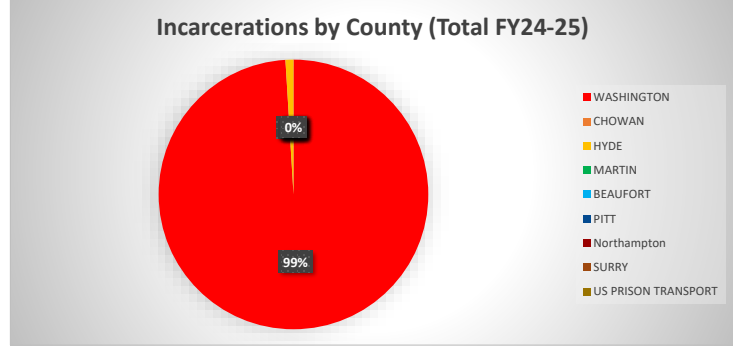
- Building
- Zoning
- Reinspect
- SWUF
- HO Recovery Fee

SENIOR CENTER FY24-25

	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	YTD Total
Unduplicated Attendees	79	58	78	78	73	69							435
Total Guest Check-Ins	29	28	23	22	7	4							113
New Member Forms Submitted	8	1	5	2	1	2							19
Center-Sponsored Events	450	396	375	428	274	315							2238
Special Events	149	113	144	207	144	208							965
Caregiver's Support Groups	0	0	0	0	0	0							0
Exercise Room	64	57	62	59	50	54							346
Fitness Workout (ON HOLD)	HOLD	HOLD	HOLD	HOLD	HOLD	HOLD							0
Yoga	8	5	4	4	5	5							31
Chair Exercise	51	39	48	39	12	21							210
Line Dance	8	HOLD	24	18	9	4							63
Crafts With Sandra Lee	13	14	18	16	5	6							72
Drop-in Activities	16	25	34	27	56	20							178
Pickle Ball (ON HOLD)	HOLD	HOLD	HOLD	HOLD	HOLD	HOLD							0
Roper Classes	14		HOLD	HOLD	HOLD	HOLD							14
Creswell Classes	10		HOLD	HOLD	HOLD	HOLD							10
													YTD Total
	1003	987	989	1131	884	783	0	0	0	0	0	0	5777
Congregate Meals Served	244	237	279	294	231	208							1493
Home-Delivered Meals Served	759	750	710	837	653	575							4284
													YTD Total
	\$ 748.00	\$ 2,754.58	\$ 486.50	\$ 100.00	\$ 32.00	\$ 55.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,176.08
Congregate Donations to AC	\$69.00	\$27.24	\$72.50										\$ 168.74
MOW Donations to AC	\$550.00	\$308.00	\$205.00										\$ 1,063.00
Activity Fees to County GF	\$ 80.00	\$ 55.00	\$ 50.00	\$ 80.00	\$ 7.00	\$ 30.00							\$ 302.00
Senior Collected Donations	\$ 49.00	\$ 2,364.34	\$ 159.00	\$ 20.00	\$ 25.00	\$ 25.00							\$ 2,642.34

DETENTION
FY24-25
Incarcerations by County

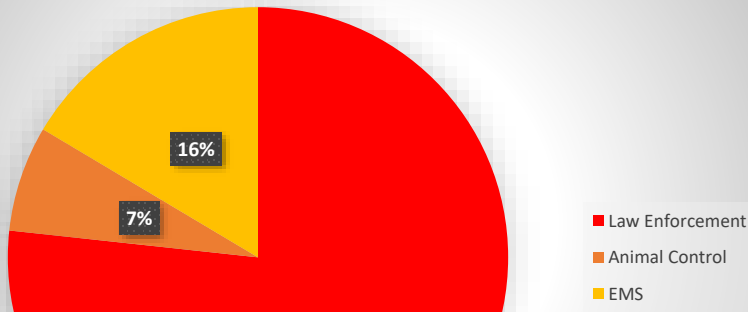
		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total (by Gender)	Total Incarcerations
		50	52	67	56	67	51	53	0	0	0	0	0	396	396
WASHINGTON	Male	34	34	48	30	41	30	33						250	311
	Female	8	8	8	10	11	8	8						61	
CHOWAN	Male	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Female	0	0	0	0	0	0	0	0	0	0	0	0	0	
HYDE	Male	0	0	1	1	0	0	1	0	0	0	0	0	3	3
	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	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	
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	Male	8	10	10	15	15	13	11						82	82
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	

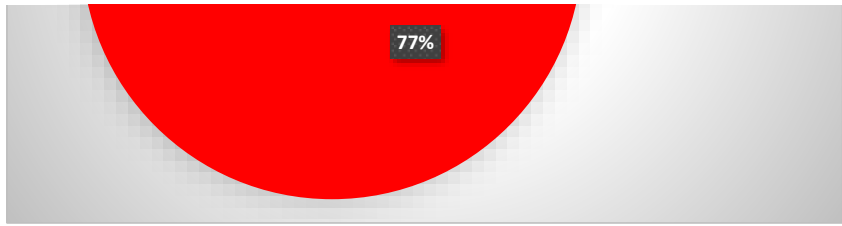


SHERIFF FY24-25

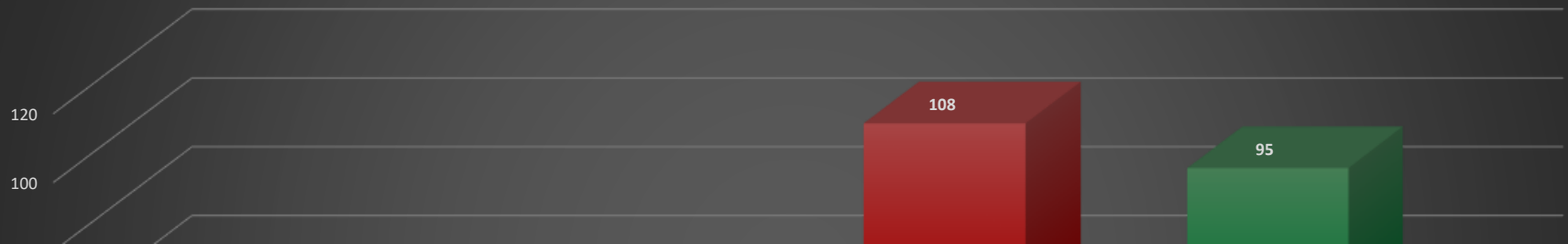
	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	YTD TOTALS
Total Number of Dispatched Calls	1105	998	1022	929	915	854	0	0			0	0	5823
Law Enforcement	853	755	776	676	728	679							4467
Animal Control	73	89	77	79	47	33							398
EMS	179	154	169	174	140	142							958
Reported Incidents			31	10									41
Total Arrests								0	0	0	0	0	0
Misdemeanor Arrests			7	2	6	0							15
Felony Arrests			10	0	7	1							18
Total Papers Served	0	0	51	21	48	20	0	0	0	0	0	0	140
Criminal Papers Served			17	4	7	4							32
Civil Papers Served			34	17	41	16							108
Total Papers Outstanding	0	0	36	39	31	29	0	0	0	0	0		135
Criminal Papers Outstanding			7	19	6	8							40
Civil Papers Outstanding			29	20	25	21							95
Gun Permits Issued N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0
Conceals Pending N/A			10	9									19
Concealed Permits Issued N/A													0

Dispatched Calls (FY24-25)





Total Arrests & Papers Processed/Served (FY24-25)



WASHINGTON COUNTY BOARD OF COMMISSIONERS

AGENDA STATEMENT

ITEM NO: 12

DATE: February 3, 2025

ITEM: Closed Session

SUMMARY EXPLANATION:

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

January 6, 2025

The Washington County Board of Commissioners met in a regular meeting on Monday, January 6, 2025, 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 Phelps called the meeting to order. Commissioner Keyes gave the invocation. Chair Phelps led the Pledge of Allegiance.

ADDITIONS/DELETIONS: None.

Commissioner Keyes made a motion to approve tonight's Agenda. Commissioner Spruill 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) Regular Session Minutes: December 5, 2024 & Special Called Meeting Minutes December 5, 2024
- b) Tax Refunds & Releases & Insolvent Account
- c) FPIC Audit Response Letter for Full Board Signature
- d) Economic & Strategic Development Position
- e) Confirmation Washington County CFPT Continuing as a Single County Team
- f) ~~Revised RAP LEPC EOP~~

Commissioner Spruill asked to remove item f) from the Consent Agenda. and pass the consent agenda TAJ/AK

Commissioner Johnson made a motion to approve the Consent Agenda with the change noted. Commissioner Keyes seconded; motion carried unanimously.

PUBLIC FORUM: None.

EMPLOYEE OF THE YEAR: Chair Phelps read the following:

The Employee of the Year is chosen from the Employee of the Quarter recipients. This year we had nominations in March, June & September.

This year's Employee of the Year was the recipient in March. Her nomination read as follows

“This employee goes above and beyond to help keep her Department on top of their required workload. She coordinates with other counties to cover work when we are required to assist other counties. She helps out wherever she is needed and keeps morale high. She is also shared with another department and volunteers whenever her services are needed. She is a wonderful employee and is an asset to the community.”

This is a long-standing employee (of almost 20 years) who actually started out as an Income Maintenance Caseworker for DSS in November of 2004. In February 2015, she was hired as the county's Code Enforcement Officer, the position that she holds today.

Please join me in congratulating Ms. Connie Barnes as the 2024 Employee of the Year!

DEPARTMENTAL INFORMATION UPDATE—SENIOR CENTER: Ms. Renee' Collier, Senior Center Director gave the following presentation.

Washington County Senior Center



Departmental Update 2025

Senior Center Overview

- For those 50 or older
- Meals program 60 or older
 - Congregate/Home-Bound
- Exercise Room & Classes
- Craft Programs
- Outside Presentations
- Technology Programs
- Game Room
- Trips
 - Day/Overnight
- Fundraisers

Washington County Senior Center January 2025 Schedule of Events					
M	T	W	TH	F	
		1 CLOSED <i>Happy New Year</i>	2 10am: Matching Game	3	Weekly Recurring Activities Mondays: 9:30-10:00am: Fitter Sitters* 11:00-11:30am: Education Corner 1:00-2:30am: Diamond Art Class 4:00-5:30am: Pickle Ball # 5:00-5:00am: Fitness Workout 8:15am: Yoga Tuesdays: 9:30-10:00am: Getting Fit 1:00-2:00am: Chair Exercise 2:00-4:00am: Urns & Skulls Artclass 5:30-6:30am: Beginner Line Dancing Wednesdays: 9:30-10:00am: Fitter Sitters* 10:00am: Sewing with Geraldine Group 11:00-11:30am: Inspirational Moment 1:00pm: Crafts with Sandra 1:00pm: Card & Drumming 1:00-2:30am: Pickle Ball # 5:00-5:00am: Fitness Workout Thursdays: 9:30-10:00am: Getting Fit 1:00-2:00am: Chair Exercise 5:00-6:00am: Advanced Line Dancing Fridays: 9:30-10:00am: Walking Track (Indoors) 10:00-11:00am: Clean-Hole <small>*see agenda for more registration</small> # Free courtesy of Hallmark *Free virtual program
6 10am: Bullseye Bounce	7 10am: Woo-Ball	8 NO VIRTUAL OFFER LETTERS OR CANCELED CLASS 10am: Game Day 1pm: Shopping & Chinese Lantern Trip	9 10am: Crafts w/ Staff	10	
13 10am: Library Visit	14 10am: Crafts w/ Quinterlene	15 10am: Chair Volleyball	16 10am: Games w/ Annette	17	
20 CLOSED	21 10am: Memory Games w/ Zeta Phi Beta	22 10am: Football Toss	23 10am: Digital Navigation Class (in Craft Room)	24	
27 10am: Crafts w/ Renee	28 NO CHAIR EXERCISE 10am: Williamston Bowling & Lunch Trip	29 10am: Crafts w/ Staff	30 10am: Coffee Break 10:30am: Nutrition Presentation	31	

Past Calendar Year In Review



- Overnight trips
- Dozens of Day Trips
- Outside Presentations
- Large Social/Educational Events
- Inter-Regional Events
- Game Room
- Intergenerational Events
- Uncle Bud's Knitters
- FUN ACTIVITIES
- Santa for Seniors

Roadblocks Faced – Lessons Learned

- Staff shortages
 - Crucial Services continued
- Creswell/Roper Classes
 - Success
 - Administrative Duties effected
- Transportation Issues
 - Buses down–Jason S. helped
- Meals on Wheels Hold
 - Current donation requirement

Plans for Calendar Year 2025

- Consistent Programming & Strong Admin Practices
 - Current Focus
- Trips
- Fundraisers
- Students into New School
- Technology via NCDIT – Digital Equity Grant
- Increase in Volunteer Opportunities
- More engaging local community
- Merge Departments– Recreation

CURRENT OPEN TRIPS


Elizabeth City Thrift Shop Trip
Monday, February 10, 2025
Van leaves at 8am
MAX 25

You will have approx. 30-45 mins at each store.
Transportation home will be provided for those who ride with Riverlight Transit after drop off of drivers at the Center.

STORES TO BE VISITED:

- DaBinn
- CHKD Thrift
- S Below
- Goodwill
- Salvation Army
- Ollies

Lunch @ Dairy Queen in Elizabeth City



You are responsible for your own meal and thrift store purchases.
The Center is only providing transportation.
Expect to arrive back at the Center between 3-4:30pm

Breakfast at Yoder's Dutch Pantry
Thursday, February 27, 2025

The Senior Center is heading to Grifton for a wonderful breakfast and fellowship!

YOU MUST HAVE TRANSPORTATION TO THE CENTER
YOU WILL BE BACK IN TIME FOR TRANSIT HOME-
MUST SET UP YOURSELF

MAX 11

PLEASE MAKE SURE YOU HAVE MONEY FOR FOOD/TIP/PURCHASES



PLANNED TIMES:
7:00AM: Leave Senior Center
8:15AM: Breakfast & Explore at Yoder's Dutch Pantry
10:15AM: Leave Yoder's
11:30AM: Arrive back at Senior Center in time for Congregate Lunch

UPCOMING FUNDRAISERS

Valentine's Day Candy Gram Fundraiser

Beginning January 6, 2025, the Senior Center will be selling Candy Gram Valentine's Cards!

Candy Grams: 50¢ each

PURCHASE OPTIONS (3 different ways):

1. IMMEDIATE TAKE AWAY

--This will come with blank card & sucker but will NOT BE DELIVERED BY THE CENTER

2. SENIOR CENTER DELIVER TO PARTICIPANT(S) AT VALENTINE'S SOCIAL (2/13)

--This will come with a blank card & the sucker will be attached before the Center delivers to participants during the Valentine's Social

3. CUSTOM CARDS FOR COUNTY AGENCIES

--The Senior Center will deliver to any county agencies on Friday (2/14) and will offer custom cards for orders of 4 or more



DEADLINE FOR ORDER:
FEBRUARY 7TH

Washington County Senior Center DINNER AND CASH BINGO FUNDRAISER



FRIDAY, MARCH 14, 2025

To raise funds the Center will be hosting a dinner and cash bingo sessions. This event is open to the public but you must partake in Bingo if staying during game play 18 or older to participate.

DINNER

Served 4:00pm through 5:30pm: \$10.00 all you can eat!

Half full includes: Side Salad, Pasta, Bake, Garlic Bread, Drink and Dessert.
To go plates can be purchased for \$2.00 - Pay at entry.

BINGO (20 Games)

5:30pm: Packs Sale and BINGO begins Promptly at 6pm

Bingo sessions will cover 20 games. Bingo games and payouts are pre-determined, no sheet handed out alongside pack purchases.



Single Card Pack (20 cards) = \$5.00

Three Card Pack (60 cards) = \$12.00

Bingo Drawers/Melons are the only thing to be recognized for winning cards.

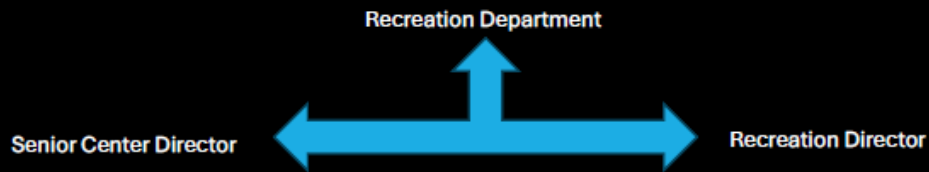
Center will have dealers for sale \$1 each.

MULTIPLE PACKS CAN BE PURCHASED BUT YOU'RE RESPONSIBLE TO KEEP UP!

ALL PRIZE MONEY TO BE WON HAS BEEN DONATED TO THE CENTER FOR VOUCHER!

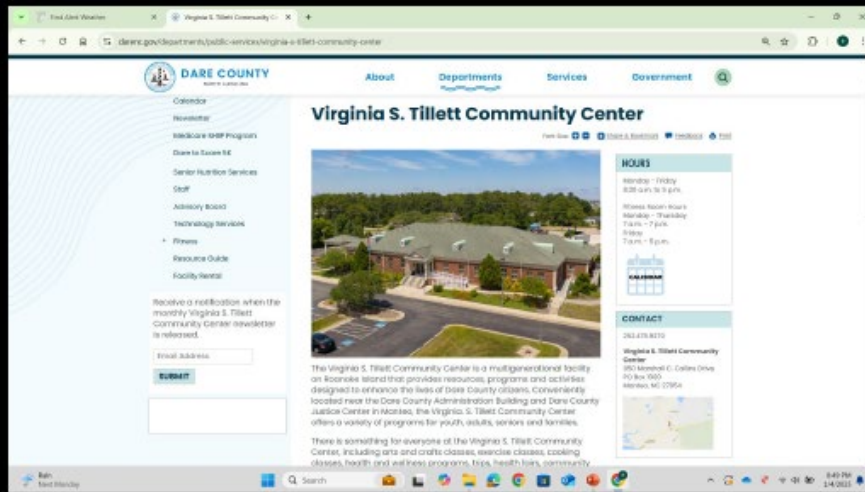
RECREATION-SENIOR CENTER MERGER

- Merge in Title Only
- Learn from Randy
- Grant Opportunities
- Share space & resources



EXAMPLE:

- Organizationally Different than WC but Similar Goals



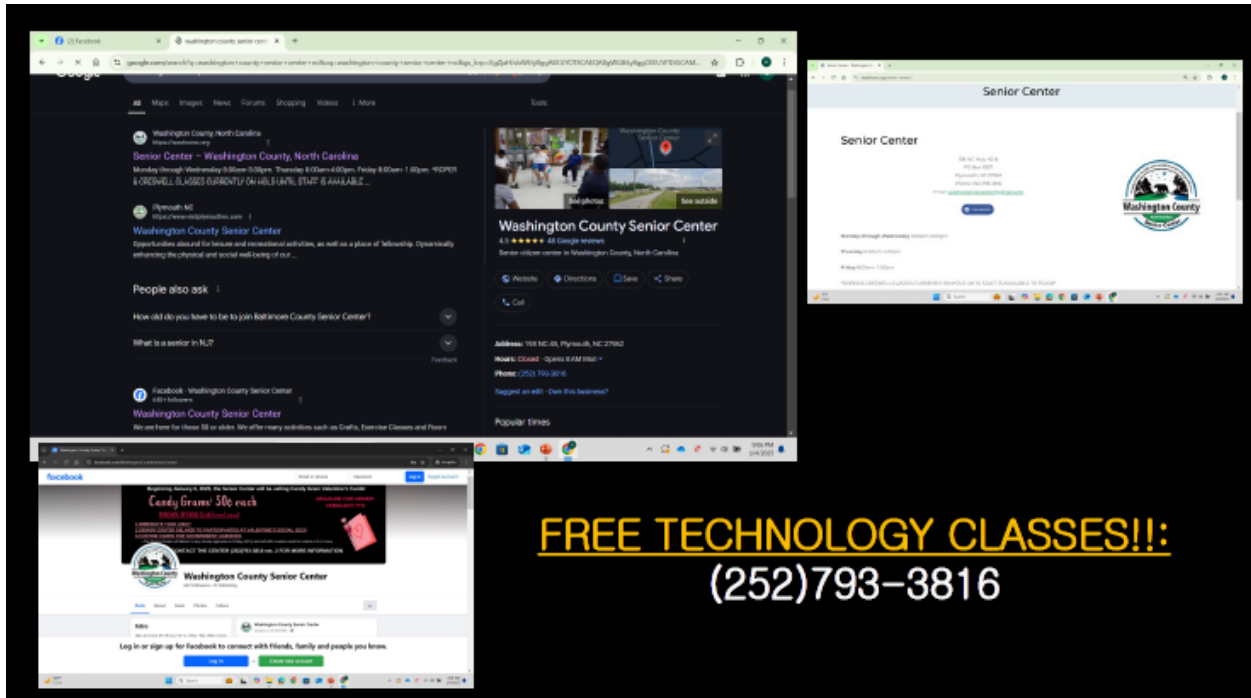
Future of the Senior Center

FACTORS

- NCDHHS—20% population 65+
- Staying in Work Force
- Family Caregivers
- Needs of Washington County
- Staff Changes


OPTIONS

- Continue focus on elderly but target younger older adults
- Programs to meet schedule needs
- Diversify Programs
- Merge Programming for larger range of Citizens



FREE TECHNOLOGY CLASSES!!:
(252)793-3816

Washington County Senior Center



198 Hwy 45 N-Plymouth
(co-located with the Health Dept)

(252)793-3816

Hours:
M-W: 8-5
Th: 8-4
F: 8-1

except during scheduled programs

The Commissioners thanked Ms. Collier for what she does for the County.

PUBLIC HEARING: PLANNING BOARD RECOMMENDATION FOR FLOOD DAMAGE PREVENTION ORDINANCE: Mr. Allen Pittman, Planning/Safety/Inspections Director spoke to the Board.

Commissioner Johnson made a motion to open the public hearing. Commissioner Keyes seconded; motion passed unanimously.

Mr. Pittman noted that the following information was provided to the Board which included a marked up copy of the Flood Damage Prevention Ordinance so they could see what changes were made.

On Thursday, December 19, 2024, the Washington County Planning Board passed a motion to recommend the adoption of a revised Flood Damage Prevention Ordinance, NC Coastal model, which includes new language and definitions due to the inclusion of Coastal Flood Hazard Areas (VE and Coastal A zones). It is recommended that the Commissioners act on this matter at this January 6, 2025 meeting.

A draft of the ordinance was previously reviewed by the Planning Board at their November 21, 2024 meeting and a Public Hearing was set for December 19, 2024. The hearing was advertised, along with a notice that if the Planning Board recommended approval of the ordinance at this hearing, a separate hearing would be conducted by the Board of Commissioners at their January 6, 2025 meeting. This advertisement was confirmed with the Roanoke Beacon on December 4, and December 11, 2024.

This ordinance must be adopted prior to January 15, 2025 so the adopted document with signatures can be sent to the NCDPS and FEMA no later than January 17, 2025 in order for any flood insurance policies to be renewed or written in the future in Washington County.

Commissioner Keyes made a motion to close the public hearing.
Commissioner Johnson seconded; motion passed unanimously.

FLOOD DAMAGE PREVENTION ORDINANCE

Coastal Regular Phase

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

SECTION A. STATUTORY AUTHORIZATION.

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

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

SECTION B. FINDINGS OF FACT.

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

SECTION C. STATEMENT OF PURPOSE.

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

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

SECTION D. OBJECTIVES.

The objectives of this ordinance are to:

- (1) Protect human life, safety, and health;

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

ARTICLE 2. DEFINITIONS.

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

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

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

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

“Appeal” means a request for a review of the Floodplain Administrator’s interpretation of any provision of this ordinance.

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

“Area of Special Flood Hazard” see “Special Flood Hazard Area (SFHA)”.

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

“Base Flood Elevation (BFE)” means a determination of the water surface elevations of the base flood as published in the Flood Insurance Study. When the BFE has not been provided in a “Special Flood Hazard Area”, it may be obtained from engineering studies available from a Federal, State, or other source using FEMA approved engineering methodologies. This elevation, when combined with the “Freeboard”, establishes the “Regulatory Flood Protection Elevation”.

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

“Breakaway Wall” means a wall that is not part of the structural support of the building and is intended through its design and construction to collapse under specific lateral loading forces without causing damage to the elevated portion of the building or the supporting foundation system.

“Building” see “Structure”.

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

“Coastal Area Management Act (CAMA)” means North Carolina’s Coastal Area Management Act, this act, along with the Dredge and Fill Law and the Federal Coastal Zone Management Act, is managed through North Carolina Department of Environmental Quality (NCDEQ) Division of Coastal Management (DCM).

“Coastal AE Zone (CAZ)” means an area within a special flood hazard area, landward of a V zone or landward of an open coast without mapped V zones. In a Coastal A Zone, the principal source of flooding must be astronomical tides, storm surges, seiches, or tsunamis, not riverine flooding. During the base flood conditions, the potential for wave heights shall be greater than or equal to 1.5 feet. Coastal A Zones are not normally designated on FIRMs. (see Limit of Moderate Wave Action (LiMWA))

“Coastal Barrier Resources System (CBRS)” consists of undeveloped portions of coastal and adjoining areas established by the Coastal Barrier Resources Act (CoBRA) of 1982, the Coastal Barrier Improvement Act (CBIA) of 1990, and subsequent revisions, and includes areas owned by Federal or State governments or private conservation organizations identified as Otherwise Protected Areas (OPA).

“Coastal High Hazard Area” means a Special Flood Hazard Area extending from offshore to the inland limit of a primary frontal dune along an open coast and any other area subject to high velocity wave action from storms or seismic sources. The area is designated on a FIRM, or other adopted flood map as determined in Article 3, Section B of this ordinance, as Zone VE.

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

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

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

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

“Dry Floodproofing” means a combination of measures that make a building and attendant utilities and equipment watertight and substantially impermeable to floodwater, with structural components having the capacity to resist flood loads. Please refer to Technical Bulletin 3, Requirements for the Design and Certification of Dry Floodproofed Non-Residential and Mixed-Use Buildings, and available from the FEMA.

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

“Encroachment” means the advance or infringement of uses, fill, excavation, buildings, structures or development into

a special flood hazard area, which may impede or alter the flow capacity of a floodplain.

“Existing building and existing structure” means any building and/or structure for which the “start of construction” commenced before the initial Flood Insurance Rate Map (FIRM) for the community, dated December 4, 1985.

“Existing Manufactured Home Park or Manufactured Home Subdivision” means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of the floodplain management regulations adopted by a community, dated December 4, 1985.

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

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

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

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

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

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

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

“Flood Prone Area” see “Floodplain”

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

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

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

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

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

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

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

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

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

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

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

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

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

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

“Historic Structure” means any structure that is:

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

Certified Local Government (CLG) Programs are approved by the US Department of the Interior in cooperation with the North Carolina Department of Cultural Resources through the State Historic Preservation Officer as

having met the requirements of the National Historic Preservation Act of 1966 as amended in 1980.

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

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

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

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

“Limit of Moderate Wave Action (LimWA)” means the boundary line given by FEMA on coastal map studies marking the extents of Coastal A Zones (CAZ).

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

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

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

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

“Map Repository” means the location of the official flood hazard data to be applied for floodplain management. It is a central location in which flood data is stored and managed; in North Carolina, FEMA has recognized that the application of digital flood hazard data products carry the same authority as hard copy products. Therefore, the NCEM’s Floodplain Mapping Program websites house current and historical flood hazard data. For effective flood hazard data, the NC FRIS website (<https://fris.nc.gov/fris/Home.aspx?ST=NC>) is the map repository, and for historical flood hazard data the FEMA Map Service Center website (<https://msc.fema.gov/portal/home>) is the map repository.

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

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

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

"Otherwise Protected Area (OPA)" see "Coastal Barrier Resources System (CBRS)".

"Post-FIRM" means construction or other development for which the "start of construction" occurred on or after December 4, 1985, the effective date of the initial Flood Insurance Rate Map.

"Pre-FIRM" means construction or other development for which the "start of construction" occurred before December 4, 1985, the effective date of the initial Flood Insurance Rate Map.

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

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

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

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

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

"Regulatory Flood Protection Elevation" means the "Base Flood Elevation" plus the "Freeboard". In "Special Flood Hazard Areas" where Base Flood Elevations (BFEs) have been determined, this elevation shall be the BFE plus five (5) feet. In "Special Flood Hazard Areas" where no BFE has been established, this elevation shall be at least 2 two feet above the highest adjacent grade. Ductwork and non-flood resistant materials are subject to the regulatory flood protection elevation (RFPE).

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

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

"Salvage Yard" means any non-residential property used for the storage, collection, and/or recycling of any type of

equipment, and including but not limited to vehicles, appliances, and related machinery.

“Sand Dunes” means naturally occurring accumulations of sand in ridges or mounds landward of the beach.

“Shear Wall” means walls used for structural support but not structurally joined or enclosed at the end (except by breakaway walls). Shear walls are parallel or nearly parallel to the flow of the water.

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

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

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

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

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

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

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

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

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

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

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

time as that documentation is provided.

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

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

ARTICLE 3. GENERAL PROVISIONS.

SECTION A. LANDS TO WHICH THIS ORDINANCE APPLIES.

This ordinance shall apply to all Special Flood Hazard Areas within the jurisdiction of Washington County and within the jurisdiction of any other community whose governing body agrees, by resolution, to such application.

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

The Special Flood Hazard Areas are those identified under the Cooperating Technical State (CTS) agreement between the State of North Carolina and FEMA in its FIS dated January 17, 2025, for Washington County and associated DFIRM panels, including any digital data developed as part of the FIS, which are adopted by reference and declared a part of this ordinance, and all revisions thereto.

SECTION C. ESTABLISHMENT OF FLOODPLAIN DEVELOPMENT PERMIT.

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

SECTION D. COMPLIANCE.

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

SECTION E. ABROGATION AND GREATER RESTRICTIONS.

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

SECTION F. INTERPRETATION.

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

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

SECTION G. WARNING AND DISCLAIMER OF LIABILITY.

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

SECTION H. PENALTIES FOR VIOLATION.

Violation of the provisions of this ordinance or failure to comply with any of its requirements, including violation of conditions and safeguards established in connection with grants of variance or special exceptions, shall constitute a Class 1 misdemeanor pursuant to NC G.S. § 143-215.58. Any person who violates this ordinance or fails to comply with any of its requirements shall, upon conviction thereof, be fined not more than \$50.00 or imprisoned for not more than thirty (30) days, or both. Each day such violation continues shall be considered a separate offense. Nothing herein contained shall prevent Washington County from taking such other lawful action as is necessary to prevent or remedy any violation.

ARTICLE 4. ADMINISTRATION.

SECTION A. DESIGNATION OF FLOODPLAIN ADMINISTRATOR.

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

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

- (1) **Application Requirements.** Application for a Floodplain Development Permit shall be made to the Floodplain Administrator prior to any development activities located within Special Flood Hazard Areas. The following items shall be presented to the Floodplain Administrator to apply for a floodplain development permit:
 - (a) A plot plan drawn to scale which shall include, but shall not be limited to, the following specific details of the proposed floodplain development:
 - (i) The nature, location, dimensions, and elevations of the area of development/disturbance; existing and proposed structures, utility systems, grading/pavement areas, fill materials, storage areas, drainage facilities, and other development;
 - (ii) The boundary of the Special Flood Hazard Area as delineated on the FIRM or other flood map as determined in Article 3, Section B, or a statement that the entire lot is within the Special Flood Hazard Area;
 - (iii) Flood zone(s) designation of the proposed development area as determined on the FIRM or other flood map as determined in Article 3, Section B;
 - (iv) The boundary of the floodway(s) or non-encroachment area(s) as determined in Article 3, Section B;

- (v) The Base Flood Elevation (BFE) where provided as set forth in Article 3, Section B; Article 4, Section C; or Article 5, Section D;
 - (vi) The old and new location of any watercourse that will be altered or relocated as a result of proposed development; and
 - (vii) The boundary and designation date of the Coastal Barrier Resource System (CBRS) area or Otherwise Protected Areas (OPA),
- (b) Proposed elevation, and method thereof, of all development within a Special Flood Hazard Area including but not limited to:
- (i) Elevation in relation to NAVD 1988 or subsequent datum of the proposed reference level (including basement) of all structures;
 - (ii) Elevation in relation to NAVD 1988 or subsequent datum to which any non-residential structure in Zones A, AE, AH, AO, A99 will be floodproofed; and
 - (iii) Elevation in relation to NAVD 1988 or subsequent datum to which any proposed utility systems will be elevated or floodproofed.
- (c) If floodproofing, a Floodproofing Certificate (FEMA Form FF-206-FY-22-153) with supporting data, an operational plan, and an inspection and maintenance plan that include, but are not limited to, installation, exercise, and maintenance of floodproofing measures.
- (d) A Foundation Plan, drawn to scale, which shall include details of the proposed foundation system to ensure all provisions of this ordinance are met. These details include but are not limited to:
- (i) The proposed method of elevation, if applicable (i.e., fill, solid foundation perimeter wall, solid backfilled foundation, open foundation on columns/posts/piers/piles/shear walls); and
 - (ii) Openings to facilitate automatic equalization of hydrostatic flood forces on walls in accordance with Article 5, Section B(4)(c) when solid foundation perimeter walls or breakaway walls are used.
 - (iii) The following, in Coastal High Hazard Areas and Coastal A zones, in accordance with the provisions of Article 5, Sections G and H
 - (1) V-Zone Certification with accompanying plans and specifications verifying the engineered structure and any breakaway wall designs; *In addition, prior to the Certificate of Compliance/Occupancy issuance, a registered professional engineer or architect shall certify the finished construction is compliant with the design, specifications and plans for VE Zone construction.*
 - (2) Plans for open wood latticework or insect screening, if applicable; and
 - (3) Plans for non-structural fill, if applicable. If non-structural fill is proposed, it must be demonstrated through coastal engineering analysis that the proposed fill would not result in any increase in the BFE or otherwise cause adverse impacts by wave ramping and deflection on to the subject structure or adjacent properties.
- (e) Usage details of any enclosed areas below the lowest floor.
- (f) Plans and/or details for the protection of public utilities and facilities such as sewer, gas, electrical, and water systems to be located and constructed to minimize flood damage.
- (g) Certification that all other Local, State and Federal permits required prior to floodplain development

permit issuance have been received.

- (h) Documentation for placement of Recreational Vehicles and/or Temporary Structures, when applicable, to ensure that the provisions of Article 5, Section B, subsections (6) and (7) of this ordinance are met.
- (i) A description of proposed watercourse alteration or relocation, when applicable, including an engineering report on the effects of the proposed project on the flood-carrying capacity of the watercourse and the effects to properties located both upstream and downstream; and a map (if not shown on plot plan) showing the location of the proposed watercourse alteration or relocation.

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

- (a) A complete description of all the development to be permitted under the floodplain development permit (e.g. house, garage, pool, septic, bulkhead, cabana, pier, bridge, mining, dredging, filling, grading, paving, excavation or drilling operations, or storage of equipment or materials, etc.) and accurate cost estimate.
- (b) The Special Flood Hazard Area determination for the proposed development in accordance with available data specified in Article 3, Section B.
- (c) The Regulatory Flood Protection Elevation required for the reference level and all attendant utilities.
- (d) The Regulatory Flood Protection Elevation required for the protection of all public utilities.
- (e) All certification submittal requirements with timelines.
- (f) A statement that no fill material or other development shall encroach into the floodway or non-encroachment area of any watercourse unless the requirements of Article 5, Section F have been met.
- (g) The flood openings requirements.
- (h) Limitations of below BFE enclosure uses (i.e., parking, building access and limited storage only).
- (i) A statement, that all materials below BFE/RFPE must be flood resistant materials.
- (j) A statement, if in Zone VE, that there shall be no alteration of sand dunes which would increase potential flood damage.
- (k) A statement, if in Zones VE and Coastal A, that there shall be no fill used for structural support.

(3) **Certification Requirements.**

- (a) Elevation Certificates
 - (i) In lieu of a preliminary Elevation Certificate, a temporary benchmark at the Regulatory Flood Protection Elevation shall be placed on site by a registered land surveyor prior to issuance of a Floodplain Development Permit/Building Permit.
 - (ii) A final Finished Construction Elevation Certificate (FEMA Form FF-206-FY-22-152) is required after construction is completed and prior to Certificate of Compliance/Occupancy issuance. It shall be the duty of the permit holder to submit to the Floodplain Administrator a certification of final as-built construction of the elevation of the reference level and all attendant utilities. The Floodplain Administrator shall review the certificate data submitted. Deficiencies detected by such review shall be corrected by the permit holder immediately and prior to Certificate of Compliance/Occupancy issuance. In some instances, another certification may be required to certify corrected as-built construction. Failure to submit the certification or failure to make

required corrections shall be cause to withhold the issuance of a Certificate of Compliance/Occupancy. *The Finished Construction Elevation Certificate certifier shall provide at least 2 photographs showing the front and rear of the building taken within 90 days from the date of certification. The photographs must be taken with views confirming the building description and diagram number provided in Section A. To the extent possible, these photographs should show the entire building including foundation. If the building has split-level or multi-level areas, provide at least 2 additional photographs showing side views of the building. In addition, when applicable, provide a photograph of the foundation showing a representative example of the flood openings or vents. All photographs must be in color and measure at least 3" x 3". Digital photographs are acceptable. (MANDATORY FOR CRS PARTICIPATION AND SHOULD BE INCLUDED IN ITS ENTIRETY.)*

(b) Floodproofing Certificate

- (i) If non-residential floodproofing is used to meet the Regulatory Flood Protection Elevation requirements, a Floodproofing Certificate (FEMA Form FF-206-FY-22-153), with supporting data, an operational plan, and an inspection and maintenance plan are required prior to the actual start of any new construction. It shall be the duty of the permit holder to submit to the Floodplain Administrator a certification of the floodproofed design elevation of the reference level and all attendant utilities, in relation to NAVD 1988. Floodproofing certification shall be prepared by or under the direct supervision of a professional engineer or architect and certified by same. The Floodplain Administrator shall review the certificate data, the operational plan, and the inspection and maintenance plan. Deficiencies detected by such review shall be corrected by the applicant prior to permit approval. Failure to submit the certification or failure to make required corrections shall be cause to deny a Floodplain Development Permit. Failure to construct in accordance with the certified design shall be cause to withhold the issuance of a Certificate of Compliance/Occupancy. ***(THE FEMA FLOODPROOFING CERTIFICATE IS OPTIONAL AT THE TIME OF PERMITTING THE STRUCTURE BUT RECOMMENDED TO PROPERLY PERMIT THE STRUCTURE AND ENSURE COMPLIANCE WITH THIS ORDINANCE.)***
 - (ii) A final Finished Construction Floodproofing Certificate (FEMA Form FF-206-FY-22-153), with supporting data, an operational plan, and an inspection and maintenance plan are required prior to the issuance of a Certificate of Compliance/Occupancy. It shall be the duty of the permit holder to submit to the Floodplain Administrator a certification of the floodproofed design elevation of the reference level and all attendant utilities, in relation to NAVD 1988. Floodproofing certificate shall be prepared by or under the direct supervision of a professional engineer or architect and certified by same. The Floodplain Administrator shall review the certificate data, the operational plan, and the inspection and maintenance plan. Deficiencies detected by such review shall be corrected by the applicant prior to Certificate of Occupancy. Failure to submit the certification or failure to make required corrections shall be cause to deny a Floodplain Development Permit. Failure to construct in accordance with the certified design shall be cause to deny a Certificate of Compliance/Occupancy.
- (c) If a manufactured home is placed within Zones A, AE, AH, AO, A99 and the elevation of the chassis is more than 36 inches in height above grade, an engineered foundation certification is required in accordance with the provisions of Article 5, Section B(3)(b).
 - (d) If a watercourse is to be altered or relocated, a description of the extent of watercourse alteration or relocation; a professional engineer's certified report on the effects of the proposed project on the flood-carrying capacity of the watercourse and the effects to properties located both upstream and downstream; and a map showing the location of the proposed watercourse alteration or relocation shall all be submitted by the permit applicant prior to issuance of a floodplain development permit.
 - (e) Certification Exemptions. The following structures, if located within Zones A, AE, AH, AO, A99, are exempt from the elevation/floodproofing certification requirements specified in items (a) and (b) of this

subsection:

- (i) **Recreational Vehicles** meeting requirements of Article 5, Section B(6)(a);
 - (ii) **Temporary Structures** meeting requirements of Article 5, Section B(7); and
 - (iii) **Accessory Structures** that are 150 square feet or less and meeting requirements of Article 5, Section B (8).
- (e) A V-Zone Certification with accompanying design plans and specifications is required prior to issuance of a Floodplain Development permit within Coastal High Hazard Areas (VE zones) and Coastal A zones. It shall be the duty of the permit applicant to submit to the Floodplain Administrator said certification to ensure the design standards of this ordinance are met. A registered professional engineer or architect shall develop or review the structural design, plans, and specifications for construction and certify that the design and methods of construction to be used are in accordance with accepted standards of practice for meeting the provisions of this ordinance. This certification is not a substitute for an Elevation Certificate. In addition, prior to the Certificate of Compliance/Occupancy issuance, a registered professional engineer or architect shall certify the finished construction is compliant with the design, specifications and plans for VE and Coastal A zone construction.
- (4) **Substantial Improvement/Damage determinations for existing buildings and structures.**
For applications for building permits to improve buildings and structures, including alterations, movement, enlargement, replacement, repair, change of occupancy, additions, rehabilitations, renovations, substantial improvements, repairs of substantial damage, and any other improvement of or work on such buildings and structures, the Floodplain Administrator, in coordination with the Building Official, shall:
- (a) Estimate the market value, or require the applicant to obtain an appraisal of the market value prepared by a qualified independent appraiser, of the building or structure before the start of construction of the proposed work; in the case of repair, the market value of the building or structure shall be the market value before the damage occurred and before any repairs are made;
 - (b) Compare the cost to perform the improvement, the cost to repair a damaged building to its pre-damaged condition, or the combined costs of improvements and repairs, if applicable, to the market value of the building or structure;
 - (c) Determine and document whether the proposed work constitutes substantial improvement or repair of substantial damage; and
 - (d) Notify the applicant if it is determined that the work constitutes substantial improvement or repair of substantial damage and that compliance with the flood resistant construction requirements of the NC Building Code and this ordinance is required.

SECTION C. DUTIES AND RESPONSIBILITIES OF THE FLOODPLAIN ADMINISTRATOR.

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

- (1) Review all floodplain development applications and issue permits for all proposed development within Special Flood Hazard Areas to assure that the requirements of this ordinance have been satisfied.
- (2) Review all proposed development within Special Flood Hazard Areas to assure that all necessary local, state and federal permits have been received, including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334.
- (3) Notify adjacent communities and the North Carolina Department of Public Safety, Division of Emergency Management, State Coordinator for the National Flood Insurance Program prior to any alteration or relocation

of a watercourse and submit evidence of such notification to the Federal Emergency Management Agency (FEMA).

- (4) Assure that maintenance is provided within the altered or relocated portion of said watercourse so that the flood-carrying capacity is maintained.
- (5) Prevent encroachments into floodways and non-encroachment areas unless the certification and flood hazard reduction provisions of Article 5, Section F are met.
- (6) Obtain actual elevation (in relation to NAVD 1988 or subsequent datum) of the reference level (including basement) and all attendant utilities of all new and substantially improved structures, in accordance with the provisions of Article 4, Section B(3).
- (7) Obtain actual elevation (in relation to NAVD 1988 or subsequent datum) to which all new and substantially improved structures and utilities have been floodproofed, in accordance with the provisions of Article 4, Section B(3).
- (8) Obtain actual elevation (in relation to NAVD 1988 or subsequent datum) of all public utilities in accordance with the provisions of Article 4, Section B(3).
- (9) When floodproofing is utilized for a particular structure, obtain certifications from a registered professional engineer or architect in accordance with the provisions of Article 4, Section B(3) and Article 5, Section B(2).
- (10) Where interpretation is needed as to the exact location of boundaries of the Special Flood Hazard Areas, floodways, or non-encroachment areas (for example, where there appears to be a conflict between a mapped boundary and actual field conditions), make the necessary interpretation. The person contesting the location of the boundary shall be given a reasonable opportunity to appeal the interpretation as provided in this article.
- (11) When BFE data has not been provided in accordance with the provisions of Article 3, Section B, obtain, review, and reasonably utilize any BFE data, along with floodway data or non-encroachment area data available from a federal, state, or other source, including data developed pursuant to Article 5, Section D(2)(c), in order to administer the provisions of this ordinance.
- (12) When BFE data is provided but no floodway or non-encroachment area data has been provided in accordance with the provisions of Article 3, Section B, obtain, review, and reasonably utilize any floodway data or non-encroachment area data available from a federal, state, or other source in order to administer the provisions of this ordinance.
- (13) Permanently maintain all records that pertain to the administration of this ordinance and make these records available for public inspection, recognizing that such information may be subject to the Privacy Act of 1974, as amended.
- (14) Make on-site inspections of work in progress. As the work pursuant to a floodplain development permit progresses, the Floodplain Administrator shall make as many inspections of the work as may be necessary to ensure that the work is being done according to the provisions of the local ordinance and the terms of the permit. In exercising this power, the Floodplain Administrator has a right, upon presentation of proper credentials, to enter on any premises within the jurisdiction of the community at any reasonable hour for the purposes of inspection or other enforcement action.
- (15) Issue stop-work orders as required. Whenever a building or part thereof is being constructed, reconstructed, altered, or repaired in violation of this ordinance, the Floodplain Administrator may order the work to be immediately stopped. The stop-work order shall be in writing and directed to the person doing or in charge of the work. The stop-work order shall state the specific work to be stopped, the specific reason(s) for the stoppage, and the condition(s) under which the work may be resumed. Violation of a stop-work order constitutes a misdemeanor.

- (16) Revoke floodplain development permits as required. The Floodplain Administrator may revoke and require the return of the floodplain development permit by notifying the permit holder in writing stating the reason(s) for the revocation. Permits shall be revoked for any substantial departure from the approved application, plans, and specifications; for refusal or failure to comply with the requirements of State or local laws; or for false statements or misrepresentations made in securing the permit. Any floodplain development permit mistakenly issued in violation of an applicable State or local law may also be revoked.
- (17) Make periodic inspections throughout the Special Flood Hazard Areas within the jurisdiction of the community. The Floodplain Administrator and each member of his or her inspections department shall have a right, upon presentation of proper credentials, to enter on any premises within the territorial jurisdiction of the department at any reasonable hour for the purposes of inspection or other enforcement action.
- (18) Conduct the following actions when damage occurs to residential and/or non-residential structures:
 - (a) Conduct damage assessments for those damaged structures located within the SFHA;
 - (b) Determine whether the damaged structure is substantially damaged pursuant to Article 4, Section B(4); and
 - (c) Notify owner(s) of the development requirements for substantial damage and obtaining building/floodplain development permit prior to repair, rehabilitation, or reconstruction.
- (19) Follow through with corrective procedures of Article 4, Section D.
- (20) Review, provide input, and make recommendations for variance requests.
- (21) Maintain a current map repository to include, but not limited to, historical and effective FIS Report, historical and effective FIRM and other official flood maps and studies adopted in accordance with the provisions of Article 3, Section B of this ordinance, including any revisions thereto including Letters of Map Change, issued by FEMA. Notify State and FEMA of mapping needs.
- (22) Coordinate revisions to FIS reports and FIRMs, including Letters of Map Revision Based on Fill (LOMR-Fs) and Letters of Map Revision (LOMRs).

SECTION D. CORRECTIVE PROCEDURES.

- (1) Violations to be corrected: When the Floodplain Administrator finds violations of applicable state and local laws; it shall be his or her duty to notify the owner or occupant of the building of the violation. The owner or occupant shall immediately remedy each of the violations of law cited in such notification.
- (2) Actions in Event of Failure to Take Corrective Action: If the owner of a building or property shall fail to take prompt corrective action, the Floodplain Administrator shall give the owner written notice, by certified or registered mail to the owner's last known address or by personal service, stating:
 - (a) That the building or property is in violation of the floodplain management regulations;
 - (b) That a hearing will be held before the Floodplain Administrator at a designated place and time, not later than ten (10) days after the date of the notice, at which time the owner shall be entitled to be heard in person or by counsel and to present arguments and evidence pertaining to the matter; and
 - (c) That following the hearing, the Floodplain Administrator may issue an order to alter, vacate, or demolish the building; or to remove fill as applicable.
- (3) Order to Take Corrective Action: If, upon a hearing held pursuant to the notice prescribed above, the Floodplain Administrator shall find that the building or development is in violation of the Flood Damage Prevention Ordinance, he or she shall issue an order in writing to the owner, requiring the owner to remedy the violation within a specified time period, not less than sixty (60) calendar days, nor more than least one hundred eighty (180) calendar days. Where the Floodplain Administrator finds that there is imminent danger

to life or other property, he or she may order that corrective action be taken in such lesser period as may be feasible.

- (4) **Appeal:** Any owner who has received an order to take corrective action may appeal the order to the local elected governing body by giving notice of appeal in writing to the Floodplain Administrator and the clerk within ten (10) days following issuance of the final order. In the absence of an appeal, the order of the Floodplain Administrator shall be final. The local governing body shall hear an appeal within a reasonable time and may affirm, modify and affirm, or revoke the order.
- (5) **Failure to Comply with Order:** If the owner of a building or property fails to comply with an order to take corrective action for which no appeal has been made or fails to comply with an order of the governing body following an appeal, the owner shall be guilty of a Class 1 misdemeanor pursuant to NC G.S. § 143-215.58 and shall be punished at the discretion of the court.

SECTION E. VARIANCE PROCEDURES.

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

that area;

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

- (b) No feasible location exists for the use outside the Special Flood Hazard Area.
- (c) The reference level of any structure is elevated or floodproofed to at least the Regulatory Flood Protection Elevation.
- (d) The use complies with all other applicable federal, state and local laws.
- (e) Washington County has notified the Secretary of the North Carolina Department of Public Safety of its intention to grant a variance at least thirty (30) calendar days prior to granting the variance, in accordance with North Carolina General Statutes §143-215.54A(b).

ARTICLE 5. PROVISIONS FOR FLOOD HAZARD REDUCTION.

SECTION A. GENERAL STANDARDS.

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

- (1) All new construction and substantial improvements shall be designed (or modified) and adequately anchored to prevent flotation, collapse, and lateral movement of the structure.
- (2) All new construction and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage in accordance with the FEMA Technical Bulletin 2, *Flood Damage-Resistant Materials Requirements*.
- (3) All new construction and substantial improvements shall be constructed by methods and practices that minimize flood damages.
- (4) All new electrical, heating, ventilation, plumbing, air conditioning equipment, duct systems, and other building utility systems, equipment, and service facilities shall be located at or above the Regulatory Flood Protection Elevation (RFPE) and/or specially designed to prevent water from entering or accumulating within the components and installed to resist hydrostatic and hydrodynamic loads and stresses, including the effects of buoyancy, during the occurrence of flooding to the design flood elevation. Utility systems, equipment, and service facilities include, but are not limited to, HVAC equipment, water softener units, bath/kitchen plumbing fixtures, ductwork, electric/gas meter panels/boxes, utility/cable boxes, water heaters, fuel tanks, and electric outlets/switches.
 - (a) Replacements part of a substantial improvement must also meet the above provisions.
 - (b) Replacements that are for maintenance and not part of a substantial improvement, may be installed at the original location provided the addition and/or improvements comply with the standards for new construction consistent with the code and requirements for the original structure.
- (5) All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of floodwaters into the system.
- (6) New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of floodwaters into the systems and discharges from the systems into flood waters.
- (7) On-site waste disposal systems shall be located and constructed to avoid impairment to them or contamination from them during flooding.
- (8) Nothing in this ordinance shall prevent the repair, reconstruction, or replacement of a building or structure existing on the effective date of this ordinance and located totally or partially within the floodway, non-encroachment area, or stream setback, provided there is no additional encroachment below the Regulatory

Flood Protection Elevation in the floodway, non-encroachment area, or stream setback, and provided that such repair, reconstruction, or replacement meets all of the other requirements of this ordinance.

- (9) New solid waste disposal facilities and sites, hazardous waste management facilities, salvage yards, and chemical storage facilities shall not be permitted, except by variance as specified in Article 4, Section E(10). A structure or tank for chemical or fuel storage incidental to an allowed use or to the operation of a water treatment plant or wastewater treatment facility may be located in a Special Flood Hazard Area only if the structure or tank is either elevated or floodproofed to at least the Regulatory Flood Protection Elevation and certified in accordance with the provisions of Article 4, Section B(3).
- (10) All subdivision proposals and other development proposals shall be consistent with the need to minimize flood damage.
- (11) All subdivision proposals and other development proposals shall have public utilities and facilities such as sewer, gas, electrical, and water systems located and constructed to minimize flood damage.
- (12) All subdivision proposals and other development proposals shall have adequate drainage provided to reduce exposure to flood hazards.
- (13) All subdivision proposals and other development proposals shall have received all necessary permits from those governmental agencies for which approval is required by federal or state law, including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334.
- (14) When a structure is partially located in a Special Flood Hazard Area, the entire structure shall meet the requirements for new construction and substantial improvements.
- (15) When a building or structure is located in more than one flood zone or in a flood zone with multiple base flood elevations, the provisions for the most restrictive flood zone and the highest BFE shall apply.

SECTION B. SPECIFIC STANDARDS.

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

- (1) **Residential Construction.** New construction and substantial improvement of any residential structure (including manufactured homes) shall have the reference level, including basement, elevated no lower than the Regulatory Flood Protection Elevation (RFPE), as defined in Article 2 of this ordinance.
- (2) **Non-Residential Construction.** New construction and substantial improvement of any commercial, industrial, or other non-residential structure shall have the reference level, including basement, elevated no lower than the Regulatory Flood Protection Elevation (RFPE), as defined in Article 2 of this ordinance. Structures located in Zones A, AE, AH, AO, A99 may be floodproofed to the RFPE in lieu of elevation provided that all areas of the structure, together with attendant utility and sanitary facilities, below the Regulatory Flood Protection Elevation are watertight with walls substantially impermeable to the passage of water, using structural components having the capability of resisting hydrostatic and hydrodynamic loads and the effect of buoyancy. For AO Zones, the floodproofing elevation shall be in accordance with Article 5, Section I (2). A registered professional engineer or architect shall certify that the floodproofing standards of this subsection are satisfied. Such certification shall be provided to the Floodplain Administrator as set forth in Article 4, Section B (3), along with the operational plan and the inspection and maintenance plan.
- (3) **Manufactured Homes.**
 - (a) New and replacement manufactured homes shall be elevated so that the reference level of the manufactured home is no lower than the Regulatory Flood Protection Elevation (RFPE), as defined in

Article 2 of this ordinance.

- (b) Manufactured homes shall be securely anchored to an adequately anchored foundation to resist flotation, collapse, and lateral movement, either by certified engineered foundation system, or in accordance with the most current edition of the State of North Carolina Regulations for Manufactured Homes adopted by the Commissioner of Insurance pursuant to NCGS 143-143.15. Additionally, when the elevation would be met by an elevation of the chassis thirty-six (36) inches or less above the grade at the site, the chassis shall be supported by reinforced piers or engineered foundation. When the elevation of the chassis is above thirty-six (36) inches in height, an engineering certification is required.
 - (c) All enclosures or skirting below the lowest floor shall meet the requirements of Article 5, Section B (4).
 - (d) An evacuation plan must be developed for evacuation of all residents of all new, substantially improved or substantially damaged manufactured home parks or subdivisions located within flood prone areas. This plan shall be filed with and approved by the Floodplain Administrator and the local Emergency Management Coordinator.
- (4) Elevated Buildings. Fully enclosed areas of new construction and substantially improved structures, which are below the lowest floor or below the lowest horizontal structural member (VE and Coastal A zones):
- (a) Shall not be designed or used for human habitation, but shall only be used for parking of vehicles, building access, or limited storage of maintenance equipment used in connection with the premises. Access to the enclosed area shall be the minimum necessary to allow for parking of vehicles (garage door) or limited storage of maintenance equipment (standard exterior door), or entry to the living area (stairway or elevator). The interior portion of such enclosed area shall not be finished or partitioned into separate rooms, except to enclose storage areas;
 - (b) Shall be constructed entirely of flood resistant materials at least to the Regulatory Flood Protection Elevation; and
 - (c) Shall include flood openings to automatically equalize hydrostatic flood forces on walls by allowing for the entry and exit of floodwaters. To meet this requirement, the openings must either be certified by a professional engineer or architect or meet or exceed the following minimum design criteria:
 - (i) A minimum of two flood openings on different sides of each enclosed area subject to flooding;
 - (ii) The total net area of all flood openings must be at least one (1) square inch for each square foot of enclosed area subject to flooding;
 - (iii) If a building has more than one enclosed area, each enclosed area must have flood openings to allow floodwaters to automatically enter and exit;
 - (iv) The bottom of all required flood openings shall be no higher than one (1) foot above the higher of the interior or exterior adjacent grade;
 - (v) Flood openings may be equipped with screens, louvers, or other coverings or devices, provided they permit the automatic flow of floodwaters in both directions; and
 - (vi) Enclosures made of flexible skirting are not considered enclosures for regulatory purposes, and, therefore, do not require flood openings. Masonry or wood underpinning, regardless of structural status, is considered an enclosure and requires flood openings as outlined above.
 - (d) Shall, in Coastal High Hazard Areas and Coastal A zones, also meet the requirements of Article 5, Section G.
 - (e) Shall not be temperature-controlled or conditioned;

it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and has no permanently attached additions.)

- (b) Permanent Placement. Recreational vehicles that do not meet the limitations of Temporary Placement shall meet all the requirements for new construction.
- (7) Temporary Non-Residential Structures. Prior to the issuance of a floodplain development permit for a temporary structure, the applicant must submit to the Floodplain Administrator a plan for the removal of such structure(s) in the event of a hurricane, flash flood or other type of flood warning notification. The following information shall be submitted in writing to the Floodplain Administrator for review and written approval:
- (a) A specified time period for which the temporary use will be permitted. Time specified may not exceed three (3) months, renewable up to one (1) year;
 - (b) The name, address, and phone number of the individual responsible for the removal of the temporary structure;
 - (c) The time frame prior to the event at which a structure will be removed (i.e., minimum of 72 hours before landfall of a hurricane or immediately upon flood warning notification);
 - (d) A copy of the contract or other suitable instrument with the entity responsible for physical removal of the structure; and
 - (e) Designation, accompanied by documentation, of a location outside the Special Flood Hazard Area, to which the temporary structure will be moved.
- (8) Accessory Structures.
- (a) When accessory structures (sheds, detached garages, etc.) with a footprint of 600 square feet or less are to be placed within an A, AE, AO, AH, or A99 zone and no more than 100 square feet in VE and Coastal A zones, wet floodproofing may be permitted when the following criteria are met:
 - i. Accessory structures shall not be used for human habitation (including working, sleeping, living, cooking or restroom areas);
 - ii. Accessory structures shall not be temperature-controlled;
 - iii. Accessory structures shall be designed to have low flood damage potential;
 - iv. Accessory structures shall be constructed and placed on the building site so as to offer the minimum resistance to the flow of floodwaters;
 - v. Accessory structures shall be firmly anchored in accordance with the provisions of Article 5, Section A(1);
 - vi. Accessory structures, regardless of the size or cost, shall not be placed below elevated buildings in Coastal A and VE Zones;
 - vii. All service facilities such as electrical shall be installed in accordance with the provisions of Article 5, Section A(4); and
 - viii. Flood openings to facilitate automatic equalization of hydrostatic flood forces shall be provided below Regulatory Flood Protection Elevation in conformance with the provisions of Article 5, Section B(4)(c).

(5) Additions/Improvements.

- (a) Additions and/or improvements to pre-FIRM structures when the addition and/or improvements in combination with any interior modifications to the existing structure are:
 - (i) Not a substantial improvement, the addition and/or improvements must be designed to minimize flood damages and must not be any more non-conforming than the existing structure.
 - (ii) A substantial improvement, with modifications/rehabilitations/improvements to the existing structure or the common wall is structurally modified more than installing a doorway, both the existing structure and the addition must comply with the standards for new construction.
- (b) Additions to post-FIRM structures, except in VE and Coastal A Zones, that are a substantial improvement with no modifications/rehabilitations/improvements to the existing structure other than a standard door in the common wall, shall require only the addition to comply with the standards for new construction.
- (c) Additions and/or improvements to post-FIRM structures when the addition and/or improvements in combination with any modifications to the existing structure are:
 - (i) Not a substantial improvement, the addition and/or improvements only must comply with the standards for new construction consistent with the code and requirements for the original structure.
 - (ii) A substantial improvement, both the existing structure and the addition and/or improvements must comply with the standards for new construction.
- (d) Any combination of repair, reconstruction, rehabilitation, addition or improvement of a building or structure taking place during a one (1) year period, the cumulative cost of which equals or exceeds 50 percent of the market value of the structure before the improvement or repair is started must comply with the standards for new construction. For each building or structure, the one (1) year period begins on the date of completion of the first improvement or repair of that building or structure subsequent to the effective date of this ordinance. If the structure has sustained substantial damage, any repairs are considered substantial improvement regardless of the actual repair work performed. The requirement does not, however, include either:
 - (i) Any project for improvement of a building required to correct existing health, sanitary or safety code violations identified by the building official and that are the minimum necessary to assume safe living conditions.
 - (ii) Any alteration of a historic structure provided that the alteration will not preclude the structure's continued designation as a historic structure and the alteration is approved by variance issued pursuant to Article 4 Section E of this ordinance.

(6) Recreational Vehicles. Recreational vehicles shall either:

- (a) Temporary Placement
 - (i) Be on site for fewer than 180 consecutive days; or
 - (ii) Be fully licensed and ready for highway use. (A recreational vehicle is ready for highway use if

it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and has no permanently attached additions.)

- (b) Permanent Placement. Recreational vehicles that do not meet the limitations of Temporary Placement shall meet all the requirements for new construction.
- (7) Temporary Non-Residential Structures. Prior to the issuance of a floodplain development permit for a temporary structure, the applicant must submit to the Floodplain Administrator a plan for the removal of such structure(s) in the event of a hurricane, flash flood or other type of flood warning notification. The following information shall be submitted in writing to the Floodplain Administrator for review and written approval:
- (a) A specified time period for which the temporary use will be permitted. Time specified may not exceed three (3) months, renewable up to one (1) year;
 - (b) The name, address, and phone number of the individual responsible for the removal of the temporary structure;
 - (c) The time frame prior to the event at which a structure will be removed (i.e., minimum of 72 hours before landfall of a hurricane or immediately upon flood warning notification);
 - (d) A copy of the contract or other suitable instrument with the entity responsible for physical removal of the structure; and
 - (e) Designation, accompanied by documentation, of a location outside the Special Flood Hazard Area, to which the temporary structure will be moved.
- (8) Accessory Structures.
- (a) When accessory structures (sheds, detached garages, etc.) with a footprint of 600 square feet or less are to be placed within an A, AE, AO, AH, or A99 zone and no more than 100 square feet in VE and Coastal A zones, wet floodproofing may be permitted when the following criteria are met:
 - i. Accessory structures shall not be used for human habitation (including working, sleeping, living, cooking or restroom areas);
 - ii. Accessory structures shall not be temperature-controlled;
 - iii. Accessory structures shall be designed to have low flood damage potential;
 - iv. Accessory structures shall be constructed and placed on the building site so as to offer the minimum resistance to the flow of floodwaters;
 - v. Accessory structures shall be firmly anchored in accordance with the provisions of Article 5, Section A(1);
 - vi. Accessory structures, regardless of the size or cost, shall not be placed below elevated buildings in Coastal A and VE Zones;
 - vii. All service facilities such as electrical shall be installed in accordance with the provisions of Article 5, Section A(4); and
 - viii. Flood openings to facilitate automatic equalization of hydrostatic flood forces shall be provided below Regulatory Flood Protection Elevation in conformance with the provisions of Article 5, Section B(4)(c).

- (b) All other accessory structures must comply with the elevation or floodproofing standards and certification requirements in accordance with Article 4, Section B(3) and Article 5, Section B(2).

An accessory structure with a footprint less than 150 square feet in A, AO, AH, AE and A99 zones satisfying the criteria outlined above is not required to meet the elevation or floodproofing certification requirements of Article 4, Section B(3). Elevation or floodproofing certifications are required for all other accessory structures in accordance with Article 4, Section B(3).

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

- (a) Underground tanks. Underground tanks in flood hazard areas shall be anchored to prevent flotation, collapse or lateral movement resulting from hydrodynamic and hydrostatic loads during conditions of the design flood, including the effects of buoyancy assuming the tank is empty;
- (b) Above-ground tanks, elevated. Above-ground tanks in flood hazard areas shall be elevated to or above the Regulatory Flood Protection Elevation on a supporting structure that is designed to prevent flotation, collapse, or lateral movement during conditions of the design flood. Tank-supporting structures shall meet the foundation requirements of the applicable flood hazard area;
- (c) Above-ground tanks not elevated. Above-ground fuel tanks that do not meet the elevation requirements of Article 5, Section B (2) of this ordinance shall not be permitted in VE or Coastal A zones. Fuel tanks may be permitted in other flood hazard areas, and septic tanks may be permitted in any flood-hazard area, provided the tanks are designed, constructed, installed, and anchored to resist all flood-related and other loads, including the effects of buoyancy, during conditions of the design flood and without release of contents in the floodwaters or infiltration by floodwaters into the tanks. Tanks shall be designed, constructed, installed, and anchored to resist the potential buoyant and other flood forces acting on an empty tank during design flood conditions.
- (d) Tank inlets and vents. Tank inlets, fill openings, outlets and vents shall be:
 - (i) At or above the Regulatory Flood Protection Elevation or fitted with covers designed to prevent the inflow of floodwater or outflow of the contents of the tanks during conditions of the design flood; and
 - (ii) Anchored to prevent lateral movement resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy, during conditions of the design flood.

- (10) Other Development.

- (a) Fences in regulated floodways and NEAs that have the potential to block the passage of floodwaters, such as stockade fences and wire mesh fences, shall meet the limitations of Article 5, Section F of this ordinance.
- (b) Retaining walls, sidewalks and driveways in regulated floodways and NEAs. Retaining walls and sidewalks and driveways that involve the placement of fill in regulated floodways shall meet the limitations of Article 5, Section F of this ordinance.
- (c) Roads and watercourse crossings in regulated floodways and NEAs. Roads and watercourse crossings, including roads, bridges, culverts, low-water crossings and similar means for vehicles or pedestrians to travel from one side of a watercourse to the other side, that encroach into regulated floodways shall meet the limitations of Article 5, Section F of this ordinance.
- (d) Commercial storage facilities are not considered "limited storage" as noted in this ordinance and shall be protected to the Regulatory Flood Protection Elevation as required for commercial structures.

SECTION C. RESERVED.

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

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

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

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

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

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

SECTION F. STANDARDS FOR FLOODWAYS AND NON-ENCROACHMENT AREAS.

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

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

SECTION G. STANDARDS FOR COASTAL HIGH HAZARD AREAS (ZONE VE)

Coastal High Hazard Areas (Zone VE) and Coastal A zones are Special Flood Hazard Areas established in Article 3, Section B. These areas have special flood hazards associated with high velocity waters from storm surges or seismic activity and, therefore, all new construction and substantial improvements shall meet the following provisions in addition to the provisions of Article 5, Sections A and B:

- (1) All new construction and substantial improvements in VE zones shall:
 - (a) Be located landward of the reach of mean high tide;
 - (b) Comply with all applicable CAMA setback requirements.
- (2) All new construction and substantial improvements shall be elevated so that the bottom of the lowest horizontal structural member of the lowest floor (excluding pilings or columns) is no lower than the regulatory flood protection elevation. Floodproofing shall not be utilized on any structures in Coastal High Hazard Areas and Coastal A zones to satisfy the regulatory flood protection elevation requirements.
- (3) New construction and substantial improvements shall have the space below the bottom of the lowest horizontal structural member of the lowest floor either be free of obstruction or constructed with breakaway walls, open wood latticework or insect screening, provided they are not part of the structural support of the building and are designed so as to breakaway, under abnormally high tides or wave action without causing damage to the elevated portion of the building or supporting foundation system or otherwise jeopardizing the structural integrity of the building. The following design specifications shall be met:
 - (a) Material shall consist of open wood or plastic lattice having at least 40 percent of its area open, or

- (b) Insect screening; or
- (c) Breakaway walls meeting the following design specifications:
 - (1) Breakaway walls shall have flood openings that allow for the automatic entry and exit of floodwaters to minimize damage caused by hydrostatic loads, per Article 5, Section B(4)(c)(i-vi); and
 - (2) Design safe loading resistance shall be not less than 10 nor more than 20 pounds per square foot; or
 - (3) Breakaway walls that exceed a design safe loading resistance of 20 pounds per square foot (either by design or when so required by State or local codes) shall be certified by a registered professional engineer or architect that the breakaway wall will collapse from a water load less than that which would occur during the base flood event, and the elevated portion of the building and supporting foundation system shall not be subject to collapse, displacement, or other structural damage due to the effects of wind and water loads acting simultaneously on all building components (structural and non-structural). The water loading values used shall be those associated with the base flood. The wind loading values used shall be those required by the North Carolina State Building Code.
- (4) All new construction and substantial improvements shall be securely anchored to pile or column foundations. All pilings and columns and the structure attached thereto shall be anchored to resist flotation, collapse, and lateral movement due to the effect of wind and water loads acting simultaneously on all building components.
 - (a) Water loading values used shall be those associated with the base flood.
 - (b) Wind loading values used shall be those required by the current edition of the North Carolina State Building Code.
- (5) For concrete pads, including patios, decks, parking pads, walkways, driveways, pool decks, etc. the following is required:
 - (a) Shall be structurally independent of the primary structural foundation system of the structure and shall not adversely affect structures through redirection of floodwaters or debris; and
 - (b) Shall be constructed to breakaway cleanly during design flood conditions, shall be frangible, and shall not produce debris capable of causing damage to any structure. The installation of concrete in small segments (approximately 4 feet x 4 feet) that will easily break up during the base flood event, or score concrete in 4 feet x 4 feet maximum segments is acceptable to meet this standard; and
 - (c) Reinforcing, including welded wire fabric, shall not be used in order to minimize the potential for concreted pads being a source of debris; and
 - (d) Pad thickness shall not exceed 4 inches; or
 - (e) Provide a Design Professional's certification stating the design and method of construction does not adversely affect the structure with which the concrete pad (including patios, decks, parking pads, walkways, driveways, pool decks, etc.) is associated, or nearby structures, by diverting floodwater and waves or creating debris capable of causing significant damage during base flood conditions.
- (6) For swimming pools and spas, the following is required:
 - (a) Be designed to withstand all flood-related loads and load combinations.
 - (b) Be elevated so that the lowest horizontal structural member is elevated above the RFPE; or
 - (c) Be located and installed in-ground in compliance with either of the following:

- a. Designed and constructed to break away during design flood conditions without producing debris capable of causing damage to any structure; or
 - b. Designed and constructed to remain in the ground during design flood conditions without obstructing flow that results in damage to any structure.
 - (d) Registered design professionals must certify to local officials that a pool or spa beneath or near a building will not be subject to flotation or displacement that will damage building foundations or elevated portions of the building or any nearby buildings during a coastal flood.
 - (e) Pool equipment shall be located above the RFPE whenever practicable. Pool equipment shall not be located beneath an elevated structure.
- (7) All elevators, vertical platform lifts, chair lifts, etc., the following is required:
- (a) Elevator enclosures must be designed to resist hydrodynamic and hydrostatic forces as well as erosion, scour, and waves.
 - (b) Utility equipment must not be mounted on, pass through, or be located along breakaway walls.
 - (c) The cab, machine/equipment room, hydraulic pump, hydraulic reservoir, counterweight and roller guides, hoist cable, limit switches, electric hoist motor, electrical junction box, circuit panel, and electrical control panel are all required to be above RFPE. When this equipment cannot be located above the RFPE, it must be constructed using flood damage-resistant components.
- (8)** Accessory structures, regardless of size or cost, shall not be permitted below elevated structures.
- (9) Fill/Grading
- (a) Minor grading and the placement of minor quantities of nonstructural fill may be permitted for landscaping and for drainage purposes under and around buildings and for support of parking slabs, pool decks, patios and walkways.
 - (b) The fill material must be similar and consistent with the natural soils in the area.
- (10) Decks and Patios. The following shall apply:
- (a) A deck that is structurally attached to a building or structure shall have the bottom of the lowest horizontal structural member at or above the Regulatory Flood Protection Elevation and any supporting members that extend below the Regulatory Flood Protection Elevation shall comply with the foundation requirements that apply to the building or structure, which shall be designed to accommodate any increased loads resulting from the attached deck. The increased loads must be considered in the design of the primary structure and included in the V-Zone Certification required under Article 4, Section B, (3)(f); or
 - (b) A deck or patio that is located below the Regulatory Flood Protection Elevation shall be structurally independent from buildings or structures and their foundation systems and shall be designed and constructed either to remain intact and in place during design flood conditions or to break apart into small pieces to minimize debris during flooding that is capable of causing structural damage to the building or structure or to adjacent buildings and structures.
- (11) Development activities other than buildings and structures shall be permitted only if also authorized by the

appropriate state or local authority; if located outside the footprint of, and not structurally attached to, buildings and structures; and if analyses prepared by qualified registered design professionals demonstrate no harmful diversion of floodwaters or wave runup and wave reflection that would increase damage to adjacent buildings and structures. Such other development activities include but are not limited to:

- (a) Bulkheads, seawalls, retaining walls, revetments, and similar erosion control structures;
- (b) Solid fences and privacy walls, and fences prone to trapping debris, unless designed and constructed to fail under flood conditions less than the design flood or otherwise function to avoid obstruction of floodwaters.

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

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

- (1) The reference level shall be elevated at least as high as the depth number specified on the Flood Insurance Rate Map (FIRM), in feet, plus a freeboard of five (5) feet, above the highest adjacent grade; or at least five (5) feet above the highest adjacent grade if no depth number is specified.
- (2) Non-residential structures may, in lieu of elevation, be floodproofed to the same level as required in Article 5, Section I(1) so that the structure, together with attendant utility and sanitary facilities, below that level shall be watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy. Certification is required in accordance with Article 4, Section B(3) and Article 5, Section B(2).
- (3) Adequate drainage paths shall be provided around structures on slopes, to guide floodwaters around and away from proposed structures.

SECTION J. STANDARDS FOR AREAS OF SHALLOW FLOODING (ZONE A1).

Located within the Special Flood Hazard Areas established in Article 3, Section B, are areas designated as shallow flooding areas. These areas are subject to inundation by 1-percent-annual-chance shallow flooding (usually areas of ponding) where average depths are one (1) to three (3) feet. Base Flood Elevations are derived from detailed hydraulic analyses shown in this zone. In addition to Article 5, Sections A and B, all new construction and substantial improvements shall meet the following requirements:

- (1) Adequate drainage paths shall be provided around structures on slopes, to guide floodwaters around and away from proposed structures.

ARTICLE 6. LEGAL STATUS PROVISIONS.

SECTION A. EFFECT ON RIGHTS AND LIABILITIES UNDER THE EXISTING FLOOD DAMAGE PREVENTION ORDINANCE.

This ordinance in part comes forward by re-enactment of some of the provisions of the Flood Damage Prevention Ordinance enacted December 4, 1985, as amended, and it is not the intention to repeal but rather to re-enact and continue to enforce without interruption of such existing provisions, so that all rights and liabilities that have accrued thereunder are reserved and may be enforced. The enactment of this ordinance shall not affect any action, suit or

proceeding instituted or pending. All provisions of the Flood Damage Prevention Ordinance of Washington County enacted on December 4, 1985, as amended, which are not reenacted herein are repealed.

SECTION B. EFFECT UPON OUTSTANDING FLOODPLAIN DEVELOPMENT PERMITS.

Nothing herein contained shall require any change in the plans, construction, size, or designated use of any development or any part thereof for which a floodplain development permit has been granted by the Floodplain Administrator or his or her authorized agents before the time of passage of this ordinance; provided, however, that when construction is not begun under such outstanding permit within a period of six (6) months subsequent to the date of issuance of the outstanding permit, construction or use shall be in conformity with the provisions of this ordinance.

SECTION C. SEVERABILITY.

If any section, clause, sentence, or phrase of the Ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way effect the validity of the remaining portions of this Ordinance.

SECTION D. EFFECTIVE DATE.

This ordinance shall become effective January 17, 2025.

SECTION E. ADOPTION CERTIFICATION.

I hereby certify that this is a true and correct copy of the Flood Damage Prevention Ordinance as adopted by the Board of County Commissioners of Washington County, North Carolina, on the Sixth day of January, 2024.

WITNESS my hand and the official seal of insert Name, Title, this the Day (number or text) day of Month, Year.

(signature)

Commissioner Keyes made a motion to approve the Flood Damage Prevention Ordinance with its changes. Commissioner Spruill seconded; motion carried unanimously.

UPDATED DRAFT CAPITAL IMPROVEMENT PLAN (CIP): Mr. Potter, CM/CA spoke to the Board. He distributed a draft CIP. (See below). Mr. Potter noted that this will be discussed more in the budget workshop. He will bring it up at the Wednesday Dept. Head Mtg. so there may be a few more additional items brought to the workshop.

FY 25/26 DRAFT CIP Update Items v20250106

	CODE	Department	Project Title	Score	FY 24/25	FY 25/26	FY 26/27	FY 27/28	Total	Grant/Ext Funding?	Completion %
Proposed	0311C	Schools and Department	New World Building	HOLD	\$ 10,750.00				\$ 10,750.00	TBD	Unfunded
	03	Detention	Maintenance Contracts	HOLD						TBD	Unfunded
	D054	Social Services	2010 Ford Fusion Replacement	2	\$ 28,000.00		\$ 65,000.00		\$ 93,000.00		33%
	D057	Social Services	Parking Lot Repaving	2		\$ 150,000.00			\$ 150,000.00		0%
	ED1	Economic Development	New Commercial/Industrial ED Site	2					TBD	Grant Potential	Unfunded
	EM5	Emergency Management	Helipad	3		\$ 40,000.00			\$ 40,000.00	Grant Potential	Unfunded
	EM7	Emergency Management	Storage Facility at EMTOC	3		\$ 165,958.77			\$ 165,958.77	Grant Potential	Unfunded
	EM67	Emergency Medical Services	Substation Relocation	3		\$ 750,000.00			\$ 750,000.00		Unfunded
	EM09	Emergency Medical Services	Ambulance Replacement Plan - EMS	1		\$ 243,000.00	\$ 243,000.00	\$ 243,000.00	\$ 729,000.00		Unfunded
	EM510	Emergency Medical Services	Ambulance Replacement Plan - Transportation	2			\$ 175,000.00		\$ 175,000.00		Unfunded
	EM511	Emergency Medical Services	Medical Equipment Replacement Plan	1		\$ 138,355.85	\$ 138,355.85	\$ 138,355.85	\$ 415,067.55		Unfunded
	F2	Facilities	Parking Lot Resurfacing	3		\$ 150,000.00			\$ 150,000.00		Unfunded
	F5	Facilities	Courthouse Window Replacement	3		\$ 80,000.00			\$ 80,000.00		Unfunded
	F7	Facilities	Costodial Vehicle	2		\$ 28,000.00			\$ 28,000.00		Unfunded
	IT4	IT	County Firewall	2				\$ 14,500.00	\$ 14,500.00		Unfunded
	IT5	IT	County Server Upgrade	2			\$ 43,000.00		\$ 43,000.00		Unfunded
	IT6	IT	Register of Deeds Server Upgrade	2			\$ 7,500.00		\$ 7,500.00	Grant Potential	Unfunded
	M3	Maintenance	Replacement Vehicle	2		\$ 28,000.00			\$ 28,000.00		Unfunded
	M7	Maintenance	All Terrain Forklift	3		\$ 35,000.00			\$ 35,000.00		Unfunded
	MTW1	Health Department	Paving	2		\$ 250,000.00			\$ 250,000.00		Unfunded
REC2	Recreation	HYAC at Adams St. Gym	3					TBD		Unfunded	
REC3	Recreation	Thank Tank/Alliance CD Projects	3					TBD	Grant Potential	Unfunded	
Approved	BOE1	Board of Education	PK12 School	2					\$ 76,000,000.00	\$ 14,500,000.00	100%
	EM4	Emergency Management	EM Building	2	\$ 4,827,407.00				\$ 4,827,407.00	\$ 1,047,407.00	100%
	IT2	Information Technology	Migration to Office 365	2	\$ 17,500.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 61,500.00		Recurring
	IT3	Information Technology	Replace IT Switches	2	\$ 40,000.00				\$ 40,000.00		65%
	F1	Facilities	HVAC Replacements	2	\$ 25,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 100,000.00		Recurring
	F6	Facilities	Courthouse Elevator Major Alteration (Upgrade)	2		\$ 500,000.00			\$ 500,000.00	\$ 400,000.00	84%
	S2	Sheriff	Patrol Cars	2	\$ 110,000.00	\$ 111,000.00	\$ 111,000.00	\$ 111,000.00	\$ 443,000.00		Recurring
	T1	Tax	Tax Software Upgrade	2	\$ 91,952.00	\$ 30,000.00			\$ 121,952.00		20%
		TBD	Consolidation of Rec/Senior/Transit and possibly Health into new Facility								
		TBD	Creswell Elementary								
	TBD	Creswell HS*									
	TBD	Roper Union									
	TBD	Roper Gym									
	TBD	Plymouth HS*									
	TBD	New Courthouse Facility									

STRATEGIC PLAN PROGRESS UPDATE: Mr. Jason Squires, ACM, discussed this with the Board since Mr. Kelly Chesson, SPC is in Bertie this evening.

Background:

Staff will present an update on the Safe Healthy Communities and Organizational Excellence components of the 2024 Strategic Plan as shown in the attached action item tracking pages.

An update on the Economic Development and Strong Educational Opportunities will be provided during the upcoming FY26 Budget Workshops.

Staff seeks BOCC input on:

1. Any desired changes to the action item tracking page format
2. Any desired changes to specific goals and/or action items

Anticipated feedback and revision timeline:

1. 1/6/25: Presentation of ½ action item tracking pages and discussion
2. 1/15/25: Tentatively planned FY26 Budget Workshop Mtg & Presentation of remaining action item tracking pages and discussion

3. 2/3/25: Regular BOCC Mtg: Consideration/approval of specific revisions to goals/action items

Mr. Squires went over the following:

Safe and Healthy Communities							
Goal 1 Provide high-quality emergency response and public safety.							
Goal 2 Improve access to affordable healthcare and nutrition opportunities.							
Goal 3 Enhance residential quality of life by supporting recreational opportunities including physical exercise, sports activities, and arts and cultural experience opportunities.							
Goal 4 Decrease substance abuse and dependence.							
Action Items	Goals	Primary Contact / Department	Barriers	Short-Term Priorities	Ongoing Timeline	% Done	Comments/Next Steps
SHC2024.1 Finalize the design and site selection for the new Emergency Management & Training Operations Center (EMTOC) facility and begin construction to be completed by 2025.	1	CMO: JS/CSP		Design Finalization by 12/31/24; Bidding by 2/15/25	Land acquisition; Design Finalization; Bidding; Award; Construction Schedule Development	50%	Formalize timeline including 911 Grant
SHC2024.2 Develop transition plans and rough timelines for Emergency Management, E911, and Plymouth EMS to move into new EMTOC facility once completed.	1	E911/IT: 911 Director/IT Director	Logistical Planning	Begin E911 timeline once bidding process begins w/ est. completion date as goal	EM/EMS easiest; E911 More Complicated;	0%	
SHC2024.3A Complete the development of a new firefighting well.	1	EM: LS	Legal Acquisition	Discuss viability w/ CVFD and if viable develop timeline	TBD: Completion by 6/30/25	0%	CVFD may request application of funding to alternative project in early 2025
SHC2024.3B Complete construction of a new dedicated helicopter pad for life flight operations in Creswell.	1	CMO: JS/JW/CSP	Legal Acquisition / Funding (potentially)	Develop project timeline	TBD: Completion by 6/30/25	10%	Develop project timeline and scope/estimates
SHC2024.4 Support the continued operation of the Washington Regional Medical Center. Work with hospital leadership to identify mutually-beneficial ways to increase public information and transparency to improve public relations and increase hospital utilization.	1	CMO: CSP	Bankruptcy		Continuous; help WRMC establish a Friends of WRMC Hospital Foundation/Committee for Community Engagement and Support	25%	Monitor bankruptcy
SHC2024.5 Complete the comprehensive revision of the County Emergency Operation Plan and educate involved parties on their roles.	1	EM: LS	n/a	Adopt Plan	Develop, Adopt, and Implement Plan including DH Training	75%	Develop training timeline
SHC2024.6 Work with Volunteer Fire Depts to identify potential shortfalls in coverage and equipment, and to help identify longer-term CIP needs and possible funding sources.	1	EM: LS	Staff Time & Logistical Coordination	Discuss CIP planning needs and potential solutions with VFDs		20%	is this still needed after FY25 additional penny? Consider engaging in longer term planning discussions with VFDs
SHC2024.7 Establish countywide healthcare provider meetings to discuss ways to collaborate in order to increase overall service quality for citizens while improving operational efficiencies/reducing overhead costs.	2	TBD	Staff Time & Logistical Coordination	Est. Primary Contact	Est. Primary Contact; Set initial mtg date to be held by 6/30/25; Consider setting recurrence schedule every 6-12 months	0%	Consider tying into annually required opioid input mtg; consider discussing action item need/revisions with MTW
SHC2024.8 Establish regular collaborative meetings between Recreation, Senior Center, Library, Cooperative Extension, TTA, and other partners for recreation including arts and culture providers to jointly discuss how to improve overall service quality for citizens while improving operational efficiencies. Consider establishing a new Arts, Tourism, and Recreation Advisory Committee for this purpose.	3	CMO: CSP/JS & Listed Partners		Discuss participation with TTA	First mtg held in Fall 2024; Next mtg scheduled for January 2025	35%	
SHC2024.9 Work with MTW Health Department with municipal input to develop a longer-term plan for the expenditure of opioid settlement funds toward mitigating opioid-related issues through eligible programs.	4	CMO: KC and/or JW or Summer ECU Intern	Admin Time	Set up mtg w/ MTW	Est. spending plan in connection with FY26 Budget before 5/1/25	10%	CMO staff currently researching possible programs

Ask MTW for general input on this SP cluster

Organizational Excellence							
Goal 1	Attract, retain, and grow high-performing employees.						
Goal 2	Foster a community of transparent accountability through performance measures and adherence to established processes.						
Goal 3	Seek new and best practice technology to improve processes in all county operations.						
Goal 4	Improve resident and customer service experience through efficient, high-quality service delivery and continuous innovation and improvement.						
Action Items	Goals	Primary Contact / Department	Burden	Short-Term Priority	Operating Timeframe	% Done	Comments/Next Steps
ORG2024.1	1	CMO: CSP/JS	Admin Time	n/a	Mostly done during FY25 Budget; Review again before YORE and again during FY26 Budget.	85%	This should become a recurring item (but require considerable time/resources). Consider placing a 2 or 3 year cycle with position specific spotcheck between
ORG2024.2	2	CMO/HR: CSP/JS/FM	Admin Time for both Training & Evals	Develop tech tool to expedite process; Develop training through Neogov/other	Beta Testing Complete by 12/31/24; DH Reviews by 2/1/25 Countywide by 4/1/25	10%	Experimenting with Teamflex to expedite review process, assign and track related performance review feedback and staff development goals
ORG2024.3	2	CMO/HR: CSP/JS/FM	HR/Training Resources/Time	Conduct DH Mgmt Satisfaction Survey; Bi-Monthly Newsletters;	Perpetual	50%	Redefine deliverable goals for this action item to better measure achievement. Intro weekly personnel action/engagement report?
ORG2024.4	2	CMO: CSP/JS (need HR support but not enough manpower)	HR/Training Resources/Time	Develop HR resources via PT Recruitment	Develop HR resources; Develop Safety Training via EM Dept; Develop Use of Online Training Tools.	10%	Some limited progress with NEOGov was made in 2024 but needs to be expanded and monitored recurrently. Consider using Perf Evals to emphasize training program development/commitment
ORG2024.5	3	EM: LS & Safety Committee	Lack of participation/interest	Survey Safety Crite Participants for Improv Ideas; Develop regular use of Neogov	Regular Newsletter feature and solicit participants	35%	Develop reg reported metric on Neogov completion
ORG2024.6	3	CMO/CFO: CSP/MD/LZ		Develop active grants report to help illustrate current projects; Develop regular internal grant training program.	Perpetual	75%	Create recurring calendar of planning, reporting, review
ORG2024.7	4	CMO: CSP/JS/DK	Admin Time	Create regular social media outreach program;		25%	Develop customer satisfaction surveys and regular review intervals; develop regular internal training on social media engagement best practices and policies; consider formalizing budget request process and annual input periods for certain topics
ORG2024.8	4	CMO: CSP/JS		ACM Incorporated; E911 on hold and under 911 Review Orite guidance; Consider Econ Dev Dept.	Fluidly evolving	60%	Continue to evaluate and update as needed

ORG2024.9A	4	CMO: CSP/JS/JW		Presentation to BOCC at Jan Regular or Workshop Mtg	Biannual update/input from DHs in Fall of even numbered years; Admin Input by Dec; Presentation to BOCC by Jan; Inclusion in upcoming Budget process.	75%	Review in Jan 2025 and use in FY26 Budget
ORG2024.9B	4	CMO/CFO: CSP/MD		Use Fund 58 for time being in FY25	n/a	50%	Consider and decide on formal creation of separate fund by April 25'

Possible: Creation of Admin/Mgmt Calendar to Track and stay on top of recurring admin duties/tasks

Commissioner Johnson said one thing she did not see listed is Tabletop Exercises. Discussion ensued.

Commissioner Spruill said he feels the Volunteer Fire Departments (VFDs) need to be involved.

Commissioner Spruill said he feels the employee evaluation process is needed. Commissioner Walker said he feels the current format works.

Commissioner Walker also agreed with Commissioner Johnson about needing training on emergencies.

Commissioner Keyes said it is good for a few counties to work together such as with the RAP.

DISCUSSION ON ITEM f) ROANOKE, ALBEMARLE, PAMLICO (RAP)
REGIONAL EMERGENCY OPERATIONS PLAN (EOP):

Commissioner Spruill asked why our airport was left out. Mr. Lance Swindell, EM Coordinator, said when they pulled from the original documents, the Dare Co. Airport was in those documents. He said our airport information can be added.

Commissioner Spruill asked if this Plan is just for our county. Mr. Swindell said each county will be approving their own. Amendments can be added to each county's version.

Discussion ensued also about declaring a State of Emergency.

**Commissioner Spruill made a motion to adopt the Revised RAP LEPC EOP.
Commissioner Keyes seconded; motion carried unanimously.**

PK12 UPDATE: Mr. Curtis Potter, CM/CA spoke to the Board on this subject.

The School Board is currently reviewing proposed revisions to the original Funding and Lease Agreements.

Attached is an updated anticipated Debt Service Schedule which also shows additional county contributions covering an initial cash flow shortage to cover the debt service until repaid in later years by the sources shown in the attachment.

Loan Term Years	Lease Term Years	Fiscal Year Ends #	Interest Rate	Trust Loan Principle (\$19,796,000)	Trust Loan Interest	Total Debt Service	Potential Arbitrage	TOTAL FUNDS AVAILABLE TO PAY DEBT SERVICE & ACC REIMBURSEMENTS			Additional County Contributions Loaned to Project from its General Fund to Cover Projected Annual Debt Service Shortfalls ("ACC")	Post ACC Annual (Shortfalls) or Pre ACC Annual Surplus to use for ARC	Annual Reimbursements to County ("ARC") (to repay ACC from Total Funds Available to Pay Debt Service & ACC Reimb)	Post ACC & ARC Running Balance (Keep Positive) [Initial balance calc on FYE24 est fund balance not otherwise committed to PK12 Project, before making 1st interest only debt svc post that same FYE24 resulting in net neg balance at FYE24.
								Amount of AAG/A42 Restricted Sales Tax Revenues Used Annually for Debt Service (Typically \$590k+ total rec'd annually)	Lease Payments from WCS	Additional Unrestricted County Tax Revenues Committed to Debt Service (Equivalent to A46 1/4 cent Local Sales Tax Revenues)				
1		2024	4.02	\$	\$ (431,057.90)	\$ (431,057.90)	\$	\$	\$	\$	\$	\$	\$	\$ 219,089.49
2	1	2025	4.02	\$ (1,042,000)	\$ (795,799.20)	\$ (1,837,799.20)	\$	\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 774,767.81	\$	\$ 211,968.41	\$ 0.00
3	2	2026	4.02	\$ (1,042,000)	\$ (753,910.80)	\$ (1,795,910.80)	\$	\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 520,910.80	\$	\$	\$ 0.00
4	3	2027	4.02	\$ (1,042,000)	\$ (712,022.40)	\$ (1,754,022.40)	\$	\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 479,022.40	\$	\$	\$ 0.00
5	4	2028	4.02	\$ (1,042,000)	\$ (670,134.00)	\$ (1,712,134.00)	\$	\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 437,134.00	\$	\$	\$ 0.00
6	5	2029	4.02	\$ (1,042,000)	\$ (628,245.60)	\$ (1,670,245.60)	\$	\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 395,245.60	\$	\$	\$ 0.00
7	6	2030	4.02	\$ (1,042,000)	\$ (586,357.20)	\$ (1,628,357.20)	\$	\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 353,357.20	\$	\$	\$ 0.00
8	7	2031	4.02	\$ (1,042,000)	\$ (544,468.80)	\$ (1,586,468.80)	\$	\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 311,468.80	\$	\$	\$ 0.00
9	8	2032	4.02	\$ (1,042,000)	\$ (502,580.40)	\$ (1,544,580.40)	\$	\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 269,580.40	\$	\$	\$ 0.00
10	9	2033	4.02	\$ (1,042,000)	\$ (460,692.00)	\$ (1,502,692.00)	\$	\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 227,692.00	\$	\$ 0.00	\$ 0.00
11	10	2034	4.02	\$ (1,042,000)	\$ (418,803.60)	\$ (1,460,803.60)	\$	\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 185,803.60	\$	\$ 0.00	\$ 0.00
12	11	2035	4.02	\$ (1,042,000)	\$ (376,915.20)	\$ (1,418,915.20)	\$	\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 143,915.20	\$	\$ 0.00	\$ 0.00
13	12	2036	4.02	\$ (1,042,000)	\$ (335,026.80)	\$ (1,377,026.80)	\$	\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 102,026.80	\$	\$ 0.00	\$ 0.00
14	13	2037	4.02	\$ (1,042,000)	\$ (293,138.40)	\$ (1,335,138.40)	\$	\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 60,138.40	\$	\$ 0.00	\$ 0.00
15	14	2038	4.02	\$ (1,042,000)	\$ (251,250.00)	\$ (1,293,250.00)	\$	\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$ 18,250.00	\$	\$ 0.00	\$ 0.00
16	15	2039	4.02	\$ (1,042,000)	\$ (209,361.60)	\$ (1,251,361.60)	\$	\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$	\$ 23,638.40	\$ 23,638.40	\$ 0.00
17	16	2040	4.02	\$ (1,042,000)	\$ (167,473.20)	\$ (1,209,473.20)	\$	\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$	\$ 65,526.80	\$ 65,526.80	\$ 0.00
18	17	2041	4.02	\$ (1,042,000)	\$ (125,584.80)	\$ (1,167,584.80)	\$	\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$	\$ 107,415.20	\$ 107,415.20	\$ 0.00
19	18	2042	4.02	\$ (1,041,000)	\$ (83,696.40)	\$ (1,124,696.40)	\$	\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$	\$ 150,303.60	\$ 150,303.60	\$ 0.00
20	19	2043	4.02	\$ (1,041,000)	\$ (41,808.00)	\$ (1,082,808.00)	\$	\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$	\$ 192,192.00	\$ 192,192.00	\$ 0.00
	20	2044	4.02	\$	\$	\$	\$	\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$	\$ 1,275,000.00	\$ 1,275,000.00	\$ 0.00
	21	2045	4.02	\$	\$	\$	\$	\$ 575,000.00	\$ 400,000.00	\$ 300,000.00	\$	\$ 1,275,000.00	\$ 1,275,000.00	\$ 0.00
	22	2046	4.02	\$	\$	\$	\$	\$ 490,236.81	\$ 400,000.00	\$ 300,000.00	\$	\$ 1,190,236.81	\$ 1,190,236.81	\$ 0.00
				\$ (19,796,000)	\$ (8,388,326.30)	\$ (28,184,326.30)	\$	\$ 12,565,236.81	\$ 8,800,000.00	\$ 6,600,000.00	\$ 4,279,312.81	\$ 4,060,223.32	\$ 4,279,312.81	n/a

Totals above should be recalculated periodically to reflect actual ACC/ARC activity, but ACC and ARC Totals should remain equal to show 100% equitable reimbursement to County for all ACCs from ARCs

An Owner Architect Contractor meeting is set for 1/7/25 ahead of the anticipated opening day of 1/9/25 for students to enter the building.

Various parties are beginning to express increased interest in obtaining ownership or continued use of various school properties which are expected to be vacated by WCS shortly.

Management strongly recommends deferring any such consideration until after:

1. The PK12 facility is finished and fully populated by all intended students; and
2. Any pending revisions to the Funding Agreement and/or Lease are finalized and approved by both Boards.

Once these items occur (expected by mid-January) Management anticipates bringing a recommended strategy for receiving, reviewing, and handling all such requests from any such interested parties to the next regular Board meeting.

BOARDS & COMMITTEES: Ms. Julie J. Bennett, Clerk to the Board, spoke to the Board about the following requests.

COMMISSIONERS SEATS ON BOARDS & COMMITTEES: The Clerk to the Board has a list of the Boards & Committees that Commissioners currently serve on. If you would like to make any changes for 2025, now is the time. These can be discussed tonight or can be put back on the agenda for February.

Washington County Boards & Committees
Commissioners Seats
January 6, 2025

Name	Board or Committee	Expiration Date or Comment
Carol V. Phelps	Lake Phelps Advisory Board	Board Vote
	Washington County Drainage	Board Consent
	Albemarle Commission RPO	Board Vote
	Travel & Tourism Authority	Board Cosent
	Employee of the Quarter Committee	rotates w/the Chair
Tracey A. Johnson	Albemarle Commission--Workforce Development Program Consortium Board	Board Vote
	Albemarle Commission--Executive Committee--COG	Board Vote
	Trillium Health Board	Board Vote
	Broadband Task Force Committee	Board Consent
	Washington County Airport Advisory Board	Board Consent
Julius Walker, Jr.	Department of Social Services Board	Board Vote
	JCPC Board	Board Vote
	SmartStart Partnership for Children	Board Vote
	ARSWA	Board Vote
	BCCC Board of Trustees	Board Vote 4 yr term 2024-2028
	PreK-12 Building/Steering Committee	Board Consent
Ann C. Keyes	Parks & Recreation Advisory Committee	Board Consent
	Fire Commission	Board Consent
	MTW Health Department Board	Board Consent
	Albemarle Commission--Washington County Alternate	Board Vore
	Local Emergency Planning Committee	Board Consent
	Planning Board	Board Consent
John C. Spruill	PreK-12 Building/Steering Committee	Board Consent
	Washington County Drainage	Board Consent
	Lake Phelps Advisory Board	Board Vote
	Resource Conservation & Development	Board Vote
	Albemarle Commission RPO--Alternate	Board Vote
	Washington County Facilities Advisory Committee	Board Consent
Washington County Airport Advisory Committee	Board Consent	

Commissioner Keyes noted that the Safety Committee needed to be added under her name. Also, Commissioners Spruill and Walker expressed interest in being on the newly developed Economic Development Advisory Council.

ALBEMARLE RC&D COUNCIL:

(See email below with request)

Subject: Albemarle Resource Conservation and Development (ARCD) Council Appointment

The Albemarle Resource Conservation and Development (ARCD) Council restructured its by-laws in 2023 to reduce its membership to **one representative from each of our 10 regional counties** (appointed by their respective Boards of Commissioners), **effective December 31, 2024**. The Council hopes that this change will allow for a more nimble board composed of active members committed to the mission of ARCD and willing to participate in accomplishing great things in our region!

We sent a request back in April for an appointment to the ARCD Board from your County. As of this writing we do not have any record of an appointee from your county. We ask that you please email us your appointment as soon as possible to continue your counties representation on our board. You are welcome to appoint a current member of the board as we have great board members from each county. We feel that this restructured Board will allow for a more efficient Board.

If you have questions about this, please feel free to reach out to me.

Thank you for your attention to this matter.

Fenton Eure III
ARCD Chairman of the Board
Fteure65@gmail.com
252-333-7943

Commissioner Johnson made a motion to approve the appointment of Commissioner Keyes to the RC&D Council. Commissioner Spruill seconded; motion carried unanimously.

ECONOMIC DEVELOPMENT ADVISORY COUNCIL

At their meeting on December 19, 2024, the Washington County Planning Board appointed Ms. Cynthia Downing to the Economic Development Committee. Ms. Downing's contact information follows:

Cynthia Downing
2332 Folly Road
Plymouth NC 27962
336-462-7903
Downingc222@gmail.com

Ms. Downing is experienced in working with Economic Development through the College system with a firm concentration in Workforce Development.

This is for information.

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

BT #: 2025 - 043

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

Date: December 10, 2024

RE: Senior Center

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

Account Code	Description	Old	+ or (-)	New
10-5150-130	Senior Center - Workman's Comp	1,467.00	(75.00)	1,392.00
10-5150-270	Senior Center - Service Awards	-	75.00	75.00
Senior Center		1,467.00	-	1,467.00

Justification:

This transfer is to move monies within the Senior Center Budget to cover an employee's service award payment. This was inadvertently missed during the budget planning process.

Budget Officer's Initials CB

Approval Date: 12/10/24

Initials: MD
Batch #: 2025-043
Date: 12/11/2024

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2025 - 044

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

Date: December 16, 2024

RE: 911

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

Account Code	Description	Old	+ or (-)	New
69-9100-200	911 - Departmental Supplies	5,000.00	(335.00)	4,665.00
69-9100-356	911 - Maintenance Agreement-Edge One Recorder	5,600.00	335.00	5,935.00
911		10,600.00	-	10,600.00

Justification:

This transfer is to move monies within the 911 Budget to pay for the maintenance agreement on the 911 Recorder. Edge One was bought out by WSI Technologies and at renewal, the price increased above the amount originally budgeted.

Budget Officer's Initials CP

Approval Date: 12/16/24

Initials: MD
Batch #: 2025-044
Date: 12/16/2024

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2025 - 045

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

Date: December 20, 2024

RE: Board of Elections/Sheriff/Detention/Transport

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

Account Code	Description	Old	+ or (-)	New
10-4170-140	Board of Elections - Workmans Comp	509.00	(1.00)	508.00
10-4170-040	Board of Elections - Longevity	1,282.00	1.00	1,283.00
Board of Elections				
10-4310-010	Sheriff - Salaries & Wages - Regular	862,049.00	(1,900.00)	860,149.00
10-4310-031	Sheriff - Salaries & Wages - Overtime	6,705.00	1,900.00	8,605.00
Sheriff				
10-4320-010	Detention - Salaries & Wages - Regular	422,629.00	(25,000.00)	397,629.00
10-4320-030	Detention - Salaries & Wages - Overtime	55,500.00	25,000.00	80,500.00
Detention				
37-4376-040	Transport - Salaries & Wages - Part-time	15,000.00	(5,000.00)	10,000.00
37-4376-030	Transport - Salaries & Wages - Overtime	17,346.00	5,000.00	22,346.00
Transport				
		1,381,020.00	-	1,381,020.00

Justification:

This transfer is to move monies within the Board of Elections, Sheriff, Detention, and Transport Budgets. For Elections, this is to cover the shortfall in the longevity line due to rounding down instead of up when budgeting. For Sheriff, Detention and Transport, this is to cover the additional funds needed in the Overtime lines of these departments due to staffing shortages.

Budget Officer's Initials CSF

Approval Date: 12/20/24

Initials:	<u>MD</u>
Batch #:	<u>2025-045</u>
Date:	<u>12/20/2024</u>

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2025 - 046

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

Date: December 20, 2024

RE: SS Admin

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

Account Code	Description	Old	+ or (-)	New
10-5310-310	SS Admin - Travel	11,000.00	(4,000.00)	7,000.00
10-5310-250	SS Admin - Maintenance & Repair - Vehicle	10,000.00	4,000.00	14,000.00
10-5310-340	SS Admin - Postage	10,500.00	(2,000.00)	8,500.00
10-5310-350	SS Admin - Maintenance & Repair - Building	15,000.00	2,000.00	17,000.00
10-5310-610	SS Admin - Vendor Fees	13,000.00	(3,000.00)	10,000.00
10-5310-351	SS Admin - Repair & Maintenance - Equipment	5,000.00	1,000.00	6,000.00
10-5310-260	SS Admin - Departmental Supplies	35,000.00	2,000.00	37,000.00
SS Admin		99,500.00	-	99,500.00

Justification:

This transfer is to increase expenditure lines for Vehicle Maintenance, Building Maintenance, and Equipment Maintenance as well as Departmental Supplies. With the construction/renovations completed at the end of fiscal year 2024, we were unable to purchase the furniture for the Family Visitation Room as well as some of the Supervisor's Offices until this fiscal year. In conjunction, the cost of the laptops and equipment budgeted early in 2024 for purchase this fiscal year have seen increases in cost that exceeded the estimates used to create the budget. As a result, we are in need of additional funds in the departmental supply line to continue to buy papertowels, toilet paper, ink cartridges and cleaning supplies. Also, in anticipation that we will need funds to fix the Jeep Compass O2 Eval Sensors/Box, we will need additional funds in the Vehicle Repair Line. Also, there are some final building repairs and equipment repairs needed. Since the hurricane is impacting travel for meetings, we have funds in the travel line that can be transferred to this line to continue to maintain the agency. All lines are reimbursed at the same rate therefore this transfer is not budget impactful.

Budget Officer's Initials CBP

Approval Date: 12/20/24

Initials:	<u>m</u>
Batch #:	<u>2025-046</u>
Date:	<u>12/20/2024</u>

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: December 20, 2024
RE: SS Admin

BT #: 2025 - 047

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

Account Code	Description	Old	+ or (-)	New
10-5310-181	SS Admin - Group Insurance	479,344.00	(20,000.00)	459,344.00
10-5310-600	SS Admin - Contracted Services	207,620.00	20,000.00	227,620.00
SS Admin		686,964.00	-	686,964.00

Justification:

This transfer request is to increase expenditure line for Contracted Services. Due to the amount of vacancies in the Child Protective Services Units, we are using contracted workers with experience to cover the multiple cases we have. With 30+/- children in custody and that many more in investigations, our staff cannot cover all the demands of the unit. Currently we have one full time investigator, and two permanency planning workers. We have not been successful in filling the open social worker positions in several months. Without the contracted staff, our agency would not be able to fulfill protection of children services requirements. As a result, our expenditure lines for these contracted services are in need of additional funding to be able to maintain the requirements of the state and the caseloads in general. We are asking to move funds from salary lines that are being underspent due to vacancies to the contracted services lines to allow for continued coverage. Both lines are reimbursed at approximately 50% and are not budget impactful.

Budget Officer's Initials CDP

Approval Date: 12/20/24

Initials:	<u>CDP</u>
Batch #:	<u>2025-047</u>
Date:	<u>12/20/2024</u>

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2025 - 048

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

Date: December 20, 2024

RE: OPIOID Settlement Funds

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

Account Code	Description	Old	+ or (-)	New
50-9990-000	Contingency	31,560.00	(2.00)	31,558.00
50-4200-001	Strategy 7 - Naloxone Distribution	10,615.00	1.00	10,616.00
50-4200-002	Strategy 9 - Harm Reduction SSP	10,615.00	1.00	10,616.00
OPIOID Settlement Funds		52,790.00	-	52,790.00

Justification:

This transfer is to move monies within the OPIOID Settlement Fund from the Contingency line to the Strategy 7 Naloxone and Strategy 9 Harm Reduction lines. When budgeting, the pennies were rounded down instead of up leaving these lines short.

Budget Officer's Initials CBP

Approval Date: 12/20/24

Initials:	<u>CBP</u>
Batch #:	<u>2025-048</u>
Date:	<u>12/20/2024</u>

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2025 - 048

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

Date: December 20, 2024

RE: OPIOID Settlement Funds

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

Account Code	Description	Old	+ or (-)	New
50-9990-000	Contingency	31,560.00	(2.00)	31,558.00
50-4200-001	Strategy 7 - Naloxone Distribution	10,615.00	1.00	10,616.00
50-4200-002	Strategy 9 - Harm Reduction SSP	10,615.00	1.00	10,616.00
OPIOID Settlement Funds		52,790.00	-	52,790.00

Justification:

This transfer is to move monies within the OPIOID Settlement Fund from the Contingency line to the Strategy 7 Naloxone and Strategy 9 Harm Reduction lines. When budgeting, the pennies were rounded down instead of up leaving these lines short.

Budget Officer's Initials CBP

Approval Date: 12/20/24

Initials:	<u>CBP</u>
Batch #:	<u>2025-048</u>
Date:	<u>12/20/2024</u>

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2025- 050

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

Date: January 6, 2025

RE: Sheriff/Senior Center/Social Services/Projects and Grants Fund

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

Account Code	Description	Old	+ or (-)	New
10-3540-020	Gun Permits Discretionary - County Portion	(1,535.00)	(210.00)	(1,745.00)
10-4310-611	Gun Permits Discretionary - County Portion	50,000.00	210.00	50,210.00
10-3540-030	Gun Permits-State Portion	(1,770.00)	(250.00)	(2,020.00)
10-4310-612	Gun Permits-State Portion	2,780.00	250.00	3,030.00
10-3540-040	Finger Printing	(435.00)	(70.00)	(505.00)
10-4310-613	Finger Printing	7,347.00	70.00	7,417.00
Sheriff				
10-3509-010	Senior Center Trips	(8,014.00)	(618.75)	(8,632.75)
10-5150-380	Senior Center Trips	8,014.00	618.75	8,632.75
10-3509-020	Senior Center Donations	(2,593.00)	(49.34)	(2,642.34)
10-5150-650	Senior Center Donations	2,841.00	49.34	2,890.34
Senior Center				
10-3500-081	DSS Community Donations-Christmas	(1,995.00)	(648.00)	(2,643.00)
10-5310-258	DSS Community Donations-Christmas	2,978.00	648.00	3,626.00
SS Admin				
58-3290-000	Interest Earned	(2,880.26)	(690.08)	(3,570.34)
58-4100-001	Expenditure of Interest Earned	15,511.07	690.08	16,201.15
Projects/Grants Fund				
Balanced:		70,248.81	-	70,248.81

Justification:

This amendment will put into budget additional revenues received in the following departments: Sheriff - gun permitting and finger printing, Senior Center - trip monies and donations, Social Services - donations received for Christmas, and the Projects and Grants Fund for interest earned.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:

Batch #:

Date:

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2025- 051

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

Date: January 6, 2025

RE: School Capital Outlay

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

Account Code	Description	Old	+ or (-)	New
21-3230-402	Truist PK-12 Financing-Earned Income	(135,723.01)	(24,207.10)	(159,930.11)
21-5912-701	Truist PK-12 Financing-Earned Income	621,218.75	24,207.10	645,425.85
School Capital Outlay				
Balanced:		485,495.74	-	485,495.74

Justification:

This amendment will put into budget additional revenues received as Earned Income (Interest) on our remaining loan balance for the PK12 School.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:

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Batch #:

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Date:

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Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2025- 052

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

Date: January 6, 2025

RE: GF Fund Balance/Contingency/Elections/Detention

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

Account Code	Description	Old	+ or (-)	New
10-3990-000	Appropriated Fund Balance-GF	(818,767.12)	(11,625.00)	(830,392.12)
10-4320-605	Contracted Services-Detention Center Study	-	11,625.00	11,625.00
GF/Detention				
10-9990-000	Contingency	28,293.00	(533.00)	27,760.00
10-4170-031	Elections - Salaries & Wages-Overtime	7,021.00	533.00	7,554.00
Contingency/Elections				
Balanced:		(783,453.12)	-	(783,453.12)

Justification:

This amendment is being done to increase the appropriated fund balance to cover the cost to participate in the Detention Center Study that the Board agreed to participate in at the December Meeting. It will also transfer monies from the Contingency line to Elections to cover an overage in the Overtime line due to the time required by staff to oversee the hand to eye count and recounts required by the State Board of Elections associated with the NC Supreme Court Associate Justice Seat 6.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:

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Batch #:

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Date:

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Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2025- 053

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

Date: January 6, 2025

RE: General Fund/School Capital Outlay

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

Account Code	Description	Old	+ or (-)	New
10-3990-000	Appropriated Fund Balance - GF	(830,392.12)	(1,000,000.00)	(1,830,392.12)
10-9800-986	Transfer to Wash Co Schools Cap Outlay	700,000.00	1,000,000.00	1,700,000.00
21-3980-000	Transfer from General Fund	(700,000.00)	(1,000,000.00)	(1,700,000.00)
21-8000-600	Designated for Future Appropriation-BOE Cap Outlay	1,167,041.00	1,000,000.00	2,167,041.00
General Fund/School Capital Outlay				
Balanced:		336,648.88	-	336,648.88

Justification:

This amendment is being done to allocate General Fund Fund Balance to Fund 21 School Capital Outlay as an additional County contribution loaned to the PK12 School Project to cover projected annual debt service shortfalls.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:	
Batch #:	
Date:	

Commissioner Spruill asked about the typewritten entry on BT# 2025-045. Ms. Dixon stated she did have to use a typewriter to add the entry because the total did not carry over. He also had a question about overtime in Detention. Ms. Dixon said they are short-staffed. They currently have 4 positions open.

Commissioner Johnson asked how often inspections happen in Detention. Mr. Potter said quite often. Ms. Bennett noted the last one was on October 23, 2024.

Commissioner Johnson made a motion to approve the budget transfers/ amendments as presented. Commissioner Spruill seconded; motion carried unanimously.

OTHER ITEMS BY COMMISSIONERS OR STAFF:

- EMTOC Design/Timeline Update –Mr. Jason Squires, ACM stated that they have a mtg on 1/9 to go over the final design of the building with the Dept. Heads who will be housed in that building along with various other Dept. Heads who may have an interest in the facility. He has a few fluid dates for other meetings that have not been decided on yet. He hopes to have more information for the Budget Workshop.
- Mr. Potter said he will be having a meeting soon with the Sheriff's Office to discuss pay rates in an effort to help with recruitment.
- Mr. Potter discussed the FY26 Budget Workshop. The consensus was to have the meeting next Wednesday, January 15, 2025. The meeting will start at 9:00 AM and carry over to January 16, 2025.

Commissioner Keyes 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.

Commissioner Keyes made a motion to recess the meeting to January 15, 2025 @ 9:00 AM. Commissioner Spruill seconded; motion carried unanimously.

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

Carol V. Phelps
Chair

January 15, 2025

The Washington County Board of Commissioners met in a Recessed Meeting on Wednesday, January 15, 2025, at 9:00 AM 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 Phelps called the meeting to order.

First order of business was to figure out lunch!

(The documents being referenced will be attached to the end of these minutes.)

Mr. Potter went over the list of department heads who will come to speak to the Commissioners.

Mr. Potter went over the Agenda he provided.

Ms. Dixon went over the Monthly Financial Summary.

Mr. Potter discussed the Washington County Fund Balance.

Mr. Potter discussed taxes in Washington County over the years.

Mr. Potter asked the Board if they were still interested in keeping the Tax discount. The Board's concern is getting the Tax bills out in a timely manner. Ways are being looked at to make sure they are sent out so citizens can take advantage of the discounts. We might be able to put out a notice on Hyper-Reach. The consensus of the Board was to keep the Tax discount.

Mr. Jason Squires talked to the Board about the Capital Improvement Plan (CIP). Commissioner Spruill mentioned that he feels the Courthouse needs to be updated or building a new one.

Ms. Laurie Zoll attended the meeting to go over the Grants sheet in the Agenda Workshop documents.

Mr. Potter briefly talked about the County's water rates.

Mr. Potter talked with the Board about Debt Set-Off.

Mr. Potter touched on the following:

Schools

MTW funding—hopefully no major funding issues this year

VFDs—hopes not to have the hold harmless issue this year

Do we continue the extra 1 cent? Mr. Potter said it should be in a separate fund b/c it accumulates.

Anything left over in the general fund is not held over to the next year.

Forestry—anticipate no new issues

Library—director is changing...new director from Tyrrell County

Special Commissioner Sponsored Events – budget for events and a gift= \$10K. Commissioner Keyes thinks that part-time employees should be included in attending events and receiving gifts.

Ms. Dixon said that the YORE system and employee events have improved employee morale from what she hears. The consensus of the Board is to increase this budget by \$2K to \$12K and include part-time employees who are scheduled workers (but not seasonal employees).

Funding for outside requests: \$8K total for 3 festivals, Albemarle Food Bank and this year included AGENC and Center for Domestic Violence and increased the budget. (The Clerk is to send out emails with deadline for inclusion in this year's budget to various agencies.) This fund increased to \$12K this year. The consensus of the Board is to stay at \$12K.

Commissioner Johnson said we would be getting a request from Mr. Vann Rogerson with NC East Alliance for a membership of \$1,150. (This would be in Dues & Subscriptions.)

Debt service in the water dept is steadily decreasing.

Transfers—one collective penny to the airport, 4 collected pennies to EMS, amount on hospital retirement may be decreased, Recreation pushing out \$10K for future PARTF grant fund, Reval-\$40,000

County personnel—

Mr. Potter said he has compared Washington County to other surrounding counties and does not feel that we need to do a comprehensive review this year. We do have some soft spots to address—such as law enforcement.

Some executive level salaries need to be reviewed such as Utilities Director, IT Director, EMS Director and Assistant Director, Sheriff and Chief Deputy, Finance Officer, and ACM.

Looking at a COLA increase again this year.

Adding Economic Development position. It may be under CMO or it may be an individual department. It may even be under Planning.

Airport—have not been able to hire a part-time airport employee. Maybe split a position between Facilities and Airport. Does not feel there is enough to do for a full-time airport employee

Mowing contract is up for renewal and Mr. Sasser, Utilities and Mr. Young, Facilities are comfortable with negotiating a renewal.

Mr. Squires stated that in years past the Landfill was under Utilities but is currently a standalone department. Mr. Sasser would like it to be moved under the Landfill to get a greater depth of understanding of what is needed and could also train some of his guys to fill in if needed. The new guy in the position of Landfill Operator, David Bowers, who moved from Facilities, has been a great asset to the Landfill.

Consensus of the Board is to move it under Utilities.

Proposal to move Senior Center under Recreation from Ms. Collier.

Mr. Potter said that the Library, Cooperative Extension, Senior Center & Recreation are the newly formed Community Enrichment Group.

Mr. Potter talked about the LFNC intern position. He is not sure we are getting another one, but the current LFNC, Mr. Waterman, thinks we might. However, Mr. Potter feels that if we hire Mr. Kelly Chesson, we will not need to get an LFNC and could put the funding towards to Economic Development position.

Clerk of Court—is asking for county funding of temporary deputy clerk position

Other Cost Saving Options or Efficiency Ideas--

Move up reval to 6 years instead of 8 years

Charge for some services in EMS

Buyout of Hospital Pension holders. Add to Strategic Plan.

Regional Jail? Washington County, Bertie & Chowan

Proposal to increase PO limit? To \$2,500 from \$1,000. Consensus of the Board to increase the PO limit to \$2,500.

The Board/County Manager asked Ms. Bennett to look at having an extra screen in the Board Room, look at mobile screens, and a new bracket for existing Mondopad.

DEPARTMENT HEAD DISCUSSIONS:

Detention, Ms. Clinta Blount, Ms. Tiffany Crumity & Chief Deputy Mr. Arlo Norman—Ms. Blount stated that the probes for doing rounds in the jail have been discontinued and they will have to buy a new system. They do not know if they can locate any extras for when one of them fails. Mr. Potter said to take one of the probes to Ms. Laurie Zoll, Grants & Procurement, to see if she can find one on the web to have extras. Price quote for new system: ~\$6,000

The sheet Metal on the walls are corroding in the cells. Mr. Potter said the Facilities Advisory Committee needs to tour the jail.

Have doors that will not open

Floors and showers not working on the female side. Ms. Blount said Facilities has looked at it and said they ordered parts. Facilities Advisory Committee will take these items over to find solutions.

Mr. Potter said he knows Detention is short-staffed and pay is an issue. Ms. Crumity said once they get a new employee trained, they soon leave to work somewhere else that pays better.

Mr. Potter asked if the employees felt safe in Detention.

Rebecca Liverman, Cooperative Extension Director

Handed out flyer of work they did this year

Handed out flyer for the Mobile Market—achieved from a grant. Starts coming every Friday to the First Christian Church. Anyone can go through it. Promotes healthy food and eating. A lot of residents have been taking advantage of this.

Budget: 50/50 between state and county government

Ms. Liverman asked what the current mileage rate is. Mr. Potter said we may be looking at raising the mileage rate. It is currently \$.50

Ms. Liverman said she is working with a partnership with Recreation & the Senior Center to use their bus since her new person has her CDL.

Has a few grants in the works.

Would like to replace carpet from 1995—will be putting it in her CIP.

May 7 is the Livestock Show....may be a small one again this year

Her staff is appreciative of the County's COLA increase.

**Commissioner Johnson made a motion to recess the meeting to January 16, 2025 @ 9:00 AM.
Commissioner Keyes seconded; motion carried unanimously.**

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

Carol V. Phelps
Chair

January 16, 2025

The Washington County Board of Commissioners met in a recessed meeting on Thursday, January 16, 2025, at 9:00 AM 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 Phelps called the meeting to order.

Various Department Heads came to speak to the Commissioners.

Randy Fulford—Recreation Director

If Recreation gets the gym at the old Plymouth High School (PHS), the NC High School Athletic Association (NCHSAA) wants Washington County to start hosting tournaments.

He also feels that having Recreation and the Senior Center merged together will help in being able to write grants to enhance both departments.

Commissioner Spruill asked what is being done for outreach to the public. Mr. Fulford said Ms. Kneiper (CMO Assistant) puts things on the County Facebook site and in the Beacon, along with flyers that can be picked up from the gym.

Commissioner Spruill asked if he reaches out to the school system? Mr. Fulford said yes, and also his wife works for the school system and she spreads the word.

Commissioner Spruill said he appreciates Mr. Fulford looking for opportunities to bring tournaments to the County which in turn brings people that buy gas and food, which helps the County.

Mr. Potter asked if Mr. Fulford would consider using the Roper Gym. Mr. Fulford said it is more centrally located, but it is not in good condition. He does not feel there is sufficient space in Roper. PHS would be a better choice.

Mr. Potter said he will be meeting with the school system and hashing out such details. Mr. Fulford said he needs to know by February 14, 2025 if the gym & fields will be available so he can let the NCHSAA know if we can host tournaments.

Commissioner Walker said he feels that Roper Gym is in the center of the County and may be more accessible.

Mr. Potter asked about the Pea Ridge Park. Mr. Fulford said he needs to see about building dugouts there to be able to have softball there.

Mr. Potter said he thinks the standalone gym in Roper would be good for pickleball.

Dora Bell—Elections Director

There are some protests still going on from the November 2024 elections. All the counts came back the same.

She went on to say that their building was assessed by the State. They did not like the lighting. Maintenance is working on the lights. Regarding security/safety, they did not like that the Director would not have a way out if something was going on at the front of the building.

Other items they noted:

Furniture—she inherited the furniture that is there, needs some more functional pieces

Lighting inside the building is too dark.

Ms. Bell said she feels the need for an increase in pay for her and her part-time employees. Pay is different in the counties due to the amount of voters there are. Discussion ensued regarding a full-time employee—possibly a “floater”.

There will be a Municipal and County primary in FY26.

She also noted that she doesn't have a panic button if she were to encounter a situation.

She said she has no issues with BCCC administration or staff.

She would like to have a window in here office.

Harley Spruill—911 Director (and Chief Deputy Arlo Norman)

Mr. Potter gave Ms. Spruill a brief overview of how the budget process works.

Ms. Spruill said she is finishing up the 911 radio grant—getting invoices straight to turn into Finance.

911 has gone to 12 hr. shifts. This will cut back on overtime.

She said she is hoping our 911 will qualify for a 4th position (an active console)—which they could house after they move to the EMTOC building. Ms. Spruill said she is doing admin work and taking calls.

Chief Deputy Norman gave Ms. Spruill props for stepping up when the County needed her after the previous 911 Director left. She has a lot of desire to do this job and do it well.

Mr. Squires said he hears calls in his office over the radio from the Planning Office and can tell that things with 911 have drastically improved since Ms. Spruill stepped into the job.

Lance Swindell– EM Coordinator

Mr. Swindell anticipates acquiring a storage facility. He has been keeping equipment in other areas of different County departments.

Other items in his upcoming budget include:

Trailer & forklift--\$80 - \$100K

The recuse boat should be ready in about 3 weeks (command upfit, trailer, motor)

EMTG –training grant is a 50/50 match, \$20,695

Applied for grant for Hyper-Reach cost of \$14,600
Increase in maintenance funds, added equipment for deployment (radio)
Fuel expenses are increasing due to using more fuel (when the boat gets in the water)
Wants to be able to do tabletop exercises (as recommended by Commissioner Johnson)
New radio tower location and design

Sheriff Johnny Barnes/Chief Deputy Arlo Norman—Sheriff’s Office

Sheriff Barnes distributed paperwork entitled “Things to Know About Becoming or Being a Deputy Sheriff” including salaries for our Sheriff’s Office employees, starting salaries and starting salaries from surrounding counties. Discussion ensued. Our Deputies are currently backing up the Plymouth Police Department when needed. They are not compensated from the Town of Plymouth. They still get their pay, etc. from the County. The County is accruing overtime/comp time while doing this. Mr. Potter said the salary issue needs to get resolved in the next couple of months...not wait until FY26. Discussion ensued. Mr. Potter said he may be able to bring issue before the board in March.

Two cars (SUVs) are needed in this year’s budget for the Sheriff’s Office.

Renee’ Collier—Senior Center Director

See presentation below.



Budget FY25 Issues

- Contracted Employment of Caregiver Liaison
 - Riverlight Transit PT
- Stopped Vendor Spot @ Artisan Market (Donations)
 - Time involved
 - Price changes
- Transportation Struggles
- Unexpected NCDIT Grant
 - New Line Item Created
- ROAP Funds
 - Unable to expend all FY25 allotment from DSS

Plans for FY26

- Continue programming for Lunch participants
 - Transit Participants / Less Agile
- Movement towards more independent activities
 - Ceramics/Painting/Jewelry/Game Room/
 - More Fee Based Activities for higher quality programs
- Merge under Umbrella of Recreation
 - Senior Center activities age-specific
 - Create Recreation Programs for all ages – possible instructors
- ROAP Funds
 - Use ROAP for \$4500 towards Overnight Trip(s) = Travel Company
 - \$1500 towards day trips = GAS
- Technology Based Programming
 - Offer Computer Access for members
 - Table/Smartphone based classes
- Meal Program
 - Increase to County Contribution
- Marketing Efforts to Community
 - Recreation Merger
 - Services Available
- Possible Move
 - New Place – Reset of Programming





Needs for FY26

- **ROAP Trip Funding Reimbursement**
 - Increase to Senior Center Travel Line
 - Travel Company
 - Regular Day Trips
- **Need for Instructors**
 - Senior Center General Purpose
 - Invoice Based Instructors – no contract if possible
- **Move**
 - Space Requirements Certification for April 2028 =
 - Specific space to facilitate goals

Merger & Move with Recreation

MERGER

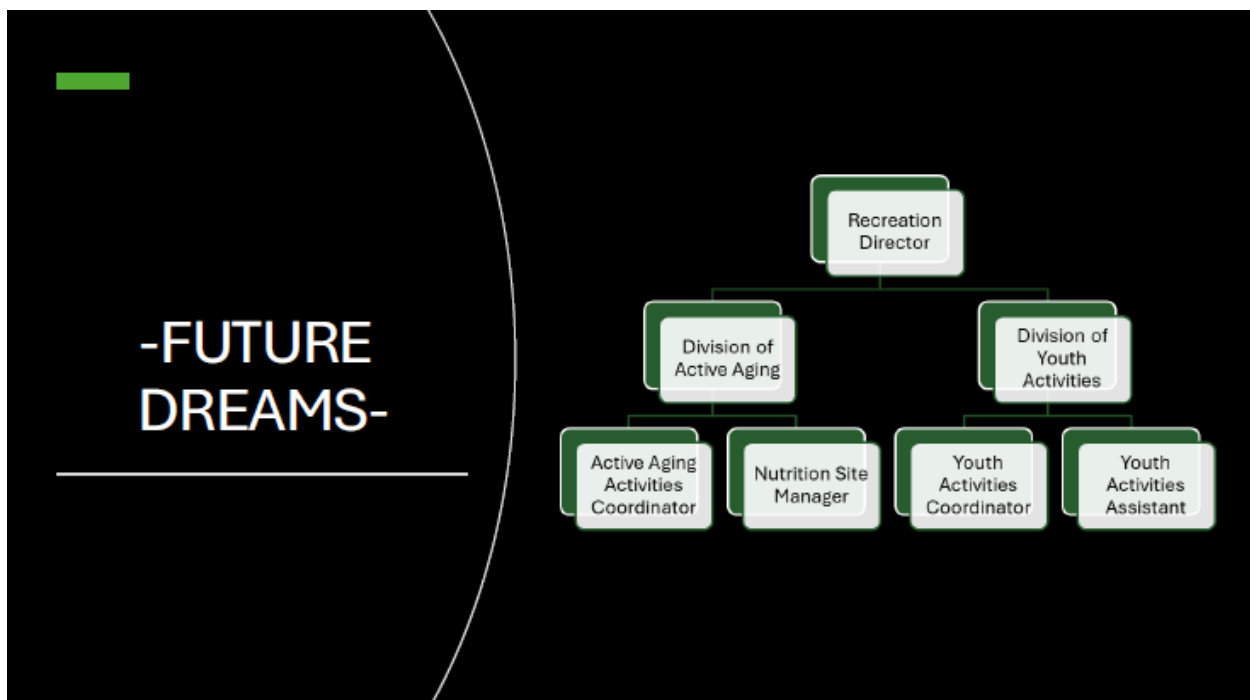
- Senior Center under umbrella of Recreation
- PRO FORMA
- Financials unaffected
- Continue Mutual Working Relationship
- Benefit from shared programming
- Benefit from possible grants

MOVE WITH RECREATION

- Create more opportunities for citizens
- Create hub for Recreation Department and Senior Center info
- Learn from Recreation Director
- Opportunity to share resources more efficiently

Next 1-3 Years?

- Use Future Move to Adjust Programming to meet Needs of More Diverse Group
 - More independent based programming
 - More afternoon & evening programs
 - Large Group Trips via Travel Companies
- Change Name with once Merged & Moved
 - Change name with move- "Division of Active Aging"
- More community-based fundraisers & marketing
 - Reach out to community to get feedback from non-participants
- Prepare for possible transition or retirement of staff members
 - Better to proactive for obvious changes in staff rather than being reactive



She note that the County needs a minimum of 4000 sq ft for the Senior Center for certification in April 2028.

Ms. Collier also feels the merger and move with Recreation would be advantageous to the County and likes the idea of the newly merged departments to be in Roper.

Clerk of Court—Keith Phelps

See email from Mr. Phelps below.

I am writing you concerning a dire staffing situation in this office. I have been informed that the temporary Deputy Clerk position in this office will not be funded after

January 31, 2025, so I will be losing an essential position. The temporary Deputy Clerk serves as the primary cashier and is who currently receipts payment of child support purge payments, fines, and court costs, provides front counter coverage in the civil division, processes filings in Small Claims Court and provides general coverage elsewhere in the office. This staff member has mastered the Enterprise Justice software, which allows citizens to be served in a timely manner in filing Small Claims cases and paying money as ordered by the Court. The Washington County Clerk of Superior Court's Office is a small office, with five non-temporary positions and one temporary position as well as me. This office is physically divided, in that the office is separated by a public accessible hallway in the Washington County Courthouse, with two (non-temporary positions) staff members in the criminal division and four (three non-temporary positions and one temporary position) staff members in the civil division, which also serves as the cashier station. My private office, which is in the criminal division, is where estate and special proceedings matters are filed, processed and most hearings for these matters are held. The staff members in this office wear multiple hats due to the workload of this office and the need to segregate duties in the financial work of this office. The financial team of this office consists of one bookkeeper, two head cashiers, two cashiers (one of whom is the temporary Deputy Clerk) and one back-up cashier, who is also a criminal staff member. As you can see the financial team consists of my entire staff.

Enterprise Justice in the courtroom setting requires the use of two courtroom clerks to process judgments/orders, enter in financial data for payments and handle other clerical business of the Court. Currently, I have two criminal staff members (one of whom serves as the backup cashier) to provide coverage at criminal/traffic sessions of District Court and two civil staff members (one of whom serves as the secondary cashier) to provide coverage at civil/child support sessions of District Court. If a Deputy Clerk position is lost, then I will be unable to send two clerks to provide courtroom coverage for traffic, criminal, civil and child support sessions of District Court as one of the two clerks who is also a cashier must be in the office to receipt payments of child support purge payments, fines and court costs, provide front counter coverage in the civil division and process filings in Small Claims Court, which will result in a massive backlog in Washington County District Court. Further, a massive backlog may result in the exodus of longtime staff members, which will only add to the backlog. Please know that I am not making threats, but stating what I fear will be a certainty if this office loses a Deputy Clerk position. Additionally, to operate this office with only one cashier is a heading for disaster. If sole cashier is out unexpectedly due to illness or injury, then there will be no one available to receipt payments or I will have to serve as the cashier. A few years ago, I was having to serve as the cashier while attempting to conduct a hearing in an estate matter and had to take a recess to receipt a child support purge payment. As stated previously, this office is physically divided by a public accessible hallway, so I had to take a recess, walk across the hallway to the cashier station, receipt the child support purge payment, process the child support purge transmittal form, go back into the hallway, get stopped in the hallway by a citizen with a question, get back into my private office and regain my thoughts to resume the hearing, while the parties to the hearing had been sitting for over thirty minutes. Having to halt the proceeding before me, I felt was an injustice to those that were appearing before me and a violation of my obligation as a judicial official to provide justice without unnecessary delay.

I am the sole person in the Estates, Special Proceedings and Civil Superior Court Divisions as I simply do not have enough staff members to cover these areas. On

Tuesdays, when there is a criminal/traffic session of District Court, I am in the office alone, which requires me to answer the telephone and handle walk-in traffic, all while attempting to handle estates and special proceeding matters in addition to my administrative duties as the Clerk of Superior Court. A few months ago, one of the two criminal staff members was out with COVID AND the flu, which required me to serve as one of the two courtroom clerks at a criminal/traffic session of District Court. Since there was no one to provide coverage for criminal, estates and special proceeding matters, I was forced to completely shut down these divisions as I did not have enough staff members to staff these areas and individuals that needed to transact criminal, estates and special proceedings business were turned away. Again, this office is a small office, where the staff members wear multiple hats and one staff member being out of the office can create a strain on the work of this office. Further, staff members should be able to be out due to illness or vacation without worrying about the strain they are creating by being out of the office. I am very concerned that if I lose a Deputy Clerk position, this office is heading for collapse.

I have contacted my legislative delegation via email for assistance as well as to request a meeting with them when I visited the General Assembly with other elected Clerks of Superior Court in May and received no response. My plan is to begin making telephone calls to my legislative delegation when the General Assembly convenes on January 8, 2025. On December 11, myself, and Clerk Goodwin from Chowan County, who has a temporary Deputy Clerk position that is essential to the function of his office, traveled to the NC Judicial Center to meet with NC AOC Director Boyce and Deputy Director Kyzer about the dire staffing situation in our respective offices. Clerk Goodwin and I were appreciative for Director Boyce and Deputy Director Kyzer taking the time out of their busy schedules to meet with us. We also expressed our appreciation for the temporary Deputy Clerk positions in our offices. Director Boyce informed Clerk Goodwin and myself that the financial resources to fund temporary positions were depleted, offered suggestions, such as cross-training of staff, which is used by this office as well as the use of "Magi-clerks", which is not an option as the three Magistrates in Washington County have been renominated and reappointed for a four-year term. As the Clerk of Superior Court, who is elected by the citizens of Washington County, I feel that I have a duty to provide an efficient District and Superior Court to the citizens of Washington County and to do otherwise would be a disservice to them as well as a violation of the oath of office of the Clerk of Superior Court.

Since this office serves the citizens of Washington County, would Washington County fund the temporary Deputy Clerk position in this office? I was wondering if the salary allotted for a vacant county position could be used to fund the temporary Deputy Clerk position until the end of the fiscal year. The position would not require any benefits only an hourly wage. I am glad to meet with you to discuss this matter.

Finance would have to look into this if it is the pleasure of the Board to pay for this temporary position. CSP said he would rather pay the AOC and let them continue to pay her.

Commissioner Spruill asked Mr. Phelps what his feelings were regarding the Courthouse. Mr. Phelps said he feels that if the nonjudicial offices were moved out of the Courthouse (Jail and Sheriff's office) it would free up a lot of office space and parking spaces.

Mr. Potter said he will look into this and bring this back to the Board.

Commissioner Spruill asked what the County is going to do about the Sheriff's Office salaries. Mr. Potter said he is going to go back and take another look at what surrounding counties are doing for starting pay and raising their salaries.

Tax Office—Sherri Wilkins

Ms. Wilkins stated her office is down two positions. She would like to change to change one of the open positions from Assistant Tax Administrator to Tax Analyst. There are so many reports to send to various agencies and reconciliation that the analyst position would be responsible for. She is also collecting data for salary requests. She will be actively recruiting for her positions in June in hopes to hire in July.

Mr. Potter explained to Ms. Wilkins that we need to start FY26 with Keystone in place.

Mr. Potter asked her to explain the revaluation process. Ms. Wilkins said they will start in 2027 for reval in 2029. He asked her what about moving reval to every 6 years rather than 8 years. Ms. Wilkins said it takes 18 months to complete. She would have to have the change approved by Dept. of Revenue. Mr. Potter asked Ms. Wilkins to just check on what it would take to move up the reval.

Jennifer O'Neal—EMS

Ms. O'Neal talked through the following presentation.



AGENDA

- Performance Review
- Executive Summary
- Personnel and Equipment
- Challenges
- Future Goals

PERFORMANCE

- | | |
|--------------------------------------|--------------------------------------|
| • FY 24 | • FY25 (to date 1/15/2025) |
| • 4274 calls for assistance answered | • 2309 calls for assistance answered |
| • 718 in Tyrrell | • 393 in Tyrrell |
| • 3556 in Washington | • 1916 in Washington |
| • 95,539 miles driven | • 50,758 miles driven |

EXECUTIVE SUMMARY

- Since 2007, Washington County has provided EMS and Transport Services under the direction of 5 different EMS Directors. The longest serving so far since late 2018.
- Over the years, EMS services were added to Tyrrell County by contract.
- EMS utilizes Quick Response Vehicles to assist with calls and provide some basic community MIH services.
- Fully staffed, EMS services are provided through 4 locations. EMS Station 1 in Plymouth, EMS Station 2 in Creswell, EMS Station 3 in Columbia and the EMS Administrative Office on Water Street.

OUR TEAM

- EMS Division
 - Work 24/48 Shift Schedule
 - 3 Shifts
 - 9 Paramedic Positions
 - 5 Intermediate Positions
 - 4 Basic EMT Positions
 - EMS Director
 - EMS Deputy Director
- Transport Division
 - 40 hour Work Week (10 hour days)
 - 2 Shifts
 - 4 Basic EMT Positions

OUR TEAM

- EMS Division
- As of 01/15/2025
- 3 Vacant Paramedic
- 2 Vacant Basic
- Transport
- As of 01/15/2025
- 1 Vacant Basic

OUR FLEET



OUR FLEET

- EMS Division
 - 2010 G4500 – 261,370 miles
 - 2018 E450 - 226,217 miles
 - 2018 E450 – 187,724 miles
 - 2018 E450 – 141,492 miles
 - 2023 E350 – 54,560 miles
- Transport Division
 - 2017 Transit – 222,160 miles
 - 2023 Transit – 30,283 miles
- EMS QRV's
 - 2021 GM 1500 – 32,886
 - 2023 GM Traverse – 24,081
 - 2024 GM Blazer - 2,014

FLEET STUFF.....

- By staying on top of regular maintenance of our vehicles, we have kept repair costs down and avoided major breakdowns.
- In addition, we keep our ambulance boxes on a routine maintenance plan to keep them in their best condition for remount purposes. Better condition = Less cost for repairs during a remount.
- The average time for completion could still push the delivery once ordered into the next FY or beyond.
- The Commission on Accreditation of Ambulance Services (CAAS) has announced the release of GVS V3.0 effective July 1st.

CHALLENGES

- Nationwide EMS Shortages
- Current EMS population is aging out with no one to fill our shoes.
- Trends showing less interest in public service as a whole.
- Pay Differences among agencies. (Part-time)
- Hospital Closures/Diversions
- Decrease in facilities (closed or reduced services ie OB, Orthopedics)
- Specialty needs (Cardiovascular Intervention/Dialysis/Trauma)
- Increased turnaround time for EMS units.

GOALS

- Continue to maintain our fleet with appropriate and timely care.
- Find new ways to engage and recruit/retain employees.
- Improve our employees work spaces.
- Increase the safety of our employees.
- Continue to help with the delivery of healthcare to citizens challenged by the lack of local access to healthcare. MIH

SWOT

Clear Direction and Strategic Focus



MANY THANKS!



- I WOULD LIKE TO EXPRESS MY SINCERE GRATITUDE TO THE BOARD AND THE MANAGERS FOR YOUR UNWAVERING SUPPORT AND DEDICATION TO ADVANCING OUR GOALS AND ENSURING THE CONTINUED SUCCESS OF OUR EMS SYTEM.

DSS--Clifton Hardison/Lynn Swett

Mr. Hardison said no big surprises were coming up. Children Services is where the biggest concern is. DSS still has three (3) vacancies in this area at this time. They have 30 kids in care and one (1) social worker with limited experience.

They will be asking for various increases and gave explanations why.

In the CIP, they will be asking for \$22K to replace the Jeep Compass.

They will be having some painting done in the offices and will be asking for Maintenance to do this work.

Utilities--Lee Sasser

He has a few issues with retention of employees

He has updated quite a few things on both sides of the plant (distribution and water)

He will be asking for new distribution truck to replace a 2013 with 145K miles on it and would be letting the Landfill have this one

Other items:

Needs a new pressure washer for cleaning equipment

Needs a new mud pump

Toolboxes in the trucks—been using ones from the old trucks (they do not lock)

Locks for meters—they are expensive--\$10/ea

8 ½ x 12 enclosed trailer—rapid response trailer to carry tools/equipment when they have to go to a jobsite--~\$5,600

They have finished up with the new SCADA system.

Mr. Potter asked about the timeline for Pea Ridge Expansion completion. Mr. Sasser replied by the end of 2025.

Mr. Sasser said his staff are working on making sure all meters are working.

Well #1 was rehabbed this year (it is about 25 years old).

Mr. Potter asked about the Asset Inventory. Mr. Sasser said it is 95% complete.

Mr. Potter asked did the AIA include a water rate study. Mr. Sasser said yes .

Mr. Potter said that all water employees need body cams to help show what is going on with customers.

The expansion project is going out for bid in early spring.

He has 5 employees.

He will be getting some new software to monitor the fire hydrants and will be able to relay information to fire departments,

He is also working with the Landfill---the trash loader is worn out and will cost about \$25,000 - \$100,000 to fix. A used compactor would be more useful to have, which would cost \$500,000. A new one runs \$800,000. The County will soon need dirt to fill in for the C&D at the landfill.

He would like to have an arm mower & a batwing mower.

He needs to revisit the overgrowth at the landfill. The quotes he received are apples to oranges.

Commissioner Spruill made a motion to adjourn the meeting. Commissioner Keyes seconded; motion carried unanimously.

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

Carol V. Phelps
Chair