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Manager's Budget Message

Fiscal Year 2018-2019

Recommended Budget

To: The Beaufort County Board of Commissioners

Date: May 14, 2018

This binder contains the County's FY 2018-2019 recommended annual budget as required by North Carolina General Statute 159 and the *Local Government Budget and Fiscal Control Act*. Three general sections comprise the document. The first section is the continuation budget for all funds necessary to carry out the services authorized by the Beaufort County Board of Commissioners. This section contains financial information and narrative descriptions of the programs and services. The narrative portions of this section were created to help explain the purpose and function of the different departments and programs in order to better educate the reader about County services. Financial summaries, as well as line item details, are also provided for the reader to review. The second section contains information on 36 General Fund and 5 Enterprise Fund service expansions proposed by departments and outside agencies. These are "new or different" programs or activities that change the current level of service to Beaufort County citizens and taxpayers or are requests from outside agencies for funding above the level provided to them by the County in the previous fiscal year. The third section is a fee manual that describes the user fees that attempt to recover some or all of the costs of services from the direct beneficiaries of the services, rather than taxpayers. The budget is balanced and prepared in accordance with the policies and procedures outlined in the *Local Government Budget and Fiscal Control Act*.

The Process

While budgeting is an ongoing process, the budget preparation season officially began in February 2017 at the Board's planning retreat. During the planning sessions, the Board members discussed the current County programs and provided staff with guidance on what they wished to see in the recommended budget.

Budget packets were distributed to County departments and outside agencies in late January with instructions regarding continuation budget and service expansion submissions. Budget requests were returned to the Finance Department in early March. Individual department meetings were held in late March and early April to review and finalize the budget requests. Revenues were the last items to be addressed because much of the property tax information is not available until late April. The revenue and expenditures were finalized the first week of May after another full review of revenues, expenditures and projected fund balance.

The budget will be presented at a special called meeting of the Board on May 14, 2018. The Board will hold budget work sessions during May to review, discuss and make changes to the recommended budget. A public hearing is scheduled at the Commissioners' regular meeting on June 4, 2018. This is an opportunity for the public to make comments on the budget before it is adopted by the Board. It is anticipated that the budget will be adopted at a special called meeting on June 11, 2018. The budget must be adopted by June 30, 2018.

Goals

This budget is a vision of what the County will strive toward in the coming year. The values communicated during the budget process and incorporated into the recommended budget are:

- Continue to rely on financial plans and systems in the preparation of the proposed budget;
- Conservatively estimate revenues and expenditures to avoid expectations of performance that are not realistic;
- Create an atmosphere where efforts to “spend down” during the fiscal year are discouraged;
- Present a budget that re-evaluates all expenditures and allows for policy review and potential service reductions or expansions based on other policy directives;
- Provide an analysis of County government cost centers in order to more clearly demonstrate where general fund tax dollars are being spent and what services are provided.

Overview of the Budget

The recommended budget reflects the many obstacles faced by the County as it attempts to continue to rebound from a deep recession that has reduced its ability to generate revenues to pay for the many critical services it provides to the citizens of Beaufort County. Although many areas of North Carolina are back above pre-recession levels, eastern North Carolina continues to struggle to make headway. Economic conditions are slowly improving and fortunately the County has seen increases in some revenue streams, but there is still a long road ahead. Additionally, the County completed the State-mandated real property revaluation process in 2018. This is a process by which all real property in the County is re-assessed to determine fair market value. This process must be completed, at a minimum, every eight years. The County’s last revaluation was in 2010.

- Much of the work in preparing the recommended budget focused on critically evaluating all revenues and expenditures in an effort to adjust to the current and predicted future economic conditions.
- The recommended budget sets the County ad valorem tax rate at \$0.60 for each \$100 of assessed valuation. The recommended rate is based on 3 cents needed to reach a revenue neutral tax rate and an additional 2 cents needed to maintain the current level of County provided services. At the assumed collection rate, this will generate approximately \$33.7M in property tax revenue.
- The revenue neutral tax rate (RNTR) is the tax rate in the revaluation year that produces the same amount of revenue generated in the prior year and allows an increase in the current year’s revenue by the average annual growth rate experienced by the County’s tax base since the last reappraisal. NC General Statute 159-11(e) defines the RNTR and requires that it be included in the proposed budget submitted to the governing board “for comparison purposes” in reappraisal years. The revenue neutral spreadsheet, provided by the Local Government Commission and used to calculate the rate, is included in the budget document. The “revenue-neutral” aspect of the RNTR refers to the aggregate tax burden for the entire jurisdiction, not the tax burden for individual taxpayers.
- The recommended budget maintains all County services and programs provided in the prior year.
- The FY 18-19 recommended general fund budget of \$56,714,321, is \$1,147,730 or 2.0% less than the original FY 17-18 original budget.

- The recommended budget increases funding to the Beaufort Area Transit System (BATS) in the amount of \$52,500 and completes a two-year equal adjustment proposal approved by the Board of Commissioners last year. This increase will help fully fund the public transportation system to eliminate the subsidy that is provided by the Beaufort County Developmental Center.
- The recommended budget maintains the prior year fire and EMS tax rates in all districts.
- The recommended budget implements an administrative charge to enterprise funds to help offset the costs to the General Fund for providing services to the enterprise funds. The administrative change is based on a per unit fee specific to the services provided to the enterprise fund.
- The recommended budget appropriates \$251,457 in General Fund fund balance. This is a decrease of \$793,383 from the prior year. Due to lapsed salaries and other savings throughout the year, it is anticipated that the \$251,457 in appropriated fund balance will be returned to the general fund at the end of the year.

General Fund

The recommended General Fund budget for FY 17-18 continuing operations is **\$56,714,321**.

Revenues

- ⇒ The recommended budget increases the County ad valorem tax rate to \$0.60 for each \$100 of assessed valuation. The recommended increase is based on 3 cents needed to reach a revenue neutral tax rate due to revaluation and an additional 2 cents needed to maintain the current level of County provided services.
- ⇒ The estimated total taxable valuation is \$5,730,622,022, made up of \$5,283,755,295 in real/personal property and \$446,866,727 in motor vehicles. Collections for real/personal property taxes are assumed at 97.92% and at 100.00% for motor vehicles. The real/personal collection rate is up 0.05% from the prior audited period.
- ⇒ The estimated total real property valuation in FY 18-19 is down approximately 5.5% from FY 17-18 based on the 2018 revaluation.
- ⇒ The County conducted a revaluation in 2018. The following table shows the historical tax rate, including the tax rate at the same period in the octennial revaluation (eight years ago) of \$0.50.

Fiscal Year	Tax Rate	Octennial Revaluation Year
2008-2009	\$0.60	7
2009-2010	\$0.60	8
2010-2011	\$0.50	1
2011-2012	\$0.53	2
2012-2013	\$0.53	3
2013-2014	\$0.53	4
2014-2015	\$0.53	5
2015-2016	\$0.53	6
2016-2017	\$0.55	7
2017-2018	\$0.55	8
2018-2019	\$0.60 Rec.	1

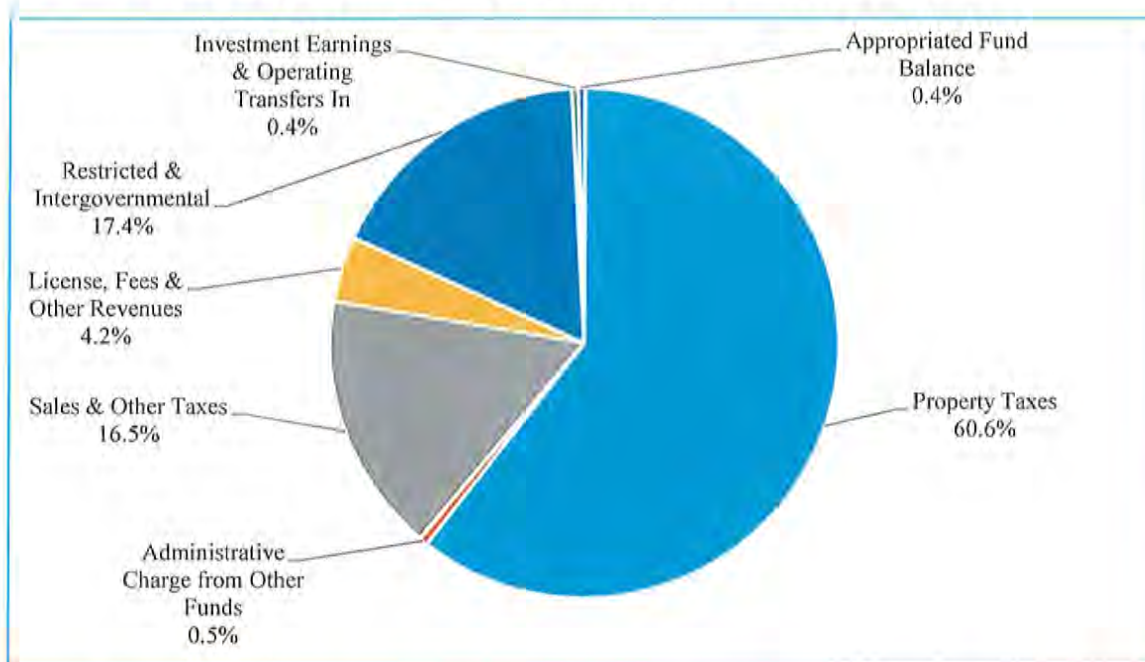
- ⇒ The North Carolina Department of Revenue produces a sales-assessment ratio study each year which is used to equalize public service company property valuations. The study looks at sales transactions from the prior year to determine the ratio. Ratio values greater than 1.0 indicate that assessed values are greater than market values. Ratio values less than 1.0 indicate that assessed values are less than market values. Multiplying the tax rate by the sales-assessment ratio produces an effective tax rate that allows comparisons across counties. With an effective tax rate of \$0.5777, Beaufort County ranks the 31st lowest among all 100 North Carolina counties (69 counties with higher effective tax rates and 30 counties with lower effective tax rates). The table below shows the FY 17-18 values for Beaufort County and its surrounding counties in ranked order.

County	Tax Rate	Ratio	Effective Tax Rate	Rank Among All Counties (100 highest, 1 lowest)
Washington	\$0.8550	1.0299	\$0.8806	96
Martin	\$0.7900	1.0148	\$0.8017	85
Hyde	\$0.7300	0.9846	\$0.7187	64
Pitt	\$0.6960	0.9883	\$0.6878	55
Pamlico	\$0.6250	0.9515	\$0.5947	36
Beaufort	\$0.5500	1.0504	\$0.5777	31
Craven	\$0.5394	0.9900	\$0.5340	22

- ⇒ Sales tax revenues are up in the current FY and due to changes made by the General Assembly regarding the distribution of sales taxes and the broadening of the sales tax base the recommended budget estimates sales tax revenues to be 4% higher than the FY 17-18 levels. Estimating sales tax revenues is difficult and relies on historical trends and economic forecasts. When the tax base is adjusted, it takes time to determine what the real impacts of those adjustments are and for the trends to level back out. It is anticipated that the trends will begin to level out in FY 17-18.
- ⇒ Intergovernmental revenues are estimated to be lower in FY 18-19. The estimated decrease is mostly due to program changes in DSS that make child care and some Medicaid transportation payments through the NC FAST and NC TRACKS system. Intergovernmental revenues are subject to change over the course of the year based on any additional program support provided by State and Federal programs administered through the Social Services Department and the Health Department.
- ⇒ Licenses, Fees and other General Fund revenues show a significant decrease from the prior year but are projected slightly up after removing the one-time installment note proceeds related to the prior year \$3M financing package.
- ⇒ Investment Earnings are projected to increase due to changes in the County's investment portfolio that occurred in FY 16-17 and the anticipation of continued slow interest rate increases by the Federal Reserve. In March 2018, the Fed raised its benchmark short-term rate by a quarter percentage point to a range of 1.50% to 1.75% and according to published reports is anticipated to lift rates by a quarter point twice more in 2018 (June and December). This would put the federal funds rate at 2.25% heading into 2019.
- ⇒ A new revenue stream, "Administrative Charge from Other Funds", is included in the recommended FY 18-19 budget. This revenue stream helps cover the cost of general fund services that are provided to the enterprise funds. Previously these costs were subsidized

by general fund tax dollars and not paid by the user fees associated with the enterprise funds.

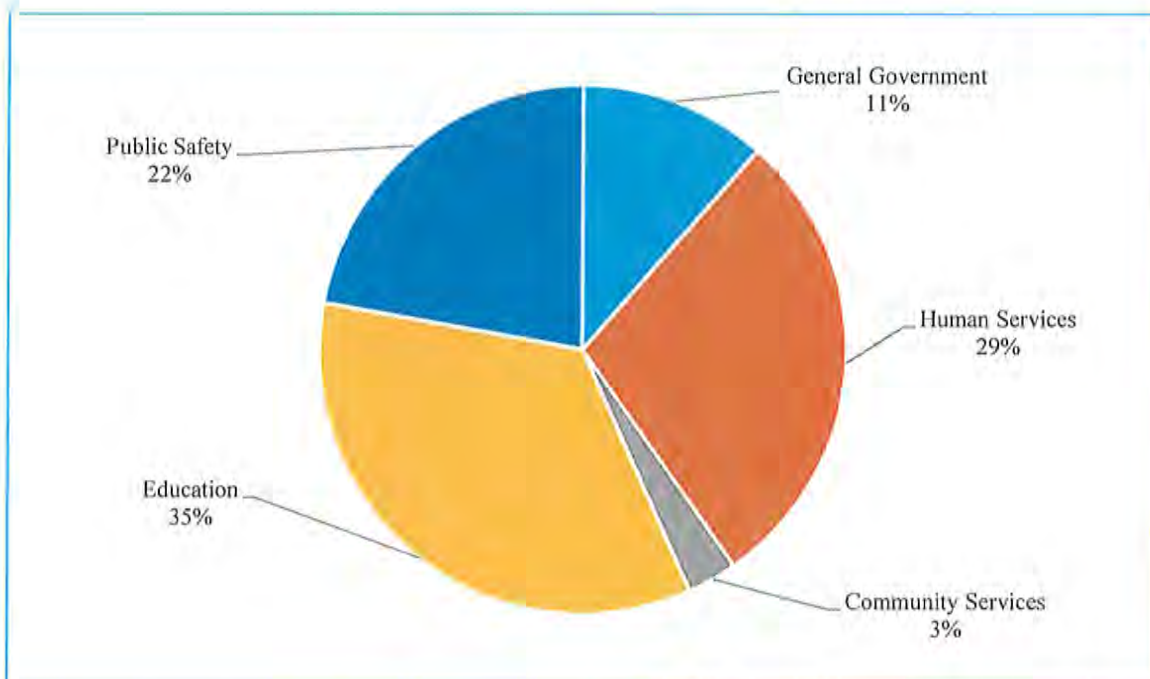
- ⇒ The recommended budget appropriates \$251,457 in General Fund fund balance or 0.4% of General Fund expenditures. The appropriation is \$793,383 less than the FY 17-18 original budget.
- ⇒ As of June 30, 2017 the unassigned General Fund fund balance was \$16,898,251, or 26.95% of expenditures. At the close of FY 17-18 it is estimated that the unassigned General Fund fund balance will be \$15,921,892, or 25.78% of expenditures. At the close of FY 18-19 it is estimated that the unassigned General Fund fund balance will be \$15,670,435, or 27.63% of expenditures.
- ⇒ Below is a chart showing the anticipated revenue sources for FY 18-19:



Expenditures

- ⇒ General Government Cost Centers – excluding debt service and transfers to other funds, expenditures in these cost centers decreased overall by 5.6% from the FY 17-18 original budget. Tax Assessor is up due to moving three land records positions from Planning to the Assessor. Tax Collector is down due to eliminating a collector position and replacing it with a lock box system. Elections is down due to no municipal election in FY 18-19. Register of Deeds is up due to automation expenditures. These expenditures are offset with automation funds that are a part of the cost of a deed. Maintenance, Building and Grounds is up due to increased utility costs, furnishings for the financial services building and repairs to the Horne building. The remaining departments in this cost center are either flat or less than the prior fiscal year.
- ⇒ Human Services Cost Centers – expenditures in these cost centers decreased overall by \$1,667,113 or 9.8%. The overall decrease was driven by a 13.7% decrease in Social Services. The Health Department and Veterans' Services also both had decreases. Area Transportation (BATS) funding was increased in the amount of \$52,500 as the final part of a two-year equal adjustment proposal approved by the Board last year. This increase will help fully fund the public transportation system to eliminate the subsidy that is provided by the Beaufort County Developmental Center.

- ⇒ Community Services Cost Centers – expenditures in these cost centers were down overall by \$192,739, or 10.5%. The major driver of the decrease was the elimination of the Planning Director position and the movement of three land records positions out of Planning and into the Tax Assessor’s Department. Planning services are now contracted with the local Council of Governments.
- ⇒ Education Cost Centers – the recommended budget holds the funding level for the Beaufort County Schools System to the FY 17-18 funding level and slightly decreases the Community College funding level due to moving a requested additional campus police officer position to a service expansion request.
- ⇒ Public Safety Cost Centers – expenditures in these cost centers are up overall by \$349,488 or 3%. This overall increase is due in part to replacing a vehicle in Emergency Management, replacing cat kennels in Animal Control due to State inspection requirements, increasing the funding level for Jail safe keeping, and an increasing the funding needed for Medical Examiner cases.
- ⇒ Below is a chart showing the recommended FY 18-19 appropriations by cost center (it does not include debt service or transfer to other funds in the General Government percentage):



Enterprise Funds

Enterprise Funds account for those operations financed and operated in a manner similar to a private business where the intent is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. Periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes. Beaufort County currently has two enterprise funds: the County Water System, and the Solid Waste Fund.

Water Fund

The Water Fund recommended budget is \$7,322,910 and includes the following:

- ⇒ A consolidation of the seven water districts into a single operational water district using an interlocal agreement between the County and the districts.
- ⇒ Incorporation of a new rate study that consolidates the existing rates over a five-year period into a uniform rate for all customer classes.
- ⇒ Establishment of a formal 10-year Capital Improvements Plan (CIP) for the entire water system.
- ⇒ Expenditures in the amount of \$252,500 are recommended as capital.
- ⇒ It is estimated that \$380,338 will be added to fund balance reserve to help pay future debt service and stabilize future rate increases.

Solid Waste Fund

The Solid Waste Fund recommended budget is \$3,383,648, which is 4.89% greater than the prior year and includes the following:

- ⇒ The current \$145.00 per year solid waste fee is recommended to stay the same.
- ⇒ The prior year policy clarification that all parcels, except those with vacant land or a recognized waste hauling contract, has helped the fund collect appropriate revenues.
- ⇒ The recommended budget includes a new transfer to the general fund to pay for services provided by general fund departments to the solid waste fund.
- ⇒ The recommended budget appropriates \$5,000 in contingency.

Summary

Beaufort County again faces many challenges in the upcoming fiscal year. This recommended budget continues County provided services and operations but requires a 2-cent adjustment in the tax rate to maintain those services. The budget also includes a 3-cent revenue neutral tax rate adjustment due to the 2018 revaluation process. The recommended ad valorem tax rate is \$0.60 per \$100 of valuation.

Many of the services and programs provided by the County are mandated and there is a constant challenge to provide those services and programs with decreasing revenue streams. As State and Federal programs increase service mandates without providing sufficient funding sources, the burden of providing those services shifts to locally generated revenues. With this shift comes the struggle to continue to provide existing local services which educate our children, ensure our health and safety, provide a safety net for those in need, and improve the quality of life for those in dire situations. There are no easy answers when it comes to debating such policy matters.

The local and state economies in FY 18-19 will be important factors in the performance of this budget. Beaufort County, as well as Eastern North Carolina, continues to struggle to recover from the Great Recession. We are fortunate that we have seen an increase in revenue generation this year. This budget anticipates that this increase will continue at a slow but steady rate. Although this is a good economic sign, Beaufort County still has a way to go to recover fully.

The actions of the General Assembly will also play a critical role as the State debates the funding role it should play in areas such as Education, Social Services and Public Health. Although this year is a “short session” of the General Assembly, it is anticipated that this local budget will be debated and approved before the General Assembly has finished its second-year State budget adjustments. This time difference forces the Board to anticipate changes from the State level that have not been finalized and makes for much uncertainty. This is especially true for funding relating to school safety and security, as it is currently being discussed by the Governor and the General Assembly, but no final funding actions have yet been taken.

Putting together a budget is a tremendous effort. Many thanks to the Finance Department staff who did an outstanding job of helping create an informative and functional document that serves as a management tool

and an outline from which the Board can debate policy. I am extremely thankful for their many long hours of hard work.

Department managers did an outstanding job as well of analyzing and compiling budgets that met the expectations they were given. They deserve many thanks and tremendous admiration for the jobs they do. I can say without a doubt that people who chose to work in local government are truly special people who care about their community and take pride in providing services that make life better for others. I am grateful to have the privilege to work with each of them.

Respectfully submitted,

Brian M. Alligood

Brian M. Alligood
County Manager

Budget Schedule 2018-2019

Scheduled Week Of	Status	Budget Task
01/22/18		Budget packets distributed to Management Team
01/22/18		Outside Agency budget requests distributed
02/05/18		Budgetary & strategic planning retreat with Board (2/8/18 & 2/9/18)
03/05/18		Preliminary revenue estimates
03/05/18		Outside Agency budget requests submitted to Finance
03/05/18		Continuation budgets submitted to Finance
03/05/18		Expansion budgets submitted to Finance
03/12/18		Budget compiled by Finance
03/26/18		Budget review with Manager (scheduled over 2 weeks)
04/16/18		Finalize revenue estimates - Finance
05/14/18		Manager's recommended budget presented to Board (special meeting on 05/14/18)
05/14/18		Budget available for public viewing at Clerk's office and posted on web site
05/14/18		Budget workshops with Board (scheduled over 2 weeks, see below)
05/21/18		Advertise public hearing for budget
06/04/18		Public hearing- budget (regular meeting on 06/4/18)
06/11/18		Budget adopted (special called meeting on 06/11/18)
06/11/18		Budget posted to web site

Budget workshop meetings with Board

May 17, 2018 General Fund
May 21, 2018 General Fund and Enterprise Funds
May 22, 2018 Service Expansion - County & Outside Agencies
May 24, 2018 Finalize Budget

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BEAUFORT COUNTY FUND STRUCTURE

Governmental funds are used to account for Beaufort County's general governmental activities. Governmental funds include:

General Fund- The General Fund is the general operating fund of the County. The General Fund accounts for all financial resources except those that are required to be accounted for in another fund. The primary revenue resources are ad valorem taxes, sales taxes, Federal and State grants and various other taxes and licenses. The primary expenditures are for education, human services, public safety and general government services.

Special Revenue Fund- Special Revenue Funds account for specific revenue sources (other than expendable trusts or major capital projects), that are legally restricted to expenditures for specified purposes. The County has the following Special Revenue Funds: Tax Revaluation Fund, Emergency Telephone System, Fire & Rescue Tax Districts, Economic Development Fund, State/Federal Seized Funds, Capital Reserve, and HCCBG-Aging.

Capital Projects Funds- Capital Projects Funds account for financial resources to be used for the acquisition and construction of major capital assets (other than those financed by enterprise funds and trust funds). Currently, the County maintains multiple Capital Project Funds: Hazard Mitigation, Economic/Industrial Development, Courthouse Capital Improvements, and the Radio System Project.

Enterprise Funds- Enterprise Funds account for those operations financed and operated in a manner similar to a private business where the intent is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. Periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes. Beaufort County has two enterprise funds, the County Water System and the Solid Waste Operations.

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BASIS OF BUDGETING

During the year, all funds of the County are accounted for on the budgetary basis, which is the "modified accrual" basis of accounting. Revenues are recognized when they become measurable and available as net current assets to be used to pay liabilities of the current period. Primary revenue sources treated as susceptible to accrual under the modified accrual basis include sales taxes which are considered "measurable" when both due and in the hands of the County or intermediary collecting governments; interest, and federal and state financial assistance.

Expenditures are generally recognized when the related fund liability is incurred. Capital outlays and payments of principal on long-term debt are considered to be expenditures. Depreciation is not considered to be an expenditure, and interest on long-term debt is recognized only when paid.

All Enterprise Funds are converted to the accrual basis of accounting at year-end. Under the accrual basis, revenues are recognized when they are earned, regardless of the measurement and availability criteria used in the modified accrual basis. Expenses are recognized when they are incurred. The conversion generally involves the accrual of interest expense and compensated absences, the provision for depreciation expense, and adjusting capital outlays and debt service outlays, including issue costs, to the accrual basis. Agency Fund assets and liabilities are accounted for on a modified accrual basis.

AMENDMENTS TO THE BUDGET ORDINANCE

Except as otherwise restricted by law, the governing board may amend the budget ordinance at any time after the ordinance's adoption in any manner, so long as the ordinance, as amended, continues to satisfy the requirements of G.S. 159-8 and 159-13. However, no amendment may increase or reduce a property tax levy or in any manner alter a property taxpayer's liability unless the board is ordered to do so by a court of competent jurisdiction or by a State agency having the power to compel the levy of taxes by the Board.

According to state statute, the governing board by appropriate resolution or ordinance may authorize the budget officer to transfer moneys from one appropriation to another within the same fund subject to such limitations and procedures as it may prescribe. Any such transfers shall be reported to the governing board at its next regular meeting and shall be entered in the minutes (G.S. 159-15). Beaufort County's budget is adopted on the functional level. Intra-departmental transfers (from one line item to another within the same department) are submitted by departments to the Finance Officer or the County Manager for approval. The Finance Officer or County Manager are allowed to approve transfers between departments that do not increase the overall budget and must report them to the Board at the next meeting. Appropriations that revise the total expenditures for the fund or that change the functional appropriations must be approved by the governing board.

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Beaufort County Financial Policies

The following financial guidelines are recommended for adoption by the Board of Commissioners. These guidelines were developed based on previous actions the Board has communicated to staff as well as what the County has tried to informally operate within over the past ten years. At no time can the current Board of Commissioners bind a future Board with guidelines, but these below will provide staff with a guide in planning for the financial health of the county. Policies such as these also show financial foresight on the part of the staff and the elected body and often help maintain or strengthen our bond rating as well comfort potential purchasers of bonds we may sell for future capital projects.

A. Fund Balance Management Policy:

The Fund Balance Management Policy is intended to address the needs of Beaufort County, in the event of unanticipated and unavoidable occurrences which could adversely affect the financial condition of the County and thereby jeopardize the continuation of necessary public services. This policy will ensure the County maintains adequate fund balance and reserves in the County's General Fund Balance to provide the capacity to:

- 1) Provide sufficient cash flow for daily financial needs,
- 2) Secure and maintain investment grade bond ratings,
- 3) Offset significant economic downturns or revenue shortfalls, and
- 4) Provide funds for unforeseen expenditures related to emergencies.

Fund Balance for the County's Governmental Funds will be comprised of the following categories:

1. Nonspendable - amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.
2. Restricted - amounts externally imposed by creditors (debt covenants), grantors, contributors, laws, or regulations of other governments.
3. Committed - amounts used for a specific purpose pursuant to constraints imposed by formal action of the government's highest level of decision-making authority.
 - a. Amounts set aside based on self-imposed limitations established and set in place prior to year-end, but can be calculated after year end.
 - b. Limitation imposed at highest level and requires same action to remove or modify
 - c. Ordinances that lapse at year-end
4. Assigned - amounts that are constrained by the government's intent to be used for specific purposes, but are neither restricted nor committed.
5. Unassigned - amounts that are not reported in any other classification.

Available Fund Balance used to calculate the comparison as a percentage of expenditures uses Restricted, Committed, Assigned and Unassigned in the equation. Only Nonspendable is removed from total fund balance at year end for the calculation.

Unassigned Fund Balance - General Fund-

Beaufort County adopts a fiscal policy that provides for capital projects to be financed with debt and pay-as-you-go funding. In order to obtain the best possible financing, the County has adopted policies designed to maintain bond ratings at or better than Aa3 (Moody's Investor Services) and A+ (Standard & Poor's). Part of the County's fiscal health is maintaining a fund balance position that rating agencies feel is adequate to meet the County's needs and challenges.

Beaufort County therefore adopts a policy that requires management to maintain an **unassigned balance** as follows:

1. The County will strive to maintain an **available** fund balance in the General Fund of 35% percent of budgeted general fund operating expenditures each fiscal year. This is substantially higher than the 8% minimum required by the Local Government Commission but in line with peer counties.
2. To the extent that the General Fund **available** fund balance exceeds 35% percent, the balances may be utilized with Board's approval to fund approved capital projects or pay down outstanding County debt.
3. The County adopts a budget and revenue spending policy providing for programs with multiple revenue sources. The County Manager will use resources in the following hierarchy: bond proceeds, Federal funds, State funds, local non-county funds, county funds. For purposes of fund balance classification, expenditures are to be spent from restricted fund balance first, followed in-order by committed fund balance, assigned fund balance, and lastly, unassigned fund balance. The County Manager has the authority to deviate from this policy if it is in the best interest of the County with Board of County Commissioner's approval.
4. Management is expected to manage the budget so that revenue shortfalls and expenditure increases do not impact the County's total unassigned fund balance, if a catastrophic economic event occurs that requires a 10% or more deviation from total budgeted revenues or expenditures, then unassigned fund balance can be reduced by action from the Board of County Commissioners; the Board also will adopt a plan of action to return spendable fund balance to the required level.

B. Investment Policy

This policy applies to all investments of Beaufort County except authorized petty cash accounts and trust funds administered by the Chief Financial Officer. The County pools the cash resources of its various funds into a single fund in order to maximize investment opportunities. These funds are accounted for in the County's Annual Audited Financial Statement. Each fund's portion of total cash and investments is summarized by fund type in the combined balance sheet as equity or deficit in pooled cash and investments. This policy applies to all transactions involving the financial assets and related activity of all the various funds accounted for in the County's Annual Audited Financial Statement.

OBJECTIVES

Funds of the County will be invested in accordance with North Carolina General Statute 159-30 Cash Management and Investment Policy, and written administrative procedures. The County's investments shall be undertaken in a manner that (1) seeks to ensure the preservation of capital in the overall portfolio, (2) provides for sufficient liquidity to meet the cash needs of the County's various operations and (3) attains a fair market rate of return. Cash management functions will be conducted in such a manner as to insure that adequate funds will always be available to meet the County's financial obligations and to provide the maximum amount of funds available for investment at all times.

RESPONSIBILITY

In accordance with N.C. General Statutes, the Chief Financial Officer is charged with the responsibility of cash management and investment. The Chief Financial Officer is responsible for investment decisions and activities and shall develop and maintain written administrative procedures for the operation of the cash management and investment program, consistent with N.C. Statutes and these policies. The standard of prudence to be used by the Chief Financial Officer shall be the "Prudent Investor" Rule, which states, "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived." This standard of prudence shall be applied in the context of managing the overall portfolio. The Chief Financial Officer, acting in accordance with North Carolina General Statutes, this policy, and written administrative procedures and exercising due diligence shall be relieved of personal responsibility for an investment credit risk, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

ETHICS AND CONFLICTS OF INTEREST

To avoid the appearance of potential conflict of interest or favoritism to a particular bank or broker, the Chief Financial Officer or any delegate employee who has investment responsibilities, shall make full disclosure to the County Manager of any relationship or dealings with any financial institution that has business dealings with the County. This disclosure need not include normal banking or brokerage relationships that are at normal market rates and conditions available to the general public. Investment officials of banks and other institutions shall be familiar with N.C. General Statutes and County policy regarding gifts and favors and shall act accordingly.

STATUTORY AUTHORIZATION

The legal limitations of local government investments are defined in N.C.G.S. 159-30. Accordingly, the following classes of securities are indicative of the investments that can be utilized by Beaufort County:

1. Obligations of the United States or obligations fully guaranteed both as to principal and interest by the United States.
2. Obligations of the Federal Financing Bank, the Federal Farm Credit Bank, the Bank for Cooperatives, the Federal Intermediate Credit Bank, the Federal Land Banks,
3. Obligations of the State of North Carolina.
4. Bonds and notes of any North Carolina local government or public authority, subject to such restrictions as the Secretary of the Local Government Commission may impose.
5. Deposits at interest or purchase of certificates of deposit with any bank in North Carolina, provided such deposits or certificates of deposit are fully collateralized.
6. Participating shares in a mutual fund for local government investment (such as the N.C. Cash Management Trust) which is certified by the N.C. Local Government Commission.

INTERNAL CONTROLS

The Chief Financial Officer is responsible for establishing a system of internal controls. These controls are designed to prevent losses of public funds arising from fraud, employee error, and misrepresentation by third parties or imprudent actions by County employees.

REPORTING

The Chief Financial Officer at anytime should be make available a portfolio report showing investments. The report should include a general description of the portfolio in terms of investment securities, maturities, yields and other features. The report should also show investment earnings for the month and fiscal year-to-date, including the annualized earned yield percentage for the investments.

C. Debt Management Policy

The County has long recognized the importance of proper long-range planning in order to meet capital improvement needs as they arise without experiencing dramatic impacts on operational cost and debt service. The following policy statements will provide guidance on the issuance of debt to help insure that the County maintains a sound debt position and that its credit quality is protected. In conjunction with the County's other financial policies, these policy statements rationalize the decision making process, identify objectives for staff to implement, and demonstrate a commitment to long term financial planning objectives. In addition, this debt management policy will allow for an appropriate balance between the established debt parameters and providing flexibility to respond to unforeseen circumstances and new opportunities.

Purpose and Type of Debt

1. incurrence of debt or long-term borrowing will only be used for the purpose of providing financing for capital projects to include, but not limited to:
 - a) Construction of new School and County facilities
 - b) Renovation and repair of existing School and County facilities
 - c) Acquisition of real property (land and/or buildings)
 - d) Construction or expansion of Public Utilities.
 - e) Purchase of major equipment

Debt issuance will not be used to finance current operations or normal maintenance.

2. The types of debt instruments to be used by the County include:
 - a) General Obligation Bonds
 - b) Bond Anticipation Notes
 - c) Installment Purchase Agreements (private placement)
 - d) Limited Obligation Bonds
 - e) Revenue Bonds (when applicable)

Terms and Limits

1. All debt issued, including installment purchase methods, will be repaid within a period not to exceed the expected useful life of the improvements or equipment financed by the debt.
2. The County will seek level or declining debt repayment schedules and will avoid issuing debt that provides for balloon principal payments reserved at the end of the term of the issue.
3. The County is required by Statute to issue general obligation debt through a competitive process. The competitive process will also be used for other debt issuance unless time factors, interest rates or other factors make it more favorable to the County to use a negotiated process.
4. In the planning process for debt issuance the County will assess the need to maintain its "Bank Qualification" if installment purchase financing is being considered.
5. The County will not issue tax or revenue anticipation notes.

6. The County will strive to maximize the use of pay-as-you-go financing for capital improvements.
7. The County will maintain its debt at no greater than 2% of the assessed valuation of taxable property.
8. The County's annual debt service will always be equal to or less than 15% of General Fund expenditures.

Current Outstanding Debt

Beaufort County's outstanding bonded debt is comprised of debt incurred from the issuance of general obligation bonds. General Obligation bonds require the voter approval because they pledge the taxing power of the County.

As of June 30, 2012 the total outstanding General Obligation bond debt for the Beaufort County General Fund was \$25,295,000. This debt was incurred entirely for school construction in 2005, 2006, and 2007.

Total other outstanding tax supported debt for the Beaufort County General Fund as of June 30, 2012 was \$6,544,838. This debt was made up of energy savings contract borrowing, community college construction project, and Dept of Commerce borrowing on the Industry Ready II building.

The North Carolina General Statutes set a legal limit on the amount of debt that can be issued by a local unit of government. NCGS 159-55 sets the legal net debt limit at 8% of the County's assessed values. As of June 30, 2012 Beaufort County's net debt is 0.53% of assessed valuation. This limit is well below the statutory requirement, but staff recommends the policy of no more than 2% as the County's debt limitation. In a review of 21 counties in our state that fit our peer county designation the average debt to assessed valuation was 0.654%.

The Debt Per Capita is a measure used to compare the debt burdens of counties and other local governments. As of June 30, 2012 Beaufort County had a Debt Per Capita of \$657. In a review of 21 counties in our state that fit within our population range the average Debt Per Capita was \$798.

D. Fees and User Charges

1. As part of the annual budget process the County shall review the fees and user charges. All changes to the schedule of fees must be approved by the Board of Commissioners.
2. The County should charge fees if allowable, when a specific group of beneficiaries can be identified, when it is feasible to charge the beneficiaries, and when there is no reason to subsidize the service wholly or in part. Fee levels should be set to recover the full costs of the services provided, unless it is deemed necessary to partially subsidize the services.
3. Factors to consider in deciding whether a subsidy is appropriate include the burden on property tax payers, the degree to which the service benefits a particular segment of the population, whether beneficiaries can pay the fee, and whether the service provides a broader benefit to the community.

E. Tax Rate

1. In an effort to stabilize the county's tax rate, the Board of Commissioners will adopt a tax rate that considers the succeeding four years anticipated expenditures so that long term planning will prevent sudden unplanned increases to the rate.

2. The Board of Commissioners will seek to limit the growth of the annual operating budget to an amount that can be accommodated by growth in the tax base as well as other state and federal revenues, without a tax increase wherever possible.
3. The County will strive to annually review and develop revenue projections, expenditures, and the fund balance for the next five years.

F. Competitive Employment

The county will strive to maintain competitive pay rates by making annual cost of living adjustments when economically feasible for the county based on the consumer price index.

BEAUFORT COUNTY
SUMMARY OF AUTHORIZED FULL TIME POSITIONS

	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19 Recommended
Animal Control	4	4	4	4	4	4
Building Maintenance	2	2	2	3	3	3
Communications	12	13	13	18	18	18
County Manager	4	5	4	4	4	4
Economic Development	2	2	2	2	2	2
Elections	2	3	3	3	3	3
Emergency Management	2	2	2	2	3	3
Emergency Medical Services	-	1	27	27	34	34
Finance	5	5	6	7	7	7
Health Department	41	41	41	41	44	44
Human Resources	-	-	3	3	3	3
Inspections	3	-	-	-	-	-
Jail	21	20	20	20	20	20
Land Records	2	-	-	-	-	-
Planning	-	-	7	7	7	3
Register of Deeds	5	5	5	5	5	5
Sheriff	53	57	59	59	59	59
Social Services	108	110	115	117	118	115
Soil and Water Conservation	2	2	2	2	2	2
Tax Assessor	8	8	10	10	10	13
Tax Collector	6	6	7	7	7	6
Veterans	1	1	1	1	1	1
Water Department	25	25	27	28	28	28
Grand Total	308	319	360	370	382	377

Abolishment of 5 Positions:

3 Chore Providers – DSS
1 Tax Customer Services Rep – Tax Collections
1 Planning Director – Planning Department

Department Transfers:

3 Planning Department Positions Transferred to Tax Assessor:
Sr. Land Records Specialist, Land Records Specialist and Customer Service Rep.

4 Positions paid by and listed
under Water are organizationally
part of the Finance Department:

Accounting Technician II, Fiscal Utilities Mgr., 2 Senior Utility Customer Service Reps.

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**BEAUFORT COUNTY SALARY PLAN
2018-2019**

GRADE	NEW MIN	NEW MID	NEW MAX	POSITION TITLE	LOCATION DESC
5	19,911	23,895	27,880		
				CHORE PROVIDER	SOCIAL SERVICES
				NUTRITION SITE PROGRAM SUPERVISOR	SOCIAL SERVICES
8	24,592	29,510	34,429		
				ADMINISTRATIVE SPECIALIST	EMERGENCY MEDICAL
				COMMUNITY HEALTH ASSISTANT	HEALTH
				COMMUNITY SOCIAL SERVICE ASSISTANT	SOCIAL SERVICES
				HOUSEKEEPER	SOCIAL SERVICES
				MEDICAL RECORDS ASSISTANT III	HEALTH
				PROCESSING ASSISTANT III	HEALTH
9	26,152	31,380	36,611		
				EMT INTERMEDIATE	EMERGENCY MEDICAL
				FOREIGN LANGUAGE INTERPRETER	HEALTH
				PRACTICAL NURSE I	HEALTH
10	27,711	33,252	38,795		
				ACCOUNTING CLERK IV	HEALTH
				ACCOUNTING CLERK IV	SOCIAL SERVICES
				ADMINISTRATIVE SUPPORT SPECIALIST	SHERIFF
				ANIMAL CONTROL OFFICER	ANIMAL CONTROL
				DEPUTY REGISTER OF DEEDS	REGISTER OF DEEDS
				DISTRIBUTION MECHANIC	WATER
				INCOME MAINTENANCE CASEWORKER I	SOCIAL SERVICES
				MEDICAL RECORDS ASSISTANT IV	HEALTH
				METER READER	WATER
				PROCESSING ASSISTANT IV	SOCIAL SERVICES
				PROCESSING ASSISTANT IV	HEALTH
11	29,271	35,124	40,979		
				ADMINISTRATIVE SECRETARY II	HEALTH
				ELECTIONS SPECIALIST	ELECTIONS
				HUMAN RESOURCES ASSISTANT	HUMAN RESOURCES
				LEAD METER READER	WATER
				MAINTENANCE TECHNICIAN	PUBLIC BUILDINGS
				MEDICAL OFFICE ASSISTANT	HEALTH
				PLANNING CUSTOMER SERVICE REPRESENTATIVE	PLANNING
				PRACTICAL NURSE II	HEALTH
				SENIOR DISTRIBUTION MECHANIC	WATER
				SR UTILITY CUSTOMER SERVICE REPRESENTATIVE	WATER
				TAX CUSTOMER SERVICE REPRESENTATIVE	TAX ADMINISTRATION
				TAX CUSTOMER SERVICE REPRESENTATIVE	TAX COLLECTIONS
				WATER TREATMENT PLANT OPERATOR	WATER
12	30,830	36,994	43,162		
				ACCOUNTING TECHNICIAN II	SOCIAL SERVICES
				ACCOUNTING TECHNICIAN II	WATER
				ACCOUNTING/PERMIT TECHNICIAN	PLANNING
				ACCOUNTING/PERMIT TECHNICIAN	PUBLIC BUILDINGS
				ADMINISTRATIVE ASSISTANT I	ECON DEVELOPMENT
				ADMINISTRATIVE ASSISTANT I	SOCIAL SERVICES
				ADMINISTRATIVE ASSISTANT I	HEALTH
				COMPUTER SUPPORT TECHNICIAN II	SOCIAL SERVICES
				DEPUTY TAX COLLECTOR II	TAX COLLECTIONS
				EMERGENCY MGMT PLANNING MITIGATION SPEC.	EMERGENCY MGMT

**BEAUFORT COUNTY SALARY PLAN
2018-2019**

GRADE	NEW MIN	NEW MID	NEW MAX	POSITION TITLE	LOCATION DESC
				FOREIGN LANGUAGE INTERPRETER II	SOCIAL SERVICES
				FOREIGN LANGUAGE INTERPRETER II	HEALTH
				INCOME MAINTENANCE CASEWORKER II	SOCIAL SERVICES
				SENIOR TAX CUSTOMER SERVICE REP.	TAX ADMINISTRATION
				TELECOMMUNICATOR	COMMUNICATIONS
13	32,391	38,868	45,346		
				ACCOUNTS PAYABLE TECHNICIAN	FINANCE
				FINANCE TECHNICIAN	FINANCE
				HUMAN RESOURCES TECHNCIAN	HUMAN RESOURCES
				DEPUTY DIRECTOR OF ELECTIONS	ELECTIONS
				PAYROLL TECHNICIAN	FINANCE
				PRACTICAL NURE II	HEALTH
				TELECOMMUNICATOR SHIFT SUPERVISOR	COMMUNICATIONS
14	33,950	40,739	47,529		
				ACCOUNTING TECHNICIAN III	HEALTH
				ADMINISTRATIVE ASSISTANT II	SOCIAL SERVICES
				ASSISTANT REGISTER OF DEEDS	REGISTER OF DEEDS
				COMMUNITY EMPLOYMENT CASE MANAGER	SOCIAL SERVICES
				DETENTION OFFICER	JAIL
				DETENTION OFFICER SUPERVISOR	JAIL
				DETENTION TRANSPORT OFFICER (SWORN)	JAIL
				PARAMEDIC	EMERGENCY MEDICAL
				INCOME MAINTENANCE CASEWORKER III	SOCIAL SERVICES
				INCOME MAINTENANCE INVESTIGATOR II	SOCIAL SERVICES
				INCOME MAINTENANCE SUPERVISOR I	SOCIAL SERVICES
				LAND RECORDS SPECIALIST	PLANNING
				MAINTENANCE TECHNICIAN/TREATMENT OPERATOR	WATER
				NUTRITIONIST I	HEALTH
				SOCIAL WORKER I	SOCIAL SERVICES
				WATER QUALITY TECHNICIAN	WATER
15	35,509	42,609	49,712		
				APPRAISER	TAX ADMINISTRATION
				BUSINESS PERSONAL PROPERTY APPR	TAX ADMINISTRATION
				DEPUTY BAILIFF	SHERIFF
				DEPUTY	SHERIFF
				DEPUTY SRO	SHERIFF
				DEPUTY (CIVIL PROCESS)	SHERIFF
				DEPUTY- ELECTRONIC HOUSE ARREST	SHERIFF
				DISTRICT RESOURCE SPECIALIST	SOIL CONSERVATION
				FIRE MARSHALL/INSPECTOR PT	EMERGENCY MGMT.
16	37,070	44,482	51,897		
				ADMINISTRATIVE ASSISTANT III	SOCIAL SERVICES
				CORPORAL	SHERIFF
				CORPORAL BAILIFF	SHERIFF
				CORPORAL SRO	SHERIFF
				DISTRIBUTION SYSTEM SUPERVISOR	WATER
				INCOME MAINTENANCE SUPERVISOR II	SOCIAL SERVICES
				INVESTIGATOR	SHERIFF
				LEAD PARAMEDIC	EMERGENCY MEDICAL
				MEDICAL LABORATORY TECHNICIAN II	HEALTH
				PARALEGAL	SOCIAL SERVICES

**BEAUFORT COUNTY SALARY PLAN
2018-2019**

GRADE	MIN	MID	MAX	POSITION TITLE	LOCATION DESC
				PUBLIC HEALTH EDUCATION SPECIALIST	HEALTH
				VETERANS SERVICE OFFICER	VETERANS
				WATER TREATMENT PLANT SUPERVISOR	WATER
17	38,627	46,353	54,078		
				BUILDING CODES INSPECTOR I	PLANNING
				CHIEF ANIMAL CONTROL OFFICER	ANIMAL CONTROL
				COMPUTER SYSTEM ADMINISTRATOR I	SOCIAL SERVICES
				NUTRITIONIST II	HEALTH
				OFFICE MANAGER	SHERIFF
				OFFICE MANAGER	SOIL CONSERVATION
18	40,188	48,225	56,262		
				ACCOUNTING SPECIALIST I	FINANCE
				DIRECTOR OF COMMUNICATION & 911 SERVICES	COMMUNICATIONS
				EMERGENCY MANAGEMENT DIRECTOR	
				INCOME MAINTENANCE SUPERVISOR III	SOCIAL SERVICES
				SOCIAL WORKER II	SOCIAL SERVICES
				SOCIAL WORKER II	HEALTH
				SR. LAND RECORDS SPECIALIST	PLANNING
				TELECOMMUNICATIONS SUPERVISOR	COMMUNICATIONS
19	41,748	50,096	58,446		
				ADMINISTRATIVE OFFICER II	SOCIAL SERVICES
				COMPUTER SYSTEMS ADMINISTRATOR II	SOCIAL SERVICES
				LEAD BUILDING INSPECTOR	PLANNING
				MAINTENANCE COORDINATOR	MAINTENANCE
				NUTRITIONIST III	HEALTH
				SERGEANT	SHERIFF
				SERGEANT INVESTIGATIONS	SHERIFF
20	43,305	51,967	60,565		
				ASSISTANT TAX COLLECTOR	TAX COLLECTIONS
				SOCIAL WORKER III	SOCIAL SERVICES
21	44,868	53,839	62,811		
				DEPUTY TAX ASSESSOR	TAX ADMINISTRATION
				HUMAN SERVICES PLANNER/EVALUATOR III	HEALTH
				INCOME MAINTENANCE ADMINISTRATOR I	SOCIAL SERVICES
				PUBLIC HEALTH NURSE I	HEALTH
				SOCIAL WORKER INVESTIGATION & TREATMENT	SOCIAL SERVICES
22	46,426	55,710	64,995		
				ACCOUNTING SPECIALIST II	FINANCE
				EDUCATION COORDINATOR	SOIL CONSERVATION
				ENVIRONMENTAL HEALTH SPECIALIST	HEALTH
				FISCAL UTILITIES MANAGER	WATER
				FIRST SERGEANT INVESTIGATIONS	SHERIFF
				FIRST SERGEANT NARCOTICS	SHERIFF
				PURCHASING AGENT	FINANCE
				STAFF ACCOUNTANT	FINANCE
23	47,985	57,582	67,179		
				PUBLIC HEALTH NURSE II	HEALTH
24	49,544	59,453	69,362		
				CHIEF DETENTION OFFICER	JAIL

**BEAUFORT COUNTY SALARY PLAN
2018-2019**

GRADE	MIN	MID	MAX	POSITION TITLE	LOCATION DESC
				ENVIRONMENTAL HEALTH PROGRAM SPECIALIST	HEALTH
				LIEUTENANT DEPUTY SHERIFF	SHERIFF
				LIEUTENANT DETENTION CENTER	JAIL
				LIEUTENANT INVESTIGATIONS	SHERIFF
				PUBLIC HEALTH NURSE III	HEALTH
				SOCIAL WORK SUPERVISOR III	SOCIAL SERVICES
				WATER SYSTEM MANAGER	WATER
25	51,104	61,324	71,546		
				CAPTAIN	JAIL
				CAPTAIN INVESTIGATIONS	SHERIFF
				CAPTAIN PATROL	SHERIFF
				CLERK TO BOARD/ADMIN ASST TO COUNTY MANAGER	COUNTY MANAGER
				DIRECTOR OF ELECTIONS	ELECTIONS
				EMERGENCY MANAGEMENT DIRECTOR	EMERGENCY MGMT.
				EMERGENCY MEDICAL SERVICES OPERATIONS CHIEF	EMERGENCY MEDICAL
				FIRE/EMERGENCY MANAGEMENT OPERATIONS CHIEF	EMERGENCY MGMT
				PUBLIC HEALTH NURSE SUPERVISOR I	HEALTH
26	52,664	63,197	73,730		
				SOCIAL WORK PROGRAM ADMINISTRATOR I	SOCIAL SERVICES
27	54,223	65,067	75,912		
				BUSINESS OFFICER I	HEALTH
				PUBLIC HEALTH NURSE SUPERVISOR II	HEALTH
28	55,783	66,941	78,096		
				COUNTY SOC SERVICES PROGRAM ADMINISTRATOR II	SOCIAL SERVICES
				ENVIRONMENTAL HEALTH SUPERVISOR II	HEALTH
				MAJOR	SHERIFF
				PUBLIC HEALTH NURSE DIRECTOR I	HEALTH
30	58,901	70,682	82,462		
				HUMAN RESOURCES MANAGER	HUMAN RESOURCES
				DEPUTY FINANCE DIRECTOR	FINANCE
				REGISTER OF DEEDS	REG DEEDS
				TAX COLLECTOR	TAX COLLECTIONS
33	63,582	76,298	89,014		
				ATTORNEY I	SOCIAL SERVICES
35	66,700	80,040	93,381		
				CHIEF DEPUTY SHERIFF	SHERIFF
				EMERGENCY SERVICES DIRECTOR	EMERGENCY MEDICAL
				RISK MANAGER	COUNTY MANAGER
				PHYSICIAN EXTENDER II	HEALTH
				PLANNING DIRECTOR	PLANNING
38	71,379	85,656	99,930		
				COUNTY SOCIAL SERVICES DIRECTOR	SOCIAL SERVICES
				LOCAL HEALTH DIRECTOR	HEALTH DEPARTMENT
40	74,499	89,398	104,297		
				TAX ASSESSOR	TAX ADMINISTRATION

**BEAUFORT COUNTY SALARY PLAN
2018-2019**

GRADE	MIN	MID	MAX	POSITION TITLE	LOCATION DESC
45	82,297	98,754	115,215		
				FINANCE DIRECTOR	FINANCE
				SHERIFF	SHERIFF
49	88,538	106,242	121,517		
				PUBLIC WORKS DIRECTOR	WATER
				ECONOMIC DEVELOPMENT DIRECTOR	ECON DEVELOPMENT
73	125,977	151,172	181,407		
				COUNTY MANAGER	COUNTY MANAGER

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SUMMARY OF REVENUES GENERAL FUND

REVENUES BY MAJOR FUND SOURCE	FY 16/17 Actual	FY 17/18 Original	FY 17/18 Amended	FY 18/19 Recommended	FY 18/19 Approved
Property Taxes	\$ 32,880,886	\$ 33,107,096	\$ 33,107,096	\$ 34,357,419	
Sales and Other Taxes	8,829,558	8,970,778	8,970,778	9,360,061	
Restricted & Intergovernmental Revenues	13,597,430	11,674,752	11,737,045	9,852,066	
Licenses, Fees and Other Revenues	2,303,474	5,139,885	2,717,212	2,368,931	
Investment Income & Transfers In	119,138	100,000	3,600,000	220,000	
Administrative Charge from Other Funds	-	-	-	304,387	
Appropriated Fund Balance	-	1,044,840	1,620,640	251,457	
Total Revenues	\$ 57,730,486	\$ 60,037,351	\$ 61,752,771	\$ 56,714,321	

Property Taxes:

Counties in North Carolina are prohibited from imposing taxes unless specifically authorized by the General Assembly. State lawmakers have allowed counties to raise revenue through the property tax, which generates approximately 60% of the revenue for Beaufort County government.

The formula for expected revenue is based on the underlying value of the property taxed. The estimated value for fiscal year 2018-2019 is based on a total taxable valuation of \$5,730,622,022.

Assumptions: The estimated net taxable value for 2018-2019 including motor vehicles is \$5,730,622,022. With a tax rate of 60¢ and a collection rate of 97.92% for real/personal property and a collection rate of 100% for motor vehicles, the projected current year total property tax revenue is \$33,724,319 using the following formula:

Real/Personal - \$5,283,755,295 multiplied by .60 multiplied by .9792 multiplied by .01 equals \$31,043,119
Registered Motor Vehicles - \$446,866,727 multiplied by .60 multiplied by .01 equals \$2,681,200

PROPERTY TAXES	FY 16/17 Actual	FY 17/18 Original	FY 17/18 Amended	FY 18/19 Recommended	FY 18/19 Approved
Current Year	\$ 32,082,621	\$ 32,304,871	\$ 32,304,871	\$ 33,724,319	
Prior Years	625,438	632,575	632,575	444,300	
Penalties & Interest	172,827	169,650	169,650	188,800	
Total	\$ 32,880,886	\$ 33,107,096	\$ 33,107,096	\$ 34,357,419	

Sales and Other Taxes:

Sales tax revenues are received by the County from the State of North Carolina based on per capita or point of sale distributions. The County's Article 39 (1%) local sales tax is utilized in its entirety for general fund operations. Article 40 (commonly known as "school's ½ cent") sales taxes were initiated in part to help fund local school capital projects, with a mandatory transfer of 30% of these revenues to the schools restricted capital fund. Article 42, (commonly known as "schools additional ½ cent") sales taxes were also initiated in part to help fund local school capital outlay projects, with a mandatory transfer of 60% of these revenues to the schools for capital. Sales tax revenues are up 2% for the current fiscal year compared to FY 16/17. We have budgeted sales tax revenue 3.8% higher than FY 17/18 levels.

Other taxes include register of deeds state excise tax and rental vehicle tax.

SALES & OTHER TAXES & LICENSES	FY 16/17 Actual	FY 17/18 Original	FY 17/18 Amended	FY 18/19 Recommended	FY 18/19 Approved
County 1% (Article 39)	\$ 3,605,670	\$ 3,676,343	\$ 3,676,343	\$ 3,823,397	
Article 40	2,809,043	2,866,033	2,866,033	2,980,674	
Article 42	2,109,886	2,147,598	2,147,598	2,233,502	
Article 44 (GS 105-524)	122,341	117,104	117,104	121,788	
Beer and Wine Licenses	4,212	3,400	3,400	200	
State Excise- Register of Deeds	151,392	135,000	135,000	175,000	
Rental Vehicle Receipts	27,014	25,300	25,300	25,500	
Total	\$ 8,829,558	\$ 8,970,778	\$ 8,970,778	\$ 9,360,061	

Intergovernmental Revenues:

Restricted and Unrestricted Intergovernmental revenues consist of funds from state and federal sources. Grant funds are received for general fund operations such as emergency management, soil and water, and public safety. Separate funds are received by the Department of Social Services and Department of Health from both state and federal Sources, detailed in the department's expenditure budget.

Intergovernmental revenues are difficult to project from year to year. Grantee agencies, such as the state and federal government, often tie funding to a certain match, or reduce funding levels in subsequent years in hopes that local governments will assume funding of the program.

RESTRICTED & INTERGOVERNMENTAL REVENUES	FY 16/17 Actual	FY 17/18 Original	FY 17/18 Amended	FY 18/19 Recommended	FY 18/19 Approved
Beer & Wine Tax	\$ 155,592	\$ 163,000	\$ 163,000	\$ 163,000	
FEMA-Disaster Payment	165,129	200,000	-	-	
ABC Tax Distributions	147,276	140,000	140,000	140,000	
DWI Fines - State Roads Act	5,815	6,000	6,000	5,000	
Federal and State Grants	11,833,840	9,834,252	10,096,545	8,264,612	
Court Costs	59,072	50,000	50,000	51,000	
Lottery Proceeds	450,000	450,000	450,000	470,000	
EMS GF Tax Revenues	780,706	831,500	831,500	758,454	
Total	\$ 13,597,430	\$ 11,674,752	\$ 11,737,045	\$ 9,852,066	

Licenses, Fees, and Other General Fund Revenues:

Revenues in the licenses, fees, and other category encompass a wide range of non-tax revenue sources. This category is important to the overall financial strength of the County because it includes revenue from self-supporting general governmental activities, such as building inspections, register of deeds fees, animal control fees, EMS service fees, etc. Fees appropriately fund some functions of Beaufort County government since they apply to a certain group of citizens, such as development-related services (building permits, planning fees, etc.). Ideally, the fees should fund the direct cost of the service.

LICENSES, FEES AND OTHER REVENUES	FY 16/17	FY 17/18	FY 17/18	FY 18/19	FY 18/19
	Actual	Original	Amended	Recommended	Approved
Ad valorem Tax Collection Fees	\$ 108,976	\$ 107,000	\$ 107,000	\$ 110,000	
Animal Control Fees	23,876	39,000	39,000	35,500	
Building & Inspection Fees	95,869	102,000	102,000	100,000	
Cable Franchise Fees	127,996	130,000	130,000	126,200	
Deputy Travel Reimbursement	82,197	80,300	80,300	80,200	
Donations/Contributions	41,943	6,750	6,750	12,500	
DSS Aging/Disability Determination	4,217	3,200	3,200	-	
DSS Repayments	29,195	13,290	13,290	13,200	
Election/Candidate Fees	5	20,330	20,330	5,000	
EMS Franchise Fees	-	3,600	3,600	1,200	
EMS Rescue Fees	340,164	425,000	425,000	500,000	
Environmental Health Fees	64,475	52,000	52,000	52,425	
Health Fees	199,935	208,588	295,783	361,590	
Misc. Health Grant	27,947	-	119,499	-	
Hospital Share of Service	22,561	21,562	21,562	11,200	
Insurance Proceeds	60,973	35,000	44,729	35,000	
Land Records Fees	450	250	250	200	
Miscellaneous	62,599	3,000	3,000	12,700	
NC Health Choice	14,500	14,200	14,200	14,200	
Public Safety Grant	-	-	193,513	-	
Register of Deeds - Miscellaneous	197,584	189,500	189,500	196,400	
Rents	285,640	274,250	274,250	289,000	
Sale of Fixed Assets	59,329	25,000	107,000	35,000	
School Resource Officer	254,866	194,865	194,865	254,866	
Sheriff's Fees	104,503	111,000	111,000	46,500	
Tax Department Fees	73,054	62,000	62,000	60,000	
Refunding Proceeds	-	-	85,391	-	
Vending Concessions	20,620	18,200	18,200	16,050	
Installment Note Proceeds	-	3,000,000	-	-	
Total Licenses, Fees & Other	\$ 2,303,474	\$ 5,139,885	\$ 2,717,212	\$ 2,368,931	

Investment Earnings and Transfers In:

Investment Earnings are projected to increase due to anticipated interest increases by the Federal Reserve as well as decreased costs in banking service charges.

INVESTMENT EARNINGS & TRANSFERS FROM OTHER FUNDS	FY 16/17	FY 17/18	FY 17/18	FY 18/19	FY 18/19
	Actual	Original	Amended	Recommended	Approved
Investment Earnings	\$ 80,283	\$ 100,000	\$ 100,000	\$ 220,000	
Transfer from Capital Project Funds					
Transfer from Seized Funds					
Transfer from Economic Dev Fund	38,855	-	-	-	
Transfer from Healthcare Reserve Fund	-	-	3,500,000	-	
Total Investment Earnings and Transfers In	\$ 119,138	\$ 100,000	\$ 3,600,000	\$ 220,000	

GENERAL FUND APPROPRIATED FUND BALANCE

In FY 2018-2019, 0.44% of the general fund expenditures or \$251,457 of the fund balance is recommended for appropriation to fund services. The necessity of having a fund balance is to provide adequate cash flow given the erratic revenue cycle of the County's operations. According to the North Carolina Local Government Commission, a local government entering a fiscal year with less than 8% unassigned fund balance available will not have adequate resources to meet its obligations until it begins receiving property taxes.

In March 2013, the Beaufort County Board of Commissioners adopted a fund balance management policy. That policy was established to ensure that the County maintained an adequate fund balance in the County's General Fund to provide the capacity to:

1. Provide sufficient cash flow for daily financial needs,
2. Secure and maintain investment grade bond ratings,
3. Offset significant economic downturns or revenue shortfalls, and
4. Provide funds for unforeseen expenditures related to emergencies.

The policy reads that the "County will strive to maintain an available fund balance in the General Fund of 35% of budgeted general fund operating expenditures each fiscal year. This is substantially higher than the 8% minimum required by the Local Government Commission but in line with peer counties."

In July 2016 Moody's Investor's Service assigned an "Aa3" rating to Beaufort County for its \$10.4 million General Obligation Refunding School Bonds, Series 2012. In December 2015 Standard & Poor's Ratings Services raised its rating on the County's general obligation debt to "AA-" from "A+" and listed the outlook as "stable

Fiscal Year Ending	Unassigned Fund Balance	Percentage of Expenditures	Fund Balance Target Policy
Estimated June 30, 2019	15,670,435	27.63%	35%
Estimated June 30, 2018	15,921,892	25.78%	35%
June 30, 2017	16,898,251	26.95%	35%
June 30, 2016	18,195,534	31.29%	35%
June 30, 2015	19,318,500	35.85%	35%
June 30, 2014	19,120,857	37.01%	35%
June 30, 2013	15,962,287	30.80%	35%
June 30, 2012	12,705,818	25.11%	20%
June 30, 2011	\$11,166,580	19.88%	20%

Assumptions: The County estimated the fund balance available for appropriation using the audited financial statements for FY ended June 30, 2017 and estimated operating results of FY 2017-18. Based on the estimate, the County will exceed the minimum 8% requirement and will have sufficient resources to meet obligations prior to receiving the property tax revenues in December 2018.

Actual FY 16-17	Original FY 17-18	Amended FY 17-18	Recommended FY 18-19
\$1,326,833	\$1,044,840	\$1,620,640	\$251,457

SUMMARY OF GENERAL FUND EXPENDITURES

GENERAL FUND	BUDGET		BUDGET		BUDGET		FY 17-18 ORIGINAL	FY 17-18 AMENDED
	FY 2016/2017	FY 2017/2018	FY 2017/2018	FY 2017/2018	FY 2018-2019	vs. FY 18-19	vs. FY 18-19	
	ACTUAL	ESTIMATE	ORIGINAL	REVISED	RECOMMENDED	RECOMMENDED	RECOMMENDED	
Governing Body	405,598	452,285	394,050	444,050	398,421	1.1%	-10.3%	
County Administration	421,603	467,329	462,138	470,477	461,486	-0.1%	-1.9%	
Finance	571,090	622,826	616,929	616,929	616,916	0.0%	0.0%	
Human Resources	144,505	164,615	205,754	206,754	205,427	-0.2%	-0.6%	
Tax Assessor	736,935	622,261	704,954	704,954	895,281	27.0%	27.0%	
Tax Collector	639,913	612,910	623,510	623,510	580,711	-6.9%	-6.9%	
Court Facilities	368,989	293,900	297,700	297,700	300,150	0.8%	0.8%	
Elections	340,286	427,646	396,546	426,546	341,381	-13.9%	-20.0%	
Register of Deeds	321,490	347,948	345,047	345,047	394,231	14.3%	14.3%	
Maintenance, Buildings, & Grounds	1,488,004	1,279,927	1,280,720	1,291,218	1,489,032	16.3%	15.3%	
Debt Service	2,643,971	2,720,351	2,851,321	2,816,465	2,896,132	1.6%	2.8%	
Non-Departmental	461,518	674,920	453,825	719,181	424,425	-6.5%	-41.0%	
Transfers to Other Funds	2,636,593	3,449,422	297,050	3,219,702	297,050	0.0%	-90.8%	
Contingency	-	-	25,000	5,137	25,000	0.0%	386.7%	
Social Services	13,435,916	10,637,280	12,453,909	12,530,949	10,744,810	-13.7%	-14.3%	
Health Department	3,491,981	3,675,605	3,991,328	4,035,501	3,983,269	-0.2%	-1.3%	
Veteran's Assistance	58,191	60,106	60,556	60,556	60,301	-0.4%	-0.4%	
Area Mental Health & Transportation	475,365	530,629	545,629	545,629	595,929	9.2%	9.2%	
Cooperative Extension	303,045	254,807	252,450	252,450	250,820	-0.6%	-0.6%	
Soil/Water Conservation	138,892	143,748	146,129	148,879	146,562	0.3%	-1.6%	
Youth Services	218,958	219,628	219,628	219,628	209,628	-4.6%	-4.6%	
Outside Agencies	431,270	464,370	464,370	464,370	464,370	0.0%	0.0%	
Economic Development	317,438	284,187	284,187	284,187	284,195	0.0%	0.0%	
Planning	487,394	446,139	466,346	466,346	284,796	-38.9%	-38.9%	
Beaufort County Public Schools	15,291,623	15,702,700	15,702,700	15,702,700	15,702,700	0.0%	0.0%	
Beaufort County Community College	2,513,126	2,798,000	2,798,000	2,798,000	2,789,535	-0.3%	-0.3%	
Sheriff	5,021,880	5,152,688	5,233,237	5,233,237	5,232,794	0.0%	0.0%	
Jail	2,065,215	2,249,317	1,845,775	2,120,775	2,030,997	10.0%	-4.2%	
E-911 Communications	941,214	1,131,963	1,213,028	1,213,028	1,230,363	1.4%	1.4%	
Emergency Medical Services	1,727,373	2,506,203	2,324,375	2,520,757	2,375,124	2.2%	-5.8%	
Emergency Management	295,619	339,710	344,662	374,927	382,875	11.1%	2.1%	
Animal Control	306,398	377,862	355,983	387,967	383,538	7.7%	-1.1%	
Forestry Services	119,210	151,715	151,715	151,715	157,572	3.9%	3.9%	
Other Emergency Services	232,722	53,500	53,500	53,500	78,500	46.7%	46.7%	
TOTAL GENERAL FUND	\$ 59,053,324	\$ 59,316,497	\$ 57,862,051	\$ 61,752,771	\$ 56,714,321	-2.0%	-8.2%	

GF FY 17/18 Financed Capital

Total

2,175,300	2,175,300
\$ 60,037,351	\$ 63,928,071

SUMMARY - OTHER GOVERNMENTAL FUNDS

	BUDGET		BUDGET	BUDGET
	FY 2016-2017	FY 2017-2018	FY 2017-2018	FY 2018-2019
E-911 Telephone System Fund	ACTUAL	ORIGINAL	AMENDED	RECOMMENDED
Revenues	\$ 163,240	\$ 511,566	\$ 559,466	\$ 189,000
Expenditures	\$ 364,053	\$ 511,566	\$ 559,466	\$ 189,000

	BUDGET		BUDGET	BUDGET
	FY 2016-2017	FY 2017-2018	FY 2017-2018	FY 2018-2019
Seized Drug Fund	ACTUAL	ORIGINAL	AMENDED	RECOMMENDED
Revenues	\$ 26,699	\$ 168,400	\$ 168,400	\$ 100,000
Expenditures	\$ 18,566	\$ 168,400	\$ 168,400	\$ 100,000

	BUDGET		BUDGET	BUDGET
	FY 2016-2017	FY 2017-2018	FY 2017-2018	FY 2018-2019
Fire/Rescue Tax Fund	ACTUAL	ORIGINAL	AMENDED	RECOMMENDED
Revenues	\$ 1,490,814	\$ 2,170,817	\$ 2,170,817	\$ 1,982,312
Expenditures	\$ 1,490,814	\$ 2,170,817	\$ 2,170,817	\$ 1,982,312

	BUDGET		BUDGET	BUDGET
	FY 2016-2017	FY 2017-2018	FY 2017-2018	FY 2018-2019
EMS Tax Fund	ACTUAL	ORIGINAL	AMENDED	RECOMMENDED
Revenues	\$ 1,402,603	\$ 1,588,933	\$ 1,588,933	\$ 1,426,379
Expenditures	\$ 1,402,603	\$ 1,588,933	\$ 1,588,933	\$ 1,426,379

	BUDGET		BUDGET	BUDGET
	FY 2016-2017	FY 2017-2018	FY 2017-2018	FY 2018-2019
Tax Revaluation Fund	ACTUAL	ORIGINAL	AMENDED	RECOMMENDED
Revenues	\$ 149,500	\$ 162,050	\$ 162,050	\$ 162,050
Expenditures	\$ 149,500	\$ 162,050	\$ 162,050	\$ 162,050

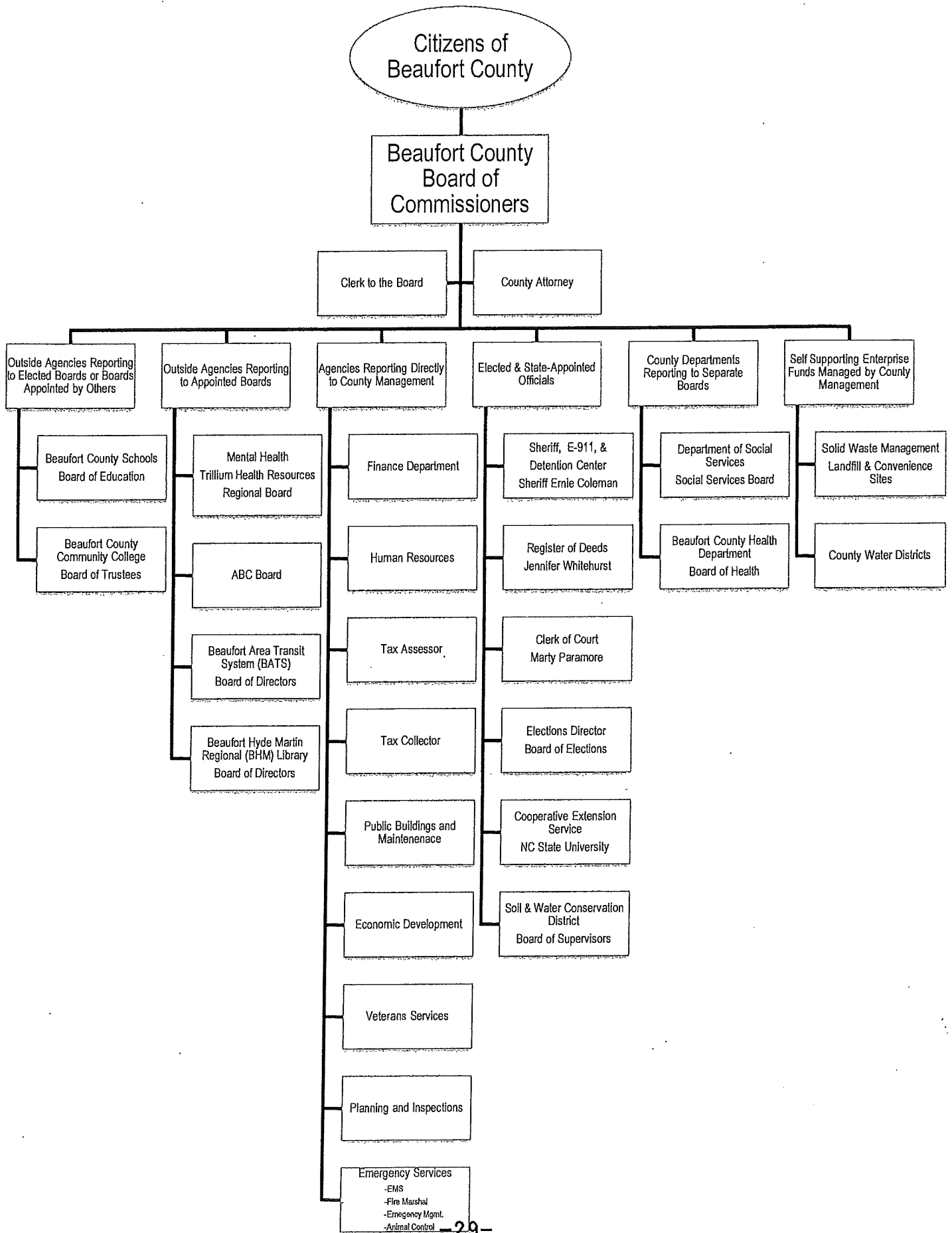
	BUDGET		BUDGET	BUDGET
	FY 2016-2017	FY 2017-2018	FY 2017-2018	FY 2018-2019
Economic Development Fund	ACTUAL	ORIGINAL	AMENDED	RECOMMENDED
Revenues	\$ -	\$ 80,000	\$ 80,000	\$ 80,000
Expenditures	\$ -	\$ 80,000	\$ 80,000	\$ 80,000

	BUDGET		BUDGET	BUDGET
	FY 2016-2017	FY 2017-2018	FY 2017-2018	FY 2018-2019
Capital Reserve Fund	ACTUAL	ORIGINAL	AMENDED	RECOMMENDED
Revenues	\$ -	\$ 55,000	\$ 55,000	\$ 55,000
Expenditures	\$ -	\$ 55,000	\$ 55,000	\$ 55,000

	BUDGET		BUDGET	BUDGET
	FY 2016-2017	FY 2017-2018	FY 2017-2018	FY 2018-2019
HCCBG-Aging	ACTUAL	ORIGINAL	AMENDED	RECOMMENDED
Revenues	\$ 71,317	\$ -	\$ 6,200	\$ 36,000
Expenditures	\$ 817	\$ -	\$ 6,200	\$ 36,000

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Beaufort County Government Organizational Chart



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GOVERNING BODY – BOARD OF COUNTY COMMISSIONERS

The seven (7) member Board of County Commissioners is the official policy-making body for Beaufort County Government. The Chairman, presiding officer of the Board, serves as the official and ceremonial leader of the County and as a voting member of the Board. The Chairman, Frankie Waters, and the Vice-Chairman, Jerry Langley, were selected by the other Board members at the December 2017 regular meeting and will serve one (1) year terms in these capacities. The Board selects a new Chairman and Vice-Chairman each year. Each Board member is elected at-large under a limited-voting election process for a term of four (4) years. Partisan elections are held in even-numbered years and terms of office are staggered so that every two (2) years either three (3) or four (4) seats are up for election. All official actions of the Board are made at public meetings, generally held on the first Monday of each month beginning at 5:30 PM in the County Commissioners' meeting room located in the Beaufort County Administration Building. Each meeting has an agenda and the public is allowed an opportunity to make comments to the Board. The Board also conducts special meetings and work sessions on the County's budget and other issues of special interest.

Frankie Waters, Chairman of the Board
Katie Mosher, Clerk to the Board

Beaufort County Administration
121 W. 3rd Street
Washington, North Carolina 27889

Phone: (252) 946-0079
Fax: (252) 946-7722
Email: katie.mosher@co.beaufort.nc.us

Current Members of the Board

Term Expires

Frankie Waters, Chairman	December 2018
Jerry Langley, Vice-Chairman	December 2020
Ron Buzzeo, Commissioner	December 2018
Ed Booth, Commissioner	December 2018
Jerry Evans, Commissioner	December 2020
Hood Richardson, Commissioner	December 2020
Gary Brinn, Commissioner	December 2020

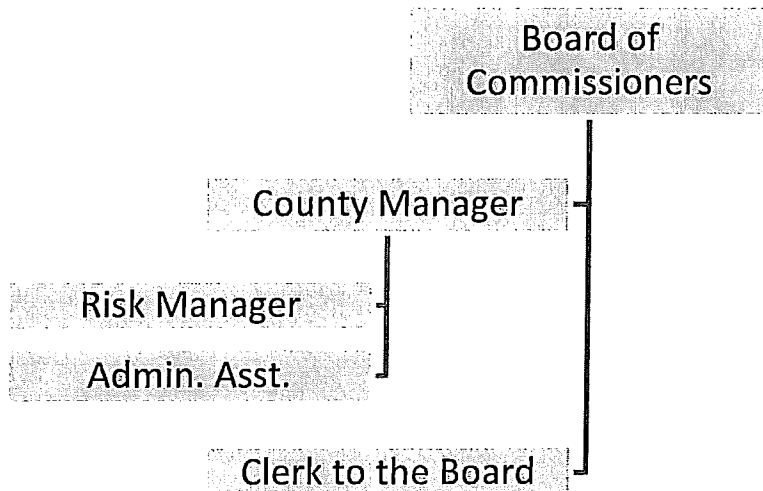
GOVERNING BOARD	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Personnel	\$ 129,295	\$ 132,283	\$ 132,283	\$ 133,088
Benefits	9,982	10,302	10,302	9,308
Operating	266,321	251,465	301,465	256,025
Capital	-	-	-	-
Totals	\$ 405,598	\$ 394,050	\$ 444,050	\$ 398,421

GOVERNING BOARD

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
BOARD SALARY	\$ 109,335	\$ 112,686	\$ 115,495	\$ 118,483	\$ 118,483	\$ 118,483	\$ 119,288	\$ 119,288
BOARD TRAVEL ALLOWANCE	21,260	13,800	13,800	13,800	13,800	13,800	13,800	13,800
FICA 6.2%	7,407	7,776	7,943	8,202	8,202	8,202	7,396	7,396
HOSPITALIZATION-EMPLOYEE	1,792	-	-	-	-	-	-	-
MEDICARE 1.45%	1,733	1,818	1,857	1,918	1,918	1,918	1,730	1,730
LIFE INSURANCE-EMPLOYEE	136	127	182	182	182	182	182	182
WORKERS COMPENSATION INSURANCE	424	507	766	800	800	1,320	1,425	1,425
PROF.SERVICE-AUDIT/ACCOUNTING	-	72,083	-	-	-	-	-	-
PROFESSIONAL SERVICE-LEGAL	-	106,683	105,563	94,000	144,000	144,000	94,000	94,000
PROFESSIONAL SERVICES-ENGINEER	-	37,600	-	-	-	-	-	-
PROF. SERVICES-ADMINISTRATIVE	-	-	47,156	44,000	44,000	47,000	44,000	44,000
VIDEO/AUDIO SERVICES	28,128	28,680	28,715	28,000	28,000	28,715	28,000	28,000
FOOD AND PROVISIONS	-	2,995	2,396	2,500	2,500	2,500	2,500	2,500
OFFICE SUPPLIES	8,329	2,198	7,268	1,000	1,000	1,000	1,000	1,000
APPRECIATION LUNCHEON-EMP.	4,578	3,840	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	34,967	33,428	35,998	31,000	31,000	31,000	31,000	31,000
POSTAGE	64	-	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	-	82,479	584	600	600	600	600	600
LEGAL ADVERTISING	-	789	1,720	1,000	1,000	5,000	2,000	2,000
VIDEO/AUDIO EQUIPMENT	2,660	2,240	-	-	-	-	-	-
CONTRACT SERVICES	-	-	-	6,500	6,500	6,500	6,500	6,500
INSURANCE AND BONDS	-	240,034	-	-	-	-	-	-
DUES & SUBSCRIPTIONS	6,994	13,303	36,154	42,065	42,065	42,065	45,000	45,000
MIS FEES	-	100	-	-	-	-	-	-
LAND PURCHASE	-	472,606	-	-	-	-	-	-
	\$ 227,807	\$ 1,235,773	\$ 405,598	\$ 394,050	\$ 444,050	\$ 452,285	\$ 398,421	\$ 398,421

COUNTY ADMINISTRATION

County Administration includes the County Manager, the Clerk to the Board, an Administrative Assistant and the Risk Manager. The County Manager and the Clerk to the Board are both appointed directly by the Board of Commissioners and serve at their discretion. The major duties of the department include supervising and coordinating the activities of the County-funded departments and agencies. This role differs based on the reporting relationships between the department or agency and the Board of Commissioners. For example, departments or agencies may report to separately appointed boards, the department manager may be elected, or the department manager may be appointed by the State. The organizational chart in the Governing Body section of the budget document lists these agencies and describes the relationships. The County Manager is generally responsible for the following functions: ensuring that all ordinances and policies of the Board are implemented; making recommendations on business matters; recommending an annual budget and keeping the Board informed on the County's financial condition.



Brian M. Alligood, County Manager
Katie Mosher, Clerk to the Board

Beaufort County Administration
121 W. 3rd Street
Washington, North Carolina 27889

Phone: (252) 946-0079

Fax: (252) 946-7722

Email: brian.alligood@co.beaufort.nc.us
katie.mosher@co.beaufort.nc.us

FULL-TIME POSITIONS AUTHORIZED

FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19 Recommended
3	4	4	4	4

ADMINISTRATION	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Personnel	\$ 306,312	\$ 326,434	\$ 326,434	\$ 326,435
Benefits	70,329	79,679	79,679	80,636
Operating	44,962	56,025	64,364	54,415
Capital	-	-	-	-
Totals	\$ 421,603	\$ 462,138	\$ 470,477	\$ 461,486

COUNTY MANAGER

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 292,550	\$ 236,859	\$ 297,854	\$ 318,434	\$ 318,434	\$ 318,434	\$ 318,435	\$ 318,435
SALARIES-OVERTIME	6,858	2,744	2,458	2,000	2,000	1,000	2,000	2,000
TRAVEL ALLOWANCE (CO. MANAGER)	4,240	6,000	6,000	6,000	6,000	6,000		6,000
FICA 6.2%	17,984	14,723	16,089	19,867	19,867	19,867	19,867	19,867
LOC. GOV. EMP. RETIREMENT	17,087	16,173	22,013	24,033	24,033	24,033	24,834	24,834
HOSPITALIZATION-EMPLOYEE	26,440	16,907	21,812	24,620	24,620	24,620	24,776	24,776
MEDICARE 1.45%	4,263	3,443	4,328	4,646	4,646	4,646	4,646	4,646
LIFE INSURANCE-EMPLOYEE	105	76	104	104	104	104	104	104
WORKERS COMPENSATION INSURANCE	(10,325)	1,268	1,422	1,500	1,500	754		815
401(K) EMPLOYER CONTRIBUTION	3,625	4,792	5,983	6,409	6,409	6,409	6,409	6,409
MOVING EXPENSES	6,300	-	-	-	-	-	-	-
PROF.SERVICE-AUDIT/ACCOUNTING	51,337	-	-	-	-	-	-	-
PROFESSIONAL SERVICE-DRUG TEST	2,985	-	-	-	-	-	-	-
PROFESSIONAL SERVICE-ARCH/ENG	18,150	-	-	-	-	-	-	-
PROF. SERVICES-ADMINISTRATIVE	42,792	50,554	6,765	12,000	20,339	20,339	12,000	12,000
OFFICE SUPPLIES	7,832	3,472	2,781	3,500	3,500	3,000	3,000	3,000
SERVICE AWARDS/EMPLOYEE FAIRS	1,779	-	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	29,462	8,101	8,813	8,000	8,000	8,000	8,000	8,000
TRAVEL-FUEL	103	93	181	100	100	250	100	100
TELEPHONE	10,686	6,349	10,753	10,000	10,000	11,000	11,000	11,000
POSTAGE	(6,472)	16,999	117	-	-	-	-	-
PRINTING	-	-	-	500	500	300	300	300
MAINT/REPAIR-EQUIPMENT	2,355	276	455	500	500	752	500	500
ADVERTISING	1,100	180	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	75,759	942	858	500	500	1,000	1,000	1,000
LEGAL ADVERTISING	5,048	26	-	-	-	650	-	-
TEMPORARY EMP.SERVICES	3,933	759	3,673	-	-	-	-	-
EQUIPMENT PURCHASE	2,956	1,517	2,087	3,000	3,000	2,782	3,000	3,000
CONTRACT SERVICES	-	-	4,224	3,600	3,600	3,650	3,600	3,600
INSURANCE AND BONDS	247,336	-	-	-	-	-	-	-
DUES & SUBSCRIPTIONS	7,080	2,650	2,833	3,000	3,000	2,339	3,000	3,000
SAFETY SUPPLIES	-	-	-	100	100	100	100	100
SAFETY TESTING	-	-	-	3,000	3,000	3,000	3,000	3,000
SAFETY TRAINING	-	-	-	3,000	3,000	3,000	3,000	3,000
SAFETY EQUIPMENT	-	-	-	3,500	3,500	1,000	1,000	1,000
SAFETY DUES	-	-	-	225	225	300	1,000	1,000
CAPITAL OUTLAY-EQUIPMENT	7,431	-	-	-	-	-	-	-
CAPITAL OUTLAY-ADMIN-117 W 3RD	23,391	-	-	-	-	-	-	-
	\$ 904,169	\$ 394,904	\$ 421,603	\$ 462,138	\$ 470,477	\$ 467,329	\$ 454,671	\$ 461,486

FINANCE

The County Finance Department is committed to efficiently and effectively administering the fiscal affairs of the County in compliance with Federal, State, and Local regulations, policies, and practices while adhering to generally accepted accounting principles. The Department provides management with fiscal information and analysis so the local government can make prudent financial decisions.

Finance is responsible for issuing all of the county's disbursements in strict compliance with budget ordinances adopted by the governing board, maintaining all records concerning bonded debt and other obligations of the County, supervising the investment of public funds, and maintaining internal controls.

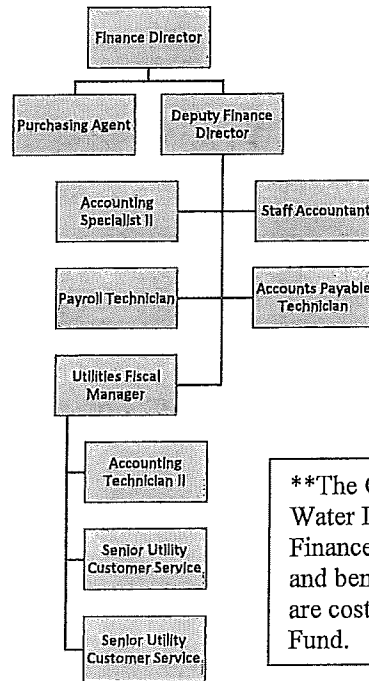
Anita C. Radcliffe, Finance Director
Sharon Rose, Deputy Finance Director

Beaufort County Finance Department
121 W. 3rd Street
Washington, North Carolina 27889

Phone: (252) 946-0079

Fax: (252) 946-7722

Email: anita.radcliffe@co.beaufort.nc.us
sharon.rose@co.beaufort.nc.us



**The Customer Service division of the Water Department is now part of the Finance Department, however the salary and benefit expenses for these positions are cost allocated directly to the Water Fund.

FULL-TIME POSITIONS AUTHORIZED

FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19 Recommended
5	7	7	11	11**

FINANCE

	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Personnel	\$ 389,197	\$ 418,021	\$ 418,021	\$ 416,165
Benefits	95,668	119,998	119,998	121,576
Operating	86,224	78,910	78,910	79,175
Capital	-	-	-	-
Totals	\$ 571,090	\$ 616,929	\$ 616,929	\$ 616,916

FINANCE DEPARTMENT

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 256,164	\$ 325,111	\$ 331,878	\$ 403,791	\$ 403,791	\$ 402,910	\$ 403,790	\$ 403,790
SALARIES-OVERTIME	13,900	2,544	5,645	2,500	2,500	2,500	2,500	2,500
SALARIES-PART TIME	4,081	16,534	51,674	11,730	11,730	25,000	15,000	9,875
FICA 6.2%	16,315	20,280	22,514	25,917	25,917	24,800	26,120	26,120
LOC. GOV. EMP. RETIREMENT	19,094	22,117	24,740	30,472	30,472	30,406	31,487	31,487
HOSPITALIZATION-EMPLOYEE	24,633	30,183	36,135	49,240	49,240	47,535	49,552	49,552
MEDICARE 1.45%	3,816	4,743	5,265	6,061	6,061	5,800	6,109	6,109
UNEMPLOYMENT INS-ALL CO.EX.DSS	20,210	13,044	-	-	-	-	-	-
LIFE INSURANCE-EMPLOYEE	119	140	263	182	182	176	182	182
WORKERS COMPENSATION INSURANCE	1,171	1,522	1,799	1,960	1,960	1,319	1,500	1,425
401(K) EMPLOYER CONTRIBUTION	4,039	6,544	6,751	8,126	8,126	8,105	8,126	8,126
MOVING EXPENSES	3,058	-	-	-	-	-	-	-
PROF.SERVICE-AUDIT/ACCOUNTING	48,398	-	55,000	55,000	55,000	55,000	55,000	55,000
OFFICE SUPPLIES	5,330	6,453	8,314	5,000	5,000	5,000	5,000	5,000
PROFESSIONAL DEVELOPMENT	600	1,475	4,299	5,000	5,000	2,500	4,000	4,000
TELEPHONE	269	2,854	2,160	2,200	2,200	2,455	2,500	2,500
POSTAGE	5,891	2,827	36	-	-	-	-	-
PRINTING	-	154	154	1,200	1,200	1,200	1,200	1,200
MAINT/REPAIR-EQUIPMENT	15,265	12,661	23	-	-	-	-	-
ADVERTISING	459	-	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	788	2,348	2,542	2,000	2,000	1,679	2,000	2,000
MUNIS-ASP	48,152	29,553	-	-	-	-	-	-
TEMPORARY EMP.SERVICES	4,727	12,144	2,335	-	-	-	-	-
EQUIPMENT PURCHASE	-	2,271	5,872	1,500	1,500	1,406	1,500	3,000
CONTRACT SERVICES	-	-	3,641	5,000	5,000	4,985	5,000	5,000
DUES & SUBSCRIPTIONS	-	260	50	50	50	50	50	50
	\$ 496,476	\$ 515,760	\$ 571,090	\$ 616,929	\$ 616,929	\$ 622,826	\$ 620,616	\$ 616,916

HUMAN RESOURCES

The Human Resources Department provides comprehensive Human Resources services and guidance to County departments in the development, implementation and administration of policies and procedures. Human Resources is responsible for promoting equal employment opportunities, recruitment, selection and screening of potential employees, maintaining employee personnel records, administering employee benefit programs, employee relations, maintaining classification and compensation systems; ensuring adherence to personnel policies, procedures and laws, training and development and position control.

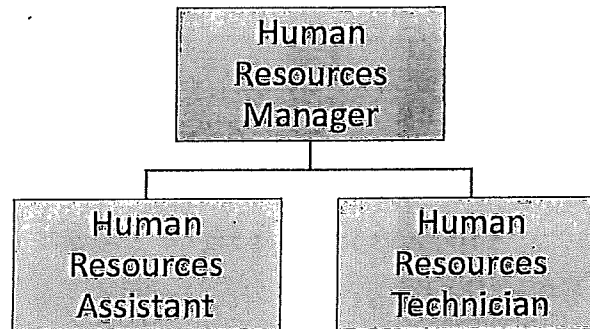
Deloris Creasman, Human Resources Manager

Beaufort County
121 West Third Street
Washington, North Carolina

Phone: (252) 946-0079

Fax: (252) 946-7722

Email: deloris.creasman@co.beaufort.nc.us



FULL-TIME POSITIONS AUTHORIZED

FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19 Recommended
2	3	3	3	3

HUMAN RESOURCES	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Personnel	\$ 97,002	\$ 139,618	\$ 138,618	\$ 134,737
Benefits	28,365	42,486	42,486	42,105
Operating	19,137	23,650	25,650	28,585
Capital	-	-	-	-
Totals	\$ 144,505	\$ 205,754	\$ 206,754	\$ 205,427

HUMAN RESOURCES

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ -	\$ 93,617	\$ 96,684	\$ 139,418	\$ 138,418	\$ 110,198	\$ 139,537	\$ 134,537
SALARIES-OVERTIME	-	2,515	318	200	200	276	2,000	200
FICA 6.2%	-	5,781	5,777	8,656	8,656	6,699	8,651	8,354
LOC. GOV. EMP. RETIREMENT	-	6,489	7,110	10,471	10,471	8,311	10,620	10,442
HOSPITALIZATION-EMPLOYEE	-	10,973	12,109	18,465	18,465	13,273	18,900	18,582
MEDICARE 1.45%	-	1,352	1,351	2,024	2,024	1,567	2,024	1,954
LIFE INSURANCE-EMPLOYEE	-	52	78	78	78	58	78	78
WORKERS COMPENSATION INSURANCE	-	846	598	1,300	1,300	565	1,300	610
401(K) EMPLOYER CONTRIBUTION	-	1,923	1,940	2,792	2,792	2,210	2,792	2,695
PROFESSIONAL SERVICE-MEDICAL	-	5,280	4,710	5,400	6,400	5,426	6,000	6,000
PROFESSIONAL SERVICES	-	6,970	4,038	5,600	6,600	6,459	9,400	12,100
OFFICE SUPPLIES	-	1,242	961	1,200	1,200	1,123	1,200	1,200
SERVICE AWARDS/EMPLOYEE FAIRS	-	1,640	2,694	2,400	2,400	2,400	2,400	2,400
PROFESSIONAL DEVELOPMENT	-	39	203	1,500	1,500	1,000	2,000	1,500
TELEPHONE	-	1,015	1,090	1,100	1,100	1,100	1,100	1,100
POSTAGE	-	124	-	-	-	-	-	-
PRINTING	-	-	-	100	100	-	100	100
ADVERTISING	-	5,238	2,228	2,000	2,000	-	2,000	-
COMPUTER SOFTWARE/SUPPORT	-	408	408	500	500	-	500	500
EQUIPMENT PURCHASE	-	1,963	993	1,300	1,300	2,500	1,600	1,600
CONTRACT SERVICES	-	-	1,017	1,000	1,000	1,200	1,200	1,225
DUES & SUBSCRIPTIONS	-	190	199	250	250	250	250	250
	\$ -	\$ 147,656	\$ 144,505	\$ 205,754	\$ 206,754	\$ 164,615	\$ 213,652	\$ 205,427

TAX ASSESSOR

The Tax Assessor Department exists for the listing, appraisal and assessment of taxes on real and personal property as required by North Carolina General Statutes. This generates the primary source of revenue to fund general county services. The department also determines in which municipal district property is found and assesses the value. The tax assessor is responsible for placing a value on all property and keeping a list of current owners. Digital property maps are maintained in the department. During FY 17-18, Land Records was moved from Planning to Tax Assessor and is reflected new for FY 18-19. No new positions were added.

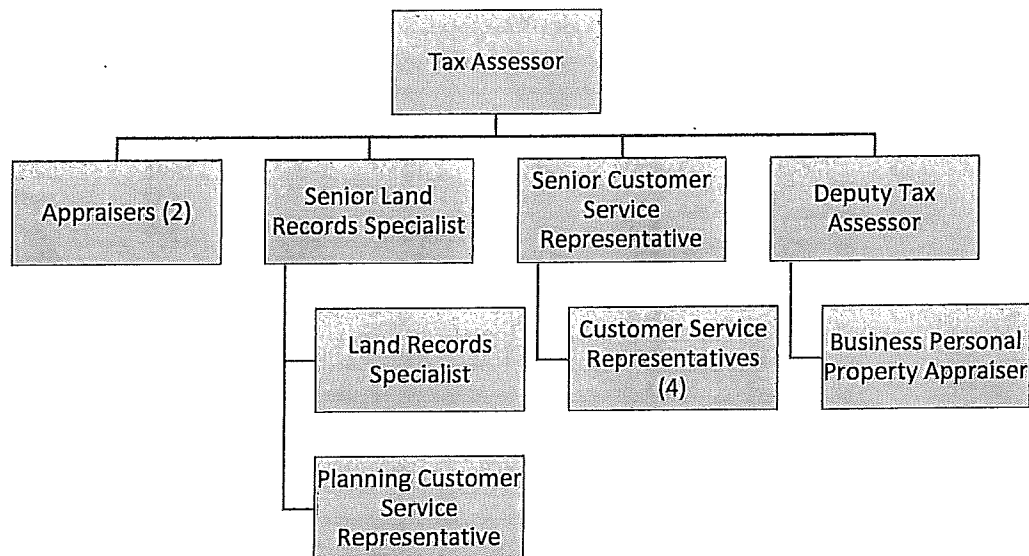
Bobby R. Parker, Tax Assessor

Beaufort County Tax Assessor
220 North Market Street
Post Office Box 160
Washington, North Carolina 27889

Phone: (252) 946 7981

Fax: (252) 940-6151

Email: bobby.parker@co.beaufort.nc.us



FULL-TIME POSITIONS AUTHORIZED

FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19 Recommended
10	10	10	10	13

TAX ASSESSOR	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Personnel	\$ 407,542	\$ 423,853	\$ 405,010	\$ 547,887
Benefits	124,949	134,501	134,501	176,194
Operating	204,443	146,600	165,443	171,200
Capital	-	-	-	-
Totals	\$ 736,935	\$ 704,954	\$ 704,954	\$ 895,281

TAX ASSESSOR

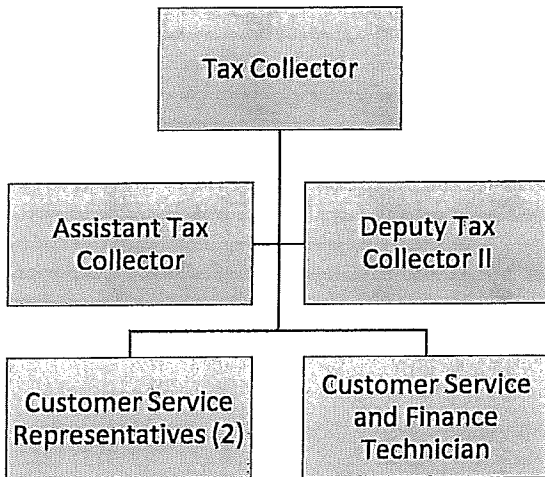
	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 671,102	\$ 366,257	\$ 396,218	\$ 413,853	\$ 395,010	\$ 377,725	\$ 408,526	\$ 537,887
SALARIES-OVERTIME	18,500	10,599	9,975	10,000	10,000	10,000	10,000	10,000
SALARIES-PART TIME	6,200	1,450	1,350	-	-	-	-	-
FICA 6.2%	42,884	22,475	24,297	26,279	26,279	22,534	26,279	33,969
LOC. GOV. EMP. RETIREMENT	42,138	25,438	29,774	31,789	31,789	28,835	31,789	42,462
HOSPITALIZATION-EMPLOYEE	73,716	49,753	57,030	61,550	61,550	54,593	61,550	80,522
MEDICARE 1.45%	8,141	5,256	5,682	6,146	6,146	5,261	6,146	7,945
LIFE INSURANCE-EMPLOYEE	377	206	260	260	260	206	260	338
WORKERS COMPENSATION INSURANCE	4,599	5,328	1,818	2,000	2,000	2,000	2,000	2,600
401(K) EMPLOYER CONTRIBUTION	8,313	7,256	7,907	8,477	8,477	7,607	8,477	10,958
AUDIT RECOVERY SERVICES	5,558	-	26	-	-	-	-	-
PROFESSIONAL SERVICE-LEGAL	145,754	-	-	-	-	-	-	-
DMV COLLECTION FEES	99,281	-	-	-	-	-	-	-
REAPPRAISAL SERVICES	-	150	50	-	-	-	-	-
DEBT SETOFF PROGRAM IMPLEMENT.	7,894	-	-	-	-	-	-	-
TELECHECK SERVICES	9,836	1,411	-	-	-	-	-	-
TAX-FORECLOSURES	54,391	34,495	-	-	-	-	-	-
OFFICE SUPPLIES	14,195	3,856	3,155	4,000	4,000	4,000	6,000	6,000
PROFESSIONAL DEVELOPMENT	10,561	7,871	11,159	10,000	10,000	10,000	13,000	13,000
TRAVEL-FUEL	1,234	621	635	600	600	600	600	600
TELEPHONE	22,021	3,498	1,752	1,800	1,800	1,800	1,800	1,800
POSTAGE	38,965	22,786	17,845	20,000	20,000	-	20,000	20,000
PRINTING	5,692	9,947	9,818	10,000	10,000	-	10,000	10,000
MAINT/REPAIR-EQUIPMENT	9,532	8,427	185	200	200	100	100	100
MAINT/REPAIR-VEHICLE	2,113	2,302	1,736	2,500	2,500	2,000	2,000	2,000
FREIGHT	128	63	-	-	-	-	-	-
ADVERTISING	23,760	-	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	324,060	371,211	147,116	85,000	103,843	85,000	105,000	105,000
LEGAL ADVERTISING	3,534	3,939	3,468	3,500	3,500	3,000	3,000	3,000
TEMPORARY EMP.SERVICES	89,124	14,352	-	-	-	-	-	-
EQUIPMENT PURCHASE	5,787	-	-	1,500	1,500	1,500	1,500	1,500
CONTRACT SERVICES	-	-	5,225	5,000	5,000	5,000	5,000	5,000
DUES & SUBSCRIPTIONS	470	245	455	500	500	500	600	600
TAX REFUNDS-BCBC APPROVAL	-	6,810	-	-	-	-	-	-
	\$ 1,749,860	\$ 986,001	\$ 736,935	\$ 704,954	\$ 704,954	\$ 622,261	\$ 723,627	\$ 895,281

TAX COLLECTOR

The Beaufort County Tax Collections Office is dedicated to serving the citizens with the utmost respect while delivering outstanding service and providing accurate information. We are committed to collecting revenue on all taxable property located in Beaufort County as governed by the North Carolina Machinery Act. We strive to collect all outstanding taxes using the remedies available under the general statutes.

The Beaufort County Tax Office is responsible for the collection of all property taxes levied by Beaufort County and the municipalities of Aurora, Bath, Belhaven, Chocowinity, Pantego, Washington, and Washington Park. Also collected are taxes for multiple County Fire and Rescue Districts along with Fire Districts for Northside, Chocowinity, and Richlands.

The Tax Collectors Office is solely responsible for the collection of taxes and fees. Also, included in this group are: beer and wine licenses, drainage taxes, and solid waste fees. Any questions regarding listing, billing, and assessed values are directed to the Tax Assessor's Office. The Tax Collector's Office maintains a high collection rate. At the close of the year June 30, 2017 the combined collection rate for all taxes was 98.0%.



Wyndele H. Kinion, Tax Collector

Beaufort County Tax Collector
220 Market Street
Post Office Box 633
Washington, North Carolina 27889

Phone: (252) 946-2922

Fax: (252) 940-6153

Email: wyn.kinion@co.beaufort.nc.us

FULL-TIME POSITIONS AUTHORIZED

FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19 Recommended
6	7	7	7	6

TAX COLLECTOR	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Personnel	\$ 259,601	\$ 269,265	\$ 269,265	\$ 240,495
Benefits	82,125	89,445	89,445	79,166
Operating	298,187	264,800	264,800	261,050
Capital	-	-	-	-
Totals	\$ 639,913	\$ 623,510	\$ 623,510	\$ 580,711

TAX COLLECTOR

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ -	\$ 240,868	\$ 258,922	\$ 268,265	\$ 268,265	\$ 256,265	\$ 238,995	\$ 238,995
SALARIES-OVERTIME	-	1,602	679	1,000	1,000	1,000	1,500	1,500
FICA 6.2%	-	13,712	14,782	16,694	16,694	16,694	14,911	14,911
LOC. GOV. EMP. RETIREMENT	-	16,367	19,029	20,195	20,195	20,195	18,638	18,638
HOSPITALIZATION-EMPLOYEE	-	37,674	39,777	43,085	43,085	43,085	37,164	37,164
MEDICARE 1.45%	-	3,207	3,457	3,904	3,904	3,904	3,487	3,487
LIFE INSURANCE-EMPLOYEE	-	171	176	182	182	182	156	156
WORKERS COMPENSATION INSURANCE	-	-	1,151	1,200	1,200	1,200	1,750	1,450
401(K) EMPLOYER CONTRIBUTION	-	4,564	4,904	5,385	5,385	5,385	4,810	4,810
DMV COLLECTION FEES	-	98,240	110,843	105,000	105,000	105,000	105,000	105,000
ADMINISTRATIVE SERVICES	-	307	50	-	-	-	-	-
TAX-FORECLOSURES	-	87,580	135,092	105,000	99,400	99,400	99,400	85,000
OFFICE SUPPLIES	-	6,507	2,973	3,500	3,500	3,500	3,500	3,500
PROFESSIONAL DEVELOPMENT	-	4,028	4,222	4,000	4,000	4,000	4,000	4,000
TRAVEL-FUEL	-	193	78	100	100	100	100	100
TELEPHONE	-	345	1,368	1,400	1,400	1,400	1,400	1,400
POSTAGE	-	5,050	516	500	500	500	400	400
PRINTING	-	-	3,811	3,800	3,800	3,800	3,800	3,800
MAINT/REPAIR-EQUIPMENT	-	3,523	-	-	-	-	-	-
ADVERTISING	-	25,161	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	-	1,428	1,428	2,000	7,600	7,600	7,600	7,600
LEGAL ADVERTISING	-	-	25,704	26,000	26,000	27,500	26,000	27,500
TEMPORARY EMP.SERVICES	-	3,312	-	-	-	-	-	-
EQUIPMENT PURCHASE	-	-	-	1,500	1,500	1,500	1,500	1,500
CASH COLLECTIONS-OVER/SHORT	-	-	-	-	-	-	-	-
CONTRACT SERVICES	-	-	10,950	10,700	10,700	10,700	10,700	19,700
DUES & SUBSCRIPTIONS	-	-	-	100	100	-	100	100
	\$ -	\$ 553,840	\$ 639,913	\$ 623,510	\$ 623,510	\$ 612,910	\$ 584,911	\$ 580,711

COURT FACILITIES

The Court Facilities budget provides funds for certain expenses of court operations. Facility fees are collected by the courts as part of the court fees and distributed to the counties. Beaufort County receives approximately \$125,000 annually to help offset the cost of providing court facilities. In accordance with the North Carolina General Statutes, "funds derived from the facilities fees shall be used exclusively by the county for providing, maintaining, and constructing adequate courtroom and related judicial facilities, including: adequate space and furniture for judges, district attorneys, public defenders and other personnel of the Office of Indigent Defense Services, magistrates, juries, and other court related personnel; office space, furniture and vaults for the clerk; jail and juvenile detention facilities; free parking for jurors; and a law library (including books) if one has heretofore been established or if the governing body hereafter decides to establish one."

Brian M. Alligood, County Manager
Anita Radcliffe, Finance Director

121 West Third Street
Washington, North Carolina 27889

Phone: (252) 946-0079

Fax: (252) 946-7722

Email: brian.alligood@co.beaufort.nc.us

This budget includes \$12,500 to be managed by the Clerk of Court for minor maintenance and furniture/fixture needs. This will allow the Clerk to work with the judges and other court personnel to determine small purchasing priorities. The Clerk will comply with the County's Purchasing Policy and submit requests directly to the Finance Director. The ongoing maintenance and repair of the building structure will continue to be managed and paid from the Public Buildings budget.

COURT FACILITIES	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Personnel	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-
Operating	275,015	297,700	297,700	300,150
Capital	93,974	-	-	-
Totals	\$ 368,989	\$ 297,700	\$ 297,700	\$ 300,150

COURT FACILITIES

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
JURY COMMISSION	\$ -	\$ -	\$ 2,950	\$ 4,000	\$ 4,000	\$ 3,000	\$ 3,000	\$ 3,000
ADMINISTRATIVE SERVICES	-	58,241	-	-	-	-	-	-
OFFICE SUPPLIES	356	671	-	800	800	-	-	-
COURTHOUSE OPERATIONS	-	-	12,181	12,500	12,500	12,500	12,500	12,500
UTILITIES-COURTHOUSE	91,617	87,338	84,075	93,000	93,000	105,000	108,150	108,150
MAINT/REPAIR-COURTHOUSE	712	5,293	11,278	10,000	10,000	3,000	10,000	10,000
EQUIPMENT PURCHASE	983	13,592	-	-	-	-	-	-
OFFICE RENT	40,200	24,300	32,400	32,400	32,400	32,400	16,500	16,500
CONTRACT SERVICES	-	-	132,131	145,000	145,000	138,000	150,000	150,000
CAPITAL OUTLAY-EQUIPMENT	-	38,000	93,974	-	-	-	-	-
	\$ 133,867	\$ 227,435	\$ 368,989	\$ 297,700	\$ 297,700	\$ 293,900	\$ 300,150	\$ 300,150

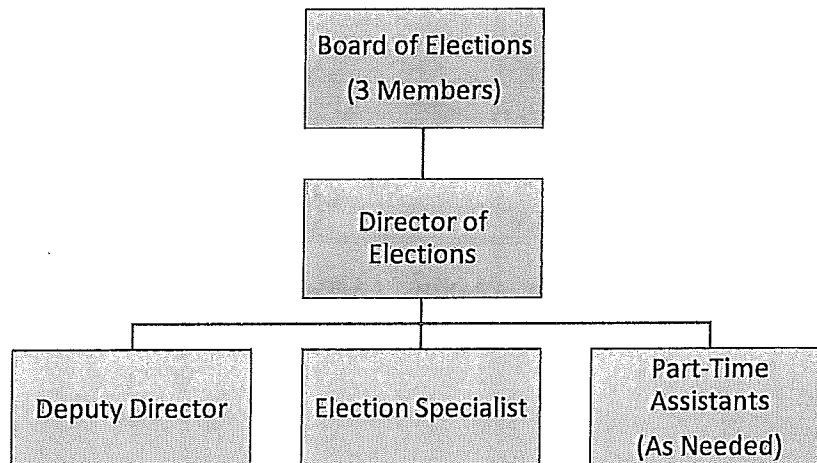
BOARD OF ELECTIONS

The Beaufort County Board of Elections is responsible for conducting all elections held in Beaufort County. Locally, the office administers State election laws. The Board's principal functions include establishing election precincts and voting sites, appointing and training precinct officials, preparing and distributing ballots, voting equipment, canvassing and certifying the ballots cast in elections, and investigating any voting irregularities. The office maintains voter registration for Beaufort County and provides public information on voters and elections. The office is also responsible for campaign reporting for county candidates and audits those reports. Each County in North Carolina has a Board of Elections. It is a three person board which is appointed every two years by the State Board of Elections. The Director is recommended by the County Board for appointment by the State Board of Elections.

Jay McRoy, Chairman
 John B. Tate III, Secretary
 Thomas S. Payne III, Member
 Kellie Harris Hopkins, Director
 Anita Bullock Branch, Deputy Director
 Charles Guard Jr, Elections Specialist

Beaufort County Board of Elections
 1308 Highland Drive, Suite 104
 Post Office Box 1016
 Washington, North Carolina 27889

Phone: (252) 946-2321
 Fax: (252) 974-2962
 Email: Beaufort.boe@co.beaufort.nc.us



FULL-TIME POSITIONS AUTHORIZED

FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19 Recommended
2	3	3	3	3

BOARD OF ELECTIONS	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Personnel	\$ 141,000	\$ 179,173	\$ 179,173	\$ 160,337
Benefits	39,969	45,593	45,593	44,620
Operating	159,317	171,780	201,780	136,424
Capital	-	-	-	-
Totals	\$ 340,286	\$ 396,546	\$ 426,546	\$ 341,381

BOARD OF ELECTIONS

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 118,195	\$ 123,470	\$ 125,939	\$ 128,458	\$ 128,458	\$ 128,458	\$ 128,457	\$ 128,457
SALARIES-OVERTIME	6,505	6,540	9,894	12,000	12,000	12,000	12,000	12,000
SALARIES-PART TIME	8,527	6,486	5,167	38,715	38,715	38,715	19,880	19,880
FICA 6.2%	7,905	8,065	8,263	11,109	11,109	11,109	9,941	9,941
LOC. GOV. EMP. RETIREMENT	8,582	8,750	9,957	10,534	10,534	10,534	10,885	10,885
HOSPITALIZATION-EMPLOYEE	15,236	16,459	17,024	18,465	18,465	18,465	18,582	18,582
MEDICARE 1.45%	1,849	1,886	1,932	2,598	2,598	2,598	2,325	2,325
LIFE INSURANCE-EMPLOYEE	73	79	75	78	78	78	78	78
WORKERS COMPENSATION INSURANCE	386	448	679	700	700	700	700	700
401(K) EMPLOYER CONTRIBUTION	1,243	2,470	2,717	2,809	2,809	2,809	2,809	2,809
PROFESSIONAL SERVICE-LEGAL	-	1,345	26,851	2,500	32,500	32,500	2,500	2,500
ELECTION WORKERS/POLL HOLDERS	47,288	51,570	43,851	44,960	44,960	44,960	24,675	24,675
OFFICE SUPPLIES	3,570	5,276	6,073	7,000	7,000	7,000	7,000	7,000
PROFESSIONAL DEVELOPMENT	10,056	12,942	14,007	21,800	21,800	21,800	21,800	21,800
TRAVEL-FUEL	192	97	60	300	300	300	100	100
TELEPHONE	4,011	5,108	4,063	3,780	3,780	3,780	4,734	4,584
POSTAGE	5,845	1,367	720	1,000	1,000	1,000	1,000	1,000
PRINTING	11,348	16,698	11,220	21,740	21,740	21,740	14,940	14,940
MAINT/REPAIR-EQUIPMENT	11,595	16,288	6,671	3,100	3,100	4,200	3,100	3,100
FREIGHT	-	75	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	25,267	25,724	28,748	37,550	37,550	37,550	32,350	32,350
LEGAL ADVERTISING	536	3,949	900	4,360	4,360	4,360	4,300	4,300
EQUIPMENT PURCHASE	8,840	11,635	12,899	12,000	12,000	12,000	12,000	12,000
RENT-OFFICE SPACE	5,151	5,793	2,296	3,550	3,550	3,550	1,635	1,635
RENTAL EQUIPMENT	-	-	-	2,800	2,800	2,800	1,100	1,100
CONTRACT SERVICES	-	-	-	4,320	4,320	4,320	4,320	4,320
DUES & SUBSCRIPTIONS	30	120	280	320	320	320	320	320
	\$ 302,231	\$ 332,640	\$ 340,286	\$ 396,546	\$ 426,546	\$ 427,646	\$ 341,531	\$ 341,381

REGISTER OF DEEDS OFFICE

The Register of Deeds Office is the official custodian of all records presented to the office for recording. The scope of records encompasses all real estate, vital records, military discharges, and notary public. The office compiles and maintains an index of recorded instruments for inspection. Staff members are responsible for issuing certified and non-certified copies of all instruments contained in the office, such as birth, delayed birth, death, marriage, military discharge, and real estate records. Staff assists the general public in locating such records and helps them navigate the online system. Other responsibilities include administering the oath of office to Beaufort County Notary Publics as well as issuance of marriage licenses. Employees are cross-trained to complete the four (4) major jobs performed each day with each having individual tasks assigned. All policies, procedures, and fees for this office are governed by a number of North Carolina General Statutes.

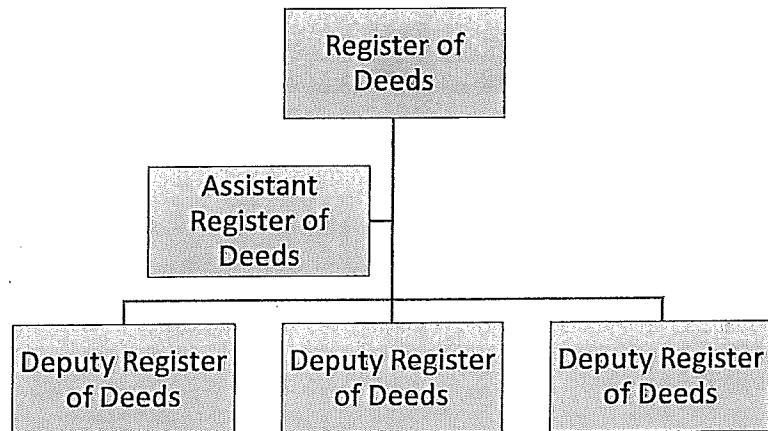
Jennifer Leggett Whitehurst, Register of Deeds

Beaufort Co. Register of Deeds,
Beaufort Co. Courthouse
Rm. 101, 112 East Second St
Post Office Box 514
Washington, North Carolina 27889

Phone: (252) 946-2323

Fax: (252) 976-7938

Email: Jennifer.Whitehurst@co.beaufort.nc.us



FULL-TIME POSITIONS AUTHORIZED

FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19 Recommended
5	5	5	5	5

REGISTER OF DEEDS	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Personnel	\$ 189,650	\$ 193,697	\$ 193,697	\$ 193,696
Benefits	63,156	67,924	67,924	68,603
Operating	68,684	83,426	83,426	131,932
Capital	-	-	-	-
Totals	\$ 321,490	\$ 345,047	\$ 345,047	\$ 394,231

REGISTER OF DEEDS

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 186,231	\$ 182,061	\$ 189,409	\$ 193,197	\$ 193,197	\$ 191,564	\$ 193,196	\$ 193,196
SALARIES-OVERTIME	129	201	241	500	500	400	500	500
R.O.D.-SUPP. RET.- GS 161-50.2	3,054	4,015	3,955	3,800	3,800	3,327	3,800	3,800
FICA 6.2%	10,916	10,543	10,984	12,009	12,009	11,154	12,009	12,009
LOC. GOV. EMP. RETIREMENT	13,176	12,303	13,902	14,527	14,527	14,416	15,011	15,011
HOSPITALIZATION-EMPLOYEE	26,887	26,087	28,374	30,775	30,775	28,276	30,970	30,970
MEDICARE 1.45%	2,553	2,466	2,569	2,809	2,809	2,609	2,809	2,809
LIFE INSURANCE-EMPLOYEE	137	118	123	130	130	109	130	130
WORKERS COMPENSATION INSURANCE	781	909	840	850	850	1,615	1,615	1,025
401(K) EMPLOYER CONTRIBUTION	2,534	3,201	3,250	3,874	3,874	3,469	3,874	3,874
OFFICE SUPPLIES	14,763	9,614	11,919	15,000	15,000	15,000	15,000	14,000
PROFESSIONAL DEVELOPMENT	1,656	1,331	2,549	2,500	2,500	1,200	2,500	2,500
TELEPHONE	1,152	1,148	2,145	1,200	1,200	1,644	1,650	2,200
POSTAGE	897	314	110	100	100	900	900	300
RECORDS MANAGEMENT-MICROFILM	1,216	1,012	1,711	1,500	1,500	1,500	1,500	1,500
AUTOMATION/RESTORATION 10%	34,845	75,327	4,569	10,300	10,300	20,280	20,280	20,000
MAINT/REPAIR-EQUIPMENT	2,032	896	103	1,000	1,000	500	1,000	500
COMPUTER SOFTWARE/SUPPORT	31,257	33,170	34,111	38,500	38,500	37,000	40,213	40,213
EQUIPMENT PURCHASE	-	4,561	-	-	-	-	35,311	7,351
EQUIPMENT PURCHASE-AUTOMATION	-	-	-	-	-	-	-	27,960
CONTRACT SERVICES	1,841	2,493	10,303	12,151	12,151	12,660	14,058	14,058
DUES & SUBSCRIPTIONS	325	325	325	325	325	325	325	325
	\$ 336,381	\$ 372,094	\$ 321,490	\$ 345,047	\$ 345,047	\$ 347,948	\$ 396,651	\$ 394,231

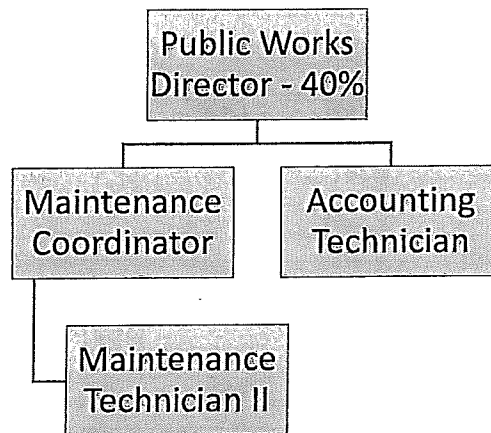
MAINTENANCE, BUILDINGS AND GROUNDS

The Maintenance, Buildings and Grounds Department is responsible for the maintenance and ground work for twenty-two County owned buildings. It is the goal of the Department to provide a safe, clean working environment for fellow County employees, Beaufort County residents, and all visitors. County staff and various independent contractors are utilized to achieve this goal.

Christina Smith, Public Works Director
 Les Woolard, Maintenance Coordinator
 Annette Clemmons, Accounting Technician
 Randy Moore, Maintenance Technician

Maintenance Shop
 123 West 3rd Street
 Washington, North Carolina 27889

Phone: (252) 946-9624
 Fax: (252) 940-6159
 E-mail: Christina.smith@co.beaufort.nc.us



FULL-TIME POSITIONS AUTHORIZED

FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19 Recommended
2.4	2.4	3.4	3.4	3.4

MAINTENANCE	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Personnel	\$ 144,332	\$ 159,586	\$ 159,586	\$ 168,025
Benefits	41,169	48,384	48,384	49,409
Operating	1,279,105	1,072,750	1,083,248	1,271,598
Capital	23,398	-	-	-
Totals	\$ 1,488,004	\$ 1,280,720	\$ 1,291,218	\$ 1,489,032

MAINTENANCE, BUILDINGS & GROUNDS

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 115,168	\$ 118,237	\$ 141,002	\$ 155,786	\$ 155,786	\$ 155,000	\$ 154,225	\$ 154,225
SALARIES-OVERTIME	4,749	1,528	3,330	3,800	3,800	3,800	3,800	3,800
SALARIES-PART TIME	-	-	-	-	-	10,000	10,000	10,000
FICA 6.2%	7,335	7,199	8,548	9,894	9,894	10,000	10,418	10,418
LOC. GOV. EMP. RETIREMENT	8,478	8,084	10,580	11,969	11,969	12,000	12,247	12,247
HOSPITALIZATION-EMPLOYEE	12,906	13,167	17,440	20,927	20,927	20,000	21,060	21,060
MEDICARE 1.45%	1,715	1,684	1,999	2,314	2,314	2,300	2,436	2,436
LIFE INSURANCE-EMPLOYEE	63	63	88	88	88	86	88	88
WORKERS COMPENSATION INSURANCE	4,395	5,074	2,287	3,500	3,500	3,681	3,791	3,500
401(K) EMPLOYER CONTRIBUTION	1,441	2,030	2,514	3,192	3,192	2,800	3,160	3,160
PROFESSIONAL SERVICE	-	19,700	11,423	-	10,498	11,000	-	-
ENGINEERING	-	-	7,205	43,000	43,000	32,000	76,000	65,200
JANITORIAL SUPPLIES	20,760	24,531	25,186	25,000	25,000	24,000	27,000	25,000
UNIFORMS	-	-	243	1,200	1,200	1,200	1,200	1,800
OFFICE SUPPLIES	1,428	1,606	680	1,000	1,000	1,000	1,000	1,000
SUPPLIES - SMALL TOOLS	-	-	842	1,000	1,000	1,000	3,800	3,000
PROFESSIONAL DEVELOPMENT	48	207	209	3,000	3,000	2,200	3,000	3,000
TRAVEL-FUEL	1,300	866	1,397	1,800	1,800	2,000	2,100	2,000
TELEPHONE	1,580	1,749	2,346	2,500	2,500	2,460	3,000	2,500
POSTAGE	14	3	43	50	50	50	50	50
UTILITIES - ALL COUNTY BUILDINGS	309,507	271,984	316,207	345,200	345,200	345,950	359,728	359,728
MAINT/REPAIR-BUILDINGS	273,916	306,017	429,131	184,000	184,000	202,100	701,500	342,000
MAINT/REPAIR-EQUIPMENT	11,505	5,185	6,496	6,500	6,500	6,500	6,500	6,500
MAINT/REPAIR-HVAC	149,713	134,874	196,224	150,000	150,000	150,000	150,000	150,000
MAINT/REPAIR-VEHICLE	118	94	400	500	500	300	500	500
COMPUTER SOFTWARE/SUPPORT	-	-	-	-	-	-	3,000	3,000
MAINT/REPAIR-LANDFILL	-	44	-	-	-	-	-	-
FREIGHT	109	85	-	-	-	-	-	-
ADVERTISING	-	-	304	-	-	-	-	-
LEGAL ADVERTISING	-	114	-	-	-	-	-	-
EQUIPMENT PURCHASE	279	3,133	-	4,500	4,500	3,500	3,000	2,820
CONTRACT SERVICES	324,712	314,223	278,483	300,000	300,000	275,000	280,000	300,000
CAPITAL OUTLAY-VEHICLES	-	-	23,398	-	-	-	-	-
CAPITAL OUTLAY - BUILDINGS	-	-	-	-	-	-	-	-
	\$ 1,251,239	\$ 1,241,482	\$ 1,488,004	\$ 1,280,720	\$ 1,291,218	\$ 1,279,927	\$ 1,842,603	\$ 1,489,032

DEBT SERVICE SUMMARY

GENERAL FUND

- Beaufort County strictly adheres to the requirements set forth by the Local Government Bond Act (G.S. Chapter 159). G.S. 159-55 provides that the net General Obligation debt of the County not exceed 8 percent of the appraised value of property subject to taxation. As of the most recent audited financial statements dated June 30, 2017 the County had a legal debt margin of \$452,666,511.

Percentage of tax supported debt to Appraised Value of Property is .32%

Total G/F Debt per Capita as of June 30, 2018 **\$500**

G/F GO Debt per Capita as of June 30, 2018 **\$330**

- The County currently holds a rating of Aa3 from Moody's and a AA- from Standard and Poor's.

The following table shows the budgeted principal and interest payments for fiscal year 2018-2019 for the General Fund.

Category of Debt	Principal	Interest
Schools	\$ 1,689,000	\$ 449,174
BCCC Allied Health Building	74,377	101,341
Energy Savings Equipment Installment Purchase Contracts	159,000	31,651
3rd Street Building Installment Purchase Contract	12,908	7,140
17/18 Capital Imp. Installment Financing	332,121	39,420
Total G/F Debt Service 2018-2019	\$ 2,267,406	\$ 628,726

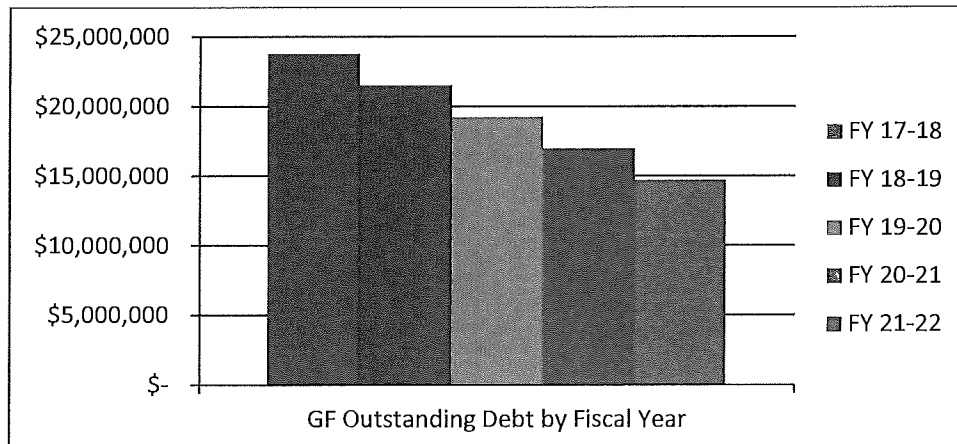
DEBT SERVICE – GENERAL FUND

Overview: Beaufort County has various sources of revenues, which are used to retire debt obligations. The current sources of revenue are restricted portions of sales tax revenues, lottery proceeds, and non-restricted intergovernmental revenues. At present, the County uses several different types of financing, including general obligation bonds, installment purchase contracts, and bond refundings.

GO or General Obligation Debt is issued by the County and pledges the full faith and credit of the County. Therefore, GO bonds must be approved by the citizens of a jurisdiction and are guaranteed by future tax revenue. The most important County obligation is for payment of GO debt. **Refunded GO bonds** represent general obligation bonds that are refinanced to obtain a lower net interest cost.

Installment Purchase (referred to as a 160A-20), is a lease purchase in which the item or items purchased serve as collateral. There is no public approval necessary and these instruments are generally used for smaller projects due to the low issuance cost. Installment purchase contracts with a term greater than 59 months require approval by the North Carolina Local Government Commission. The term of these notes is generally shorter than GO bonds.

<i>General Fund Outstanding Debt</i>		Balances At Fiscal Year End				
		As of 6/30/2018	6/30/2019	6/30/2020	6/30/2021	6/30/2022
Refunded GO School Bonds – Series 2017		\$ 3,621,000	\$ 3,242,000	\$ 2,865,000	\$ 2,492,000	\$ 2,122,000
Refunded GO School Bonds – Series 2012		7,920,000	7,100,000	6,280,000	5,480,000	4,680,000
Refunded GO School Bonds – Series 2015		4,163,000	3,673,000	3,189,000	2,712,000	2,242,000
Installment Purchase – 2015 Energy Contract		1,557,000	1,398,000	1,231,000	1,055,000	870,000
USDA Installment Purchase – Health Bldg.		2,895,471	2,821,095	2,744,115	2,664,441	2,581,978
Installment Purchase – 117 W. 3 rd Street Bldg.		181,901	168,993	155,552	141,555	126,980
Installment Purchase – Major Capital		3,445,032	3,112,912	2,776,794	2,436,630	2,092,372
Total Outstanding G/F Debt		\$ 23,783,404	\$21,516,000	\$19,241,461	\$ 16,981,626	\$ 14,715,330



DEBT SERVICE REQUIREMENTS – GENERAL FUND

Debt Service Requirements

Issue Year	Final Pay Date	Debt Description	Actual Fiscal Year 2017-2018	Budget Fiscal Year 2018-2019	Budget Fiscal Year 2019-2020	Interest Rate	Type
Jul 2017	Feb 2028	Refunded GO School Bonds – Series 2017	\$ 110,211	\$ 459,386	\$ 448,972	2.22%	GO Bond
Aug 2012	April 2028	Refunded GO School Bonds – Series 2012	1,134,300	1,104,550	1,071,750	2.0%-5.0%	GO Bond
Nov 2015	Nov 2026	Refunded GO School Bonds – Series 2015	131,956	574,237	557,767	2.15%	GO Bond
Nov 2015	Aug 2026	Installment Purchase – 2015 Energy Contract	184,987	190,652	195,281	2.132%	Installment
May 2013	June 2043	USDA Installment Purchase – Health Bldg.	175,718	175,718	175,718	3.5%	Installment
Nov 2014	Oct 2029	Installment Purchase – 117 W. 3 rd Street Bldg.	20,047	20,048	20,046	4%	Installment
May 2018	Apr 2028	Installment Purchase – Major Capital	61,924	371,540	371,540	1.2%	Installment
		Total Payments by Fiscal Year	\$ 1,819,143	\$ 2,896,131	\$ 2,841,074		

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NON-DEPARTMENTAL

The Non-Departmental cost center accounts for expenditures within the General Fund that apply to all departments and that cannot be easily attributed to a specific division.

	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
State Unemployment Insurance	\$ 44,630	\$ 50,000	\$ 33,816	\$ 30,000
FLSA Law Impact	14,874	25,000	37,540	10,000
Employee Assistance Program	6,138	6,325	6,325	6,325
Insurance & Bonds	190,555	200,000	200,000	205,000
IT Support/Software	122,953	120,500	120,500	136,100
Postage	31,490	32,000	32,000	32,000
Employee Luncheon	4,564	5,000	5,000	5,000
Phone System Study	-	15,000	15,000	-
Payment to Vidant	-	-	41,000	-
Land Purchase	-	-	228,000	-
Hurricane Matthew	46,314	-	-	-
Totals	\$ 461,518	\$ 453,825	\$ 719,181	\$ 424,425

NON-DEPARTMENTAL

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
UNEMPLOYMENT INS-NON-DEPARTMNT	\$ -	\$ -	\$ 44,630	\$ 50,000	\$ 33,816	\$ 11,564	\$ 50,000	\$ 30,000
FLSA LAW IMPACT	-	-	14,874	25,000	37,540	15,200	10,000	10,000
PERFORMANCE MGMT. SYSTEM	-	-	-	-	-	-	-	-
EMPLOYEE ASSISTANCE PROGRAM	-	-	6,138	6,325	6,325	6,325	6,325	6,325
APPRECIATION LUNCHEON-EMP.	-	-	4,564	5,000	5,000	4,897	5,000	5,000
POSTAGE	-	-	31,490	32,000	32,000	31,810	32,000	32,000
IT-COMPUTER SOFTWARE/SUPPORT	-	-	122,953	120,500	120,500	135,000	125,000	136,100
PHONE SYSTEM STUDY	-	-	-	15,000	15,000	15,000	-	-
INSURANCE AND BONDS	-	-	190,555	200,000	200,000	189,019	205,000	205,000
PAYMENT TO VIDANT	-	-	-	-	41,000	41,000	-	-
LAND PURCHASE	-	-	-	-	228,000	225,105	-	-
HURRICANE MATTHEW EXPENSES	-	-	46,314	-	-	-	-	-
	\$ -	\$ -	\$ 461,518	\$ 453,825	\$ 719,181	\$ 674,920	\$ 433,325	\$ 424,425

TRANSFERS TO OTHER FUNDS

Certain governmental activities are accounted for in funds other than the General Fund because of statutory requirements or because of the need for multi-year accounting. This category records transfers/contributions to these funds from the County's General Fund.

Transfer to Tax Revaluation Fund - Annual required contribution to set aside funds for tax revaluation.

Transfer to Economic Development Fund - This fund is used to account for specific funds associated with economic development such as the Airport Tax Grant with the City of Washington and for the recruitment of industries to Beaufort County. Appropriations are made annually for the Tax Grant and as needed for recruitment opportunities. A contribution of \$80,000 is needed for FY 18/19 which consists of \$35,000 for the Committee of 100 – Industry Ready Building Payment and \$45,000 for the Airport Tax Grant with the City of Washington.

Transfer to Capital Reserve Funds – Year 2 of 5 set aside to accumulate funds for voting machine replacement.

	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Transfer to Tax Reval	\$ 149,500	\$ 162,050	\$ 162,050	\$ 162,050
Transfer to Economic Dev.	-	80,000	80,000	80,000
Transfer to Capital Projects	2,283,850	-	2,922,652	-
Transfer to Solid Waste	134,919	-	-	-
Transfer to Special Revenue Funds	68,324	-	-	-
Transfer to Capital Reserve Funds	-	55,000	55,000	55,000
Totals	\$ 2,636,593	\$ 297,050	\$ 3,219,702	\$ 297,050

CONTINGENCY

The General Fund Contingency appropriation allows for unexpected needs that change departmental, function or program budgets. The movement of funds to a department or program requires a Board approved budget ordinance amendment. North Carolina General Statue (N.C.G.S. 159-13(b)(3) restricts the "contingencies" to 5% of all other appropriations in the fund, or approximately \$2,844,810 based on the recommended budget. The amount recommended for contingency in FY 2018-2019 is well below the limit.

During Fiscal-Year 2017-2018, the Board amended the contingency appropriations as shown in the table below:

Shown as of May 1, 2018:

General Contingency

Date	Description/Action	Amount	Balance
7/1/2017	Beginning Balance		\$25,000
9/5/2017	Emergency Management Generator	(19,863)	\$ 5,137

Contingency Summary

Actual Contingency Utilized during FY 2016-2017	Original Budget 2017-2018	Total 2017-2018 Contingency Amendments	Remaining 2017-2018 Contingency Budget	Recommended Budget 2018-2019
\$25,000	\$25,000	\$(19,863)	\$5,137	\$25,000

DEPARTMENT OF SOCIAL SERVICES

The Beaufort County Department of Social Services is 1 of 100 county administered social service agencies. It's enabling authority lies within NCGS §108A-25, and related statutes. The agency is mandated to provide an array of human supportive services that are authorized and funded, in part, by federal and state legislatures. Social service programs enable economically disadvantaged families to meet basic survival needs, and provide opportunities for families to gain self-sufficiency through employment. Other DSS programs focus on the protection, prevention, and remediation of abuse, neglect, dependency, and/or exploitation of children and adults.

Melanie B. Corprew
Director

Beaufort County Department of
Social Services
632 West Fifth Street
Post Office Box 1358
Washington, North Carolina 27889

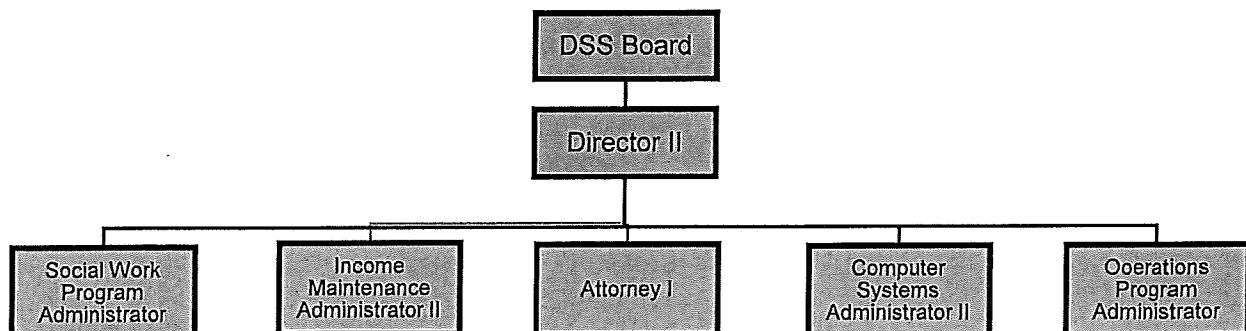
Phone: (252) 975-5500

Fax: (252) 975-5555

Email: melanie.corprew@beaufordss.com

The department's services are subdivided into three primary service program areas: 1) Public Assistance Programs; 2) Family Services [Child Welfare and Adult Services]; and, 3) Child Support Enforcement. The Public Assistance (PA) programs include: Food & Nutrition Services (FNS), Family & Children (FC-MA) and Adult Medicaid (A-MA), Work First Employment (WF), Emergency Assistance (EA) and General Assistance (GA), Child Day Care (CDC) and Non-Emergency Medicaid Transportation (N-Em MA Trans). Adult and Child Welfare Services include Child Protective Services (CPS), CW Foster Care, Adoptions, Adult Guardianship, Protective Payee, Personal Care Services, and Case Management. Child Support Enforcement services help establish parental responsibility and financial support obligations to ensure child support collections and disbursements. Currently all of these programs are included in the operations of the Department of Social Services with the exception of Child Support Services. These services are contracted to a private company. We do include these costs in our budget to pull down federal and state reimbursement for this program.

SOCIAL SERVICES	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Personnel	\$ 4,420,842	\$ 4,592,912	\$ 4,592,912	\$ 4,529,263
Benefits	1,357,882	1,514,182	1,514,182	1,530,722
Operating	7,657,192	6,346,815	6,423,855	4,684,824
Capital	-	-	-	-
Totals	\$ 13,435,916	\$ 12,453,909	\$ 12,530,949	\$ 10,744,810



The Department of Social Services achievements for each Fiscal Year are defined by our Leading by Results Goals. Below are the Fiscal Year 2018 Leading by Results goals:

Goal I: Children and Families will be safe and healthy in stable environments.		
Goal/Indicators	Data Story	Year to Date
1.1 The agency will make Child Protective Services assessment case decisions in line with policy, with a goal of 50% of investigative assessments completed within 45 days and 50% of the family assessments completed within 45 days.	When reports of abuse, neglect or dependency are received, the Director of a county social services agency is charged with conducting a prompt and thorough assessment of the allegations in accordance with NC GS 7B-302. NCDSS policy states that Child Protective Services assessment case decisions will be made within 45 days for an investigative assessment of within 45 days for a family assessment, or there will be documentation in the record to reflect the rationale to extend the CPS Assessment beyond the required time frames. The state average for investigative assessments is 37% completed within 45 days and for family assessments, 62.4% completed within 45 days.	CPS Assessments 62% Family Assessments 54%
1.2 The agency will provide 95% timeliness In processing for all Medicaid and/or NC Health Choice applications.	Workers are working diligently to ensure applications are processed within processing time standards. Cases that show up on the overdue reports are due to problems with NCFASST tickets, clients are over the resource limit, time must be allotted for reduction of resources, and incorrect due date calculations within NCFASST. Many glitches have been improved within the system to improve percentages but counties are unable to meet 100% at this time.	94%
1.3 The agency will have 100% of children NOT abused/neglected by a foster parent or facility staff member while in the custody of Beaufort County DSS.	Among all the children in foster care during the 12-month reporting period, what percentage of this total DOES NOT have a substantiated report of abuse and/or neglect where the perpetrator was a foster parent or facility staff member.	0
1.4 The aim of the Agency is to provide child care for 100% of eligible children whose parents/caretaker are employed using every possible dollar received, continuing to report on the number of children served and those on a waiting list due to secondary education.	The outcome is limited by available funding. We are continuing to work through the waiting list with 112 children remaining, all of which have been called in to apply for services. The rate at which we can add children has been determined by the State. If we are unable to serve a family based on funding a waiting list will be kept for eligible children.	Children on waiting list 1/31/18 - 214

1.5 Of the cases receiving prevention services, less than 30% will be involved in CPS service with a finding of "substantiated" or "in need of services" within a six-month period following the end of prevention services.	When a case is brought to the attention of the agency through prevention services, the prevention social worker attempts to work with the family on a voluntary basis to put supports in place. These cases typically do not exceed six months working with the family. If a family decides that they no longer want to have the service, the case is closed. This is very different from child protective services, where the family cannot choose to opt out of the service.	July 2017 - December 2017, no cases were involved in need of CPS services within a 6-month period following the end of prevention services.
1.6 The agency will ensure 90% accuracy of all Medicaid applications and recertifications for Medicaid and Health Choice.	Workers have faced many challenges with the implementation of NCFAST. In addition to NCFAST, the addition of policy changes that have caused workers to face additional challenges in determining eligibility. Recent state audits have also allowed counties to review current processes and change a few procedures to comply with state guidelines. Counties will continue to be monitored for the upcoming year to ensure accuracy of cases. Training will be provided to staff for any deficiencies found. Focusing on the accuracy of applications and recertifications will allow us to provide the citizens in our county with the best possible outcomes for families. Previous state goals for accuracy was 90% for Medicaid and Health Choice.	88%
Goal II: Children in the agency's custody will achieve safety, permanence and success as adults		
Goal/Indicators	Data Story	Data Source
2.1 Of all children discharged from foster care to reunification in the year who had been in foster care for 8 days or longer, the agency will have 65% of children who are reunified in less than 12 months from the date of the latest removal.	The National percentile is 75.2% or more, NC is performing at 57% and Beaufort County is at 52%. This data is greatly impacted by our court partners in that sometimes continuances occur that are beyond our control. This delays permanence in reunification for our children.	31% as of 10/31/17

2.2 Of all the children who were discharged from foster care to a finalized adoption in the year, the agency will have 35% discharged in less than 24 months from the date of the latest removal from the home.	The national standard for "Adoption within 24 Months" is 36.6% or more. Currently NC is performing at 30% and Beaufort County is at 40%. This data could be skewed due to a large sibling group and is not indicative of efforts made to continue improvements in this area. In the fiscal year 2016-2017, the children's services section finalized 11 adoptions. The hard work of the children's services social workers resulted in BCDSS applying for and receiving \$98,400 through the Adoption Promotion Fund. These funds are still being used to enhance the agency's adoption program. We are unable to apply for more funding until we spend these funds. These funds cannot be used to fund positions, but they can be used to pay for part time employees that can assist in promoting the adoptions program.	78.50%
2.3 50% of eligible youth in DSS custody will sign a Voluntary Placement Agreement for Foster Care 18-to-21.	When children in DSS custody turn 18, they have the opportunity to sign an agreement with the agency, a Voluntary Placement Agreement for Foster Care 18-to-21. If a youth signs this agreement, they can remain in a foster home or other residential placement up to age 21. The youth must remain in school, and follow the rules of the foster home to be eligible for this service. As we know, most children are not ready to take full responsibility for their lives at age 18, and this gives a child the ability to remain with their foster parents and have the support of a social worker through age 21	100%
2.4 Of all children in agency custody 75% will be placed in Beaufort County.	When children must be removed from their homes, social workers try to minimize the trauma by placing the children, when possible, with relatives. If there are no appropriate relatives available, they look for a foster home that will keep that child in their school district and in their home community. When children are placed locally, it is easier to get children to visits with their parents. Children are required to visit with their parents as often as possible. When children are placed locally, they are able to continue to see their normal providers, such as Washington Pediatrics. Social workers are able to check on children more often, reducing liability for the county, when children are placed locally.	60%

Goal III: Economically Disadvantaged Children, Families, and Adults will become appropriately self-sufficient		
Goal/Indicators	Data Story	Data Source
3.1 The agency will assist 25 Work First participants in obtaining employment.	In FY 2016-2017 the goal was to have 16 individuals begin employment which occurred. Based on this success we have increased this number to 25. Success will be based on individuals that apply for services and as a result of participation in the program were able to obtain sustainable employment.	14 as of 1/31/18
3.2 The agency will refer 100% of Work First participants who do not have a high school diploma or GED to BCCC for the purpose of assessing their readiness and ability to successfully complete these tasks.	When appropriate the Mutual Responsibility Agreement, (MRA) will reflect this activity as a part of their Work First activities. If it is determined that other issues are impacting their ability to be successful in obtaining a GED or high school diploma the agency will make the appropriate referral to other resources, such as vocational rehabilitation or like services for further evaluation and assistance. This information will also be tracked via the MRA.	100% of Work First participants who do not have a high school diploma or GED were referred to BCCC
3.3 The agency will ensure the percentage of Work First participants who return to Work First within the first 6 months will remain below 35%.	This data is collected manually from information gathered in NC Fast. Currently BCDSS is showing around 30% recidivism rate	the percentage of Work First participants who return to Work First within the first 6 months is 4%
3.4 The Agency will provide 95% timeliness processing for Food & Nutrition Services Applications.	Cases are currently processed within processing guidelines. Supervisors are utilizing reports available within NCFast daily to ensure timely processing. Cases that show up as overdue are pending beyond 25 days and information has not been provided by the client. Many glitches have been improved within the system to improve percentages as well as improving county processes but counties are unable to always meet 100%. Although we are currently meeting the goal, we will continue to monitor our processing as this will continue to be monitored by the state. The requirement by USDA is 95%.	98%
3.5 The Agency will provide clients with satisfactory customer service in a timely manner, as well as treat clients with dignity and respect.	Clients should be served in a timely manner in order to meet their needs and concerns.	97.87%

3.6 The agency will approve 40% of Food and Nutrition Services applications the same day that the application is taken.	Counties across the state are reaching towards same day processing for applications for Food and Nutrition Services. Workers are going the extra mile to assist individuals in obtaining necessary information to process applications. This will enable clients to receive benefits sooner as well as allowing fewer applications to pend beyond 25 days which would cause untimeliness processing by the county. Drop Off applications and EPASS applications prevent the agency from meeting a higher goal than 40% as these applications are not seen by a worker the day they are received. In addition, additional information is needed to educate clients on information needed at time of application to be able to process same day.	25%
3.7 The agency will provide 95% timeliness processing for Food and Nutrition Services recertifications.	Since the implementation of NCFAST counties have continued to focus on timeliness processing for Food and Nutrition Services applications. With much of the focus on applications, recertifications have suffered and not all of them have been processed timely. Now that the statewide timeliness processing rate is exceeding 95% for applications, the state will begin focusing on recertifications. Although we currently do not have any overdue recertifications and are processing recertifications timely, we would like to continue to monitor this as this will be a focused on by the state. Often times clients may have changes during the recertification process that may cause increased processing time. This would prevent counties from meeting 100% processing at all times.	97%
Goal IV: Aged and Disabled adults will be safe, healthy, and live in stable and least restrictive settings		
Goal/Indicators	Data Story	Data Source
4.1 The agency will have less than 15% aged and/or disabled adults who are repeat victims of confirmed abuse, neglect, or exploitation.	Adults that are determined to be able to perceive and understand his/her current situation have the capacity to refuse to consent to the provision of protective services. Once the adult indicates that they do not want intervention from the social worker/agency all efforts to assist the adult must stop and the social worker must close the case. Because these adults have the ability to choose to sign themselves out of services these individuals are often repeatedly reported to Adult Protective Services. These reports must be screened in if they in fact that meet the APS criteria, therefore repeated reports are often made and accepted.	10%

4.2 The agency will have zero aged and/or disabled adults who have been abused, neglected or exploited while living in a licensed facility.	The agency has the duty to evaluate all abuse, neglect and exploitation that meet the state's criteria in all licensed facilities in which they act as the caretaker for the adult. The evaluation will be conducted in the same manner as any APS report received in the agency. For this fiscal year, there have been no APS reports made on the aged and/or disabled adults who live in a licensed facility in this county.	0
4.3 The agency will fill and sustain 85% of all allocated Community Alternative Program (CAP) slots, which will ensure the most appropriate and least restrictive living arrangements for this population.	CAP/DA supplements rather than replaces the formal and informal services and supports already available to an individual. CAP/DA services are intended for situations where no household member, relative, caregiver, landlord, community/volunteer agency, or third-party payer is able or willing to meet the needs of the recipient. Recipients of this program are referred by personal care agencies, skilled nursing agencies, hospitals and medical providers, nursing facilities, community partners, and family or friends of the recipient.	Aging/Adult monthly report
4.4 Adult services will complete psychological evaluations on 100% of disabled adults for whom the director is guardian who demonstrate the ability to make appropriate decisions to assess their candidacy for restoration.	The director is currently guardian for 25 disabled adults. The adult and aging unit works as a team to support these adults through programs offered through BCDSS and throughout the community. The guardianship social workers working directly with these individuals work to ensure that these dependent disabled adults assist in making decisions about their lives to the extent that they are able to do so. The social workers transition our dependent disabled adults to community living when possible. The social workers provide these adults with supports and services to promote their independence. When the disabled adult demonstrates their ability to make appropriate decisions and a psychological evaluation states that the client's is mentally competent, the agency then petitions the court for restoration of competency.	4
Goal V: The agency will efficiently use resources while maintaining the highest fiscal integrity		
Goal/Indicators	Data Story	Data Source
5.1 The agency will draw down 100% of its budgeted federal and state funds.	Most funds are capped and are split between Federal, State & County. We will pay special attention to the Home and Community Block Grant Funds - review the reports monthly and make adjustments as needed.	As of 1/31/18 85%

5.2 The agency will collect \$100,000 of its substantiated overpayment claims enforced by the Program Integrity Investigator.	The new Program Integrity Investigator has been working diligently to learn program policy as well as working to collect on as many substantiated, overpayment claims as possible. The previous goal was \$60,000 for the year and the investigator has not only reached the goal, but exceeded this goal. We have increased the upcoming goal in hopes to strive even harder to collect additional monies from substantiated claims.	\$73,457 as of 1/31/18
5.3 The agency will experience less than 20% employee turnover during FY 2017-2018.	We strive to create a positive work environment. Employees have opportunity to participate in establishing agency goals. Our IT department ensures that our systems are in line with the needs of changing technology, which leads to minimized down-time. We provide training for our employees and supervisors, so that we are on track with upcoming challenges. The agency celebrates Employee Appreciation Week each April to express gratitude for employee dedication to serving the citizens of Beaufort County.	Resignations 5.94% Retirements 1.7% as of 1/31/18
5.4 The agency will ensure that there are no major/significant findings from the single county audit of our agency.	Fiscal Integrity is reinforced by separation of duties insuring accountability in all fiscal functions. Eligibility determination is also reinforced by separation of duties to ensure accountability and policy implementation.	No findings
5.5 The IT Department will schedule 100% of system upgrades and maintenance during non-working hours, or during times that will have no effect on the worker's productivity.	Multiple applications need to be updated or upgraded periodically. Some of these upgrades require restart of servers and other network devices which would cause down time for all employees. Some upgrades are provided by outside vendors, and in a few cases, are completed by the vendor. We determine the necessity of the upgrade and when the upgrade occurs. Directly following major upgrades, there is an extensive period of testing and evaluating the successful performance of the application. We also deploy silent software upgrades that do not affect the users while they are working.	100%
5.6 The IT Department will follow a 5-year maximum rotation schedule for Computers, Laptops, and switches for the employees of Beaufort County Department of Social Services.	In the past we have followed a 5-year rotation schedule for our computers and laptops. With changes and advancements in technology, this has been a good practice that has alleviated compatibility and performance issues. With NCFASST and our paperless processes, it's essential to have the proper equipment and system resources for our employees to be productive and efficient.	Replaced 29 computers as of 1/31/18, 28 of these were under 5 years old.

5.7 The IT Department will be responsive to reports of computer related issues or other requests at a maximum of 1 hour within the control of the IT department.	When a computer hardware or software fails, the computer will be repaired or the employee will be given a replacement. We use older computers, as replacements, as long as they are compatible with programs used by our employees. With our paperless document management system, NCFast, and other programs, it is essential for productivity, that our employees have reliable hardware and software. Although we work hard to resolve issues promptly, we may not have control in the resolution of certain problems when the State or other vendors are involved.	With a total 1,652 requests for service as of 1/31/18, only one of these had an issue that was not resolved within one hour.
Goal VI: The agency will contribute to the development of effective community partnerships to identify and understand social issues and prevent social problems.		
6.1 The agency will ensure 100% active staff participation on all interagency teams, committees, workgroups, etc.	As we receive requests from workgroups and committees staff are assigned or volunteer to serve.	100%

These Leading by Results Goals are reviewed and monitored throughout the year by the Department of Social Services Board and DSS Administrative staff. At the end of each fiscal year, the Department of Social Services Board, its Director, and Leadership Team review the outcomes and goals from the previous fiscal year. Upon review of these outcomes and goals, discussion is held. We evaluate and talk over determining factors as to why some goals were and/or were not met. We assess needs and trends in order to meet these in the next fiscal year. The group decides if all the goals retain their importance in order to be tracked, if other goals supersede any previous objectives in order of importance, and if other goals need to be added. This process continues to allow for goals and targets to be focused upon in the implementation of our programs that will be beneficial for all citizens who are served through our agency if these goals are met. At the current time, we are evaluating the level of achievement of our FY '18 goals.

DSS – INFORMATION AND TECHNOLOGY SERVICES

The IT department is responsible for the operation of all agency servers, computers, hardware, network systems, and applications for DSS and Child Support. IT staff provides all employees with technical assistance and access to multiple systems, local and state; as well as, provides training for staff in security and multiple computer programs. The Computer Systems Administrator I provides technical assistance to the Beaufort County Manager's Office and other county offices. IT staff assists DSS and Child Support employees in a way that will empower them to be more efficient and successful in their jobs with the use of technology. We also advocate technology needs for the benefit of our employees and the clients they serve.

Derrick Leggett, Computer Systems Administrator II

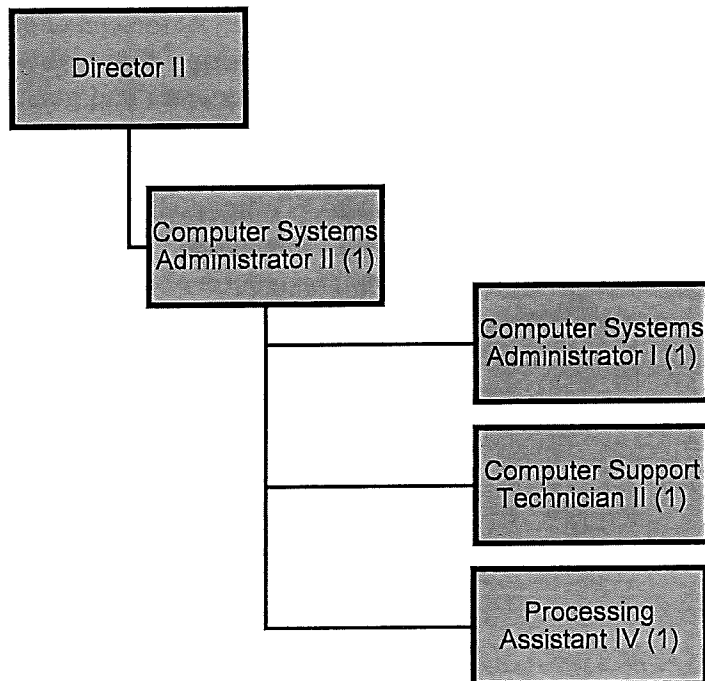
Beaufort County Department of Social Services
632 West Fifth Street
Post Office Box 1358
Washington, North Carolina 27889

Phone: (252) 975-5500

Fax: (252) 975-5555

Email: derrick.leggett@beaufordss.com

FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
4	4	4	4	4



Projects & Accomplishments

Replaced Backup System

- **StorageCraft** backup system - new system installed in November 2017.
 - Continuous problems with Barracuda system that prevented us from getting reliable backups.
 - New system purchased with savings incurred throughout this year and with the amount the other system would have cost.
 - On-going cost for the new system will be significantly less than the Barracuda backup system.

Hardware Replacements

- 2 Cisco switches
- 22 Computers
- 8 laptops
- 32 monitors
- 19 iPads
- 10 scanners

Projects in Progress

- Malware/Ransomware Protection
- Projector in Board Room
- Server Memory upgrade
- Server Room Cable Management

DSS – MANAGEMENT, ADMINISTRATIVE, LEGAL, AND FISCAL

This division is comprised of the following units. The legal unit handles all legal matters for the agency. The obligations primarily fall in the realm of adult and child protective services. The Fiscal Unit monitors and distributes finances and maintains internal controls of the agency. The Administrative unit is comprised of our processing assistants who are responsible for the dissemination of client information to staff and are also the primary contact for consumers contacting the agency.

Melanie B. Corprew
Director

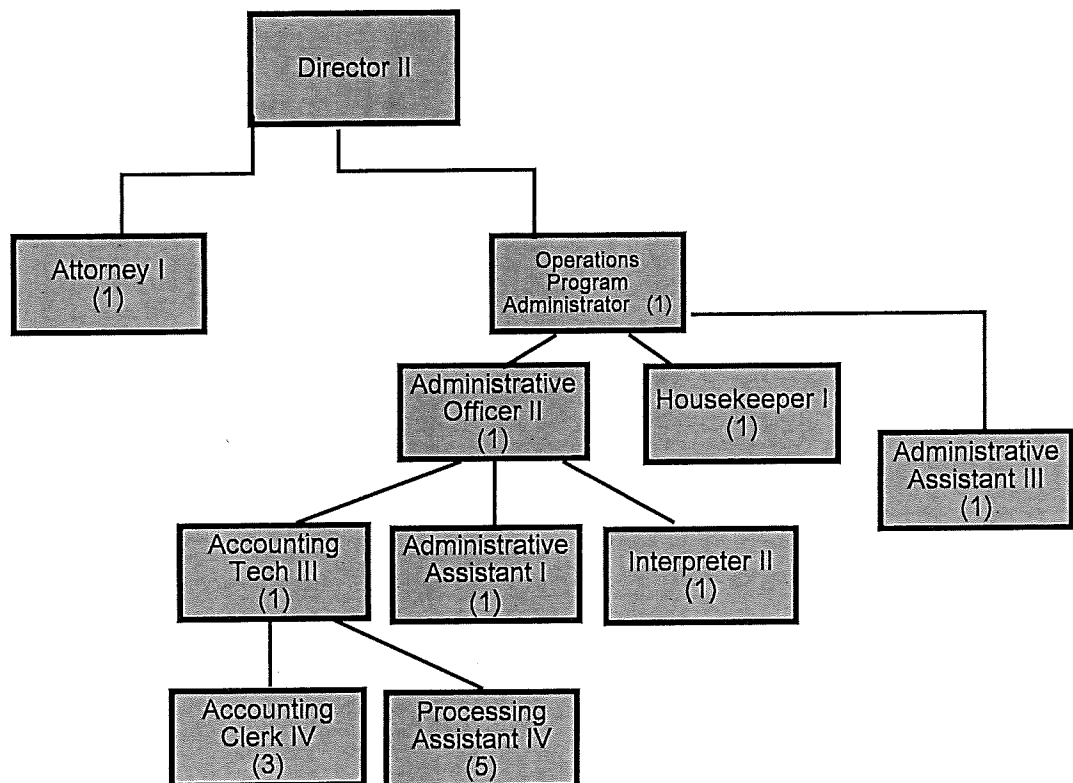
Beaufort County Department of
Social Services
632 West Fifth Street
Post Office Box 1358
Washington, North Carolina 27889

Phone: (252) 975-5500

Fax: (252) 975-5555

Email: melanie.corprew@beaufordss.com

FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
18	18	19	17	17



Projects & Accomplishments

Lobby, Restroom and Administrative Area Remodel – We are currently finishing a remodel of the lobby, restrooms and Administrative area. The lobby restrooms, along with the employee restrooms, have been painted and the floors have been refinished. We have new seating for the lobby and in our conference room. The biggest accomplishment is that we now have two confidential areas in the administrative unit that allow clients to be seated at a window which is surrounded by privacy panels. The lobby has not been updated since DSS moved into this building in 1994, so we are very proud of the upgrades and the ability to more confidentially serve our clients.

Visitation Room Furniture – New furniture was purchased for two visitation rooms. These rooms are utilized for supervised visits between children in foster care and their families. The furnishings in these rooms were donated items that were in desperate need of replacement. We now have vinyl furniture and child-friendly storage and décor. Our agency maintenance employee was able to assemble the furniture, deep clean and disinfect the rooms, and assist with the installation of the new furnishings.

MOE Revenue – We received \$189,788 in Work First Cash as additional revenue. We project this number to be higher for FY 18-19. This revenue offsets the County Maintenance of Effort funds. This ensured that we were not at risk of having our federal allocation, that is allowable by statute, reduced for not meeting Maintenance of Effort.

Revenue – We exceeded our projected revenues for the previous fiscal year. In comparison to this time last fiscal year the number of visitors logged at our reception desk has increased from 37,171 to 51,667. This was due to significantly lower temperatures and need for energy assistance. Our two new reception windows and temporary workers allowed us to more quickly assist the influx of people seeking assistance.

The admin unit consists of two Processing Assistants at the front desk who process and scan documents for almost every person that enters our agency. Three Processing Assistants who manage the Switchboard as well as route all incoming mail and faxes. Thanks to the Compass automation, all members of this unit are able to access data for clients and are able to identify the worker that the client needs to be transferred to or where documents need to be processed. This unit also works with Program Integrity.

Child Care - Beginning in August 2017, Child Care moved into NCFAST. Because of this, Child Care Centers are now being reimbursed directly by the state. While we will no longer budget for these expenditures, we will also not receive revenues to offset expenditures.

Food and Nutrition Revenue - In our determining of eligibility, approximately \$15,032,070 in Food and Nutrition benefits were distributed to citizens of Beaufort County. These benefits remain in the local economy to help support business and jobs.

Medicaid Revenue - In our determining of eligibility, approximately \$85,127,194 in Medicaid benefits were distributed to citizens of Beaufort County. These benefits remain in the local economy to help support medical facilities and local medical providers and assist in the creation of jobs in the community, while also ensuring the health and well-being of individuals within Beaufort County.

Medicaid Transportation - Vendors are now being reimbursed through the NC Tracks system. Because of this change, we will no longer be budgeting expenditures or revenues for vendor-reimbursed Medicaid Transportation. We will continue to process payments and claim revenue for individuals who are reimbursed for mileage to and from Medicaid-covered services.

DSS – PUBLIC ASSISTANCE SERVICES AND PROGRAM INTEGRITY

The Beaufort County Department of Social Services provides public assistance to low income families. Types of public assistance that are available include, Food and Nutrition Services, Medicaid, Non-Emergency Medical Transportation, Crisis intervention, Work First Family Assistance and Low-Income Energy Assistance. Public Assistance allows many of our families throughout Beaufort County to have access to nutritious foods and medical assistance, which often enables many families to become self-sufficient.

Amy Alligood, Income Maintenance
Administrator II

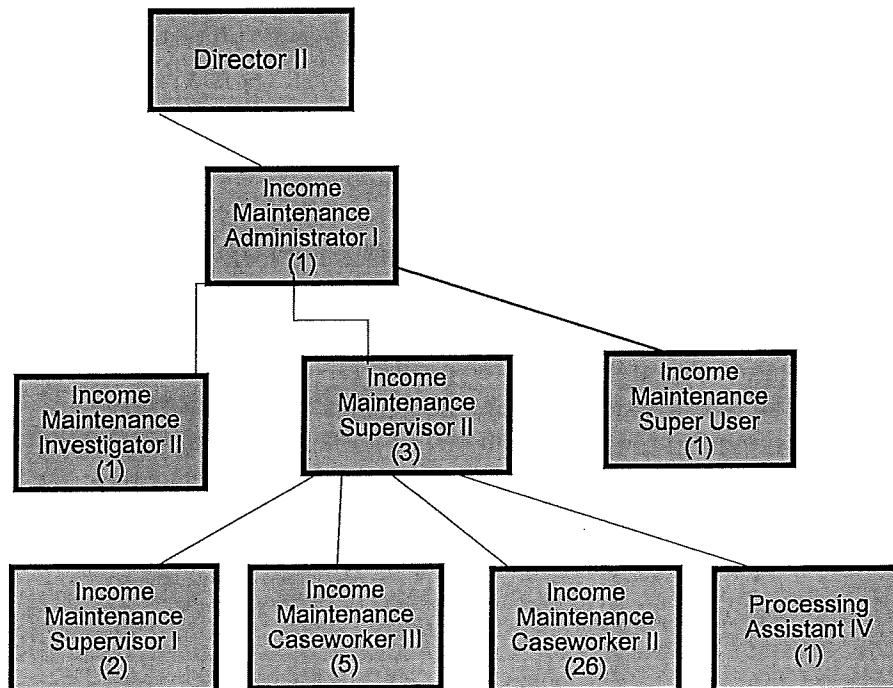
Beaufort County Department of
Social Services
632 West Fifth Street
Post Office Box 1358
Washington, North Carolina 27889

Phone: (252) 975-5500

Fax: (252) 975-5555

Email: amy.alligood@beauforddss.com

FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
40	38	40	41	41



Projects & Accomplishments

Through diligent efforts last year, North Carolina was able to maintain the USDA requirement of processing Food and Nutrition Services applications within the required 95% timeliness rate. The state faced penalties and loss of funding without reaching this goal. The timeliness rate for North Carolina as of December 31, 2017 was 96.07%. Although the state has met the goal they are continuing to monitor counties by providing weekly reports of applications processed in a timely manner. Beaufort County continues to monitor reports daily to ensure applications are processed timely within USDA requirements.

NCFAST was implemented in 2012. Since 2012 Income Maintenance has faced many challenges and has overcome many hurdles with this new system. Although many issues have been corrected, we continue to see latency issues that cause workload concerns for line staff as well as supervisors.

In 2017 the Energy Programs, Low Income Energy Assistance Program and the Crisis Intervention Program were implemented into NCFAST. In the legacy system for these programs, the application time was approximately 15-20 minutes. In NCFAST the application processing time was approximately 30-40 minutes. Fortunately, we were able to hire temporary workers to assist with the applications this year. In previous years supervisors administered the programs which prevented the proper oversight of all other Income Maintenance programs. Hiring temporary workers enabled supervisors to continue to manage staff and ensure we are continuing to meet timeliness processing as well as payment accuracy for all programs.

During the 2017 LIEAP season we processed 1,057 LIEAP applications. Of those, 977 applications were approved, 78 were denied and two were withdrawn.

We were able to recoup \$143,059.79 in public assistance funds received fraudulently. In addition to this we received \$27,425.38 in incentives from collecting these funds.

Our Program Integrity Investigator, along with our administrative and legal staff, have been successful in contacting clients and generating payments on older cases.

Our Program Integrity Investigator was promoted to the position of Social Worker III in Adult and Aging Team I as of February 1st. She worked to obtain her Bachelors of Social Work in May of 2017 from Barton College while working full time. We hate to see her leave her current position, but we are excited for her in her career path as she continues her employment within the agency. We are currently interviewing to fill this position and hope to fill this position as soon as possible.

DSS – ADULT, CHILD AND FAMILY SUPPORT SERVICES

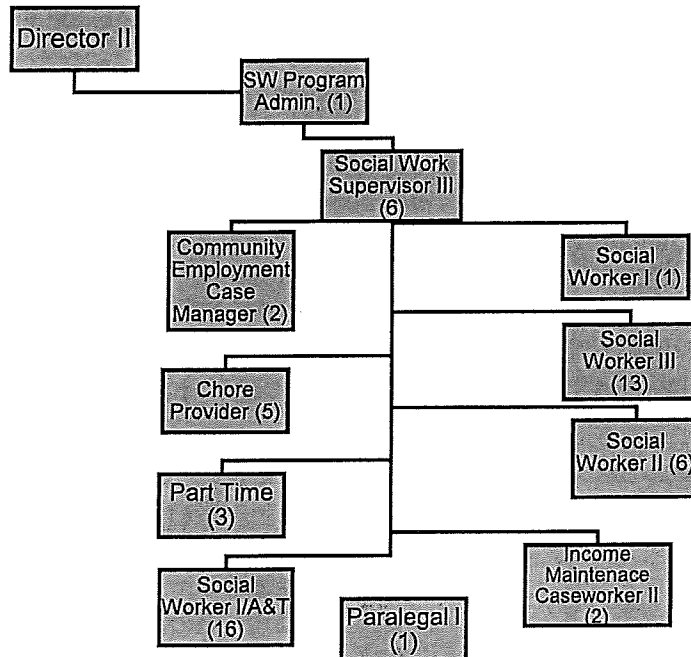
The Adult, Child, and Family Support Services Section provides services to individuals and families in need of basic support to ensure the safety and well-being of all Beaufort County residents. This is accomplished by working with adults, children, and families to provide supportive services to keep families together and in their homes whenever possible. This section provides a myriad of services designed to keep adults, families, and children safe.

Laurel Miller, MSW,
Social Work Program Administrator

Beaufort County Department of
Social Services
632 West Fifth Street
Post Office Box 1358
Washington, North Carolina 27889

Phone: (252) 975-5500
Fax: (252) 975-5555
Email: laurel.miller@beauforddss.com

FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
49	56	56	56	53



Projects & Accomplishments

Projects

■ Preparation for NC Fast for Child Welfare

- Participation in meetings, trainings, webinars, informational sessions to get staff and the agency ready for this business process change.
- Scheduled to begin working in NC Fast in May of 2018.

Service Delivery Accomplishments

- The foster home licensing worker position was filled on October 2, 2017
- The position was filled by a Master's of Social Work graduate from East Carolina University.
- The social worker completed the Introduction to NC Child Welfare Pre-Service in November. This is a training that is required of all social workers prior to beginning work with child welfare cases.
- The social worker is in the process of completing specialized training for foster home licensing workers.
- Until that training is completed, she is unable to actually process and license foster homes, but she is assisting our other foster home licensing worker with activities such as:
 - Home visits
 - Organizing trainings and meetings with foster parents
 - Assisting with foster parent training class (MAPP)
 - Started a quarterly foster parent newsletter
 - Other supportive activities for social work staff such as transporting children and families to appointments and visits, supervising visitation, and documentation.
- Child care services moved into NC Fast in August of 2017.
- Agency wide team work effort to convert all 600+ child care cases into NC Fast
- Worked with child care providers to ensure that they understood the process and were ready to enter attendance data directly into the system.
- As issues arose for the child care providers as they went through conversion, our agency provided technical support to them by phone and in person.
- Workers and supervisors are spending a great deal of time monitoring the system and payments to ensure that the payments are accurate. There have been some issues identified that we are working to resolve.

SOCIAL SERVICES

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SOCIAL SERVICES-ADMINISTRATION								
SALARIES	\$ 3,750,640	\$ 3,860,917	\$ 4,135,481	\$ 4,358,664	\$ 4,358,664	\$ 4,197,644	\$ 4,305,424	\$ 4,305,424
SALARIES-OVERTIME	79,332	66,931	105,586	90,000	90,000	85,000	85,000	85,000
SALARIES-OVERTIME-HURRICANE	-	-	22,969	-	-	-	-	-
SALARIES-PART TIME	8,808	9,196	9,552	10,404	10,404	10,404	10,404	10,404
BOARD EXPENSE	2,549	2,587	2,637	5,000	5,000	5,000	5,000	5,000
FICA 6.2%	222,227	226,320	245,585	277,785	277,785	277,785	272,851	272,851
LOC. GOV. EMP. RETIREMENT	270,778	265,131	312,749	335,655	335,655	335,655	340,258	340,258
HOSPITALIZATION-EMPLOYEE	548,597	563,452	602,488	689,360	689,360	689,360	712,310	712,310
MEDICARE 1.45%	51,972	52,929	57,435	64,966	64,966	64,966	63,812	63,812
LIFE INSURANCE-EMPLOYEE	2,559	2,577	2,601	2,860	2,860	2,860	2,860	2,860
WORKERS COMPENSATION INSURANCE	75,630	70,174	59,563	61,323	61,323	53,105	55,000	57,500
401(K) EMPLOYER CONTRIBUTION	44,969	68,535	76,600	89,508	89,508	89,508	87,808	87,808
PROFESSIONAL SERVICE-LEGAL	7,848	7,123	5,774	7,000	7,000	13,500	14,000	14,000
PROFESSIONAL SERVICE-MEDICAL	-	-	788	-	-	-	-	-
ADMINISTRATIVE SERVICES	-	8,030	17,710	25,000	25,000	12,500	25,000	20,000
VOLUNTEER RECEPTION	950	488	1,452	1,500	1,500	1,500	1,500	1,500
OFFICE SUPPLIES	15,736	11,267	18,593	22,000	22,000	22,000	22,000	22,000
DSS MISC.-DONATED FUNDS	-	-	1,037	-	-	2,294	5,500	5,500
PROFESSIONAL DEVELOPMENT	24,272	26,273	32,598	28,000	28,000	28,000	28,000	28,000
TRAVEL-CLIENT TRANSPORTATION	151,284	159,322	166,125	160,000	160,000	160,000	160,000	160,000
TELEPHONE	50,326	80,765	75,779	94,400	94,400	94,400	107,800	107,800
POSTAGE	14,940	22,515	21,745	28,500	28,500	23,500	28,500	23,500
UTILITIES-SOCIAL SERVICES	50,062	53,764	52,633	65,000	65,000	60,000	65,000	60,000
PRINTING	1,153	1,279	899	1,500	1,500	900	1,500	1,200
RECORDS MANAGEMENT-MICROFILM	9,548	7,294	4,602	8,000	8,000	8,000	8,000	6,600
MAINT/REPAIR-BUILDINGS	23,814	44,644	3,513	45,500	75,500	75,500	38,000	38,000
MAINT/REPAIR-EQUIPMENT	-	104	744	1,200	1,200	600	1,200	1,000
FREIGHT	1,217	1,092	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	209,366	267,155	222,757	240,000	240,000	240,000	251,471	251,471
LEGAL ADVERTISING	1,514	3,147	6,475	6,000	6,000	6,000	6,000	4,500
TEMPORARY EMP.SERVICES	164,946	82,573	41,785	72,109	72,109	72,109	83,000	83,000
INTERPRETER-LANGUAGE LINE	-	233	5,029	3,000	3,000	1,500	-	-
TRAINING/SCHOOL COSTS	18,152	20,609	29,814	20,000	20,000	22,870	27,550	27,550
CONTRACT- EBT ISSUANCE	15,361	14,912	15,971	15,000	15,000	15,000	19,330	19,330
EQUIPMENT PURCHASE	23,968	154,290	59,688	109,695	109,695	109,695	93,565	93,565
RENTAL EQUIPMENT	38,105	28,128	19,293	19,200	19,200	19,200	19,200	19,200
DUES & SUBSCRIPTIONS	1,545	1,824	1,874	2,300	2,300	2,300	3,014	3,014
BANK SERVICE FEES	15,053	14,600	13,142	15,000	15,000	15,000	15,000	15,000
CAPITAL OUTLAY-EQUIPMENT	-	27,427	-	-	-	-	-	-
	\$ 5,897,221	\$ 6,227,607	\$ 6,453,067	\$ 6,975,429	\$ 7,005,429	\$ 6,817,655	\$ 6,964,858	\$ 6,948,958

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
STATE IN-HOME/AGING SERVICES								
SALARIES (Aging)	\$ 142,552	\$ 144,692	\$ 131,978	\$ 105,135	\$ 105,135	\$ 105,135	\$ 105,135	\$ 105,135
SALARIES-OVERTIME (Aging)	-	-	96	300	300	-	300	300
SALARIES-OVERTIME-HURRICANE (Aging)	-	-	598	-	-	-	-	-
SALARIES-PART TIME (Aging)	16,223	15,400	11,944	23,409	23,409	15,000	18,000	18,000
FICA 6.2% (Aging)	9,554	9,569	8,584	7,988	7,988	7,988	7,653	7,653
LOC. GOV. EMP. RETIREMENT (Aging)	10,078	9,767	9,725	9,663	9,663	9,663	8,171	8,171
HOSPITALIZATION-EMPLOYEE (Aging)	43,293	41,609	37,326	31,822	31,822	31,822	30,970	30,970
MEDICARE 1.45% (Aging)	2,234	2,238	2,008	1,868	1,868	1,868	1,790	1,790
LIFE INSURANCE-EMPLOYEE (Aging)	157	157	128	130	130	130	130	130
WORKERS COMPENSATION INSURANCE (Aging)	4,570	-	4,829	5,000	5,000	4,386	4,500	4,750
401(K) EMPLOYER CONTRIBUTION (Aging)	2,088	2,894	2,654	2,577	2,577	2,577	2,109	2,109
MEDICAL-CARE MGMT/AIDE IMMUN.	670	830	590	1,500	1,500	600	1,500	600
PROF. SERVICES MEDICAL-AGING	985	609	8,847	8,000	8,000	4,000	8,000	5,000
PROF. SERV.-GUARDIANSHIP	19,190	15,580	10,504	20,000	20,000	20,000	25,000	25,000
PURCHASED MEALS	70,112	122,837	130,806	136,200	136,200	136,200	130,000	130,000
MEDICAL SUPPLIES	41,102	25,151	4,087	25,000	25,000	1,000	5,000	5,000
TRAVEL-CLIENT TRANSPORTATION	4,554	22,389	26,303	30,000	30,000	30,000	30,000	30,000
ELDERLY TRANSPORTATION-ETAP	55,523	58,720	56,119	50,000	50,000	50,000	43,600	41,974
ELD. TRANSP.-EDTAP(SUPPLEMENT)	4,001	54	-	-	-	-	-	-
FREIGHT	129	-	-	-	-	-	-	-
SPECIAL PROJECTS	294	297	285	500	500	426	500	500
CONTRACT SERVICES	-	-	26,786	86,000	86,000	86,000	94,700	94,700
WASHINGTON SENIOR CENTER	5,292	-	-	-	-	-	-	-
	\$ 432,603	\$ 472,793	\$ 474,197	\$ 545,092	\$ 545,092	\$ 506,795	\$ 517,058	\$ 511,782
WORK FIRST								
PROF.SERVICES DRUG/MENTAL TEST	\$ -	\$ -	\$ -	\$ 1,500	\$ 1,500	\$ -	\$ 1,500	\$ 1,500
PRO.SERVICES-COUNSEL/ASSESSMENT	-	-	-	1,000	1,000	-	-	-
PROFESSIONAL DEVEL/WORKFIRST	7,290	8,221	9,151	10,500	10,500	10,000	10,500	10,500
OTHER SUPP.SERV.(200% POVERTY)	824	1,990	3,562	5,000	5,000	5,000	7,500	7,500
CHILD ONLY SUPPORTIVE SERVICES	500	781	3,578	10,000	10,000	5,700	10,000	10,000
ESC CONTRACT-WORK FIRST	32,000	32,000	32,000	35,000	35,000	35,000	35,000	35,000
JOB PREP/EDUC/TRAINING	-	-	-	1,500	1,500	-	-	-
EMERGENCY ASSISTANCE-TANF	-	-	-	-	-	-	45,000	45,000
(ABOVE ACCOUNT MOVED FROM ENERGY ASSISTANCE)								
	\$ 40,614	\$ 42,992	\$ 48,291	\$ 64,500	\$ 64,500	\$ 55,700	\$ 109,500	\$ 109,500

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
IV-D CHILD SUPPORT ENFORCEMENT								
PROF.SERVICE-IV-D CONTRACT	\$ 820,992	\$ 850,102	\$ 875,043	\$ 907,722	\$ 890,722	\$ 899,424	\$ 899,404	\$ 899,404
IV-D BLOOD TESTS	-	-	-	-	7,000	4,100	7,000	7,000
IV-D FILING FEES	-	-	-	-	10,000	-	10,000	10,000
	\$ 820,992	\$ 850,102	\$ 875,043	\$ 907,722	\$ 907,722	\$ 903,524	\$ 916,404	\$ 916,404
SPECIAL ASSISTANCE								
CO. SHARE ASST (SPECIAL ASST)	\$ 544,935	\$ 582,853	\$ 585,334	\$ 640,000	\$ 640,000	\$ 640,000	\$ 640,000	\$ 640,000
	\$ 544,935	\$ 582,853	\$ 585,334	\$ 640,000	\$ 640,000	\$ 640,000	\$ 640,000	\$ 640,000
FOSTER CARE								
DRUG TEST	\$ 5,509	\$ 7,075	\$ 8,327	\$ 7,200	\$ 7,200	\$ 6,500	\$ 7,200	\$ 7,200
MEDICAL (FOSTER CARE)	814	1,743	7,495	6,600	6,600	3,000	6,600	6,600
GENERAL ASSISTANCE	19,321	18,659	16,434	20,500	20,500	20,500	35,000	35,000
INDEPENDENT LIVING LINKS	4,323	805	2,450	16,646	16,646	16,646	5,000	5,000
ADOPTION ASST IV-B & VENDOR PMT	67,007	62,166	70,729	87,500	87,500	65,000	87,500	87,500
FOSTER CARE-STATE	64,120	96,922	120,173	114,000	114,000	102,000	114,000	114,000
FOSTER CARE-IV-E	143,437	228,980	285,630	325,000	325,000	275,000	325,000	325,000
ADOPT.ASSIST.IV-E & VENDOR PMT	109,767	131,407	129,611	145,000	145,000	140,000	145,000	145,000
SPECIAL ADOPTION INCENT. FUND	23,040	22,183	26,681	50,000	50,000	40,000	27,000	27,000
	\$ 437,338	\$ 569,941	\$ 667,530	\$ 772,446	\$ 772,446	\$ 668,646	\$ 752,300	\$ 752,300
MEDICAL ASSISTANCE								
TRAVEL-CLIENT MEDICAID TRANS	\$ 557,677	\$ 608,261	\$ 720,283	\$ 400,000	\$ 400,000	\$ 120,000	\$ 200,000	\$ 200,000
CO. SHARE OF ASST PI MEDI.CLAIMS	19,577	1,140	7,757	35,000	35,000	3,000	25,000	25,000
	\$ 577,254	\$ 609,402	\$ 728,040	\$ 435,000	\$ 435,000	\$ 123,000	\$ 225,000	\$ 225,000
ENERGY ASSISTANCE								
AFDC-EA (ENERGY ASSISTANCE)	\$ 2,356	\$ 16,753	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CIP-CRISIS INTERVENTION PROG.	208,242	166,654	181,655	219,865	243,385	243,385	241,000	241,000
DUKE PROGRESS ENERGY NEIGHBOR	7,880	7,819	5,063	9,603	9,603	9,603	7,677	7,677
SHARE THE WARMTH	-	-	92	92	92	92	92	92
ENERGY ASSISTANCE-LIEAP	304,400	241,465	221,700	219,865	243,385	243,385	241,000	241,000
ENERGY (EMERGENCY) ASSISTANCE-TANF (ABOVE ACCOUNT MOVED TO WORK FIRST)	29,282	37,667	19,799	45,000	30,000	15,000	-	-
	\$ 552,160	\$ 470,358	\$ 428,309	\$ 494,425	\$ 526,465	\$ 511,465	\$ 489,769	\$ 489,769

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
ALL COUNTY FUNDS								
TRAVEL-CLIENT TRANSPORTATION	\$ -	\$ -	\$ 109	\$ -	\$ -	\$ -	\$ -	\$ -
GEN ASST-DDS,UNBODIES,NON-NEMT	5,699	6,911	5,893	8,000	23,000	15,000	15,000	15,000
	\$ 5,699	\$ 6,911	\$ 6,002	\$ 8,000	\$ 23,000	\$ 15,000	\$ 15,000	\$ 15,000
AID TO THE BLIND								
CO. SHARE ASST SW FOR THE BLIND	\$ 6,835	\$ 6,495	\$ 6,639	\$ 6,495	\$ 6,970	\$ 6,970	\$ 7,572	\$ 7,572
BC BLIND CENTER	-	-	3,658	4,000	3,525	3,525	3,525	3,525
	\$ 6,835	\$ 6,495	\$ 10,297	\$ 10,495	\$ 10,495	\$ 10,495	\$ 11,097	\$ 11,097
CHILD DAY CARE								
FSA-FEDERAL CHILDCARE EXPENSE	\$ 2,211,923	\$ 2,246,123	\$ 2,846,430	\$ 1,350,800	\$ 1,350,800	\$ 260,000	\$ 25,000	\$ 25,000
NON-FSA MOE	152,817	1,076	55,996	125,000	125,000	125,000	100,000	100,000
SMART START DAY CARE	257,056	258,490	257,380	125,000	125,000	-	-	-
	\$ 2,621,796	\$ 2,505,689	\$ 3,159,805	\$ 1,600,800	\$ 1,600,800	\$ 385,000	\$ 125,000	\$ 125,000
TOTALS	\$ 11,937,447	\$ 12,345,141	\$ 13,435,916	\$ 12,453,909	\$ 12,530,949	\$ 10,637,280	\$ 10,765,986	\$ 10,744,810

PUBLIC HEALTH DEPARTMENT

Beaufort County Public Health's mission is to promote, protect, and enhance the quality of life of our population by providing accessible quality public health services and education in order to improve the wellness of the community within a healthy environment. Services include: Prenatal Care, Communicable Disease Control, Immunizations, WIC, Family Planning, Pregnancy Care Management, Care Coordination for Children, Tuberculosis, Breast and Cervical Cancer Control, HIV/STD, Health Education, Public Health Preparedness, Vital Records, Environmental Health, Jail Health, and Healthy Living Clinic. The Public Health Department is staffed with registered nurses, social workers, nutritionists, registered sanitarians, health educators, and administrative support personnel. The Department is overseen by an eleven member Board of Health consisting of a County Commissioner, Physician, Dentist, Optometrist, Veterinarian, Registered Nurse, Engineer, Pharmacist and three members of the general public.

Local funding comprises 44% of the Public Health Department's total proposed budget of \$3,983,269. The rest of the Department's budget is from billable services and State and Federal sources.

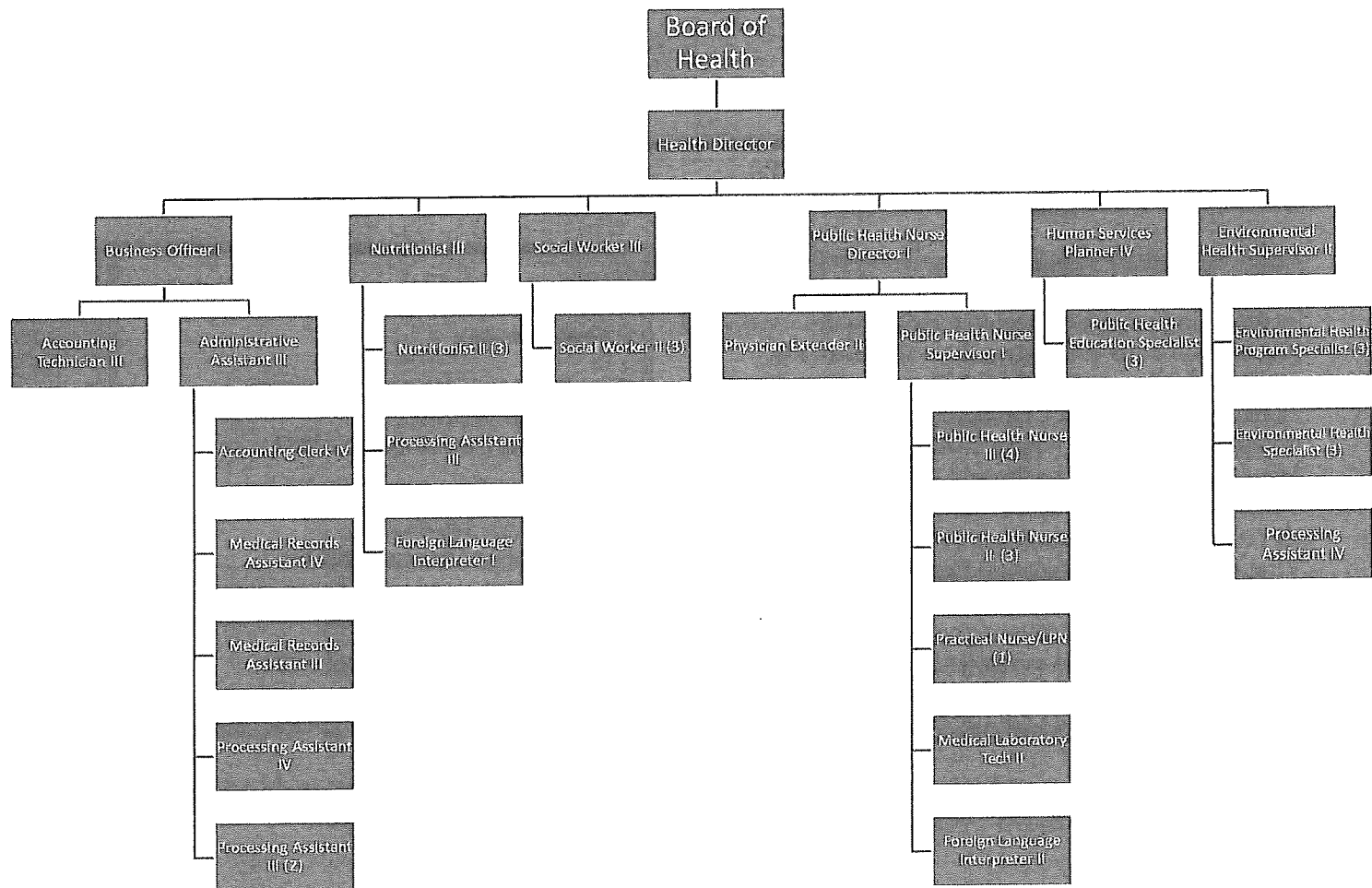
James Madson, RN, MPH,
Health Director

Beaufort County Health Department
1436 Highland Drive
Washington, North Carolina 27889

Phone: (252) 946-1902
Fax: (252) 946-8430
Email: James.Madson@bchd.net

COST CENTERS

Cost Center Name	Customer Group	Revenues
General Administration	Administrative Support for Department	State
Immunizations	Entire Population	State, Fees/Insurance, Medicaid
Sexually Transmitted Diseases	Entire Population	State & Medicaid
Tuberculosis	Entire Population	State, Fees/Insurance, Medicaid
Preparedness & Response	Entire Population	State
Breast and Cervical Cancer	Women (Ages 40-64)	State
Adult Health	Adult Population	Medicaid & Fees/Insurance
Disaster	Entire Population	None
Health Promotion	Entire Population	State
Child Health	Children	State, Medicaid
Maternal Health	Pregnant Women	State, Fees/Insurance, Medicaid
Family Planning	Women (childbearing age)	State, Fees/Insurance, Medicaid
Jail Health	Inmate Population	Fees
Healthy Living	Entire Population	Medicaid & Fees/Insurance
WIC	Women and Children	Federal
Pregnancy Care Management	Pregnant Women	Medicaid
Care Coordination for Children	Children	Medicaid
Environmental Health	Entire Population	State & Fees
AIDS Control	Entire Population	State



FULL-TIME POSITIONS AUTHORIZED

FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19 Recommended
41	41	41	44	44

PUBLIC HEALTH REVENUES	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
State Health	960,142	807,443	824,615	815,154
Federal Health	915,003	996,615	1,015,673	968,333
Sales and Service	264,456	260,678	347,873	414,224
Miscellaneous	27,947	15,631	119,499	13,004
County	1,324,433	1,910,961	1,727,841	1,772,554
Total	3,491,981	3,991,328	4,035,501	3,983,269

PUBLIC HEALTH EXPENDITURES	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Personnel	1,861,209	2,069,281	2,062,516	2,100,146
Benefits	540,657	625,862	635,528	655,677
Operating	1,069,578	1,296,185	1,337,457	1,227,446
Capital Outlay	20,537	0	0	0
Total	3,491,981	3,991,328	4,035,501	3,983,269

PUBLIC HEALTH

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
HEALTH-GENERAL								
SALARIES	\$ 7,200	\$ 7,872	\$ 9,139	\$ 8,252	\$ 8,252	\$ 9,800	\$ 9,589	\$ 9,589
BOARD SALARY	1,450	1,275	1,250	2,200	2,200	1,175	2,200	2,200
FICA 6.2%	420	456	530	512	512	567	595	595
LOC. GOV. EMP. RETIREMENT	505	528	666	619	619	740	743	743
HOSPITALIZATION-EMPLOYEE	426	663	2,124	1,135	1,135	1,135	1,363	1,363
MEDICARE 1.45%	98	107	124	120	120	133	139	139
LIFE INSURANCE-EMPLOYEE	4	5	5	5	5	5	5	5
WORKERS COMPENSATION INSURANCE	35,068	28,034	25,411	25,500	23,099	21,971	22,000	23,730
401(K) EMPLOYER CONTRIBUTION	95	144	161	165	165	178	192	192
PROFESSIONAL SERVICE-MEDICAL	8,755	8,930	9,109	9,291	9,291	9,291	9,477	9,477
ENGINEERING	128	75	-	-	-	-	-	-
EDUCATIONAL SUPPLIES	96	267	-	-	-	-	-	-
MEDICAL SUPPLIES	2,862	3,278	4,122	5,022	5,022	5,022	4,609	4,609
OFFICE SUPPLIES	8,073	9,630	10,176	9,480	9,480	9,400	9,480	9,480
HEALTH ACCREDITATION	2,750	2,750	2,750	2,750	2,750	2,750	2,750	2,750
PROFESSIONAL DEVELOPMENT	7,678	9,154	8,264	8,610	8,610	8,000	9,060	9,060
TRAVEL-FUEL	853	778	457	1,000	1,000	600	1,000	1,000
TELEPHONE	16,658	18,056	20,461	23,360	23,360	22,819	26,673	26,673
POSTAGE	4,600	5,535	4,500	5,900	5,900	5,700	5,900	5,900
UTILITIES-HEALTH DEPT.	35,494	29,884	37,963	36,000	36,000	38,500	38,000	38,000
PRINTING	745	211	548	600	600	600	600	600
MAINT/REPAIR-BUILDINGS	-	3,340	160	-	-	-	-	-
MAINT/REPAIR-EQUIPMENT	1,205	1,247	2,570	2,175	2,775	2,775	2,575	2,575
MAINT/REPAIR-VEHICLE	877	2,747	1,081	1,500	1,500	1,400	1,500	1,500
FREIGHT	248	216	-	-	-	-	-	-
ADVERTISING	-	750	68	500	-	-	500	500
COMPUTER SOFTWARE/SUPPORT	50,007	55,487	54,384	56,884	56,884	56,884	59,000	59,000
TEMPORARY EMP.SERVICES	4,050	5,055	2,670	6,000	5,239	5,000	6,000	6,000
INTERPRETER-LANGUAGE LINE	633	361	88	360	360	360	360	360
EQUIPMENT PURCHASE	12,722	-	-	-	1,261	1,261	-	-
INFRASTRUCTURE EQUIP./SUPPLIES	-	-	85,420	-	-	-	-	-
RENTAL EQUIPMENT	5,607	4,615	4,687	4,743	4,743	4,743	4,839	4,839
CONTRACT SERVICES	1,511	1,141	924	924	924	924	924	924
INSURANCE AND BONDS	5,508	5,320	5,586	6,145	5,545	5,533	7,490	7,490
DUES & SUBSCRIPTIONS	6,822	7,300	7,868	9,692	9,692	8,774	9,848	9,848
	\$ 223,149	\$ 215,209	\$ 303,270	\$ 229,444	\$ 227,043	\$ 226,040	\$ 237,411	\$ 239,141

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
HEALTH-IMMUNIZATION								
SALARIES	\$ 124,369	\$ 124,533	\$ 132,036	\$ 132,412	\$ 132,412	\$ 132,675	\$ 132,318	\$ 132,318
SALARIES-OVERTIME	-	-	9	-	-	-	-	-
SALARIES-PART TIME	2,450	2,864	2,213	2,767	2,767	3,111	2,768	2,768
FICA 6.2%	7,407	7,376	7,793	8,382	8,382	8,419	8,375	8,375
LOC. GOV. EMP. RETIREMENT	8,899	8,538	9,779	9,931	9,931	10,083	10,255	10,255
HOSPITALIZATION-EMPLOYEE	16,103	16,195	17,100	18,791	18,791	18,575	18,805	18,805
MEDICARE 1.45%	1,732	1,725	1,823	1,960	1,960	1,969	1,958	1,958
LIFE INSURANCE-EMPLOYEE	79	76	72	78	78	72	75	75
401(K) EMPLOYER CONTRIBUTION	1,675	2,330	2,367	2,648	2,648	2,654	2,646	2,646
EDUCATIONAL SUPPLIES	10,092	-	-	105	105	105	105	105
MEDICAL SUPPLIES	82,150	109,738	100,738	132,114	128,208	125,000	143,578	143,578
OFFICE SUPPLIES	147	233	193	240	240	193	240	240
PROFESSIONAL DEVELOPMENT	-	615	110	623	623	623	679	679
EQUIPMENT PURCHASE	-	-	-	-	3,906	3,906	-	-
	\$ 255,104	\$ 274,224	\$ 274,233	\$ 310,051	\$ 310,051	\$ 307,385	\$ 321,802	\$ 321,802

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
HIV - STD								
SALARIES	\$ 130,164	\$ 146,651	\$ 132,601	\$ 153,521	\$ 153,521	\$ 144,549	\$ 153,411	\$ 153,411
SALARIES-OVERTIME	-	-	5	-	-	-	-	-
SALARIES-PART TIME	1,849	2,308	2,083	2,390	2,390	2,002	2,390	2,390
FICA 6.2%	7,704	8,619	7,816	9,666	9,666	9,086	9,659	9,659
LOC. GOV. EMP. RETIREMENT	9,268	9,982	9,809	11,514	11,514	10,986	11,889	11,889
HOSPITALIZATION-EMPLOYEE	16,827	19,002	17,177	20,723	20,723	20,237	21,803	21,803
MEDICARE 1.45%	1,802	2,016	1,828	2,261	2,261	2,125	2,259	2,259
LIFE INSURANCE-EMPLOYEE	82	88	73	84	84	75	87	87
401(K) EMPLOYER CONTRIBUTION	1,747	2,723	2,376	3,070	3,070	2,891	3,068	3,068
PROFESSIONAL SERVICE-MEDICAL	10,930	11,771	12,319	15,231	15,823	13,000	15,272	15,272
EDUCATIONAL SUPPLIES	1,037	2,000	-	84	84	78	147	147
MEDICAL SUPPLIES	7,726	6,721	7,528	10,091	10,091	9,470	10,186	10,186
OFFICE SUPPLIES	633	468	193	240	240	193	240	240
PROFESSIONAL DEVELOPMENT	591	1,022	423	1,892	1,892	892	2,058	2,058
	\$ 190,360	\$ 213,371	\$ 194,232	\$ 230,767	\$ 231,359	\$ 215,584	\$ 232,469	\$ 232,469

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
HEALTH-T.B.	\$ 42,651	\$ 45,262	\$ 44,094	\$ 48,167	\$ 48,167	\$ 36,287	\$ 46,023	\$ 46,023
SALARIES	-	-	5	-	-	-	-	-
SALARIES-OVERTIME	1,004	1,115	980	1,132	1,132	830	1,132	1,132
SALARIES-PART TIME	2,548	2,683	2,615	3,056	3,056	2,301	2,923	2,923
FICA 6.2%	3,064	3,108	3,283	3,613	3,613	2,758	3,567	3,567
LOC. GOV. EMP. RETIREMENT	5,561	5,918	5,750	6,220	6,220	5,080	6,541	6,541
HOSPITALIZATION-EMPLOYEE	596	628	612	714	714	538	683	683
MEDICARE 1.45%	27	27	24	26	26	23	26	26
LIFE INSURANCE-EMPLOYEE	577	848	796	963	963	726	920	920
401(K) EMPLOYER CONTRIBUTION	1,508	1,220	930	2,868	2,868	1,100	2,876	2,876
PROFESSIONAL SERVICE-MEDICAL	-	177	-	97	97	-	193	193
EDUCATIONAL SUPPLIES	3,055	2,645	2,609	4,275	4,275	3,100	4,895	4,895
MEDICAL SUPPLIES	147	216	193	240	240	193	240	240
OFFICE SUPPLIES	1,648	1,570	614	2,236	2,236	2,075	2,355	2,355
PROFESSIONAL DEVELOPMENT	287	-	-	-	-	-	-	-
TELEPHONE	-	60	60	60	60	60	60	60
DUES & SUBSCRIPTIONS								
	\$ 62,674	\$ 65,477	\$ 62,565	\$ 73,667	\$ 73,667	\$ 55,071	\$ 72,434	\$ 72,434

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
HEALTH-PREPAREDNESS & RESPONSE								
SALARIES	\$ 41,501	\$ 47,227	\$ 43,246	\$ 45,673	\$ 45,673	\$ 37,653	\$ 45,640	\$ 45,640
FICA 6.2%	2,422	2,735	2,510	2,832	2,832	2,335	2,830	2,830
LOC. GOV. EMP. RETIREMENT	2,913	3,165	3,150	3,425	3,425	2,862	3,537	3,537
HOSPITALIZATION-EMPLOYEE	5,288	6,013	5,519	5,823	5,823	5,271	6,486	6,486
MEDICARE 1.45%	567	640	587	662	662	546	662	662
LIFE INSURANCE-EMPLOYEE	26	28	23	26	26	21	26	26
401(K) EMPLOYER CONTRIBUTION	549	864	763	913	913	753	913	913
EDUCATIONAL SUPPLIES	580	595	-	500	500	500	500	500
OFFICE SUPPLIES	-	1,238	1,223	1,250	1,250	1,250	1,250	1,250
EBOLA SUPPLIES	-	1,005	5,000	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	1,584	440	188	528	528	528	785	785
FREIGHT	85	38	-	-	-	-	-	-
EBOLA EQUIPMENT	-	5,817	-	-	-	-	-	-
	\$ 55,516	\$ 69,803	\$ 62,209	\$ 61,632	\$ 61,632	\$ 51,719	\$ 62,629	\$ 62,629

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
BREAST/CERVICAL CANCER PREV.								
SALARIES	\$ 29,254	\$ 24,533	\$ 28,972	\$ 25,715	\$ 25,715	\$ 22,890	\$ 25,696	\$ 25,696
SALARIES-OVERTIME	-	-	2	-	-	-	-	-
SALARIES-PART TIME	187	233	231	252	252	390	252	252
FICA 6.2%	1,718	1,434	1,695	1,610	1,610	1,420	1,609	1,609
LOC. GOV. EMP. RETIREMENT	2,067	1,660	2,127	1,929	1,929	1,740	1,991	1,991
HOSPITALIZATION-EMPLOYEE	3,752	3,154	3,737	3,838	3,838	3,205	3,652	3,652
MEDICARE 1.45%	402	335	396	377	377	338	377	377
LIFE INSURANCE-EMPLOYEE	18	15	16	17	17	13	15	15
401(K) EMPLOYER CONTRIBUTION	390	453	515	514	514	458	514	514
PROFESSIONAL SERVICE-MEDICAL	36,849	21,504	33,169	11,475	40,875	40,875	31,875	31,875
EDUCATIONAL SUPPLIES	197	194	-	300	300	300	300	300
MEDICAL SUPPLIES	39	21	-	-	-	-	-	-
OFFICE SUPPLIES	74	108	96	120	120	96	120	120
PROFESSIONAL DEVELOPMENT	429	113	309	637	637	133	1,110	1,110
DUES & SUBSCRIPTIONS	60	-	60	60	60	60	60	60
	\$ 75,436	\$ 53,755	\$ 71,327	\$ 46,844	\$ 76,244	\$ 71,918	\$ 67,571	\$ 67,571

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
ADULT HEALTH SERVICES								
SALARIES	\$ 56,917	\$ 80,168	\$ 82,869	\$ 85,204	\$ 85,204	\$ 59,322	\$ 85,143	\$ 85,143
SALARIES-OVERTIME	-	-	23	-	401	401	-	-
SALARIES-PART TIME	1,047	1,184	743	880	880	663	881	881
FICA 6.2%	3,378	4,709	4,853	5,338	5,338	3,744	5,334	5,334
LOC. GOV. EMP. RETIREMENT	4,070	5,452	6,092	6,390	6,390	4,540	6,599	6,599
HOSPITALIZATION-EMPLOYEE	7,405	10,376	10,678	11,910	11,910	8,305	12,101	12,101
MEDICARE 1.45%	790	1,101	1,135	1,248	1,248	876	1,248	1,248
LIFE INSURANCE-EMPLOYEE	36	48	45	45	45	32	48	48
401(K) EMPLOYER CONTRIBUTION	769	1,487	1,476	1,704	1,704	1,195	1,703	1,703
PROFESSIONAL SERVICE-MEDICAL	552	292	637	547	547	400	591	591
PROFESSIONAL SERVICES-DSS TEST	1,220	4,192	5,720	5,750	5,750	5,750	5,750	5,750
MEDICAL SUPPLIES	1,378	831	524	2,051	2,526	2,200	3,399	3,399
EDUCATIONAL SUPPLIES	-	300	-	-	-	-	-	-
OFFICE SUPPLIES	147	216	193	240	240	193	240	240
MISC. GRANT SUPPLIES	-	-	2,078	-	4,868	4,868	-	-
PROFESSIONAL DEVELOPMENT	-	1,314	1,205	1,273	798	700	635	635
DUES & SUBSCRIPTIONS	-	-	60	60	60	60	-	-
	\$ 77,709	\$ 111,669	\$ 118,331	\$ 122,640	\$ 127,909	\$ 93,249	\$ 123,672	\$ 123,672

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
HEALTH DISASTER								
SALARIES	\$ 836	\$ -	\$ 7,641	\$ -	\$ -	\$ -	\$ -	\$ -
SALARIES-OVERTIME	1,621	-	12,503	-	-	-	-	-
SALARIES-PART TIME	-	-	-	-	-	-	-	-
FICA 6.2%	144	-	1,172	-	-	-	-	-
LOC. GOV. EMP. RETIREMENT	173	-	1,465	-	-	-	-	-
HOSPITALIZATION-EMPLOYEE	315	-	2,427	-	-	-	-	-
MEDICARE 1.45%	34	-	274	-	-	-	-	-
LIFE INSURANCE-EMPLOYEE	2	-	10	-	-	-	-	-
401(K) EMPLOYER CONTRIBUTION	32	-	352	-	-	-	-	-
	\$ 3,157	\$ -	\$ 25,845	\$ -	\$ -	\$ -	\$ -	\$ -

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
HEALTH PROMOTION								
SALARIES	\$ 15,426	\$ 21,818	\$ 19,103	\$ 22,836	\$ 22,836	\$ 47,032	\$ 44,681	\$ 44,681
SALARIES-OVERTIME	-	29	257	-	2,000	1,530	-	-
SALARIES-PART TIME	47	48	-	50	50	50	50	50
FICA 6.2%	902	1,266	1,123	1,419	1,419	3,014	2,773	2,773
LOC. GOV. EMP. RETIREMENT	1,086	1,467	1,410	1,713	1,713	3,691	3,463	3,463
HOSPITALIZATION-EMPLOYEE	1,973	2,798	2,473	2,673	2,673	6,584	6,350	6,350
MEDICARE 1.45%	211	296	263	332	332	705	649	649
LIFE INSURANCE-EMPLOYEE	10	13	10	8	8	24	25	25
401(K) EMPLOYER CONTRIBUTION	205	400	342	457	457	971	894	894
PROJECT LAZARUS	-	4,952	-	-	-	-	-	-
EDUCATIONAL SUPPLIES	3,020	6,432	609	1,000	145	145	1,000	1,000
MISC.GRANT-ED.SUPPLIES	2,444	2,037	8,783	11,000	9,971	9,971	11,000	11,000
OFFICE SUPPLIES	74	149	324	355	405	405	800	800
SUPPLIES-H. PROMOTION GRANTS	2,499	2,500	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	1,023	281	205	409	1,464	1,464	550	550
FREIGHT	247	122	-	-	-	-	-	-
ADVERTISING	4,650	10,000	7,269	8,174	11,734	11,734	8,000	8,000
EQUIPMENT PURCHASE	10,504	6,017	-	-	1,029	1,029	-	-
	\$ 44,321	\$ 60,625	\$ 42,170	\$ 50,426	\$ 56,236	\$ 88,349	\$ 80,235	\$ 80,235

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
CHILD HEALTH								
SALARIES	\$ 7,133	\$ 15,333	\$ 11,285	\$ 14,776	\$ 14,776	\$ 9,228	\$ 14,766	\$ 14,766
FICA 6.2%	416	886	655	916	916	572	915	915
LOC. GOV. EMP. RETIREMENT	501	1,027	822	1,108	1,108	701	1,144	1,144
HOSPITALIZATION-EMPLOYEE	909	1,965	1,440	1,112	1,112	1,292	2,099	2,099
MEDICARE 1.45%	97	207	153	214	214	134	214	214
LIFE INSURANCE-EMPLOYEE	4	9	6	7	7	7	8	8
401(K) EMPLOYER CONTRIBUTION	94	280	199	296	296	185	295	295
PRO SERVICES-SCHL NURSE GRANT	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000
FC-PROFESSIONAL SERVICES	79,438	72,301	35,403	-	-	-	-	-
CHILD FATALITY PREVENTION TEAM	427	454	540	565	565	565	551	551
HEALTHY BEGINNINGS	-	-	64,033	72,268	72,268	72,268	72,151	72,151
EDUCATIONAL SUPPLIES	259	-	-	-	-	-	-	-
FC-EDUCATIONAL SUPPLIES	-	928	1,794	-	-	-	-	-
MEDICAL SUPPLIES	-	-	36	-	-	-	-	-
FC-COMPUTER SOFTWARE SUPPORT	1,042	735	729	-	-	-	-	-
FC-OFFICE SUPPLIES	500	1,940	1,947	-	-	-	-	-
FC-TRAVEL	4,104	3,939	1,409	-	-	-	-	-
TELEPHONE	54	-	-	-	-	-	-	-
FC-TELEPHONE	2,416	595	326	-	-	-	-	-
FC-MAINT/REPAIR BUILDING	687	-	-	-	-	-	-	-
	\$ 348,082	\$ 350,600	\$ 370,775	\$ 341,262	\$ 341,262	\$ 334,952	\$ 342,143	\$ 342,143

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
MATERNAL HEALTH								
SALARIES	\$ 215,979	\$ 221,918	\$ 227,162	\$ 235,847	\$ 235,847	\$ 212,597	\$ 235,678	\$ 235,678
SALARIES-OVERTIME	122	-	26	-	-	-	-	-
SALARIES-PART TIME	1,902	2,175	1,713	2,025	2,015	1,195	2,025	2,025
FICA 6.2%	12,723	12,968	13,286	14,749	14,749	13,255	14,738	14,738
LOC. GOV. EMP. RETIREMENT	15,304	15,018	16,673	17,689	17,689	16,157	18,265	18,265
HOSPITALIZATION-EMPLOYEE	27,791	28,592	29,224	33,083	33,083	29,764	33,495	33,495
MEDICARE 1.45%	2,976	3,033	3,107	3,449	3,449	3,100	3,446	3,446
LIFE INSURANCE-EMPLOYEE	135	132	124	134	134	115	134	134
401(K) EMPLOYER CONTRIBUTION	2,884	4,097	4,037	4,717	4,717	4,252	4,714	4,714
PROFESSIONAL SERVICE-MEDICAL	30,758	29,076	26,656	33,188	33,188	31,500	33,204	33,204
EDUCATIONAL SUPPLIES	189	418	184	193	193	193	193	193
TARGETED INFANT MORTALITY GRNT	-	54,380	32,720	47,248	47,248	47,248	46,580	46,580
MEDICAL SUPPLIES	7,938	7,774	8,793	9,455	9,455	9,000	10,333	10,333
OFFICE SUPPLIES	513	648	578	720	720	585	720	720
PROFESSIONAL DEVELOPMENT	799	717	740	1,626	1,626	1,600	1,769	1,769
FREIGHT	37	10	-	-	-	-	-	-
EQUIPMENT PURCHASE	-	1,568	752	-	-	-	-	-
DUES & SUBSCRIPTIONS	160	155	830	340	340	340	1,007	1,007
	\$ 320,211	\$ 382,679	\$ 366,605	\$ 404,463	\$ 404,453	\$ 370,901	\$ 406,301	\$ 406,301

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
HEALTH-FAMILY PLANNING								
SALARIES	\$ 211,578	\$ 208,841	\$ 211,665	\$ 222,030	\$ 222,030	\$ 213,095	\$ 221,871	\$ 221,871
SALARIES-OVERTIME	-	-	21	-	-	-	-	-
SALARIES-PART TIME	2,869	3,187	2,844	3,081	3,081	2,027	3,082	3,082
FICA 6.2%	12,514	12,270	12,450	13,957	13,957	13,338	13,947	13,947
LOC. GOV. EMP. RETIREMENT	15,055	14,209	15,626	16,652	16,652	16,195	17,195	17,195
HOSPITALIZATION-EMPLOYEE	27,335	27,045	27,375	31,230	31,230	29,833	31,532	31,532
MEDICARE 1.45%	2,927	2,870	2,912	3,264	3,264	3,120	3,262	3,262
LIFE INSURANCE-EMPLOYEE	133	125	116	132	132	115	126	126
401(K) EMPLOYER CONTRIBUTION	2,838	3,876	3,785	4,441	4,441	4,262	4,437	4,437
PROFESSIONAL SERVICE-MEDICAL	11,419	10,622	9,822	10,931	10,931	10,000	11,028	11,028
EDUCATIONAL SUPPLIES	82	353	206	427	427	420	427	427
MEDICAL SUPPLIES	34,229	54,444	33,612	52,403	52,403	51,000	52,098	52,098
OFFICE SUPPLIES	472	648	578	720	720	585	720	720
FREIGHT	10	45	-	-	-	-	-	-
EQUIPMENT PURCHASE	-	-	2,114	-	-	-	-	-
	\$ 321,460	\$ 338,536	\$ 323,125	\$ 359,268	\$ 359,268	\$ 343,990	\$ 359,725	\$ 359,725

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
HEALTH-JAIL HEALTH								
SALARIES	\$ -	\$ -	\$ -	\$ 72,216	\$ 72,216	\$ 103,200	\$ 84,262	\$ 84,262
SALARIES-OVERTIME	-	-	-	-	-	241	-	-
FICA 6.2%	-	-	-	4,477	4,477	6,413	5,224	5,224
LOC. GOV. EMP. RETIREMENT	-	-	-	5,417	5,417	7,843	6,529	6,529
HOSPITALIZATION-EMPLOYEE	-	-	-	11,079	11,079	14,448	9,291	9,291
MEDICARE 1.45%	-	-	-	1,048	1,048	1,500	1,222	1,222
LIFE INSURANCE-EMPLOYEE	-	-	-	48	48	48	38	38
401(K) EMPLOYER CONTRIBUTION	-	-	-	1,444	1,444	2,064	1,685	1,685
PROFESSIONAL SERVICE-MEDICAL	-	-	-	26,000	26,000	26,000	27,960	27,960
MEDICAL SUPPLIES	-	-	-	18,000	15,320	13,900	6,344	6,344
OFFICE SUPPLIES	-	-	-	-	850	850	500	500
TELEPHONE	-	-	-	1,800	1,800	700	1,800	1,800
COMPUTER SOFTWARE/SUPPORT	-	-	-	752	752	752	-	-
EQUIPMENT PURCHASE	-	-	-	-	2,200	2,152	-	-
INSURANCE AND BONDS	-	-	-	1,451	881	448	-	-
DUES & SUBSCRIPTIONS	-	-	-	-	200	200	-	-
	\$ -	\$ -	\$ -	\$ 143,732	\$ 143,732	\$ 180,759	\$ 144,855	\$ 144,855

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
HEALTH-HEALTHY LIVING CLINIC								
SALARIES	\$ -	\$ -	\$ -	\$ 48,144	\$ 48,144	\$ 17,227	\$ 78,087	\$ 78,087
FICA 6.2%	-	-	-	2,984	2,984	1,068	4,841	4,841
LOC. GOV. EMP. RETIREMENT	-	-	-	3,611	3,611	1,310	6,052	6,052
HOSPITALIZATION-EMPLOYEE	-	-	-	7,386	7,386	2,412	9,291	9,291
MEDICARE 1.45%	-	-	-	698	698	250	1,132	1,132
LIFE INSURANCE-EMPLOYEE	-	-	-	30	30	10	40	40
401(K) EMPLOYER CONTRIBUTION	-	-	-	964	964	345	1,562	1,562
PROFESSIONAL SERVICE-MEDICAL	-	-	-	187,200	187,200	8,000	114,520	114,520
MEDICAL SUPPLIES	-	-	-	12,000	12,000	11,000	3,266	3,266
OFFICE SUPPLIES	-	-	-	-	-	-	500	500
EQUIPMENT PURCHASE	-	-	-	-	-	-	5,000	5,000
INSURANCE AND BONDS	-	-	-	1,329	1,329	1,152	-	-
	\$ -	\$ -	\$ -	\$ 264,346	\$ 264,346	\$ 42,774	\$ 224,291	\$ 224,291

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
HEALTH-WIC								
SALARIES	\$ 257,130	\$ 263,409	\$ 272,030	\$ 268,662	\$ 268,662	\$ 261,602	\$ 247,376	\$ 247,376
SALARIES-OVERTIME	326	56	38	-	500	200	-	-
FICA 6.2%	15,028	15,247	15,789	16,657	16,657	16,232	15,337	15,337
LOC. GOV. EMP. RETIREMENT	18,073	17,656	19,816	20,150	20,150	19,882	19,172	19,172
HOSPITALIZATION-EMPLOYEE	32,799	33,612	34,719	37,662	37,662	36,624	35,157	35,157
MEDICARE 1.45%	3,515	3,566	3,693	3,896	3,896	3,796	3,587	3,587
LIFE INSURANCE-EMPLOYEE	160	156	147	154	154	139	141	141
401(K) EMPLOYER CONTRIBUTION	3,405	4,816	4,798	5,373	5,373	5,232	4,948	4,948
BREASTFEEDING SERVICES	536	625	333	650	650	650	800	800
EDUCATIONAL SUPPLIES	565	515	380	800	800	800	850	850
MEDICAL SUPPLIES	5,972	1,954	4,330	4,500	5,600	5,600	4,000	4,000
OFFICE SUPPLIES	2,809	2,173	2,745	3,000	4,482	4,482	2,600	2,600
PROFESSIONAL DEVELOPMENT	3,380	2,041	2,513	1,350	1,600	1,000	950	950
TELEPHONE	868	748	848	944	944	904	944	944
POSTAGE	409	284	108	1,000	1,000	1,000	1,000	1,000
PRINTING	125	101	140	250	250	250	250	250
MAINT/REPAIR-BUILDINGS	-	1,415	-	-	-	-	-	-
FREIGHT	348	138	-	-	-	-	-	-
ADVERTISING	124	-	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	5,245	6,238	5,829	6,167	6,167	6,166	6,359	6,359
TEMPORARY EMP.SERVICES	12,879	11,403	12,983	13,104	13,104	2,208	-	-
RENTAL EQUIPMENT	736	61	-	-	-	-	-	-
CONTRACT SERVICES	233	291	180	180	180	180	180	180
DUES & SUBSCRIPTIONS	340	380	354	400	400	400	400	400
	\$ 365,002	\$ 366,883	\$ 381,771	\$ 384,899	\$ 388,231	\$ 367,347	\$ 344,051	\$ 344,051

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
PREGNANCY CARE MANAGEMENT								
SALARIES	\$ 91,712	\$ 102,396	\$ 106,248	\$ 111,303	\$ 111,303	\$ 111,533	\$ 115,058	\$ 115,058
SALARIES-OVERTIME	14	587	29	-	-	-	-	-
SALARIES-PART TIME	-	-	-	-	10	10	-	-
FICA 6.2%	5,353	5,957	6,169	6,901	6,901	6,916	7,134	7,134
LOC. GOV. EMP. RETIREMENT	6,439	6,901	7,742	8,348	8,348	8,477	8,917	8,917
HOSPITALIZATION-EMPLOYEE	11,699	13,177	13,571	16,621	16,621	15,615	15,807	15,807
MEDICARE 1.45%	1,252	1,393	1,443	1,614	1,614	1,617	1,668	1,668
LIFE INSURANCE-EMPLOYEE	57	60	58	61	61	60	64	64
401(K) EMPLOYER CONTRIBUTION	1,214	1,883	1,874	2,226	2,226	2,231	2,301	2,301
OFFICE SUPPLIES	1,502	-	157	175	175	175	175	175
PROFESSIONAL DEVELOPMENT	2,156	312	411	625	535	535	844	844
TRAVEL-FUEL	114	76	154	150	240	240	260	260
COMPUTER SOFTWARE/SUPPORT	3,476	4,142	4,589	1,927	1,927	1,927	1,987	1,987
EQUIPMENT PURCHASE	2,179	-	-	-	-	-	-	-
	\$ 127,166	\$ 136,884	\$ 142,444	\$ 149,951	\$ 149,961	\$ 149,336	\$ 154,215	\$ 154,215

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
CARE COORDINATION FOR CHILDREN								
SALARIES	\$ 83,227	\$ 72,763	\$ 72,579	\$ 74,842	\$ 74,842	\$ 77,570	\$ 70,953	\$ 70,953
SALARIES-OVERTIME	77	-	-	-	-	-	-	-
FICA 6.2%	4,863	4,211	4,212	4,640	4,640	4,809	4,399	4,399
LOC. GOV. EMP. RETIREMENT	5,848	4,876	5,286	5,613	5,613	5,895	5,499	5,499
HOSPITALIZATION-EMPLOYEE	10,619	9,278	9,263	10,216	10,216	10,859	10,629	10,629
MEDICARE 1.45%	1,137	985	985	1,085	1,085	1,125	1,029	1,029
LIFE INSURANCE-EMPLOYEE	52	43	39	50	50	41	44	44
401(K) EMPLOYER CONTRIBUTION	1,102	1,331	1,280	1,497	1,497	1,551	1,419	1,419
OFFICE SUPPLIES	270	-	157	175	175	175	175	175
PROFESSIONAL DEVELOPMENT	188	542	70	842	752	600	996	996
TRAVEL-FUEL	114	76	154	150	240	240	260	260
COMPUTER SOFTWARE/SUPPORT	1,272	1,410	1,093	1,157	1,157	1,156	1,193	1,193
EQUIPMENT PURCHASE	1,280							
	\$ 110,047	\$ 95,516	\$ 95,118	\$ 100,267	\$ 100,267	\$ 104,021	\$ 96,596	\$ 96,596

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
ENVIRONMENTAL HEALTH								
SALARIES	\$ 399,667	\$ 390,345	\$ 401,260	\$ 435,425	\$ 435,425	\$ 421,062	\$ 435,113	\$ 435,113
SALARIES-OVERTIME	199	868	917	1,000	1,000	1,000	1,000	1,000
SALARIES-PART TIME	1,180	-	945	4,463	4,463	1,000	4,375	4,375
FICA 6.2%	23,409	22,640	23,397	27,335	27,335	26,230	27,312	27,312
LOC. GOV. EMP. RETIREMENT	28,152	26,216	29,363	32,730	32,730	32,077	33,799	33,799
HOSPITALIZATION-EMPLOYEE	51,087	49,875	51,467	58,888	58,888	58,948	61,838	61,838
MEDICARE 1.45%	5,475	5,295	5,472	6,394	6,394	6,134	6,387	6,387
LIFE INSURANCE-EMPLOYEE	249	231	218	244	244	223	248	248
WORKERS COMPENSATION INSURANCE	13,172	13,365	1,868	13,000	13,000	409	2,000	2,000
401(K) EMPLOYER CONTRIBUTION	5,304	7,152	7,108	8,728	8,728	8,461	8,722	8,722
EDUCATIONAL SUPPLIES	180	1,985	3,099	3,092	3,092	3,092	3,092	3,092
OFFICE SUPPLIES	3,482	2,784	5,291	2,439	2,439	2,439	2,439	2,439
FIELD SUPPLIES	2,504	1,439	6,916	2,674	2,674	2,674	2,674	2,674
MOSQUITO SUPPLIES	11,318	4,789	1,277	9,700	9,700	7,700	9,700	9,700
PROFESSIONAL DEVELOPMENT	3,567	2,778	3,370	4,850	4,850	4,850	4,850	4,850
TRAVEL-FUEL	8,141	5,519	5,797	8,500	8,500	6,500	8,500	8,500
TELEPHONE	5,851	5,653	6,196	6,122	6,122	6,122	6,122	6,122
POSTAGE	688	687	457	682	682	682	682	682
PRINTING	300	262	169	300	300	300	300	300
MAINT/REPAIR-BUILDINGS		4,236						
MAINT/REPAIR-EQUIPMENT	1,158	522	50	1,000	1,000	1,000	1,000	1,000
MAINT/REPAIR-VEHICLE	4,808	7,886	2,801	5,993	8,164	8,164	5,993	5,993
MOSQUITO CONTROL-OPERATING EXP	506	20	132	3,510	3,510	1,500	3,510	3,510
FREIGHT	200	278	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	24,846	25,354	25,566	25,602	25,602	25,602	26,786	26,786
EQUIPMENT PURCHASE	859	6,827	5,291	-	-	132	-	-
RENTAL EQUIPMENT	2,423	3,047	3,455	3,216	3,216	3,216	3,216	3,216
CONTRACT SERVICES	382	253	180	180	180	180	180	180
DUES & SUBSCRIPTIONS	500	500	550	550	550	550	550	550
CAPITAL OUTLAY-VEHICLES	24,839	-	20,537	-	-	-	-	-
	\$ 624,445	\$ 590,807	\$ 613,146	\$ 666,617	\$ 668,788	\$ 630,247	\$ 660,388	\$ 660,388

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
HEALTH-AIDS CONTROL								
SALARIES	\$ 33,978	\$ 32,487	\$ 32,444	\$ 34,350	\$ 34,350	\$ 27,378	\$ 34,326	\$ 34,326
FICA 6.2%	1,984	1,880	1,883	2,130	2,130	1,697	2,128	2,128
LOC. GOV. EMP. RETIREMENT	2,385	2,177	2,363	2,576	2,576	2,081	2,660	2,660
HOSPITALIZATION-EMPLOYEE	4,329	4,146	4,140	4,738	4,738	3,833	4,878	4,878
MEDICARE 1.45%	464	440	440	498	498	397	498	498
LIFE INSURANCE-EMPLOYEE	21	19	18	21	21	15	20	20
401(K) EMPLOYER CONTRIBUTION	449	594	572	687	687	548	687	687
EDUCATIONAL SUPPLIES	1,820	2,099	299	1,045	1,045	1,045	1,045	1,045
MEDICAL SUPPLIES	1,524	2,071	1,973	4,172	3,857	3,857	2,539	2,539
OFFICE SUPPLIES	193	197	198	345	345	340	465	465
PROFESSIONAL DEVELOPMENT	249	278	413	418	733	700	418	418
FREIGHT	82	273	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	42	45	72	72	72	72	96	96
EQUIPMENT PURCHASE	-	-	-	-	-	-	841	841
DUES & SUBSCRIPTIONS	-	-	-	-	-	-	150	150
	\$ 47,520	\$ 46,709	\$ 44,816	\$ 51,052	\$ 51,052	\$ 41,963	\$ 50,751	\$ 50,751

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VETERANS' SERVICES

The Veteran Service Officer assists veteran residents with accessing eligibility requirements, applying, and maintenance associated with VA Programs which include Disability Compensation, Disability Pension, Dependents and Survivor's Benefits, Disability and Indemnity Compensation, Death Pension, the VA Civilian Health and Medical Program, the Montgomery GI Bill, the Veterans Educational Assistance Program, Vocational Rehabilitation and Employment, Loan Guaranty, Life Insurance, and Burial Benefits.

Karen Melton, Veteran's Services Officer

Beaufort County Veteran's Services
1308 Highland Drive, Suite 104
Washington, North Carolina 27889

Phone: (252) 946-8016

Fax: (252) 975-1726

Email: karen.melton@co.beaufort.nc.us

Veteran's Service Officer

FULL-TIME POSITIONS AUTHORIZED

FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19 Recommended
1	1	1	1	1

VETERAN'S SERVICE	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Personnel	\$ 43,609	\$ 44,481	\$ 44,481	\$ 44,481
Benefits	12,629	13,810	13,810	13,520
Operating	1,953	2,265	2,265	2,300
Capital	-	-	-	-
Totals	\$ 58,191	\$ 60,556	\$ 60,556	\$ 60,301

VETERANS' SERVICES

	2015	2016	2017	2018	2018	2018	2019	2019
				ORIGINAL	REVISED			
	ACTUALS	ACTUALS	ACTUALS	BUDGET	BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 41,916	\$ 42,754	\$ 43,609	\$ 44,481	\$ 44,481	\$ 44,481	\$ 44,481	\$ 44,481
FICA 6.2%	2,567	2,619	2,672	2,758	2,758	2,758	2,758	2,758
LOC. GOV. EMP. RETIREMENT	2,964	2,886	3,197	3,336	3,336	3,336	3,447	3,447
HOSPITALIZATION-EMPLOYEE	5,377	5,486	5,675	6,155	6,155	6,155	6,194	6,194
MEDICARE 1.45%	600	612	625	645	645	645	645	645
LIFE INSURANCE-EMPLOYEE	27	26	25	26	26	26	26	26
WORKERS COMPENSATION INSURANCE	176	203	193	200	200	200	200	200
401(K) EMPLOYER CONTRIBUTION	210	427	436	890	890	890	890	450
OFFICE SUPPLIES	289	632	848	300	300	300	300	300
PROFESSIONAL DEVELOPMENT	-	-	-	500	500	100	500	500
POSTAGE	869	366	-	-	-	-	-	-
MAINT/REPAIR-EQUIPMENT	-	-	912	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	-	-	-	300	300	300	300	300
CONTRACT SERVICES	-	-	-	915	915	915	915	950
DUES & SUBSCRIPTIONS	-	-	-	50	50	-	50	50
	\$ 54,995	\$ 56,013	\$ 58,191	\$ 60,556	\$ 60,556	\$ 60,106	\$ 60,706	\$ 60,301

AREA MENTAL HEALTH & TRANSPORTATION

In North Carolina public services for the treatment of mental illness, developmental disabilities, and substance abuse are a shared responsibility of the state and local governments. Both levels of government provide and fund services, and both make policies governing service provision. However, state government dominates the policy arena and allocates the majority of funds spent on services. In turn, public services are delivered primarily at the community level through a network of service providers managed and monitored by local governments or units of local government called area authorities (the short term used for area mental health, developmental disabilities, and substance abuse authorities) and county programs (the short term used for county mental health, developmental disabilities, and substance abuse programs).

Area authorities and county programs are the governance and administrative structures available to counties for carrying out their legal responsibility to provide publicly funded mental health, developmental disabilities, and substance abuse (MH/DD/SA) services. Although the North Carolina General Assembly has designated and defined these structures, determined their powers and duties, and their relationship to county government, it is up to each county to choose a particular structure, establish it either singly or jointly with other counties, approve its business plan, fund it, and monitor its performance.

Every county must provide mental health, developmental disabilities, and substance abuse services through either an area authority or county program (G.S. 122C-115(a)). Beaufort County has chosen the multi-county authority option provided by Trillium Health Resources.

Beaufort County also provides funding for the Beaufort County Developmental Center (BCDC). BCDC offers services for Beaufort County children and adults with a broad range of intellectual and developmental disabilities. The services include adult day support, day activity, vocational development and job placement services, residential programming and housing, and childcare.

BCDC also serves as the County's "lead" transportation provider. This is done through Beaufort Area Transit System (BATS) to provide specialized medical transportation for the elderly, disabled and economically disadvantaged.

AREA MENTAL HEALTH & TRANSPORTATION	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
BATS	\$ 88,750	\$ 141,250	\$ 141,250	\$ 193,750
BC Developmental Ctr.	55,000	55,000	55,000	55,000
BCDC Elderly/Handicap	27,983	27,983	27,983	40,783
NCDOT Rural Grant	80,196	80,196	80,196	80,196
Trillium Health	157,000	157,000	157,000	157,000
Alcohol Treatment	18,408	19,200	19,200	19,200
CJP - Passages	48,028	65,000	65,000	50,000
Totals	\$ 475,365	\$ 545,629	\$ 545,629	\$ 595,929

AREA MENTAL HEALTH & TRANSPORTATION

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
BEAUFORT AREA TRAN.SYSTEM-BATS	\$ 73,750	\$ 73,750	\$ 88,750	\$ 141,250	\$ 141,250	\$ 141,250	\$ 193,750	\$ 193,750
BC DEVELOPMENTAL CENTER	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000
BCDC-NC ELDERLY/HAND.TRANS.	24,818	24,902	27,983	27,983	27,983	27,983	27,983	40,783
NC DOT-RURAL GENERAL PUBLIC	62,067	71,252	80,196	80,196	80,196	80,196	80,196	80,196
CJP - PASSAGES	-	-	48,028	65,000	65,000	50,000	50,000	50,000
E.C. BEHAVIORAL HEALTH	156,599	156,599	-	-	-	-	-	-
E.C.B.H.-ALCOHOL TREATMENT	17,000	17,000	18,408	19,200	19,200	19,200	19,200	19,200
TRILLIUM HEALTH RESOURCES	-	-	157,000	157,000	157,000	157,000	157,000	157,000
	\$ 389,234	\$ 398,503	\$ 475,365	\$ 545,629	\$ 545,629	\$ 530,629	\$ 583,129	\$ 595,929

COOPERATIVE EXTENSION

The Cooperative Extension Service is a partnership between the County, North Carolina State University and North Carolina A&T State University that exists to bring research based information to help improve the quality of life in Beaufort County. This assistance is provided in the areas of family and consumer science education, 4-H and youth development, and agriculture.

Accomplishments:

Rod Gurganus, Extension Director

Beaufort County Cooperative Extension
155-A Airport Road
Washington, North Carolina 27889

Phone: (252) 946-0111

Fax: (252) 975-5887

Email: rod_gurganus@ncsu.edu

Beaufort County farmers and agribusinesses receive great value from extension programs. Whether the platform involves one-on-one problem-solving, winter educational meetings, or large-scale field day events, we strive to deliver educational programs which benefit agriculture in the county and region. We work hard to educate growers and landowners about environmental stewardship, and the proper use of fertilizers and pesticides, in order to protect individual and publicly-owned properties and waters. Our on-farm demonstration program brings new technologies to light, so farmers can decide if implementation is feasible and profitable. We represent the only source of unbiased, research-based information available to growers in an industry that represents over \$120,000,000 each year to the county economy.

Homeowners in Beaufort County rely on Extension Agents for educational programs related to vegetable gardens and landscapes. With so many products available commercially, questions about product selection and use for various disease and insect issues in the yard are addressed each year with advice specific to our growing conditions and climate. In addition, variety selection for grasses, trees, and shrubs are aided through consultation with our knowledgeable staff, which includes our highly trained "Master Gardener" volunteers. The safe and environmentally-sound use of pesticides and fertilizers is a major part of our work in consumer and commercial horticulture.

As an informal educational program 4-H is open to all young people in Beaufort County between the ages of 5 through 18. Trained volunteers serve as mentors and coaches as they guide youth and develop new skills while having fun learning through over 260 areas of 4-H curriculum. The Beaufort County 4-H Program is a real asset to Beaufort County. For over 100 years, 4-H has been working to produce well-rounded, productive, and responsible citizens. 4-H embodies many program areas, including traditional community 4-H clubs and project clubs, special interest programs, 4-H camps and school enrichment curricula.

Goals, Targets, and Performance Objectives:

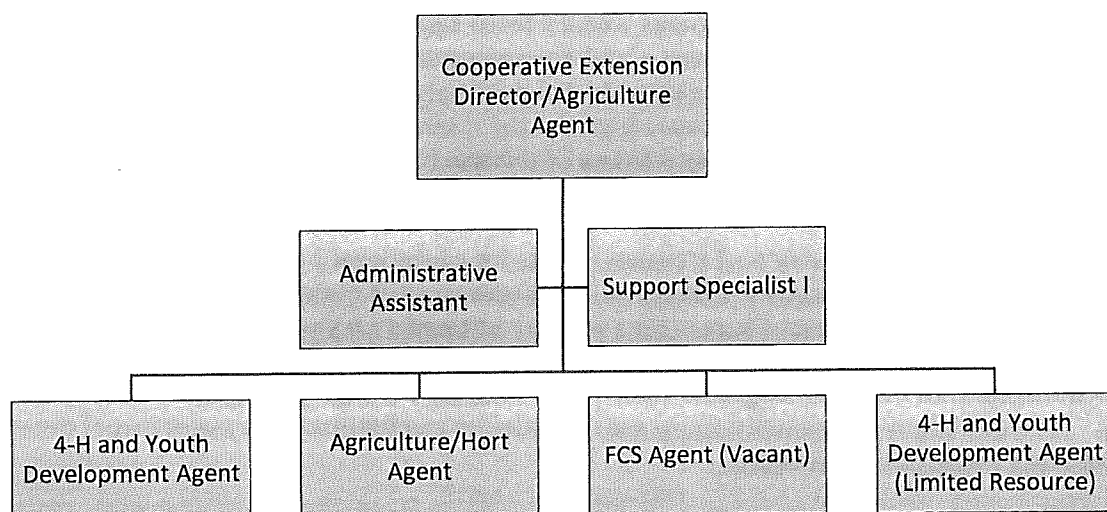
We hope to continue our strong agricultural, Family and Consumer Science, and 4-H programs in the county and region. Working with our County Advisory Council, we will identify those issues most important to our clientele and county government officials, and work to address them in the best manner.

In agriculture, we will host a major wheat field day here in the county this year, as well as smaller educational events as situations arise. We will expand our on-farm test program to include soybean variety trials with our already established corn and wheat efforts. We will also be involved in two large regional field day events in Hyde and Washington Counties.

Our Family and Consumer Science position has been vacant for some time, but will be filled this year. Programming efforts toward "foods and nutrition" education for consumers across Beaufort County will begin once the position is filled.

Efforts toward consumer horticulture education will continue to grow. We will focus additional energies toward the development of educational programs and technical assistance for commercial landscapers. The Master Gardener program will be training new volunteers.

Beaufort County 4-H agents will be pushing to grow 4-H Club participation throughout the county this year. Our goals will be to help eliminate barriers to youth participation in 4-H, to engage 4-H teens to meet local programming needs, and to have an increase in youth and adult involvement in the local, county, district, state and national 4-H events and activities.



COOPERATIVE EXTENSION	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Personnel	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-
Operating	242,142	252,450	252,450	250,820
Capital	60,903	-	-	-
Totals	\$ 303,045	\$ 252,450	\$ 252,450	\$ 250,820

COOPERATIVE EXTENSION

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
NCSU-PERSONNEL CONTRACT	\$ 134,203	\$ 180,352	\$ 211,720	\$ 214,000	\$ 214,000	\$ 217,770	\$ 217,770	\$ 217,770
OFFICE SUPPLIES	6,103	4,867	5,275	5,000	5,000	5,000	5,000	5,000
PROFESSIONAL DEVELOPMENT	4,282	6,560	5,536	7,000	7,000	7,000	7,000	7,000
TRAVEL-FUEL	-	95	1,910	2,000	2,000	2,000	2,000	2,000
TELEPHONE	4,159	2,720	2,475	2,600	2,600	2,600	2,600	2,600
MAINT/REPAIR-FARM SERV. BLDG	-	-	-	2,000	2,000	2,000	2,000	-
MAINT/REPAIR-EQUIPMENT	3,262	4,403	520	2,000	2,000	2,000	2,000	1,000
MAINT/REPAIR-VEHICLE	-	-	925	2,500	2,500	1,700	2,500	1,500
FREIGHT	87	-	-	-	-	-	-	-
TEMPORARY EMP.SERVICES	9,988	4,214	192	200	200	-	200	200
VOLUNTARY AG DISTRICT	52	-	197	100	100	-	100	100
4-H PROGRAM SUPPORT	-	3,258	946	3,250	3,250	3,250	3,250	3,250
EQUIPMENT PURCHASE	6,338	-	2,048	-	-	-	-	-
RENTAL EQUIPMENT	10,554	10,461	1,500	3,660	3,660	2,300	3,660	2,460
CONTRACT SERVICES	-	-	8,043	7,200	7,200	8,300	7,200	7,000
LIAB.INS.-AGENTS	100	100	170	170	170	170	170	170
DUES & SUBSCRIPTIONS	570	630	687	770	770	717	770	770
CAPITAL OUTLAY-EQUIPMENT	25,327	-	-	-	-	-	-	-
CAPITAL OUTLAY-VEHICLES	-	-	60,903	-	-	-	-	-
	\$ 205,026	\$ 217,660	\$ 303,045	\$ 252,450	\$ 252,450	\$ 254,807	\$ 256,220	\$ 250,820

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SOIL AND WATER CONSERVATION DISTRICT

The Beaufort Soil and Water Conservation District is a governmental subdivision of the State, a public body corporate and politic, organized in accordance with the provisions of Chapter 139 of the General Statutes of North Carolina. Under this law, the District has the responsibility of conserving soil, water, and related natural resources within the District's boundary. This is accomplished by assisting landowners/operators with the installation of best management practices offered through state and federal programs. The District's Board is made up of five Supervisors; three elected by the general population and two appointed by the Soil and Water Conservation Commission on recommendation by the District's Board of Supervisors. The District's Board of Supervisors meet monthly, excluding July and August, on the third Monday at 6:00 P.M. Annual and long range plans of conservation and development within the District's boundaries are developed and carried out with the assistance of local, state, and federal agencies. A conservation education program is coordinated and executed for Grades K-12 through local public and private schools as well as home schools. Opportunities to conduct adult education and outreach on available programs to assist landowners, farmers, and the general public are also offered. District staff members consist of one Office Manager, one District Resource Specialist, and one part-time Education Coordinator.

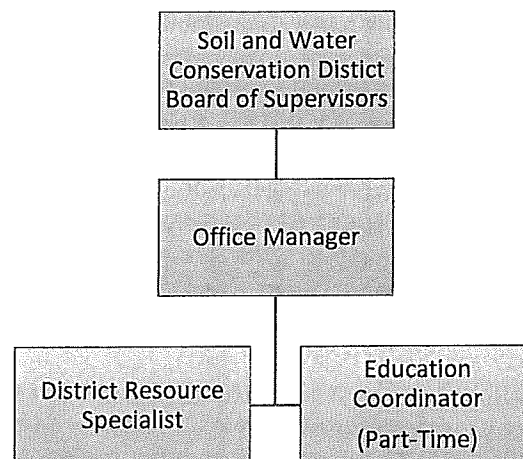
Ann L. Williams, Office Manager

Agricultural Center
155C Airport Road
Washington, North Carolina 27889

Phone: (252) 946-4989, Ext. 3 or 3371

Fax: None

Email: ann.williams@co.beaufort.nc.us



FULL-TIME POSITIONS AUTHORIZED

FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19 Recommended
2	2	2	2	2

SOIL AND WATER	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Personnel	\$ 90,378	\$ 92,003	\$ 92,003	\$ 92,002
Benefits	25,138	27,028	27,028	27,307
Operating	23,376	27,098	29,848	27,253
Capital	-	-	-	-
Totals	\$ 138,892	\$ 146,129	\$ 148,879	\$ 146,562

SOIL AND WATER CONSERVATION DISTRICT

For Program Year 2018:

The District was allocated \$62,042 through its Agriculture Cost Share Program (ACSP). Eighteen applications were received for various best management practices. Seven of those applications were approved for contracts assisting local landowners/operators with the removal of lagoon biosolids, water control structures, land smoothing, conservation tillage, and cover crops.

The District was also allocated \$7,500 through the Agricultural Water Resources Assistance Program (AgWRAP). One application was received requesting assistance with the installation of an irrigation well and one application was received for assistance with an agricultural pond through the Regional AgWRAP process. Both applications were approved. Additional funds, in the amount of \$25,000, were provided through the Regional process to assist with the agricultural pond.

The District will continue to support a project administered through NC State University that was introduced during 2017 through the Agricultural Input Management Program (AIM). Design approval and funds, in the amount of \$10,813.79, for the nutrient recycling trial and demonstration that will take place on a Beaufort County farm has been approved. Completion of the project is expected during the summer of 2018.

Funds, in the amount of \$311,909, were awarded to the District through the Disaster Recovery Act of 2016 to accomplish stream debris removal, streambank restoration/stabilization, and in-stream sediment removal. An additional \$2,842 was awarded for non-field farm road repairs. Those funds were provided through agriculture cost share accounts. Supplemental funding, provided by AgWRAP will support disaster related farm pond and dam repairs. During the winter of FY 2018, a Request for Proposal was issued for Rounds I and II of the Disaster Recovery Program. Five bids were received. Three Deuces, Inc., the lowest bidder, was selected by the District's Board of Supervisors to perform the work. This initial work is scheduled for completion during the summer of FY 2018. Round III of the project will begin during the summer of 2018 with a Request for Proposal issued seeking bidders for this work. All work will be accomplished in waterways within the Albemarle, Beaver Dam, Pungo Creek, South Creek, and Broad Creek Drainage Districts as well as Chocowinity Creek and Bear Creek.

The District's FY 2017-2018 Multi-Species Cover Crop Demonstration was concluded on March 19, 2018. Funds, in the amount of \$2,750, were provided through the NC Foundation for Soil and Water Conservation to partner with a local farmer and Beaufort County's Cooperative Extension Office to plant a mixture of cover crop seeds to demonstrate the benefits and management of cover crops.

The District's Annual Dan Windley Environmental Field Days event was held November 6-9, 2017 for the county's fifth grade students. Approximately 600 were in attendance. Poster and Essay contests for the County's third through sixth graders have been completed. The Coastal Envirothon competition was held on March 20, 2018. Eleven middle school and high school teams from Beaufort County represented the District. Five teams qualified for competition at the North Carolina Envirothon held April 27-28, 2018. The Resource Conservation Workshop will be held June 24-29, 2018. Two Beaufort County students have been selected for attendance.

The District's FY 2019 goals and objectives will be similar to those accomplished in FY 2018. Program allocations are anticipated after July 1, 2018. The District's revision of their FY 2019 Strategy Plan and FY 2019 Business Plan has begun. Educational opportunities will be provided as well.

SOIL AND WATER CONSERVATION

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 68,446	\$ 50,131	\$ 78,625	\$ 80,198	\$ 80,198	\$ 80,198	\$ 80,197	\$ 80,197
SALARIES-OVERTIME	75	250	278	100	100	78	100	100
SALARIES-PART TIME	11,865	11,149	11,475	11,705	11,705	11,705	11,705	11,705
FICA 6.2%	4,891	3,746	5,514	5,704	5,704	5,704	5,704	5,704
LOC. GOV. EMP. RETIREMENT	4,844	3,401	5,784	6,022	6,022	6,022	6,223	6,223
HOSPITALIZATION-EMPLOYEE	10,755	7,774	11,350	12,310	12,310	12,310	12,388	12,388
MEDICARE 1.45%	1,144	876	1,290	1,334	1,334	1,334	1,334	1,334
LIFE INSURANCE-EMPLOYEE	55	35	50	52	52	52	52	52
WORKERS COMPENSATION INSURANCE	1,158	1,332	399	450	450	450	450	450
401(K) EMPLOYER CONTRIBUTION	702	674	1,151	1,606	1,606	1,606	1,606	1,606
OFFICE SUPPLIES	1,608	2,827	1,615	2,000	2,000	1,278	2,000	1,500
PROFESSIONAL DEVELOPMENT	1,270	2,908	4,347	6,000	6,000	4,284	7,876	5,500
TRAVEL-FUEL	653	258	532	500	500	600	600	600
TELEPHONE	1,404	1,454	2,469	2,700	2,700	2,720	4,960	3,700
POSTAGE	711	226	-	-	-	-	-	-
PRINTING	1,694	1,539	125	400	400	400	400	250
MAINT/REPAIR-EQUIPMENT	58	114	-	300	300	-	300	300
MAINT/REPAIR-VEHICLE	-	-	137	500	500	200	645	500
FREIGHT	143	105	-	-	-	-	-	-
ADVERTISING	79	30	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	565	450	450	450	450	450	450	450
LEGAL ADVERTISING	-	504	105	100	100	-	100	100
INFORMATION/EDUCATION COSTS	6,510	6,408	7,279	6,500	6,500	5,576	8,530	6,500
EQUIPMENT PURCHASE	2,590	200	1,951	1,500	1,500	1,277	1,500	1,500
CONTRACT SERVICES	2,416	2,536	2,630	3,300	3,300	3,300	3,655	3,655
DUES & SUBSCRIPTIONS	1,778	1,741	1,097	1,898	1,898	1,104	1,898	1,898
COUNTY BEAVER BOUNTY PROGRAM	240	-	240	500	500	350	500	350
GRANT PROJ. ADFP-15-09 EXPENSE	-	-	-	-	2,750	2,750	-	-
	\$ 125,652	\$ 100,664	\$ 138,892	\$ 146,129	\$ 148,879	\$ 143,748	\$ 153,173	\$ 146,562

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YOUTH SERVICES

This cost center is used to account for programs geared toward Beaufort County youth. Some expenditures listed below are pass through grant funds while others are funded with general fund dollars.

JCPC Program - This program is funded by the NC Department of Public Safety, Adult Correction and Juvenile Justice. These funds pass through Beaufort County for the purpose of assessing needs of youth in the community, giving particular attention to the needs of status offenders on a continuing basis. These funds assist in planning and administering community based alternatives to training schools and delinquency prevention programs. The following area agencies currently receive funding through JCPC: Purpose of God Annex, Cornerstone, Pamlico Pals, and 4-H. A 10% local match is required.

Boys & Girls Club - The Boys & Girls Club is a national organization of local chapters that provide after-school programs for area youth, focusing on academic success, good character & citizenship, and healthy lifestyles.

Pamlico Pals - Pamlico Pals is a local one-on-one volunteer program. It is a community mentoring initiative that matches adult mentors from the area with at-risk and court involved youth, ages 7-17. The adult and youth agree to spend at least 8 hours a month for one year participating in appropriate group activities and outings in which the youth learn group skills such as communication, problem solving and collaboration.

	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
JCPC Program	\$ 171,958	\$ 167,628	\$ 167,628	\$ 167,628
Boys & Girls Club	45,000	50,000	50,000	40,000
Pamlico Pals	2,000	2,000	2,000	2,000
Totals	\$ 218,958	\$ 219,628	\$ 219,628	\$ 209,628

YOUTH SERVICES

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
PAMLICO PALS	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
BOYS/GIRLS CLUB	40,000	40,000	45,000	50,000	50,000	50,000	50,000	40,000
CBA-COMMUNITY BASED ALTERN.	168,705	182,945	172,882	167,628	167,628	167,628	167,628	167,628
REPAY CBA-PRIOR YEAR	83	298	(924)	-	-	-	-	-
	\$ 210,788	\$ 225,242	\$ 218,958	\$ 219,628	\$ 219,628	\$ 219,628	\$ 219,628	\$ 209,628

OUTSIDE AGENCIES

The Outside Agencies cost center accounts for appropriations made from the General Fund to support non-profit agencies and other appropriations authorized by the Board of Commissioners. Agencies are required to request funding annually and appropriations are reviewed annually by County staff and the Board for continued funding. New agencies can submit a funding request as part of the service expansion process each year. Similarly, existing agencies that request funds in excess of the amount they received in the prior year are required to submit a service expansion of the additional amount.

A spreadsheet listing each agency and/or appropriation is attached. The spreadsheet shows prior appropriations, current requests, and recommended appropriations for the FY 18-19.

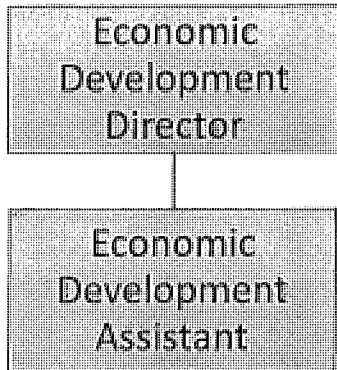
OUTSIDE AGENCIES	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Appropriations	\$ 431,270	\$ 464,370	\$ 464,370	\$ 464,370

OUTSIDE AGENCIES

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
RECREATION & MISC.								
AURORA RECREATION	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 7,000	\$ 4,500
BATH RECREATION	4,271	4,271	6,000	6,000	6,000	6,000	6,000	6,000
BELHAVEN RECREATION	10,800	-	-	10,800	10,800	10,800	10,800	10,800
CHOCOWINITY RECREATION	7,200	7,200	10,000	7,200	7,200	7,200	7,200	7,200
PANTEGO RECREATION	4,950	4,950	4,950	4,950	4,950	4,950	4,950	4,950
WASHINGTON RECREATION	15,732	15,732	20,000	20,000	20,000	20,000	50,000	20,000
WASHINGTON PARK RECREATION	1,620	1,620	1,620	1,620	1,620	1,620	1,620	1,620
BROWN LIBRARY	7,800	7,800	7,800	7,800	7,800	7,800	50,000	-
BELHAVEN LIBRARY (BHM)	1,000	1,000	1,000	-	-	-	-	-
AURORA FOSSIL MUSEUM	-	2,000	2,000	2,000	2,000	2,000	35,000	2,000
BELHAVEN MEMORIAL MUSEUM	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
SOUTHERN ALBEMARLE ASSOCIATION	-	-	800	-	-	-	-	-
WASHINGTON SENIOR CENTER	-	-	20,000	20,000	20,000	20,000	50,000	20,000
WASHINGTON CHAMBER OF COMMERCE	1,500	1,500	1,500	-	-	-	-	-
BELHAVEN CHAMBER OF COMMERCE	1,000	1,000	1,000	-	-	-	-	-
AURORA CHAMBER OF COMMERCE	-	1,000	1,000	-	-	-	-	-
BC ARTS COUNCIL	10,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
B-H-M LIBRARY	201,500	202,500	202,500	208,500	208,500	208,500	218,000	216,300
LITERACY VOLUNTEERS	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
HWY 17 TRANSPORTATION ASSOC.	20,000	23,000	20,000	20,000	20,000	20,000	25,000	20,000
CITIZENS ON SOUTHSIDE TOGETHER	2,000	2,000	2,000	2,000	2,000	2,000	3,000	2,000
EAGLES WINGS	-	-	2,000	2,000	2,000	2,000	2,000	2,000
RUTHS HOUSE	2,500	2,500	5,000	2,500	2,500	2,500	5,000	2,500
NC ESTUARUM	35,000	35,000	35,000	15,000	15,000	15,000	35,000	15,000
PUNGO HOSPITAL CAUSE	9,728	-	-	-	-	-	-	-
CORNERSTONE	-	5,000	5,000	5,000	5,000	5,000	5,000	5,000
TOURISM PROMOTION	-	18,100	23,100	15,000	15,000	15,000	15,000	15,000
PANTEGO ACADEMY HIST. MUSEUM	-	1,000	1,000	1,000	1,000	1,000	2,000	1,000
HIGHER HEIGHTS HUMAN SVS	-	20,000	20,000	20,000	20,000	20,000	20,000	20,000
ZION SHELTER	-	12,500	10,000	10,000	10,000	10,000	10,000	10,000
VOA SITE (UTILITIES)	14,880	16,922	-	-	-	-	-	-
HISTORIC BATH FOUNDATION	-	-	-	25,000	25,000	25,000	25,000	25,000
BEAUFORT COUNTY PALS	-	-	-	5,000	5,000	5,000	20,000	5,000
AGAPE	-	-	-	25,000	25,000	25,000	150,000	25,000
WASHINGTON AQUATIC CENTER	-	-	-	-	-	-	50,000	-
KAYE LEE'S CORNER FOUNDATION - ROCK MUSEUM	-	-	-	-	-	-	2,000	-
OPEN DOOR COMMUNITY CENTER	-	-	-	-	-	-	12,275	-
FOOD BANK OF THE ALBEMARLE	-	-	-	-	-	-	2,500	-
THE GREATER BATH FOUNDATION	-	-	-	-	-	-	10,000	-
	\$ 359,481	\$ 414,595	\$ 431,270	\$ 464,370	\$ 464,370	\$ 464,370	\$ 857,845	\$ 464,370

ECONOMIC DEVELOPMENT

The Economic Development Director, with the support of the Economic Development Assistant: oversees strategic planning for the economic development of Beaufort County; identifies plans, develops and markets specific projects to meet strategic economic development objectives; leads the effort to identify and recruit new industries; serves as initial contact for potential industries and businesses considering a new location or expansion; shows sites/buildings and arranges meetings with local ED allies; researches land/buildings and coordinates contacts for property; serves as liaison during plant or facility construction; investigates infrastructure and utility needs; works with various groups to ensure the availability of an adequate, well trained workforce for businesses; develops marketing tools for the economic development of the County including brochures, flyers and websites; collaborates with business, state, regional and local allies.



Martyn B. Johnson, Director
Sharon Digness, Assistant

Skills Center
705 Page Road
Washington, North Carolina 27889

Phone: (252) 946-3970
Fax: (252) 946-0849
Email: martyn.johnson@beaufortcdc.com

FULL-TIME POSITIONS AUTHORIZED

FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19 Recommended
2	2	2	2	2

ECONOMIC DEVELOPMENT	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Personnel	\$ 131,993	\$ 134,533	\$ 134,533	\$ 134,533
Benefits	32,997	34,960	34,960	34,979
Operating	135,053	114,694	114,694	114,683
Capital	17,395	-	-	-
Totals	\$ 317,438	\$ 284,187	\$ 284,187	\$ 284,195

ECONOMIC DEVELOPMENT

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ -	\$ -	\$ 126,993	\$ 129,533	\$ 129,533	\$ 129,533	\$ 129,533	\$ 129,533
TRAVEL ALLOWANCE	-	-	5,000	5,000	5,000	5,000	5,000	5,000
FICA 6.2%	-	-	7,901	8,341	8,341	8,341	8,031	8,031
LOC. GOV. EMP. RETIREMENT	-	-	9,309	9,715	9,715	9,715	10,039	10,039
HOSPITALIZATION-EMPLOYEE	-	-	11,350	12,310	12,310	12,310	12,388	12,388
MEDICARE 1.45%	-	-	1,848	1,951	1,951	1,951	1,878	1,878
LIFE INSURANCE-EMPLOYEE	-	-	50	52	52	52	52	52
WORKERS COMPENSATION INSURANCE	-	-	562	600	600	600	600	600
401(K) EMPLOYER CONTRIBUTION	-	-	2,540	2,591	2,591	2,591	2,591	2,591
ECONOMIC DEVELOP. RECRUITMENT	-	-	-	8,000	8,000	8,000	8,000	8,000
PROFESSIONAL SERVICES	-	-	-	5,000	5,000	5,000	5,000	5,000
OFFICE SUPPLIES	-	-	2,190	2,000	2,000	2,000	2,000	1,400
PROFESSIONAL DEVELOPMENT	-	-	7,524	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	-	-	268	4,500	4,500	4,500	4,500	4,500
TELEPHONE	-	-	6,817	6,200	6,200	6,200	6,200	6,400
POSTAGE	-	-	190	200	200	200	200	200
PRINTING	-	-	690	750	750	750	750	750
MAINT/REPAIR-EQUIPMENT	-	-	760	-	-	-	-	-
ADVERTISING/PROMOTIONS	-	-	10,886	10,000	10,000	10,000	10,000	10,000
COMPUTER SOFTWARE/SUPPORT	-	-	1,102	2,136	2,136	2,136	2,136	1,500
CONTRACT SERVICES	-	-	47,989	15,000	15,000	15,000	15,000	15,000
DUES & SUBSCRIPTIONS	-	-	1,098	1,500	1,500	1,500	1,500	2,525
CAPITAL OUTLAY-LAND PURCHASE	-	-	17,395	-	-	-	-	-
SKILLS CENTER - RENT	-	-	21,708	21,708	21,708	21,708	21,708	21,708
SKILLS CENTER - MAINTENANCE	-	-	14,085	15,000	15,000	15,000	15,000	15,000
SKILLS CENTER - UTILITIES	-	-	19,183	22,100	22,100	22,100	22,100	22,100
	\$ -	\$ -	\$ 317,438	\$ 284,187	\$ 284,187	\$ 284,187	\$ 284,206	\$ 284,195

PLANNING

The Planning Department is comprised of County Planning and Building Inspections. Planning provides taxpayers with technical assistance on a wide range of planning issues including land use, subdivision and mobile home/travel trailer park developments, and environmental regulations. Staff provides advisory and administrative support to the County Commissioners and Planning Board members. Building inspection staff facilitates the permitting process of commercial and residential construction and renovation. Staff conducts field inspections of all building and structures and work therein for which a permit of any kind has been issued to compliance with N.C. State Building Codes. During FY 17-18, planning services were contracted with the Mid-East Commission and the Planning Director position was eliminated. Three (3) Land Records positions were also moved to the Tax Assessor's Office. These changes are reflected for FY 18-19.

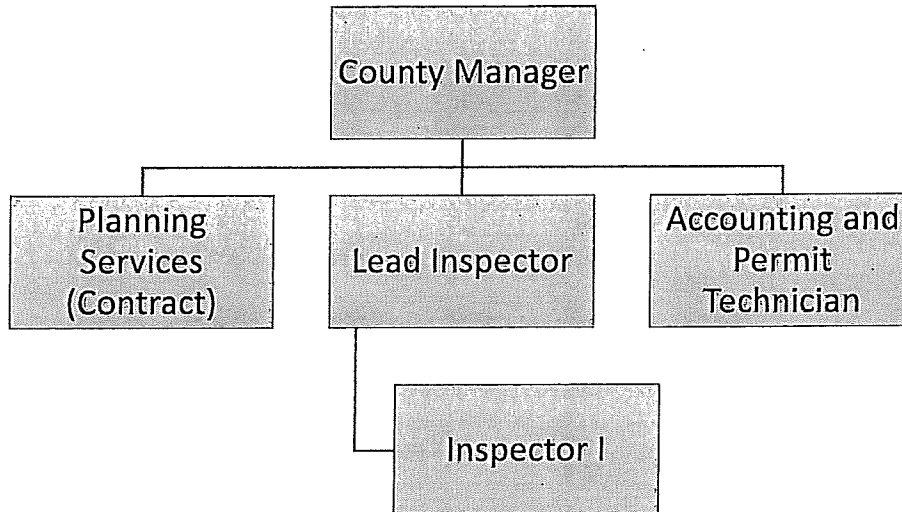
Susan Rose, Accounting Permit Tech.
Brandon Hayes, Lead Inspector

220 N. Market Street
Washington, North Carolina 27889

Phone: (252) 946-7182

Fax: (252) 940-6154

Email: susan.rose@co.beaufort.nc.us
brandon.hayes@co.beaufort.nc.us



FULL-TIME POSITIONS AUTHORIZED

FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19 Recommended
7	7	7	7	3

PLANNING	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Personnel	\$ 307,709	\$ 312,957	\$ 313,757	\$ 123,154
Benefits	90,098	96,939	89,639	40,089
Operating	89,587	56,450	62,950	121,553
Capital	-	-	-	-
Totals	\$ 487,394	\$ 466,346	\$ 466,346	\$ 284,796

PLANNING/INSPECTIONS

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 65,000	\$ 310,595	\$ 306,821	\$ 312,757	\$ 312,757	\$ 292,415	\$ 312,959	\$ 122,654
SALARIES-OVERTIME	-	-	888	200	1,000	1,000	500	500
FICA 6.2%	4,030	18,251	17,771	19,403	17,903	18,192	19,416	7,636
LOC. GOV. EMP. RETIREMENT	4,596	20,965	22,555	23,472	23,472	22,006	24,270	9,544
HOSPITALIZATION-EMPLOYEE	5,592	36,612	39,723	43,085	37,285	32,745	43,358	18,582
MEDICARE 1.45%	943	4,268	4,156	4,538	4,538	4,255	4,541	1,786
LIFE INSURANCE-EMPLOYEE	29	171	176	182	182	168	182	78
WORKERS COMPENSATION INSURANCE	273	3,383	1,356	1,400	1,200	565	300	300
401(K) EMPLOYER CONTRIBUTION	975	5,788	5,717	6,259	6,259	5,848	6,263	2,463
PROFESSIONAL SERVICE-CAMA PLAN	-	-	-	-	-	-	-	-
PROFESSIONAL SERVICES					6,000	5,900	36,000	20,000
PROF SERV MIDEAST PLANNING	30,625	17,513	-	-	-	-	-	60,000
911 ADDRESSING CONTRACT	8,500	-	-	-	-	-	-	-
PROFESSIONAL SERVICE-GRANT	1,900	2,000	-	-	-	-	-	-
ADMINISTRATIVE SERVICES	-	-	1,438	-	-	-	-	-
UNIFORMS	-	-	676	300	300	300	300	300
OFFICE SUPPLIES	953	4,218	3,388	3,700	3,700	1,700	1,700	1,000
PROFESSIONAL DEVELOPMENT	-	1,610	3,895	4,500	4,500	2,000	1,500	1,000
TRAVEL-FUEL	-	4,197	4,691	5,000	5,000	4,800	4,800	4,800
TELEPHONE	1,358	21,763	3,082	2,500	2,500	2,550	2,550	2,550
POSTAGE	31	63	-	-	-	-	50	50
PRINTING	-	-	-	100	100	-	100	100
MAINT/REPAIR-EQUIPMENT	2	3,098	5,943	-	500	-	-	-
MAINT/REPAIR-VEHICLE	-	1,118	1,290	1,500	1,500	1,500	1,500	1,500
ADVERTISING	319	-	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	11,835	13,102	16,292	20,000	24,323	24,323	6,873	7,873
LEGAL ADVERTISING	1,624	582	187	250	450	442	500	1,000
EQUIPMENT PURCHASE	5,111	3,918	975	1,000	1,000	155	-	-
CONTRACT SERVICES	-	-	-	6,000	1,677	6,000	6,000	6,000
DUES & SUBSCRIPTIONS	50	340	90	200	200	210	80	80
MID-EAST COMMISSION	40,458	19,312	-	-	-	-	-	-
SOUTHERN ALBEMARLE ASSOCIATION	800	-	-	-	-	-	-	-
B.C.ROAD SIGN MAINTENANCE	7,104	9,162	5,285	10,000	10,000	19,065	15,000	15,000
WASHINGTON AIRPORT DEANNEX.	2,483	34,311	41,001	-	-	-	-	-
LAND PURCHASE	-	28,534	-	-	-	-	-	-
ECON. DEV. COMMISSION	258,300	-	-	-	-	-	-	-
	\$ 452,888	\$ 564,877	\$ 487,394	\$ 466,346	\$ 466,346	\$ 446,139	\$ 488,742	\$ 284,796

BEAUFORT COUNTY PUBLIC SCHOOL SYSTEM

Although the public school system is primarily financed by the state, the average county allocates nearly a third of its funds for the operation of the public schools. These locally raised revenues are used principally to provide, equip, and maintain the physical plants for the schools and to supplement the state's support of the operating budget.

Local administrative units, and thus county commissioners, are required by statute to finance some areas of school operation. The General Statutes specify several categories that must be provided for mainly from local revenues:

Mr. Mac Hodges, Chairman of the Board

Beaufort County Schools Central Services
Building 1
321 Smaw Road
Washington, North Carolina 27889

Phone: (252) 946-6593

1. Buildings, furniture, and apparatus [G.S. 115C-521(b)]
2. Garage and maintenance equipment for school buses [G.S. 115C-249(e)]
3. Liability insurance [G.S. 115C-47(25)]
4. Maintenance of plant [G.S. 115C-521(c) to 115C-524]
5. Site acquisition (G.S. 115C-517)
6. Furnishing of superintendent's office (G.S. 115C-277)
7. School building supplies [G.S. 115C-522(c)]
8. Water supply and sewerage facilities [G.S. 115C-522(c)]

Counties may raise money for school construction through a general obligation school bond issue or through installment financing; school administrative units have no authority to issue bonds or otherwise borrow money for construction. Projects may also be paid for from current revenues, including county property taxes, local sales and use taxes, voter-approved supplemental property taxes, proceeds from the sale of capital assets, and other sources.

The county's budget ordinance should include at least two appropriations to each school administrative unit in the county: one to the local current expense fund and one to the capital outlay fund. The current expense fund includes instructional, support, and other operating expenditures of the school system. The capital outlay fund includes appropriations for site acquisition, new buildings, renovation of existing buildings, furnishings and equipment, new school buses, activity buses, and other vehicles. The board of county commissioners may make lump-sum appropriations to these two funds. Or it may allocate all or part of its appropriations to particular purposes or functions - as defined in a chart of accounts promulgated by the State Board - in the current expense funds or to specific projects in the capital outlay fund. The Beaufort County Board of Commissioners has historically provided lump-sum appropriations to the two funds.

BEAUFORT COUNTY SCHOOL SYSTEM	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Current Expense	\$ 14,300,984	\$ 14,587,005	\$ 14,587,005	\$ 14,587,005
Capital Outlay - Cash	990,639	455,995	455,995	1,115,695
Capital Outlay - Financed	-	659,700	659,700	-
Totals	\$ 15,291,623	\$ 15,702,700	\$ 15,702,700	\$ 15,702,700

BEAUFORT COUNTY PUBLIC SCHOOLS

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
CURRENT EXPENSE	\$ 12,669,163	\$ 13,233,163	\$ 14,300,984	\$ 14,587,005	\$ 14,587,005	\$ 14,587,005	\$ 14,899,880	\$ 14,587,005
CAPITAL OUTLAY	1,961,125	1,800,000	990,639	1,115,695	1,115,695	1,115,695	2,014,550	1,115,695
	\$ 14,630,288	\$ 15,033,163	\$ 15,291,623	\$ 15,702,700	\$ 15,702,700	\$ 15,702,700	\$ 16,914,430	\$ 15,702,700

Beaufort County Schools
2018 - 19 Local Budget

Local Current Expense Appropriations	14,587,005.00
Fines & Forfeitures	300,000.00
	<u>14,887,005.00</u>
<i>FY '18 LOCAL Dollars:</i>	
<i>FY '18 Fund Balance - Appropriated</i>	350,000.00
FY '18 Local Budget	<u>15,237,005.00</u>

Cuts & Losses:

Testing Technician	(44,500.00)
Local Teaching Positions (7)	(350,000.00)
<i>(Additionally, 4 teaching positions will be eliminated due to State cuts)</i>	
	<u>(394,500.00)</u>

Program Enhancement:

Increase in Technology	200,000.00
Increase in BCS Virtual Academy	20,000.00
	<u>220,000.00</u>

Additional Positions:

Marketing <i>(Firm/Individual)</i>	25,000.00
Instructional Technology Facilitators (2)	110,000.00
Certified Teacher <i>(Elementary Mental Health)</i>	55,000.00
Teacher Assistant <i>(Elementary Mental Health)</i>	35,000.00
Mental Health Professional <i>(District Wide)</i>	60,000.00
	<u>285,000.00</u>

Fixed Costs:

Increase in Retirement Rate <i>(17.13% to 18.44%)</i>	114,175.00
Increase in Hospitalization (\$ 5,869 to \$ 6,104)	28,200.00
Increase in Salaries <i>(3.0%)</i>	260,000.00
	<u>402,375.00</u>

FY '19 Local Budget:	15,399,880.00
<i>less FY '18 LOCAL Dollars</i>	<u>(14,887,005.00)</u>
ifference:	512,875.00
<i>less BCS FY '19 Fund Balance - Appropriation:</i>	<u>(200,000.00)</u>
FY '19 Additional LOCAL Request from the County:	<u>312,875.00</u>

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BEAUFORT COUNTY COMMUNITY COLLEGE

The State and the counties served by a community college share the duty of paying for the college. By statute, the State pays for salaries and other costs of administration, instructional services, and support services (called current operations expenses). The State pays for furniture, equipment, and library books, and, when the appropriations are made by the General Assembly, provides matching funds (to be paired with local funds) to buy land and to construct buildings (collectively called the plant fund). The counties served by community colleges must pay for maintenance and repairs to buildings and equipment, rent, utilities, costs of custodians, insurance, and legal fees. In addition, acquisition of land, erection and alteration of buildings, purchase and maintenance of vehicles, and maintenance of grounds are local responsibilities.

Dr. Robert Cayton, Board of Trustees Chair
Dr. David Loope, President

Beaufort County Community College
5337 US Highway 264 East
Washington, North Carolina 27889

Phone: (252) 940-6201
Email: Dave.Loope@BeaufortCCC.edu

While the State provides the majority of the funds needed by community colleges for operating expenses, the counties in the administrative area of a community college provide the appropriations that permit the college to do the following:

- acquire land
- erect and alter buildings
- maintain buildings and grounds
- purchase and maintain vehicles
- acquire and maintain equipment necessary for the upkeep of buildings and grounds
- purchase furniture and equipment that is not provided by state funds for administrative and instructional purposes
- pay the salaries of custodians and maintenance workers; pay for fuel, water, power, and telephones
- rent land and buildings
- pay for insurance for buildings and their contents, motor vehicles, workers' compensation for employees paid by county funds, and other necessary insurance
- pay tort claims that result from the negligence of employees
- pay the cost of bonding employees for the protection of local funds and property
- pay legal fees in connection with local administration and operation of the college

Statutes permit, but do not require, the Commissioners to allocate all or part of an appropriation by purpose, function, or project, within guidelines provided by the State Board of Community Colleges through its uniform budget manual. Counties may combine all their appropriations into one lump; make one appropriation for current operations and one for capital; or allocate by purpose. If by purpose, the Board of Trustees is bound by the allocation. The Beaufort County Board of Commissioners has historically provided lump-sum appropriations to the current expense and capital funds.

COMMUNITY COLLEGE	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Current Expense	\$ 2,464,126	\$ 2,515,000	\$ 2,515,000	\$ 2,543,535
Capital Outlay - Cash	49,000	118,000	118,000	246,000
Capital Outlay - Financed	-	165,000	165,000	-
Totals	\$ 2,513,126	\$ 2,798,000	\$ 2,798,000	\$ 2,789,535

BEAUFORT COUNTY COMMUNITY COLLEGE

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
LAND PURCHASE	\$ -	\$ 211,042	\$ -	\$ -	\$ -	\$ -		
CURRENT EXPENSE	2,270,934	2,373,126	2,464,126	2,515,000	2,515,000	2,515,000	2,606,500	2,543,535
CAPITAL OUTLAY	605,578	640,000	49,000	283,000	283,000	283,000	246,000	246,000
	\$ 2,876,512	\$ 3,224,168	\$ 2,513,126	\$ 2,798,000	\$ 2,798,000	\$ 2,798,000	\$ 2,852,500	\$ 2,789,535

Beaufort County Community College

County Budget Request for Fiscal Year 2019

Summary with Prior Year Approved Budgets:

Year	Current	Capital	Total	Variance	Percent Change
2016	\$ 2,373,126	\$ 640,000	\$ 3,013,126	\$ 136,614	4.7%
2017	\$ 2,464,126	\$ 49,000	\$ 2,513,126	\$ (500,000)	-16.6%
2018	\$ 2,515,000	\$ 283,000	\$ 2,798,000	\$ 284,874	11.3%
2019	\$ 2,606,500	\$ 246,000	\$ 2,852,500	\$ 54,500	1.9%

- We are requesting a 1.9% increase or \$54,500 more than our previous year's approved budget. The increase is associated with \$91,500 in Current Expenses and a (\$37,000) decrease in the Capital budget.
- A more detailed breakdown of this projection is shown on the next three pages.

Beaufort County Community College

County Budget Request for Fiscal Year 2019

Current Expense Budget Request

	2018 Approved	2019 Request	Variance	Percent Change
Salaries and Benefits	\$1,320,000	\$1,405,000	\$85,000	6.44%
Contracted Services and Insurance	\$252,000	\$258,500	\$6,500	2.58%
Utilities	\$600,000	\$600,000	\$0	0.00%
Supplies	\$110,000	\$110,000	\$0	0.00%
Repairs to Facilities	\$160,000	\$160,000	\$0	0.00%
Miscellaneous	\$73,000	\$73,000	\$0	0.00%
Total	\$2,515,000	\$2,606,500	\$91,500	3.64%

Breakdown of the Request:

- The increase in Salaries is attributed to a 2% increase in COLA and associated benefits. We do not know at this point what the State salary, medical, or retirement rates will be. We will make adjustments as we become aware of these changes.
- We also added one employee for the Police Department to be dedicated to the Early College High School. With recent school shootings across the country we want to increase our security posture particularly with the high school students.
- The increase in contracted services is attributed to anticipated increased cost of insurance.

Beaufort County Community College

County Budget Request for Fiscal Year 2019

Capital Expense Budget Request:

Alterations, Add. & Improvements to Buildings				
Minor	\$175,000	\$156,000	-\$19,000	-10.86%
Major	\$0	\$0	\$0	
Land and Land Improvements	\$0	\$0	\$0	
Maintenance Equipment	\$31,000	\$25,000	-\$6,000	-19.35%
Adm. & Communications Equipment	\$3,000	\$3,000	\$0	0.00%
Motor Vehicles	\$74,000	\$62,000	-\$12,000	-16.22%
Total	\$283,000	\$246,000	(\$37,000)	-13.07%

Breakdown of the Request:

We have divided the capital requests into two categories...minor maintenance items that would be capitalized (\$156,000) and we have no major capital improvement projects this year.

BEAUFORT COUNTY SHERIFF'S OFFICE

The Sheriff is the chief law enforcement officer of his or her county. The Beaufort County Sheriff's Office is the largest and most dynamic law enforcement agency in the county. Sheriff Ernie Coleman and his staff of dedicated professionals provide law enforcement services to all of Beaufort County's residents.

Ernie Coleman, Sheriff
Charlie Rose, Chief Deputy

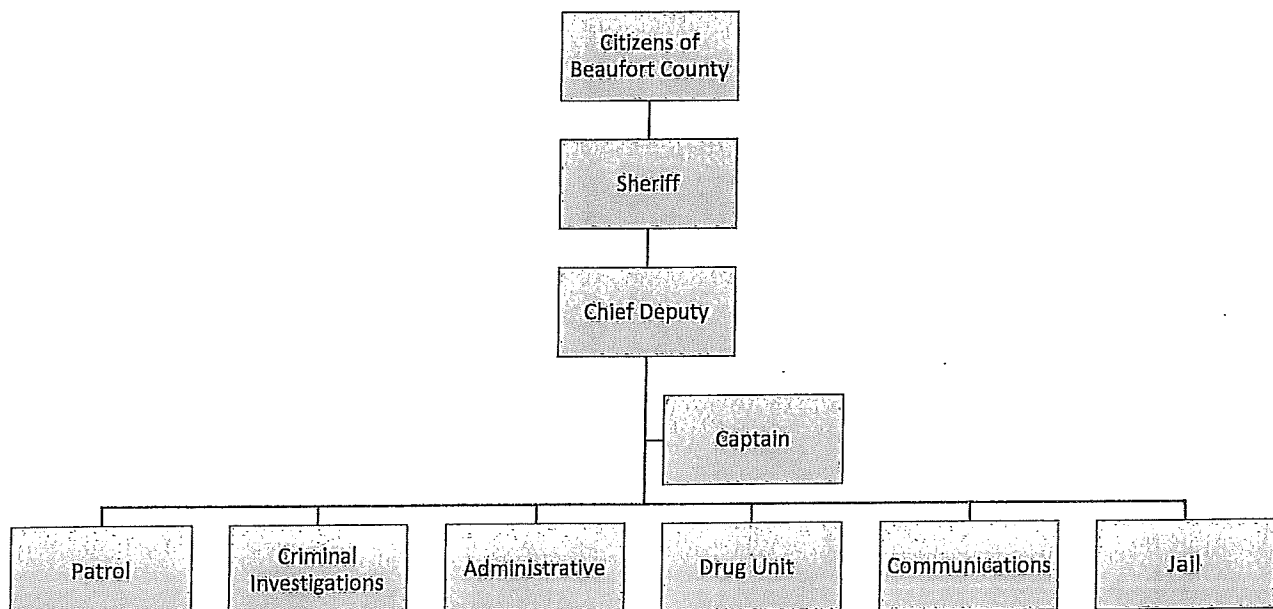
Beaufort County Sheriff's Office
210 North Market St.
Washington, North Carolina 27889

Phone: (252) 946-7111
Fax: (252) 946-0993
Email: info@co.beaufort.nc.us

Our Mission: *To be the Best Sheriff's Office in this State*

How we will accomplish this mission:

- We will serve all citizens equally and without regard to race, sex, religion or socioeconomic standing.
- We will strive for constant improvement in all areas of operation.
- We will train and prepare to meet any law enforcement need or any other need for service that may arise within our jurisdiction.
- We will be as friendly, helpful, courteous and respectful as possible in our dealings with others.
- We will never forget that we derive our strength from those we serve.



FULL-TIME POSITIONS AUTHORIZED

FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19 Rec.
90	92	97	97	97

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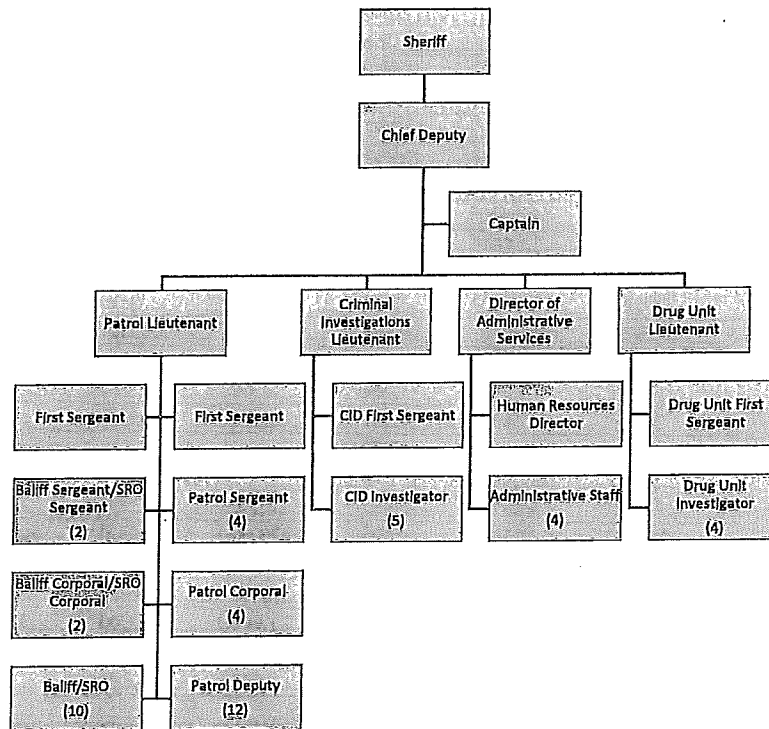
SHERIFF'S OFFICE – ADMINISTRATIVE AND OPERATIONS

The Beaufort County Sheriff's Office Administrative and Operations budget is comprised of the Administrative Office Staff and Sworn Positions that run the day-to-day functions of the office as well as the enforcement sections. Each role is different, but essential to the overall success of the Office and critical to the overall safety of our county. The Administrative Office, Patrol Division, and Investigations (Criminal and Drug Unit) make up this section.

Beaufort County Sheriff's Office
Ernie Coleman, Sheriff
Charlie Rose, Chief Deputy

210 North Market St.
Washington, North Carolina 27889

Phone: (252) 946-7111
Fax: (252) 946-0993
Email: info@co.beaufort.nc.us



FULL-TIME POSITIONS AUTHORIZED

FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19 Rec.
57	59	59	59	59

SHERIFF'S OFFICE	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Personnel	\$ 2,819,608	\$ 2,851,281	\$ 2,851,281	\$ 2,856,915
Benefits	972,738	1,006,313	1,006,313	1,049,194
Operating	918,196	1,015,643	1,015,643	1,002,456
Capital	311,338	360,000	360,000	324,229
Totals	\$ 5,021,880	\$ 5,233,237	\$ 5,233,237	\$ 5,232,794

SHERIFF - ADMINISTRATIVE AND OPERATIONS

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 2,284,278	\$ 2,388,474	\$ 2,525,035	\$ 2,605,381	\$ 2,605,381	\$ 2,605,381	\$ 2,606,915	\$ 2,606,915
SALARIES-OVERTIME	200,438	233,508	247,665	200,000	200,000	250,000	200,000	200,000
SALARIES-PART TIME	44,038	45,564	46,908	45,900	45,900	60,000	50,000	50,000
LEO SEPARATION ALLOWANCE	100,546	104,706	80,729	75,334	75,334	75,334	75,334	75,334
401(K) 5% LEO EMPLR SUPP. RET.	113,646	121,171	126,712	118,330	118,330	118,330	130,260	130,260
SHERIFF'S SUPPLEMENTL PENSION				-	-	4,938	5,000	5,000
FICA 6.2%	155,563	163,456	170,134	181,450	181,450	181,450	181,799	181,799
LOC. GOV. EMP. RETIREMENT	14,941	13,404	17,479	17,909	17,909	17,909	15,633	15,633
RETIREMENT-LEO 4.78% LOC. GOV.	168,145	173,273	202,739	195,244	195,244	195,244	221,442	221,442
HOSPITALIZATION-EMPLOYEE	292,577	318,036	328,938	369,300	369,300	369,300	371,640	371,640
MEDICARE 1.45%	36,382	38,228	39,790	42,436	42,436	42,436	42,518	42,518
LIFE INSURANCE-EMPLOYEE	1,405	1,465	1,453	1,534	1,534	1,534	1,534	1,534
WORKERS COMPENSATION INSURANCE	113,790	116,275	102,829	110,000	110,000	110,000	110,000	110,000
401(K) EMPLOYER CONTRIBUTION	3,052	3,855	4,765	4,776	4,776	4,776	4,034	4,034
ELECTRONIC HOUSE ARREST	29,431	33,598	29,967	35,000	35,000	40,000	35,000	35,000
K-9 KENNEL CARE SUPPLIES	-	-	1,062	2,000	2,000	1,000	1,500	1,500
UNIFORMS	64,757	73,923	51,271	70,000	70,000	70,000	66,000	66,000
EDUCATION/PROMOTION	-	-	7,364	4,000	4,000	2,000	3,000	3,000
VEHICLE TAGS (RENEW/REPLACE)	132	162	156	156	156	156	156	156
OFFICE SUPPLIES	12,799	15,481	12,940	12,500	12,500	15,000	15,000	15,000
BENEVOLENT DONATIONS-EXPENSE	1,373	2,754	3,928	5,000	5,000	5,000	5,000	5,000
LAW ENFORCEMENT SUPPLIES	43,008	36,094	35,527	40,000	40,000	35,000	40,000	40,000
PROFESSIONAL DEVELOPMENT	14,856	14,185	25,437	15,000	15,000	25,000	25,000	25,000
TRAVEL-FUEL	127,283	74,875	129,357	120,000	120,000	120,000	120,000	120,000
TELEPHONE	49,140	46,004	50,579	50,000	50,000	35,000	50,000	50,000
POSTAGE	3,608	1,184	762	500	500	1,000	1,000	1,000
PRINTING	2,060	1,162	1,272	1,000	1,000	500	1,000	1,000
MAINT/REPAIR-EQUIPMENT	3,526	1,402	3,427	3,000	3,000	2,000	3,000	3,000
MAINT/REPAIR-VEHICLE	173,955	200,046	150,951	150,000	150,000	150,000	150,000	150,000
FREIGHT	18	260	14	-	-	-	-	-
ADVERTISING	2,319	364	1,662	1,000	1,000	1,000	1,000	1,000
COMPUTER SOFTWARE/SUPPORT	17,832	75,865	41,617	85,000	85,000	50,000	104,400	104,400
TEMPORARY EMP.SERVICES	-	-	7,954	-	-	-	-	-
TRAINING/SCHOOL COSTS	15,325	13,348	75	-	-	-	-	-
FITNESS INCENTIVE	19,764	14,470	10,551	12,000	12,000	10,000	12,000	12,000
LAW ENFORCEMENT INFORMATION	43,125	67,126	70,975	125,000	125,000	100,000	125,000	125,000
EQUIPMENT PURCHASE	28,920	26,919	62,915	90,000	90,000	40,000	60,000	60,000
STORAGE RENT	13,775	13,775	20,800	26,882	26,882	22,000	23,000	23,000
RENTAL EQUIPMENT	24,826	31,170	22,149	15,000	15,000	10,000	15,000	15,000
CONTRACT SERVICES	62,153	15,560	70,892	31,000	31,000	26,000	35,000	35,000
DUES & SUBSCRIPTIONS	723	1,907	1,763	1,605	1,605	1,400	1,400	1,400
CAPITAL OUTLAY-EQUIPMENT	79,308	17,695	40,105	-	-	-	-	-
CAPITAL OUTLAY-VEHICLES	247,256	376,294	271,233	360,000	360,000	354,000	324,229	324,229
LAW ENFORCEMENT TRANSPORTS	-	-	-	10,000	10,000	-	-	-
	\$ 4,610,074	\$ 4,877,039	\$ 5,021,880	\$ 5,233,237	\$ 5,233,237	\$ 5,152,688	\$ 5,232,794	\$ 5,232,794

SHERIFF'S OFFICE - JAIL

North Carolina General Statute 162-22 states "the Sheriff shall have the care and custody of the jail in his county; and shall be, or appoint, the keeper thereof." The Beaufort County Jail is integral to our government's public safety function and is an absolutely necessary element of the local criminal justice system.

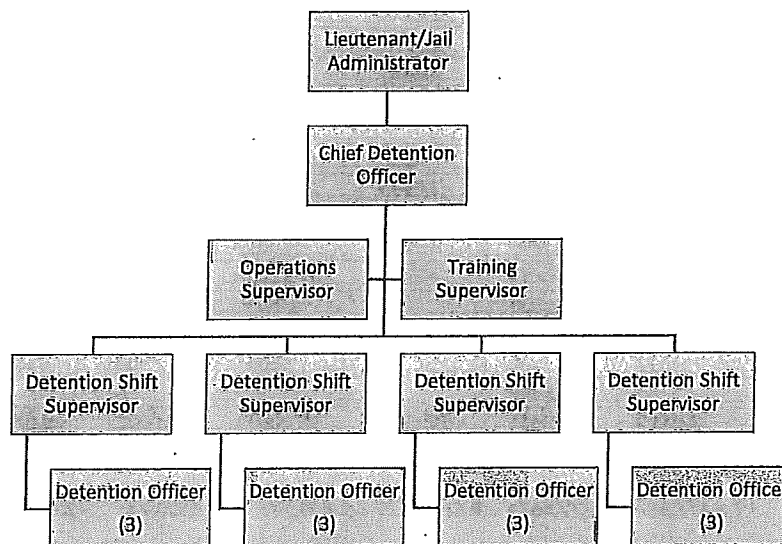
Beaufort County Sheriff's Office
Ernie Coleman, Sheriff
Charlie Rose, Chief Deputy
Kathryn Bryan, Lieutenant/ Jail Administrator

210 North Market St.
Washington, North Carolina 27889

Phone: (252) 946-7111
Fax: (252) 946-0993
Email: info@co.beaufort.nc.us

Our jail serves five basic purposes:

- To receive and process people arrested and taken into custody by law enforcement.
- To hold accused law violators to ensure their appearance at trial.
- To hold offenders convicted of lesser offenses- usually misdemeanor, but also low-level felonies- as a court-ordered sanction.
- To hold individuals remanded by the court for civil contempt.
- To hold offenders for other jurisdictions or those awaiting transfer to a prison or other facilities.



FULL-TIME POSITIONS AUTHORIZED

FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19 Rec.
20	20	20	20	20

JAIL	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Personnel	\$ 790,955	\$ 857,792	\$ 857,792	\$ 861,110
Benefits	245,060	278,717	278,717	274,137
Operating	1,029,200	709,266	984,266	895,750
Capital	-	-	-	-
Totals	\$ 2,065,215	\$ 1,845,775	\$ 2,120,775	\$ 2,030,997

SHERIFF - JAIL

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 671,958	\$ 707,523	\$ 718,559	\$ 782,292	\$ 782,292	\$ 730,000	\$ 784,791	\$ 786,110
SALARIES-OVERTIME	31,973	52,431	69,762	50,000	50,000	85,000	50,000	50,000
FITNESS INCENTIVE	-	1,314	614	-	-	-	-	-
SALARIES-PART TIME	-	-	2,634	25,500	25,500	7,500	25,000	25,000
401(K) 5% LEO EMPLR SUPP. RET.	1,269	5,737	4,227	3,121	3,121	3,121	3,121	3,121
FICA 6.2%	41,771	45,371	46,176	53,183	53,183	53,183	53,307	53,389
LOC. GOV. EMP. RETIREMENT	47,973	43,553	51,579	59,653	59,653	59,653	59,858	59,961
RETIREMENT-LEO 4.78% LOC. GOV.	1,876	8,203	6,764	5,150	5,150	5,150	5,307	5,306
HOSPITALIZATION-EMPLOYEE	101,864	106,077	111,949	129,255	129,255	129,255	130,074	123,880
MEDICARE 1.45%	9,769	10,611	10,799	12,438	12,438	12,438	12,467	12,486
LIFE INSURANCE-EMPLOYEE	478	481	458	520	520	520	520	520
WORKERS COMPENSATION INSURANCE	44,209	38,054	33,424	35,000	35,000	35,000	35,000	35,000
401(K) EMPLOYER CONTRIBUTION	8,672	11,323	12,495	15,397	15,397	15,397	15,447	15,474
PROFESSIONAL SERVICE-MEDICAL	197,464	189,149	295,827	153,000	153,000	300,000	-	-
INMATE PRESCRIPTIONS	-	-	-	-	-	-	40,000	40,000
INMATE MENTAL HEALTH	-	-	-	-	-	-	25,000	25,000
INMATE OUT OF FACILITY SERVICES	-	-	-	-	-	-	100,000	100,000
MEDICAL STOP LOSS INSURANCE	-	-	-	-	-	-	32,000	32,000
JANITORIAL SUPPLIES	59,710	35,458	44,386	48,000	48,000	30,000	48,000	48,000
UNIFORMS	7,754	9,436	10,320	12,000	12,000	9,000	10,000	10,000
INMATE MEALS	257,679	217,662	197,594	200,000	200,000	170,000	230,000	230,000
SUPPLIES	15,587	20,904	20,249	20,000	20,000	18,000	20,000	20,000
PROFESSIONAL DEVELOPMENT	3,888	2,785	6,172	20,000	20,000	14,000	10,000	10,000
TELEPHONE	1,544	1,567	2,823	2,500	2,500	2,500	2,500	2,500
POSTAGE-INMATE	1,121	326	203	500	500	100	500	500
PRINTING	733	1,205	-	-	-	-	-	-
MAINT/REPAIR-JAIL	33,427	27,244	826	10,000	10,000	77,000	10,000	10,000
MAINT/REPAIR-EQUIPMENT	1,109	10,669	3,568	20,000	20,000	7,000	20,000	20,000
TRAINING/SCHOOL COSTS	2,633	2,876	-	-	-	-	-	-
FITNESS INCENTIVE	-	1,787	3,903	5,000	5,000	1,600	3,000	3,000
EQUIPMENT PURCHASE	2,947	14,467	12,449	31,216	31,216	32,000	7,500	7,500
RENTAL EQUIPMENT	1,395	1,523	926	1,750	1,750	1,700	1,750	1,750
CONTRACT SERVICES	-	-	5,629	-	-	-	-	-
DUES & SUBSCRIPTIONS	96	25	-	300	300	200	500	500
CAPITAL OUTLAY-EQUIPMENT	-	80,146	-	-	-	-	-	-
SAFEKEEPING	78,131	129,961	390,900	150,000	425,000	450,000	100,000	100,000
SAFEKEEPING-CAPACITY	-	-	-	-	-	-	200,000	200,000
	\$ 1,627,031	\$ 1,777,867	\$ 2,065,215	\$ 1,845,775	\$ 2,120,775	\$ 2,249,317	\$ 2,035,642	\$ 2,030,997

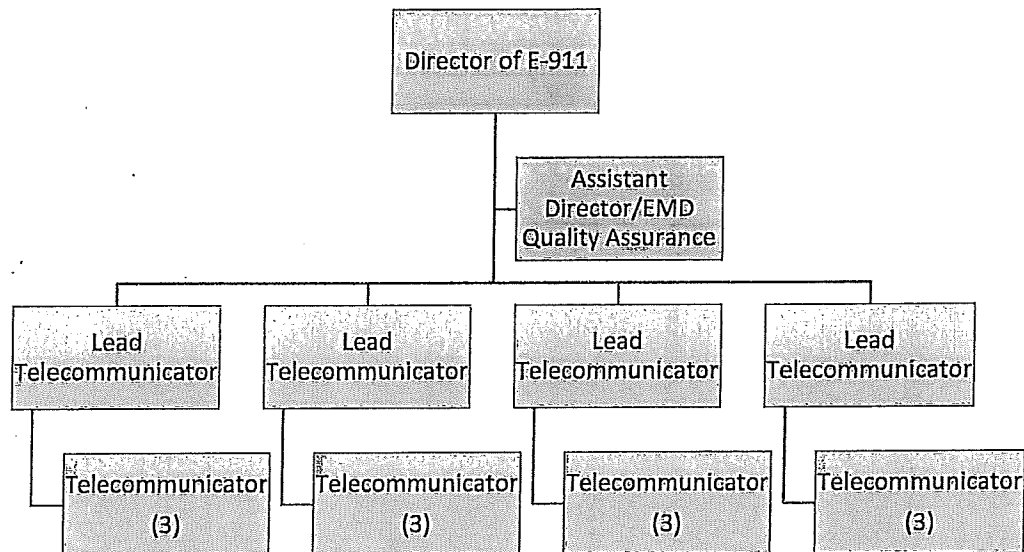
SHERIFF'S OFFICE - COMMUNICATIONS

The Beaufort County E-911 Communication Center provides Enhanced 911 services to the citizens of Beaufort County and serves as the public safety answering point (PSAP) for all emergency services calls within the County. The E-911 Center operates 24 hours a day, 7 days a week. The E-911 Center also serves as a link between the public and the various emergency services organizations. The Center provides dispatch services countywide to the Beaufort County Sheriff's Office, Aurora Police, Belhaven Police, and Chocowinity Police Departments, as well as 14 Fire Departments, 7 Rescue Squads/EMS, as well as an array of other related services.

Ernie Coleman, Sheriff
 Charlie Rose, Chief Deputy
 Vic Williams, Director of E-911 Center

210 North Market St.
 Washington, North Carolina 27889

Phone: (252) 946-7111
 Fax: (252) 946-0993
 Email: info@co.beaufort.nc.us



FULL-TIME POSITIONS AUTHORIZED

FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19 Rec.
13	13	18	18	18

COMMUNICATIONS	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Personnel	\$ 651,769	\$ 813,253	\$ 813,253	\$ 794,414
Benefits	187,514	254,463	254,463	262,749
Operating	101,932	145,312	145,312	173,200
Capital	-	-	-	-
Totals	\$ 941,214	\$ 1,213,028	\$ 1,213,028	\$ 1,230,363

SHERIFF - COMMUNICATIONS

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 398,521	\$ 484,477	\$ 511,648	\$ 662,753	\$ 662,753	\$ 610,000	\$ 659,414	\$ 659,414
SALARIES-OVERTIME	82,366	130,828	134,459	125,000	125,000	150,000	125,000	125,000
SALARIES-PART TIME	2,375	11,561	5,661	25,500	25,500	5,000	10,000	10,000
FICA 6.2%	28,504	37,789	39,071	50,422	50,422	50,422	50,184	50,184
LOC. GOV. EMP. RETIREMENT	33,999	41,405	47,329	59,081	59,081	59,081	60,792	60,792
HOSPITALIZATION-EMPLOYEE	62,737	74,522	78,971	116,945	116,945	116,945	123,880	123,880
MEDICARE 1.45%	6,666	8,838	9,138	11,792	11,792	11,792	11,737	11,737
LIFE INSURANCE-EMPLOYEE	285	347	326	468	468	468	468	468
WORKERS COMPENSATION INSURANCE	1,729	1,996	3,589	4,000	4,000	4,000	4,000	4,000
401(K) EMPLOYER CONTRIBUTION	5,710	11,839	12,678	15,755	15,755	15,755	15,688	15,688
UNIFORMS	6,227	1,863	6,664	8,000	8,000	1,000	8,000	8,000
OFFICE SUPPLIES	1,478	2,143	4,990	4,000	4,000	4,000	4,000	4,000
PROFESSIONAL DEVELOPMENT	1,725	3,456	16,084	15,000	15,000	15,000	15,000	15,000
TELEPHONE	5,918	5,688	5,925	24,750	24,750	10,000	7,000	7,000
MAINT/REPAIR-EQUIPMENT	460	433	959	2,500	2,500	1,000	2,500	2,500
SOFTWARE MAINTENANCE	-	15	-	-	-	-	22,000	22,000
TRAINING/SCHOOL COSTS	2,712	1,030	-	-	-	-	-	-
FITNESS INCENTIVE	416	456	1,188	-	2,000	1,500	2,000	2,000
EQUIPMENT PURCHASE	-	-	-	2,000	-	-	-	-
RENTAL EQUIPMENT	3,585	4,153	794	-	-	-	9,000	9,000
MAINT. CONTRACTS	3,226	35,423	61,690	82,362	82,362	75,000	97,000	97,000
DUES & SUBSCRIPTIONS	-	-	50	2,700	2,700	1,000	2,700	2,700
	\$ 648,638	\$ 858,261	\$ 941,214	\$ 1,213,028	\$ 1,213,028	\$ 1,131,963	\$ 1,230,363	\$ 1,230,363

EMERGENCY SERVICES

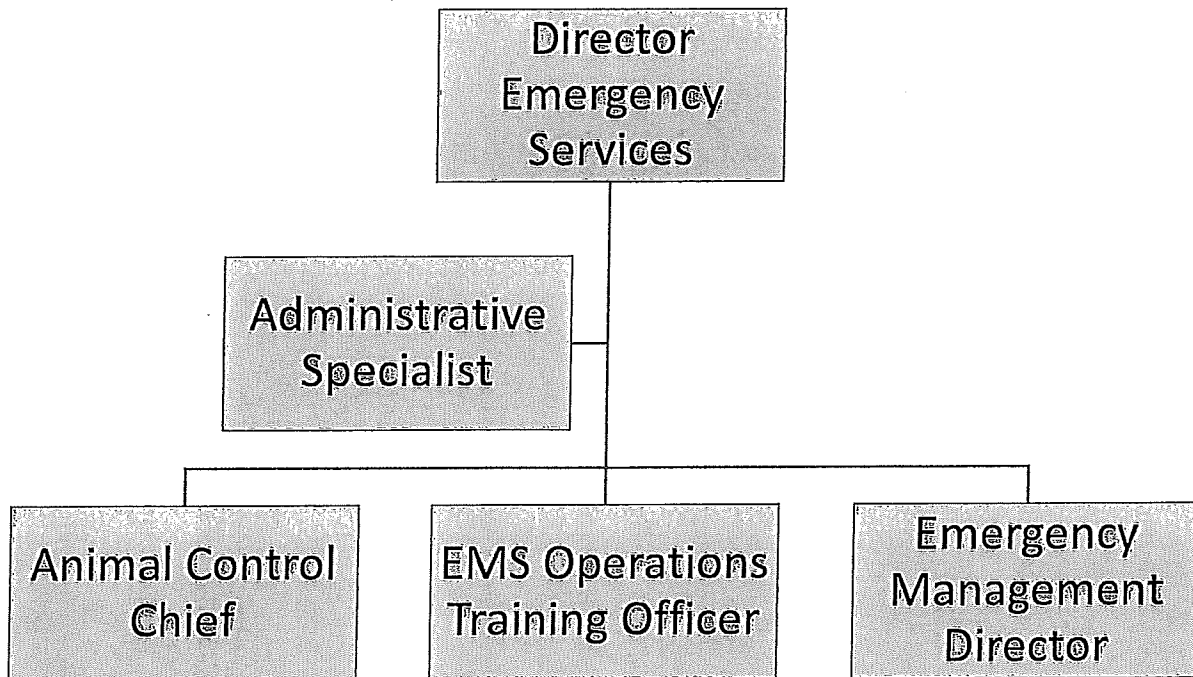
The Emergency Services Department is comprised of Animal Control, Emergency Medical Services, and Fire/Emergency Management Divisions. It is our mission to serve the residents of Beaufort County through providing education, code enforcement, planning, coordination of emergency response to medical, natural, and manmade incidents, assistance with recovery operations, and coordinate longterm mitigation. We work closely with residents, local officials, local first responders, law enforcement, and state and federal resources to provide these services.

Carnie Hedgepeth, Director Emergency Services
Angie Chrismon, Administrative Specialist
Billy Lassiter, Animal Control Chief
Glenn Mercer, EMS Operations Training Officer
Chris Newkirk, Emergency Management Director

Beaufort County Emergency Services
1420 Highland Drive
Washington, NC 27889

Phone: 252-946-2046

Email: carnie.hedgepeth@co.beaufort.nc.us



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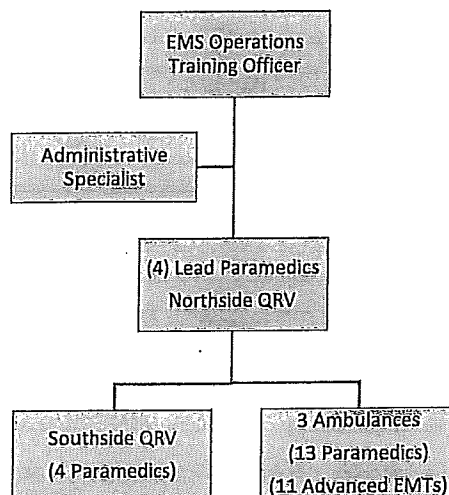
EMERGENCY MEDICAL SERVICES (EMS)

Beaufort County Emergency Medical Services (EMS) strives to provide the highest level of care to the citizens and visitors of Beaufort County in a professional and caring manner. The Department operates at the Emergency Medical Technician - Paramedic (EMT-P) level. This is the highest level of pre-hospital emergency medical care available in the State of North Carolina. Technicians staff one ambulance and two Quick Response Vehicles (QRVs) to respond to E-911 calls for service and provide basic and advanced life-support treatment. Patients are transported to the closest and most appropriate definitive and/or specialized care facility corresponding to their emergency medical needs. The Department also works to promote and educate the public about access to EMS. Through the Medical Director, the EMS Peer Review Committee and the EMS System Plan Oversight Committee, the department works to ensure that the requirements of the NC Office of EMS are met for the County EMS system. EMS is a division of the Beaufort County Emergency Services Department.

Carnie Hedgepeth, Director Emergency Services
Glenn Mercer, EMS Operations Training Officer
Angie Chrismon, Administrative Specialist

1420 Highland Dr.
Washington, North Carolina 27889

Phone: (252) 940-6519
Fax: (252) 975-6802
Email: glenn.mercer@co.beaufort.nc.us



FULL-TIME POSITIONS AUTHORIZED

FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19 Recommended
1	27	27	34	34

EMS	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Personnel	\$ 1,131,478	\$ 1,378,708	\$ 1,378,708	\$ 1,477,064
Benefits	312,260	446,602	430,602	465,505
Operating	283,634	366,685	389,354	378,555
Capital	-	132,380	322,093	54,000
Totals	\$ 1,727,373	\$ 2,324,375	\$ 2,520,757	\$ 2,375,124

EMERGENCY MEDICAL SERVICES

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 10,476	\$ 312,436	\$ 856,816	\$ 1,123,108	\$ 1,123,108	\$ 1,076,058	\$ 1,129,858	\$ 1,146,464
SALARIES-OVERTIME	-	44,375	237,869	225,000	225,000	322,537	300,000	300,000
SALARIES-PART TIME	-	3,172	36,793	30,600	30,600	20,720	30,600	30,600
FICA 6.2%	648	21,331	66,765	85,480	85,480	79,513	90,548	91,578
LOC. GOV. EMP. RETIREMENT	741	23,929	79,873	103,403	103,403	99,366	110,814	112,101
HOSPITALIZATION-EMPLOYEE	896	49,072	128,538	209,270	193,270	153,462	210,596	210,596
MEDICARE 1.45%	152	4,989	15,615	19,991	19,991	18,596	21,177	21,417
LIFE INSURANCE-EMPLOYEE	2	154	631	884	884	884	884	884
WORKERS COMPENSATION INSURANCE	-	2,537	52,745	75,000	75,000	75,000	75,000	75,000
401(K) EMPLOYER CONTRIBUTION	157	7,063	20,838	27,574	27,574	25,056	28,597	28,929
PROFESSIONAL SERVICE-MEDICAL	-	-	4,263	500	500	500	500	500
UNIFORMS	-	6,697	5,077	10,000	10,000	10,000	10,000	10,000
MEDICAL SUPPLIES	-	29,343	50,328	70,000	70,000	60,000	70,000	70,000
OFFICE SUPPLIES	-	13,799	4,576	3,500	8,000	8,000	5,000	3,500
PROFESSIONAL DEVELOPMENT	-	698	3,470	6,000	4,400	3,400	6,000	6,000
TRAVEL-FUEL	-	4,997	23,975	30,000	30,000	30,000	35,000	35,000
TELEPHONE	60	4,826	4,380	6,000	9,800	9,800	9,800	9,800
POSTAGE	-	302	-	-	-	-	-	-
UTILITIES	-	-	6,237	10,000	10,000	12,100	10,000	12,100
PRINTING	-	-	1,137	500	500	1,548	4,050	4,050
MAINT/REPAIR-BUILDINGS	-	2,661	2,169	1,000	1,000	1,877	1,500	3,000
MAINT/REPAIR-EQUIPMENT	-	28	110	8,000	8,000	8,000	8,000	6,400
MAINT/REPAIR-VEHICLE	-	5,274	16,128	16,000	16,000	16,000	16,000	20,000
FREIGHT	-	116	-	-	-	-	-	-
ADVERTISING	-	57	142	500	500	500	500	500
COMPUTER SOFTWARE/SUPPORT	204	3,675	6,013	3,200	3,200	3,200	3,920	3,920
TEMPORARY EMP.SERVICES	-	10,046	-	-	-	-	-	-
EQUIPMENT PURCHASE	-	5,196	8,093	4,200	24,669	24,669	7,200	1,000
OFFICE RENT	-	6,962	29,205	38,785	38,785	44,324	38,785	38,785
RENTAL EQUIPMENT	-	23,629	42,155	50,000	45,500	45,500	45,500	45,500
CONTRACT SERVICES	-	-	21,660	31,500	31,500	31,500	31,500	31,500
DUES & SUBSCRIPTIONS	-	-	1,773	2,000	2,000	2,000	8,480	2,000
CAPITAL OUTLAY-EQUIPMENT	-	100,000	-	32,380	28,580	28,580	20,000	19,000
CAPITAL OUTLAY-VEHICLES	-	208,877	-	100,000	293,513	293,513	40,000	35,000
	\$ 13,335	\$ 896,239	\$ 1,727,373	\$ 2,324,375	\$ 2,520,757	\$ 2,506,203	\$ 2,369,809	\$ 2,375,124

EMERGENCY MANAGEMENT

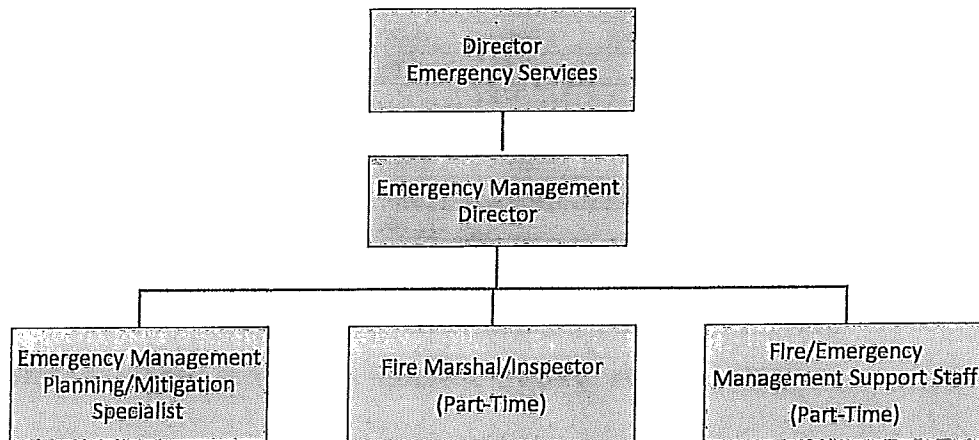
In accordance with NC GS 166A-19.15, the Emergency Management Coordinator performs administrative and advisory work in coordinating and directing the County's emergency management program. The Coordinator is responsible for developing and coordinating plans for disaster situations, for keeping the public informed as to what should be done in case of an emergency, and for training the community's disaster organizations in emergency services, NIMS policies and operations. He also provides technical assistance to fire departments throughout the County in areas dealing with funding, fire prevention, equipment, and training. The EM Specialist assists the EM Director in all areas listed above and coordinates all office and Emergency Operations Center (EOC) activities. The Fire Marshal/Fire Inspector is a part-time position that conducts all building fire inspections within the County's jurisdiction and is responsible for assisting fire chiefs in fire investigations. Emergency Management is a division of the Beaufort County Emergency Services Department.

Carnie Hedgepeth, Director Emergency Services
Chris Newkirk, Emergency Management Director
Lisa Williams, EM Planning/Mitigation Specialist
Curtis Avery, Fire Marshal/Inspector

Beaufort County Emergency Management
1420 Highland Drive
Washington, NC 27889

Phone: 252-946-2046

Email: carnie.hedgepeth@co.beaufort.nc.us



FULL-TIME POSITIONS AUTHORIZED

FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19 Recommended
2	2	2	3	3

EMERGENCY MANAGEMENT	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Personnel	\$ 121,508	\$ 220,478	\$ 220,478	\$ 222,122
Benefits	27,395	61,034	61,034	61,988
Operating	60,552	50,950	58,921	51,565
Capital	86,165	12,200	34,494	47,200
Totals	\$ 295,619	\$ 344,662	\$ 374,927	\$ 382,875

EMERGENCY MANAGEMENT

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 108,545	\$ 113,345	\$ 109,728	\$ 203,168	\$ 203,168	\$ 203,168	\$ 200,637	\$ 203,612
SALARIES-OVERTIME	1,217	1,438	5,138	1,500	1,500	1,500	2,700	2,700
SALARIES-PART TIME	-	-	6,642	15,810	15,810	6,000	10,810	15,810
FICA 6.2%	5,968	6,246	6,644	13,670	13,670	9,739	13,277	13,772
LOC. GOV. EMP. RETIREMENT	5,820	5,681	6,112	15,350	15,350	11,854	15,759	15,989
HOSPITALIZATION-EMPLOYEE	10,755	10,973	11,350	24,620	24,620	21,157	24,776	24,776
MEDICARE 1.45%	1,396	1,461	1,554	3,197	3,197	2,279	3,105	3,221
LIFE INSURANCE-EMPLOYEE	82	79	68	104	104	104	104	104
WORKERS COMPENSATION INSURANCE	4,663	5,370	503	1,000	1,000	565	1,000	615
401(K) EMPLOYER CONTRIBUTION	1,235	1,683	1,668	4,093	4,093	4,093	4,067	4,126
OFFICE SUPPLIES	3,706	4,005	2,466	3,450	3,450	3,450	3,450	3,450
PROFESSIONAL DEVELOPMENT	2,363	4,384	1,839	3,500	3,500	3,500	4,500	4,500
TRAVEL-FUEL	3,910	3,594	3,985	4,300	4,300	4,300	5,300	5,300
TELEPHONE	14,984	14,776	6,118	5,300	5,300	5,000	5,300	5,300
POSTAGE	581	220	98	100	100	180	150	150
PRINTING	2,866	3,459	725	500	500	1,821	2,000	500
MAINT/REPAIR-BUILDINGS	-	4,438	83	200	200	99	200	200
MAINT/REPAIR-EQUIPMENT	21,786	8,319	6,291	4,000	10,471	23,863	4,000	4,000
MAINT/REPAIR-VEHICLE	2,179	2,932	2,461	2,000	2,000	2,000	4,000	2,000
FREIGHT	327	25	65	-	-	-	-	-
ADVERTISING	1,163	876	1,232	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	5,410	3,574	2,298	6,800	6,800	4,800	6,800	2,000
LEGAL ADVERTISING	-	-	426	500	500	-	500	500
TRAINING/SCHOOL COSTS	-	-	-	-	-	-	-	-
EQUIPMENT PURCHASE	9,644	21,037	18,979	4,000	5,500	5,209	4,000	6,000
CONTRACT SERVICES	-	-	11,357	13,500	13,500	11,029	13,500	15,050
DUES & SUBSCRIPTIONS	109	1,580	1,625	1,800	1,800	1,800	2,000	2,000
CAPITAL OUTLAY-EQUIPMENT	-	-	-	12,200	1,700	12,200	12,200	12,200
CAPITAL OUTLAY-VEHICLES	27,054	31,085	-	-	29,950	-	35,000	35,000
SMART START GRANT-CAP OUTLAY			40,517					
GRANT EXPENSES	-	-	45,648	-	2,844	-	-	-
	\$ 235,762	\$ 250,579	\$ 295,619	\$ 344,662	\$ 374,927	\$ 339,710	\$ 379,135	\$ 382,875

ANIMAL CONTROL

Animal control assists the public related to animal bites, stray and injured animals, as well as dangerous and rabid animals. Staff picks up stray, sick/injured, feral, and /or unwanted and trapped domestic animals. The Officers investigate complaints from citizens concerning animal welfare and cruelty. The Department euthanizes dangerous/vicious animals in a safe, humane manner and incinerates remains for multiple agencies. Animal Control operates the County Animal Shelter. It is open six days a week for adoption services and officers are on call for emergencies at all times. Staff transports adopted animals to local veterinary offices for treatment. They also vaccinate and care for all animals located at the facility. Animal Control is a division of the Beaufort County Emergency Services Department.

Carnie Hedgepeth, Director Emergency Services
Billy Lassiter, Chief Animal Control Officer

Beaufort County Animal Control
3931 US Hwy 264 East
Washington, North Carolina 27889

Phone: (252) 946-4517
Fax: (252) 946-6731
Email: animal.control@co.beaufort.nc.us

**Chief Animal
Control Officer**

**Animal Control
Officers (3)**

FULL-TIME POSITIONS AUTHORIZED

FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19 Recommended
4	4	4	4	4

ANIMAL CONTROL	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Personnel	\$ 163,683	\$ 186,691	\$ 185,691	\$ 186,690
Benefits	43,460	56,742	56,742	53,662
Operating	99,255	112,550	113,550	118,186
Capital	-	-	31,984	25,000
Totals	\$ 306,398	\$ 355,983	\$ 387,967	\$ 383,538

ANIMAL CONTROL

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 110,484	\$ 108,618	\$ 121,140	\$ 125,720	\$ 124,720	\$ 122,000	\$ 125,719	\$ 125,719
SALARIES-OVERTIME	22,183	21,224	22,650	23,000	23,000	23,000	23,000	23,000
SALARIES-PART TIME	29,086	25,300	19,893	37,971	37,971	37,971	50,874	37,971
FICA 6.2%	9,827	9,453	10,010	11,575	11,575	10,000	12,375	11,575
LOC. GOV. EMP. RETIREMENT	9,347	8,756	10,540	14,002	14,002	12,000	11,526	11,526
HOSPITALIZATION-EMPLOYEE	17,029	19,627	17,920	24,620	24,620	23,000	24,776	24,776
MEDICARE 1.45%	2,298	2,211	2,341	2,707	2,707	1,350	2,894	2,707
LIFE INSURANCE-EMPLOYEE	84	81	90	104	104	104	104	104
WORKERS COMPENSATION INSURANCE	2,034	2,339	6,820	9,100	9,100	8,800	9,100	3,736
401(K) EMPLOYER CONTRIBUTION	1,849	2,548	2,559	3,734	3,734	2,450	2,974	2,974
PROFESSIONAL SERVICE-VETERINAR	116	64	993	1,500	1,500	500	1,500	1,500
PROFESSIONAL SERVICES - SNIP	-	-	3,043	5,000	5,000	9,000	10,000	10,000
SHELTER KENNEL CARE SUPPLIES	7,159	3,977	5,560	6,000	6,000	4,000	6,000	5,000
UNIFORMS	3,151	1,614	1,904	2,500	2,500	2,500	2,500	2,500
MEDICAL SUPPLIES	15,050	18,721	17,398	19,000	19,000	18,000	25,000	25,000
OFFICE SUPPLIES	5,802	2,443	2,130	2,500	2,500	2,000	2,500	2,500
PROFESSIONAL DEVELOPMENT	1,294	877	3,190	4,000	4,000	4,000	4,000	4,000
VEHICLE FUEL	9,051	7,444	6,359	7,000	7,000	6,600	7,000	7,000
TELEPHONE	7,331	6,046	5,910	6,000	6,000	6,000	6,000	6,000
POSTAGE	122	163	29	-	-	-	-	-
UTILITIES-ANIMAL CONTROL	32,955	26,071	28,648	30,000	30,000	30,000	30,000	30,000
MAINT/REPAIR-BUILDINGS	6,667	16,822	847	2,500	2,500	2,500	2,500	2,500
MAINT/REPAIR-EQUIPMENT	2,327	1,743	543	500	500	1,000	750	750
MAINT/REPAIR-VEHICLE	1,163	2,909	2,191	3,000	3,000	3,000	3,500	3,000
ADVERTISING	-	-	-	100	100	100	100	100
COMPUTER SOFTWARE/SUPPORT	988	5,748	899	-	-	-	-	-
LEGAL ADVERTISING	1,280	366	-	-	-	-	-	-
TEMPORARY EMP.SERVICES	-	12,278	-	-	-	-	-	-
EQUIPMENT PURCHASE	5,986	4,180	4,344	5,500	6,500	6,500	5,500	5,500
DUMPSTER RENTAL	3,646	3,545	5,053	4,750	4,750	5,000	5,400	5,400
RENTAL EQUIPMENT	1,073	1,000	1,087	1,000	1,000	1,000	1,100	1,100
CONTRACT SERVICES	-	-	2,308	2,600	2,600	2,600	2,600	2,600
CAPITAL OUTLAY-EQUIPMENT								25,000
CAPITAL OUTLAY-VEHICLES	-	-	-	-	31,984	32,887	-	-
	\$ 309,383	\$ 316,167	\$ 306,398	\$ 355,983	\$ 387,967	\$ 377,862	\$ 379,292	\$ 383,538

FORESTRY ADMINISTRATION

DESCRIPTION: The North Carolina Forest service mission is to protect, manage and promote forest resources for the citizens of North Carolina. We envision a county with healthy trees and forest that provide essential environmental, economic and social benefits served by a professional workforce recognized as a leader in forest protection, emergency response, resource management and environmental education. Our services are provided in three (3) basic areas: **Forest Management:** we can provide the citizens of Beaufort County with writing woodland management plans, with recommendations for timber sales, tree planting, thinning's, site preparation, insect and disease management and maintain water quality. **Forest Fire Control:** prevention of forest fires through I&E programs at local schools, conducting hazard reduction burns for landowners and fire suppression for all brush and woodland fires. **All Risk Management:** Upon request our agency is available to provide assistants to local state and county emergency management officials during hurricanes, floods, tornados, missing persons, etc.

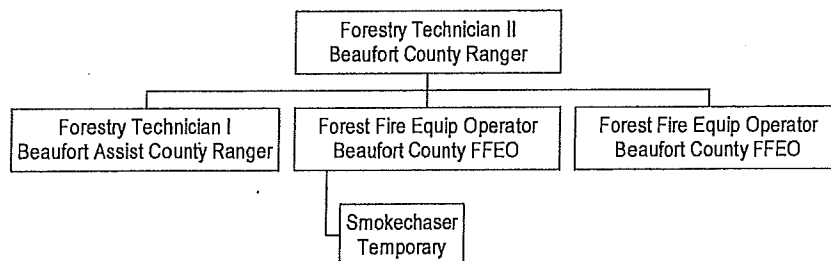
Jim Linson, County Ranger

NC Forestry Service, Beaufort County
7542 Hwy 264 East
Washington, North Carolina 27889

Phone: (252) 946-3944

Fax: (252) 964-8644

Email: jim.linson@ncagr.gov



FULL-TIME POSITIONS AUTHORIZED

FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18
4	4	4	4	4

All expenditures for the NC Forest Service are funded at a rate of 60% by the state of North Carolina and 40% by Beaufort County under Cooperative agreement.

FORESTRY	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Personnel	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-
Operating	119,210	151,715	151,715	157,572
Capital	-	-	-	-
Totals	\$ 119,210	\$ 151,715	\$ 151,715	\$ 157,572

FIRE PROTECTION

	2015	2016	2017	2018	2018	2018	2019	2019
				ORIGINAL	REVISED			
	ACTUALS	ACTUALS	ACTUALS	BUDGET	BUDGET	PROJECTED	REQUESTED	RECOMMENDED
NC FORESTRY SERV.-COUNTY SHARE	\$ 103,615	\$ 125,405	\$ 119,210	\$ 151,715	\$ 151,715	\$ 151,715	\$ 157,572	\$ 157,572
	\$ 103,615	\$ 125,405	\$ 119,210	\$ 151,715	\$ 151,715	\$ 151,715	\$ 157,572	\$ 157,572

OTHER EMERGENCY SERVICES

This service area represents the County's contribution to the general operating budgets of other agencies that provide emergency services within Beaufort County. An explanation of the proposed expenditures are listed:

- Sidney Dive Team – The Sidney Dive Team is a specialized technical dive team provides diving rescue and recovery operations. The Team provides services in Beaufort County but will also respond to other areas of North Carolina to provide assistance if needed. Beaufort County assists in funding the Team with \$10,000 each year.
- Volunteer Fire Department Safety House – The Fire Safety House provides a hands-on learning tool that prepares children for the unexpected and frightening experiences of a fire. Demonstrations are conducted by firefighters and experienced volunteers. The County assists in funding the House with \$3,500 each year.
- Medical Examiner – Medical examiners are charged with investigating suspicious deaths in the County. Statewide this accounts for almost 15% of all deaths. Funding in this line item is designated to pay for these services.

OTHER EMERGENCY SERVICES	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
City of Washington	\$ 154,172	\$ -	\$ -	\$ -
Sidney Dive Team	10,000	10,000	10,000	10,000
VFD Fire Safety House	3,500	3,500	3,500	3,500
Medical Examiner	65,050	40,000	40,000	65,000
Totals	\$ 232,722	\$ 53,500	\$ 53,500	\$ 78,500

OTHER EMERGENCY SERVICES

	2015	2016	2017	2018	2018	2018	2019	2019
				ORIGINAL	REVISED			
	ACTUALS	ACTUALS	ACTUALS	BUDGET	BUDGET	PROJECTED	REQUESTED	RECOMMENDED
PROFESSIONAL SERVICE-MEDICAL	\$ 33,350	\$ 58,650	\$ 65,050	\$ 40,000	\$ 40,000	\$ 40,000	\$ 65,000	\$ 65,000
CITY OF WASH-RESCUE CONTRACT	137,048	151,149	154,172	-	-	-	-	-
SIDNEY DIVE TEAM APPROPRIATION	10,000	10,000	10,000	10,000	10,000	10,000	15,000	10,000
BELHAVEN-RESCUE CONTRACT	488,000	600,000	-	-	-	-	-	-
VFD FIRE SAFETY HOUSE	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500
	\$ 671,898	\$ 823,299	\$ 232,722	\$ 53,500	\$ 53,500	\$ 53,500	\$ 83,500	\$ 78,500

SPECIAL REVENUES

Special Revenue Funds- Special Revenue Funds account for specific revenue sources that are legally restricted to expenditures for specified purposes.

- E-911 Telephone System – This fund is used to account for revenues and expenses associated with the County's PSAP system.
- State/Federal Seized Funds – This fund is used to account for revenues and expenses associated with seized drug funds received from the State and Federal government.
- Fire & Rescue Tax Districts – This fund is used to account for tax collections and distributions to the County Fire and Rescue/EMS districts.
- Tax Revaluation Reserve Fund – North Carolina G.S. 153-A-150 mandates that counties set aside funds to finance the octennial reappraisal of real property. Each year a county must appropriate funds to the reappraisal reserve fund in an amount that will accumulate enough to finance the next reappraisal. Once placed in the fund, the monies are restricted for that purpose. The 2018 reappraisal cost is estimated at a total price of \$1,064,900. The current available balance is \$1,046,500. A contribution of \$162,050 is needed for FY 17/18 which consists of a final allocation of \$18,400 for the current reappraisal and \$143,650 for the FY 2026 revaluation.
- Economic Development Fund – This fund is used to account for specific funds associated with economic development such as the Airport Tax Grant with the City of Washington and for the recruitment of industries to Beaufort County. Appropriations are made annually for the Tax Grant and as needed for recruitment opportunities.
- Capital Reserve Fund – This fund is used to account for transfers to the Capital Reserve Fund for future capital purchases such as Voting Machines for Elections.
- HCCBG Aging – This fund is used to account for the Home and Community Care Block Grant services, which are provided to eligible seniors in Beaufort County.

SPECIAL REVENUES	FY 16-17 Actuals	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
E-911 Revenues				
E-911 Surcharge	163,240	189,185	189,185	189,000
E-911 State Grant	0	0	0	0
E-911 FB Appropriated	0	322,381	370,281	0
E-911 Total Revenues	163,240	511,566	559,466	189,000
Seized Funds Revenues				
Unauthorized Substance Tax	16,410	10,400	10,400	50,000
Miscellaneous Income	10,290	8,000	8,000	0
Appropriated Fund Balance	0	150,000	150,000	50,000
Seized Funds Total Revenues	26,699	168,400	168,400	100,000
Fire Tax District Revenues				
Richlands Fire/Rescue Tax	540,013	880,045	880,045	835,885
Chocowinity Fire Tax	240,986	336,462	336,462	323,620
Northside Fire Tax	709,815	954,310	954,310	822,807
Total Fire Tax Revenues	1,490,814	2,170,817	2,170,817	1,982,312
EMS Tax District Revenues				
Bath Township EMS Tax	413,258	424,750	424,750	373,382
Chocowinity Township EMS Tax	321,304	466,143	466,143	402,731
Chocowinity Municipal EMS Tax	25,270	35,800	35,800	31,521
Long Acre Township EMS Tax	305,752	305,540	305,540	287,039
Washington Township EMS Tax	177,763	190,850	190,850	181,465
Pantego Township EMS Tax	159,256	165,850	165,850	150,241
Total EMS Tax Revenues	1,402,603	1,588,933	1,588,933	1,426,379
Tax Revaluation Fund Revenues				
Transfer from General Fund	149,500	162,050	162,050	162,050
Appropriated Fund Balance	0	0	0	0
Total Revaluation Fund Revenues	149,500	162,050	162,050	162,050
Economic Development Fund Revenues				
Transfer from General Fund	0	80,000	80,000	80,000
Capital Reserve Fund				
Transfer from General Fund	0	55,000	55,000	55,000
HCCBG - Aging				
Home Delivered Meals-Contributions	1,234	0	2,500	2,500
Congregate Meals-Contributions	1,607	0	2,500	2,500
Transportation-Contributions	152	0	1,000	1,000
In Home Aide Services-Contributions	0	0	200	0
Fund Balance-Appropriated	0	0	0	30,000
Transfer from GF	68,324	0	0	0
	71,317	0	6,200	36,000

SPECIAL REVENUE EXPENDITURES	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
E-911 Expenditures				
Training	3,243	0	0	63,426
E-911 Services	3,938	82,700	82,700	0
Telephone	53,912	80,080	80,080	80,080
Software Maintenance	93,160	46,146	46,146	26,395
Hardware Maintenance	10,111	2,244	50,144	9,800
Furniture	0	3,237	3,237	3,237
Capital	192,091	297,159	297,159	0
Back-up PSAP	0	0	0	6,062
Unallowable Expenses	7,598	0	0	0
E-911 Total Exp.	364,053	511,566	559,466	189,000
Seized Funds Expenditures				
Seized Funds – Equipment	18,566	168,400	168,400	100,000
Transfer to General Fund	0	0	0	0
Seized Funds Total Exp.	18,566	168,400	168,400	100,000
Fire Tax District Expenditures				
Richlands Fire/Rescue Tax	539,532	879,230	879,230	835,000
Chocowinity Fire Tax	239,996	334,922	334,922	323,000
Northside Fire Tax	708,899	958,190	958,190	821,812
DMV Collection Fees (All Districts)	2,387	1,525	1,525	2,500
Total Fire Tax Exp.	1,490,814	2,170,817	2,170,817	1,982,312
EMS Tax District Expenditures				
Pamlico Beach EMS	35,000	35,000	35,000	35,000
Bath Community EMS to GF	377,244	389,000	389,000	336,900
Chocowinity Township EMS	319,924	464,285	464,285	401,000
Chocowinity Municipal EMS	25,218	35,714	35,714	31,400
Broad Creek EMS	233,525	232,000	232,000	219,500
Pinetown EMS	70,543	72,000	72,000	66,300
Washington Township EMS to GF	177,764	190,000	190,000	180,700
Pantego Township EMS to GF	158,677	165,000	165,000	149,600
DMV Collection Fees (All Districts)	4,708	5,934	5,934	5,979
Total EMS Tax Exp.	1,402,603	1,588,933	1,588,933	1,426,379
Tax Revaluation Fund Expenditures				
Transfer to Revaluation Project Fund	149,500	18,400	18,400	0
To Fund Balance for 2026 Reval	0	143,650	143,650	162,050
Total Reval Fund Exp.	149,500	162,050	162,050	162,050
Economic Development Fund Expend.				
Committee of 100 – Industry Ready Bldg. Payment	0	35,000	35,000	35,000
Airport Grant – City of Washington	0	45,000	45,000	45,000
Total Economic Development Exp.	0	80,000	80,000	80,000
Capital Reserve Fund				
Voting Machine Capital Reserve	0	55,000	55,000	55,000
HCCBG - Aging				
In Home Aide Services	0	0	200	11,000
Home Delivered Meals Purchases	0	0	2,500	10,500
Congregate Meal Purchases	(348)	0	2,500	9,500
Transportation Expenses	1,165	0	1,000	5,000
Total HCCBG - Aging	817	0	6,200	36,000

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EMERGENCY TELEPHONE SYSTEM FUND (ETSF)

Description: The original intention of the Emergency Telephone System Fund was to make Enhanced 911 (E-911) services available for all Beaufort County residents and visitors. This critical service allows telecommunicators to identify the caller's location without the caller verbally explaining the location of the incident. The County E-911 Center is also Wireless Phase II compliant, which allows telecommunicators to see wireless phone caller location information by utilizing the GIS mapping system.

History: In 1989 the General Assembly authorized counties and cities to impose a charge on telephone subscribers to pay for certain costs associated with E-911 services. The charge was collected by the local telephone company and remitted to the county or city. The funds were used either for non-recurring costs of establishing an E-911 system, such as the lease or purchase of equipment, or to pay charges associated with the continued operation of fixed-end equipment and charges imposed by the telephone company for the operation of the service.

On September 25, 1998, the General Assembly approved Senate Bill 1242, establishing the Enhanced 911 Wireless Fund and the North Carolina Wireless 911 Board. The objective of the act was to provide for an enhanced wireless 911 system for the use of personal cellular communications services and other wireless telephone customers in response to the mandate by the FCC in Docket 94-102. On July 27, 2007, the General Assembly revised NCGS 62A, creating a 911 Board with responsibility for both wireline and wireless 911 in North Carolina and a single, statewide service charge per connection for any type of voice communication service provider effective January 1, 2008. The service charge was initially set at \$0.70, but as noted below, is currently \$0.60.

The proceeds from this service charge are deposited into a fund administered by the North Carolina 911 Board. The 911 Board monitors the revenues generated by the service charge. If the 911 Board determines that the rate produces revenue in excess of the amount needed, the 911 Board must reduce the rate. The reduced rate must ensure full cost recovery for voice communications service providers and for primary PSAPs over a reasonable period of time. A change in the amount of the rate becomes effective only on July 1 of any given year. During the 2010 fiscal year the 911 Board determined a reduction in the service charge from \$0.70 to \$0.60 would provide sufficient revenue, and implemented that change effective July 1, 2010.

Current and future considerations:

Back-up PSAPs – During the 2014 legislative session, S797 (911 Board/Back-up PSAPs) originated out of the Joint Legislative Oversight Committee on Information Technology following reports of several hours of 911 system outages in various counties across the state. The legislation provides that a Primary Public Safety Answering Point (PSAP) “must have a plan and means for 911 call-taking in the event 911 calls cannot be received and processed in the primary PSAP.” Back-up PSAP is defined as “the capability to operate as part of the 911 System and all other features of its associated primary PSAP.” The term also includes a “PSAP that receives 911 calls only when they are transferred from the primary PSAP or on an alternate routing basis when calls cannot be completed to the primary PSAP.”

The back-up PSAP requirement does not mandate that each primary PSAP have a separate brick and mortar facility to serve as its back-up. The requirement may be satisfied through the use of another PSAP or simply a plan that provides some means for rerouting 911 calls. Failure to comply with this requirement may result in the 911 Board's decision to reduce, suspend or terminate 911 Fund distributions to the primary PSAP made on or after July 1, 2016. The Sheriff's Office is in the process of finalizing and submitting its back-up PSAP plan to the State.

Next Generation 911 – Next Generation 911 (NG911) is the next evolution of the E-911 system. NG911 will enhance the 911 system to create a faster, more flexible, resilient, and scalable system that allows 911 to keep up with communication technology used by the public. Put simply, NG911 is an Internet Protocol (IP)-based system that allows digital information (e.g., voice, photos, videos, text messages) to flow seamlessly from the public, through the 911 network, and on to emergency responders. While the technology to implement NG911 systems is available now, the transition to NG911 involves much more than just new computers. Implementing NG911 will include activities of many people, who will coordinate efforts to plan and deploy a continually evolving system of hardware, software, standards, policies, protocols and training.

E911 REVENUES

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
REVENUES								
E911 SURCHARGE	\$ 187,867	\$ 145,497	\$ 163,240	\$ 189,185	\$ 189,185	\$ 189,185	\$ 189,000	\$ 189,000
APPROPRIATED FUND BALANCE	-	-	-	322,381	370,281	-	-	-
	\$ 187,867	\$ 145,497	\$ 163,240	\$ 511,566	\$ 559,466	\$ 189,185	\$ 189,000	\$ 189,000
MISCELLANEOUS INCOME	\$ -	\$ 29	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ 29	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EXPENDITURES								
IMPLEMENTAL FUNCTIONS	\$ 20,269	\$ 79	\$ -	\$ -	\$ -	\$ -	\$ 58,234	\$ 58,234
TELEPHONE	63,376	25,417	53,912	80,080	80,080	70,000	80,080	80,080
E911 SERVICES	67,120	65,060	3,938	82,700	82,700	1,100	-	-
HARDWARE MAINTENANCE	5,479	20,271	10,111	2,244	50,144	50,144	9,800	9,800
SOFTWARE MAINTENANCE	14,704	70,598	93,160	46,146	46,146	48,823	26,395	26,395
UNALLOWABLE EXPENSES	-	-	7,598	-	-	-	-	-
TRAINING/SCHOOL COSTS	5,170	5,499	3,243	-	-	715	5,192	5,192
FURNITURE	4,592	-	-	3,237	3,237	-	3,237	3,237
CAPITAL OUTLAY-EQUIPMENT	-	67,196	192,091	297,159	297,159	297,159	-	-
BACK-UP PSAP	-	-	-	-	-	-	6,062	6,062
	\$ 180,710	\$ 254,119	\$ 364,053	\$ 511,566	\$ 559,466	\$ 467,941	\$ 189,000	\$ 189,000

DRUG SEIZURES

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
UNAUTHORIZED SUBSTANCE TAX	\$ 23,926	\$ 10,286	\$ 16,410	\$ 10,400	\$ 10,400	\$ 24,000	\$ 50,000	\$ 50,000
MISCELLANEOUS INCOME	11,943	7,953	10,290	8,000	8,000	9,000	-	-
APPROPRIATED FUND BALANCE	-	-	-	150,000	150,000	-	50,000	50,000
	\$ 35,868	\$ 18,239	\$ 26,699	\$ 168,400	\$ 168,400	\$ 33,000	\$ 100,000	\$ 100,000
EQUIPMENT PURCHASE	\$ 5,229	\$ 7,687	\$ 9,125	\$ 168,400	\$ 168,400	\$ 80,000	\$ 100,000	\$ 100,000
CAPITAL OUTLAY-EQUIPMENT	-	-	9,441	-	-	-	-	-
TO GENERAL FUND	5,000	-	-	-	-	-	-	-
	\$ 10,229	\$ 7,687	\$ 18,566	\$ 168,400	\$ 168,400	\$ 80,000	\$ 100,000	\$ 100,000

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HCCBG - AGING

The Beaufort County Department of Social Services is the Lead Agency and a provider for Home and Community Care Block Grant services in Beaufort County. HCCBG services are provided to eligible seniors in Beaufort County with the goal of maintaining their independence and allowing them to remain in their own home. Recipients of HCCBG services have the opportunity to give monetary contributions for the services, but are not required to do so. These contributions are used to expand HCCBG services.

HCCBG Services include:

- Congregate Nutrition and Home Delivered Meals – meal provided to an older adult, either in a group setting or to their home, that provides 1/3 of the recommended daily dietary allowance
- In-Home Aide – aide services provided to assist with essential home management, personal care and/or supervision to enable the older adult to remain in their own home
- Transportation – provides travel to and from a community resource such as medical appointments, the nutrition site, or other areas for older adults to access services and activities for daily living
- Information and Case Assistance – information about programs and services and how to obtain those services are provided to older adults and their families

HCCBG-AGING

	2015	2016	2017	2018	2018	2018	2019	2019
				ORIGINAL	REVISED			
	ACTUALS	ACTUALS	ACTUALS	BUDGET	BUDGET	PROJECTED	REQUESTED	RECOMMENDED
REVENUES								
HOME DELIVERED MEALS-CONTRIBUT	\$ -	\$ -	\$ 1,234	\$ -	\$ 2,500	\$ 2,100	\$ 2,500	\$ 2,500
CONGREGATE MEALS-CONTRIBUTIONS	-	-	1,607	-	2,500	2,000	2,500	2,500
TRANSPORTATION-CONTRIBUTIONS	-	-	152	-	1,000	200	1,000	1,000
IN HOME AIDE SERVICES-CONTRIBU	-	-	-	-	200	-	-	-
FUND BALANCE-APPROPRIATED	-	-	-	-	-	-	30,000	30,000
	\$ -	\$ -	\$ 2,993	\$ -	\$ 6,200	\$ 4,300	\$ 36,000	\$ 36,000
TRANSFER FROM GENERAL FUND								
	\$ -	\$ -	\$ 68,324	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ 68,324	\$ -	\$ -	\$ -	\$ -	\$ -
EXPENSES								
IN HOME AIDE SERVICES	\$ -	\$ -	\$ -	\$ -	\$ 200	\$ 200	\$ 11,000	\$ 11,000
HOME DELIVERED MEAL PURCHASES	-	-	-	-	2,500	2,500	10,500	10,500
CONGREGATE MEAL PURCHASES	-	-	(348)	-	2,500	2,500	9,500	9,500
TRANSPORTATION EXPENSES	-	-	1,165	-	1,000	1,000	5,000	5,000
	\$ -	\$ -	\$ 817	\$ -	\$ 6,200	\$ 6,200	\$ 36,000	\$ 36,000

WATER

Historically, the Beaufort County Water Department (BCWD) has consisted of seven independent water districts. These Districts were formed at different times with the first created in 1989. Each District continues to be a separate legal entity. In the proposed FY 18/19 budget, the seven districts are consolidated into one operational entity through an interlocal operating agreement. This creates operational efficiencies and allows the system to charge a uniform rate. The transition to a uniform rate will occur over the next 5 years as demonstrated in the attached rate study. Additionally, a 10 year CIP has been developed to map out future large capital needs for the water system.

Christina Smith, Public Works Director
Erick Jennings, Water Systems Manager

111 West 2nd Street
Washington, North Carolina 27889

Phone: (252) 975-0720
Fax: (252) 975-0489
Email: Christina.smith@co.beaufort.nc.us
Erick.jennings@co.beaufort.nc.us

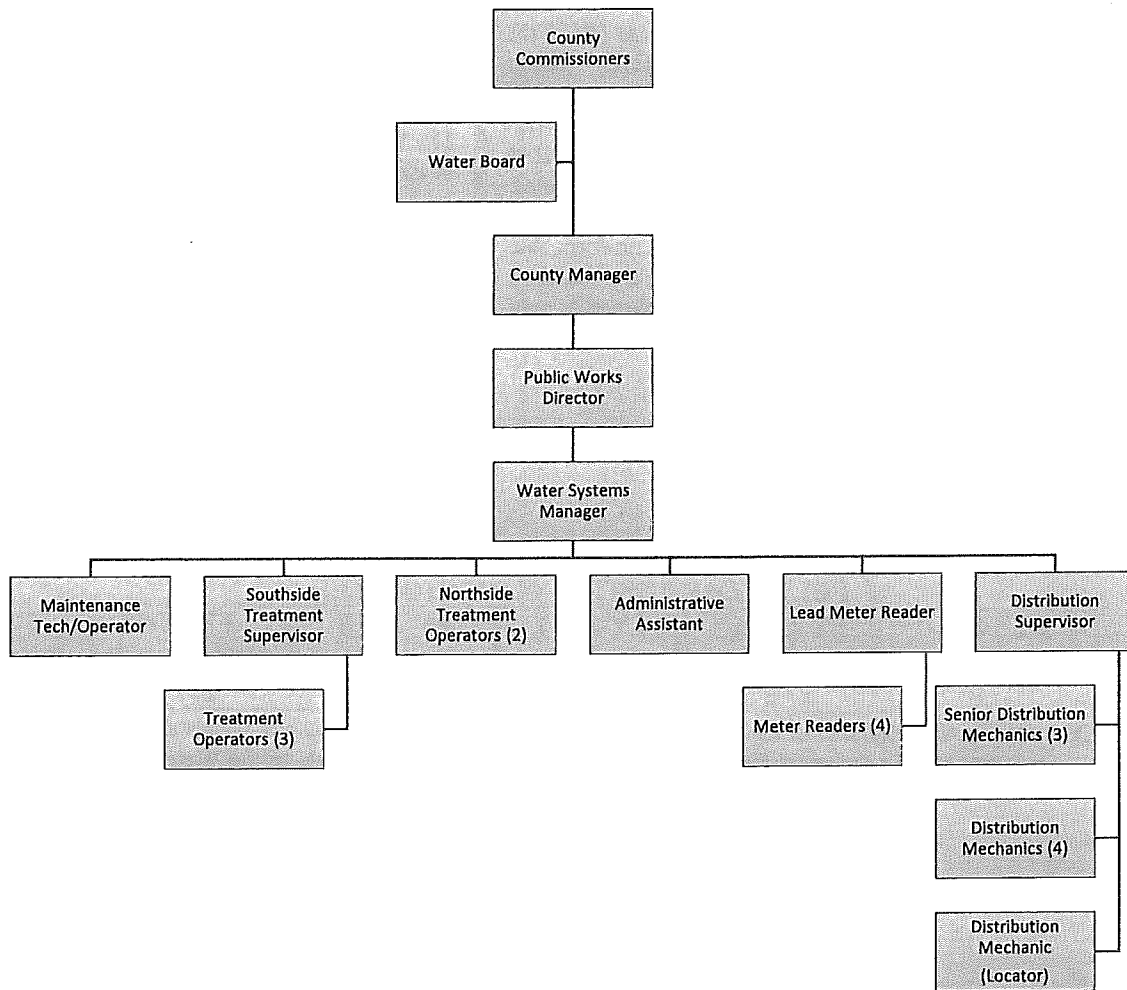
FULL-TIME POSITIONS AUTHORIZED

FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19 Recommended
25.6	27.6	28.6	24.6	24.5**

** The Customer Service division of the Water Department is now part of the Finance Department; however, the salary and benefit expenses for these positions are cost allocated directly to the Water Fund.

WATER REVENUES	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Water Districts	\$ 6,606,662	\$ 7,338,165	\$ 7,338,165	\$ 7,322,910

WATER EXPENSES	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Personnel	\$ 912,465	\$ 1,021,463	\$ 1,021,463	\$ 1,007,699
Benefits	305,683	362,065	362,065	376,653
Operating	4,681,340	2,390,447	2,390,447	2,570,820
Debt Service	1,466,470	2,713,161	2,713,161	2,744,900
Fund Balance Reserve	-	516,529	516,529	380,338
Capital	-	334,500	334,500	242,500
Totals	\$ 7,365,958	\$ 7,338,165	\$ 7,338,165	\$ 7,322,910



WATER DISTRICTS

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ 756,601	\$ 751,687	\$ 821,177	\$ 941,463	\$ 941,463	\$ 906,000	\$ 927,699	\$ 927,699
SALARIES-OVERTIME	106,123	104,812	92,463	80,000	80,000	65,000	80,000	80,000
SALARIES-PART TIME	-	16,201	(1,175)	-	-	-	-	-
COMPENSATED ABSENCES ADJ	7,146	2,607	(1,124)	-	-	-	-	-
FICA 6.2%	50,918	50,925	53,066	62,090	62,090	57,000	62,477	62,477
LOC. GOV. EMP. RETIREMENT	60,200	57,768	66,884	75,108	75,108	73,000	75,577	75,577
LGERS PENSION EXPENSE	6,840	36,786	77,763	-	-	-	-	-
LGERS CY CONTRIBUTIONS	(62,690)	(58,899)	(66,885)	-	-	-	-	-
HOSPITALIZATION-EMPLOYEE	129,691	133,386	156,255	189,600	189,600	177,500	203,115	203,115
OPEB EXPENSE	9,947	7,987	22,659	-	-	-	-	-
MEDICARE 1.45%	11,908	11,910	12,410	14,522	14,522	14,000	14,612	14,612
LIFE INSURANCE-EMPLOYEE	640	588	601	717	717	700	718	718
WORKERS COMPENSATION INSURANCE	50,130	43,973	35,940	38,000	38,000	35,659	36,729	36,729
401(K) EMPLOYER CONTRIBUTION	11,681	16,022	16,468	20,028	20,028	18,000	20,154	20,154
PROF.SERVICE-AUDIT/ACCOUNTING	-	1,830	2,479	3,500	3,500	3,000	3,500	3,500
PROFESSIONAL SERVICE-ENG/TEST	201,005	95,466	-	30,000	30,000	5,000	30,000	30,000
UNIFORMS	3,755	13,626	12,769	23,361	23,361	20,000	23,361	23,361
SUPPLIES-MAINT./REPAIR	39,049	24,108	16,912	20,000	20,000	28,000	21,000	21,000
VEHICLE TAGS (RENEW/REPLACE)	-	829	-	-	-	-	-	-
OFFICE SUPPLIES	33,882	6,672	2,809	4,000	4,000	4,000	4,000	4,000
SUPPLIES-TREATMENT	87,184	127,091	122,922	168,421	168,421	138,000	158,000	158,000
SUPPLIES-DISTRIBUTION	90,959	108,964	97,097	104,311	104,311	104,311	104,311	104,311
WATER PURCHASE	754,212	742,673	734,231	740,000	740,000	740,000	740,000	740,000
PROFESSIONAL DEVELOPMENT	3,363	4,113	6,407	15,001	15,001	9,000	12,000	12,000
TRAVEL-FUEL	75,277	55,685	60,643	65,001	65,001	58,000	62,000	62,000
TELEPHONE	33,397	40,244	37,158	45,001	45,001	36,000	40,000	40,000
POSTAGE	64,481	67,535	66,371	68,000	68,000	73,409	75,611	75,611
UTILITIES	170,148	176,039	173,632	176,000	176,000	176,000	181,280	181,280
PRINTING	1,551	573	125	1,000	1,000	1,000	1,000	1,000
MAINT/REPAIR-BUILDINGS	12,383	45,435	10,434	33,000	33,000	33,000	28,000	28,000
MAINT/REPAIR-TREATMENT	7,881	34,511	22,948	89,900	89,900	89,900	70,000	70,000
MAINT/REPAIR-DISTRIBUTION	-	22,467	-	-	-	-	-	-
MAINT/REPAIR-SCADA	-	-	-	12,999	12,999	-	20,000	20,000
MAINT/REPAIR-WATER TANKS	6,500	734	39,612	160,000	160,000	160,115	163,317	163,317
MAINT/REPAIR-EQUIPMENT	21,794	18,683	10,906	12,000	12,000	746	-	-
MAINT/REPAIR-VEHICLE	29,179	50,872	40,488	29,249	29,249	46,000	34,500	34,500
FREIGHT	1,340	1,594	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	85,684	76,154	80,518	86,120	86,120	67,000	74,500	74,500
LEGAL ADVERTISING	1,308	(143)	2,174	1,499	1,499	1,499	1,499	1,499
TEMPORARY EMP.SERVICES	6,634	22,385	-	-	-	2,177	-	-
TRAINING/SCHOOL COSTS	1,707	3,126	500	-	-	-	-	-
WATER BILLING SERVICE	18,324	18,713	20,397	27,000	27,000	26,027	29,050	29,050
EQUIPMENT PURCHASE	10,087	11,730	11,089	20,000	20,000	30,000	30,000	30,000
EQUIPMENT PURCHASE-TREATMENT	9,126	16,184	187	38,500	38,500	37,325	28,000	28,000
EQUIPMENT PURCHASE-DISTRIBUTIO	2,075	1,311	-	-	-	2,737	-	-
RENTAL EQUIPMENT	21,000	25,200	25,200	35,200	35,200	22,463	35,200	35,200
CONTRACT SERVICES	22,113	7,988	15,071	76,499	76,499	44,000	76,499	76,499
CONTRACTS-LANDSCAPE	27,913	39,593	39,420	52,600	52,600	41,700	51,000	51,000
CONTRACTS-TESTING SERVICES	24,912	25,900	25,860	32,000	32,000	24,500	30,000	30,000
CONTRACTS-BORING SERVICES	8,800	18,500	8,300	18,800	18,800	13,750	18,800	18,800
PERMITS	8,205	4,765	6,485	6,486	6,486	9,796	9,796	9,796
INSURANCE AND BONDS	80,751	82,000	77,912	79,499	79,499	85,290	92,191	92,191
CREDIT CARD FEES (BANK CHARGE)	15,732	24,939	42,102	42,000	42,000	52,029	53,590	53,590
DEPRECIATION EXPENSE	1,807,535	1,801,357	2,090,835	-	-	435	-	-
AMORTIZATION EXPENSE	(89,763)	(89,763)	(89,763)	-	-	-	-	-
DUES & SUBSCRIPTIONS	2,456	1,845	1,960	4,000	4,000	3,565	4,000	4,000
CAPITAL OUTLAY-EQUIPMENT	-	-	-	204,500	204,500	75,000	160,500	160,500
CAPITAL OUTLAY-VEHICLES	-	-	-	130,000	130,000	120,000	82,000	82,000
PRINCIPAL-BOND	-	-	-	1,125,000	1,125,000	1,125,000	1,235,000	1,235,000
PRINCIPAL H-LRX-F-11-1735	-	-	-	55,000	55,000	55,000	55,000	55,000
PRINCIPAL-CLEANWATER LOAN	-	-	-	32,225	32,225	32,225	-	-
PRINCIPAL H-LRX-F-11-1741	-	-	-	55,000	55,000	55,000	55,000	55,000
INTEREST-BOND	1,473,699	1,470,095	1,464,400	1,444,900	1,444,900	1,444,900	1,399,900	1,399,900
INTEREST-CLEANWATER LOAN	5,918	3,443	2,070	1,036	1,036	1,036	-	-
NC DOT RELOCATION/PROJECTS	22,000	-	4,201	8,000	8,000	8,000	8,000	8,000
TO WATER DISTRICT FUND BALANCE	-	-	-	516,529	516,529	516,529	258,798	380,338
TO WATER PROJ FUND	-	-	791,175	-	-	-	-	-
HURRICANE MATTHEW EXPENSES	-	-	1,421	-	-	-	-	-
CONTINGENCY	-	-	-	23,500	23,500	-	-	-
ADMINISTRATIVE COST TO GF	-	-	-	-	-	-	220,086	220,086
	\$ 6,342,693	\$ 6,380,818	\$ 7,385,653	\$ 7,338,165	\$ 7,338,165	\$ 6,969,323	\$ 7,201,370	\$ 7,322,910

BEAUFORT COUNTY WATER DISTRICTS
ADDITIONAL FY2019 BUDGET INFORMATION

Debt Payment Summary

Year	District I	District II	District III	District IV	District V	District VI	District VII	Total	Increase
2016	\$ 245,262.50	\$ 153,150.00	\$ 207,683.87	\$ 294,350.00	\$ 179,014.70	\$ 641,431.26	\$ 204,175.00	\$ 1,925,067.33	\$ 208,923.95
2017	\$ 245,262.50	\$ 152,850.00	\$ 182,750.00	\$ 463,950.00	\$ 257,678.64	\$ 642,231.26	\$ 313,975.00	\$ 2,258,697.40	\$ 333,630.07
2018	\$ 370,262.50	\$ 277,400.00	\$ 332,300.00	\$ 478,250.00	\$ 263,792.60	\$ 645,781.26	\$ 345,375.00	\$ 2,713,161.36	\$ 454,463.96
2019	\$ 370,262.50	\$ 321,800.00	\$ 370,700.00	\$ 474,850.00	\$ 226,331.26	\$ 641,781.26	\$ 339,175.00	\$ 2,744,900.02	\$ 31,738.66
2020	\$ 412,562.50	\$ 319,200.00	\$ 377,300.00	\$ 476,250.00	\$ 251,356.26	\$ 647,581.26	\$ 342,975.00	\$ 2,827,225.02	\$ 82,325.00
2021	\$ 406,962.50	\$ 316,400.00	\$ 373,300.00	\$ 494,475.00	\$ 258,641.25	\$ 698,531.25	\$ 349,775.00	\$ 2,898,085.00	\$ 70,859.98

TABLE 1
BEAUFORT COUNTY WATER DISTRICTS
CAPITAL IMPROVEMENTS PLAN

PROJECT NAME	COST	YEAR 1 2019	YEAR 2 2020	YEAR 3 2021	YEAR 4 2022	YEAR 5 2023	YEAR 6 2024	YEAR 7 2025	YEAR 8 2026	YEAR 9 2027	YEAR 10 2028		
WATER IMPROVEMENTS													
AMI System	4,500,000	2,550,000	1,950,000										
Martin County Interconnect	50,000		50,000										
Electronic Work Order System	30,000	30,000											
Generators-Phase 3	293,500		293,500										
Wastewater Discharge Line Debris removal, light & sign replacement	15,000		10,000					5,000					
Well Screen inspections	20,000	20,000											
Update Wellhead Protection Plan	20,000		20,000										
SCADA System Replacement-Phase 1	1,125,000		1,125,000										
SCADA System Replacement-Phase 2	1,125,000			1,125,000									
Install automatic flushing devices with pressure indicators	50,000			50,000									
Provide secondary feed to southeastern portion of County (east of Aurora) 8,500LF 10"	437,500				437,500								
Security Improvements	300,000				300,000								
Polyphosphate feed at EWTP	250,000					250,000							
Feed Pump for Wastewater Discharge at EWTP	100,000					100,000							
Construct 500,000-gallon elevated storage tank in southwestern portion of the County	450,000					450,000							
Provide secondary feed to southwestern portion of County (West of US17) 5,000LF 6"	237,500					237,500							
Interconnects with EPWC, Craven County, Pamlico County, Martin County, and Washington County.	200,000						200,000						
Upgrade deficient lines sizes identified by Hydraulic Model	1,000,000						1,000,000						
Extend WL on VOA Road (loop US17 and Cherry Run Road) approx. 1.5 miles 8"	270,000							270,000					
Dual feed in elevated storage tanks	375,000										375,000		
Valve replacement and associated controls at COW interconnection @ Shop	150,000								150,000				
Construct 250,000-gallon elevated storage tank in the southeastern portion of the County	300,000									300,000			
Other projects	895,000	220,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000		
TOTAL			12,193,500	2,820,000	3,523,500	1,250,000	812,500	1,112,500	1,275,000	350,000	225,000	375,000	450,000

[illegible]

TABLE 4
BEAUFORT COUNTY WATER DISTRICTS
WATER RATES TRANSITION TO UNIFORM RATES

TARGET RATES	CURRENT	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
	2018	2019	2020	2021	2022	2023
RESIDENTIAL						
Minimum	\$33.00	\$33.70	\$34.60	\$35.50	\$36.45	\$37.40
2,001 +	\$6.00	\$6.15	\$6.35	\$6.55	\$6.75	\$6.95
CHARGE FOR 3,300 GALLONS	\$40.80	\$41.70	\$42.86	\$44.02	\$45.23	\$46.44
COMMERCIAL						
Minimum	\$39.00	\$39.80	\$40.85	\$41.95	\$43.05	\$44.20
2,001 +	\$6.00	\$6.15	\$6.35	\$6.55	\$6.75	\$6.95
District 1 (Washington Township)						
RESIDENTIAL						
Minimum	\$35.67	\$36.05	\$36.40	\$36.75	\$37.10	\$37.40
2,001 +	\$5.95	\$6.15	\$6.35	\$6.55	\$6.75	\$6.95 per 1000 gal
CHARGE FOR 3,300 GALLONS	\$43.41	\$44.05	\$44.66	\$45.27	\$45.88	\$46.44
COMMERCIAL						
Minimum	\$44.58	\$44.55	\$44.47	\$44.40	\$44.35	\$44.20
2,001 +	\$6.31	\$6.33	\$6.35	\$6.55	\$6.75	\$6.95 per 1000 gal
District 2 (Bunyan and River Road)						
RESIDENTIAL *						
Minimum	\$27.40	\$29.40	\$31.40	\$33.40	\$35.40	\$37.40
2,001 +	\$5.74	\$6.00	\$6.25	\$6.55	\$6.75	\$6.95 per 1000 gal
CHARGE FOR 3,300 GALLONS	\$34.86	\$37.20	\$39.53	\$41.92	\$44.18	\$46.44
COMMERCIAL						
Minimum	\$31.23	\$33.82	\$36.42	\$39.01	\$41.61	\$44.20
2,001 +	\$7.01	\$7.00	\$6.99	\$6.97	\$6.96	\$6.95 per 1000 gal
District 3 (Long Acre East)						
RESIDENTIAL						
Minimum	\$30.81	\$32.15	\$33.50	\$34.85	\$36.20	\$37.40
2,001 +	\$5.13	\$5.50	\$5.86	\$6.25	\$6.61	\$6.95 per 1000 gal
CHARGE FOR 3,300 GALLONS	\$37.48	\$39.30	\$41.12	\$42.98	\$44.80	\$46.44
COMMERCIAL						
Minimum	\$38.51	\$39.80	\$40.85	\$41.95	\$43.05	\$44.20
2,001 +	\$5.45	\$5.75	\$6.05	\$6.35	\$6.75	\$6.95 per 1000 gal
District 4 (Bath Township)						
RESIDENTIAL						
Minimum	\$36.91	\$37.01	\$37.15	\$37.25	\$37.35	\$37.40
2,001 +	\$6.15	\$6.31	\$6.47	\$6.63	\$6.79	\$6.95 per 1000 gal
CHARGE FOR 3,300 GALLONS	\$44.91	\$45.21	\$45.56	\$45.87	\$46.18	\$46.44
COMMERCIAL						
Minimum	\$46.16	\$45.77	\$45.40	\$45.05	\$44.70	\$44.20
2,001 +	\$6.54	\$6.62	\$6.70	\$6.79	\$6.87	\$6.95 per 1000 gal
District 5 (Pantego)						
RESIDENTIAL						
Minimum	\$38.64	\$38.40	\$38.20	\$38.00	\$37.80	\$37.40
2,001 +	\$6.43	\$6.53	\$6.64	\$6.74	\$6.85	\$6.95 per 1000 gal
CHARGE FOR 3,300 GALLONS	\$47.00	\$46.89	\$46.83	\$46.76	\$46.70	\$46.44
COMMERCIAL						
Minimum	\$48.31	\$47.50	\$46.70	\$45.90	\$45.10	\$44.20
2,001 +	\$6.84	\$6.86	\$6.88	\$6.91	\$6.93	\$6.95 per 1000 gal
District 6 (Chocowinity Township)						
RESIDENTIAL						
Minimum	\$30.81	\$32.15	\$33.50	\$34.85	\$36.20	\$37.40
2,001 +	\$5.13	\$5.50	\$5.90	\$6.30	\$6.70	\$6.95 per 1000 gal
CHARGE FOR 3,300 GALLONS	\$37.48	\$39.30	\$41.17	\$43.04	\$44.91	\$46.44
COMMERCIAL						
Minimum	\$38.51	\$39.80	\$40.85	\$41.95	\$43.05	\$44.20
2,001 +	\$5.45	\$5.75	\$6.05	\$6.35	\$6.65	\$6.95 per 1000 gal
District 7 (Richland Township)						
RESIDENTIAL						
Minimum	\$34.97	\$35.46	\$35.95	\$36.45	\$36.95	\$37.40
2,001 +	\$5.83	\$6.15	\$6.35	\$6.55	\$6.75	\$6.95 per 1000 gal
CHARGE FOR 3,300 GALLONS	\$42.55	\$43.45	\$44.21	\$44.97	\$45.73	\$46.44
COMMERCIAL						
Minimum	\$43.71	\$43.85	\$43.95	\$44.05	\$44.15	\$44.20
2,001 +	\$6.20	\$6.20	\$6.35	\$6.55	\$6.75	\$6.95 per 1000 gal

* WASHINGTON PARK RESIDENTS RECEIVE \$4.75 CREDIT AGAINST MINIMUM BILL

YELLOW HIGHLIGHT INDICATES COMPLIANCE WITH TARGET RATES

SOLID WASTE

Beaufort County currently contracts with Republic Services to provide disposal of the County's solid waste. Republic Services handles approximately 14,500 tons of waste annually and employs approximately 45 employees in Beaufort County. Republic Services maintains eleven convenience sites throughout the County and a transfer station on Flanders Filters Road. Attendants are present at all sites to direct and maintain the sites, but all convenience centers are self-service.

Christina Smith, Public Works Director
Annette Clemmons, Accounting Technician

Solid Waste
123 W. 3rd Street
Washington, North Carolina 27889

Phone: (252) 946-9624
Fax: (252) 940-6159
Email: Christina.smith@co.beaufort.nc.us

The County also maintains an active vegetative debris landfill, a scrap tire recycling area, and an inactive MSW landfill. Tar Landing Company is contracted to operate and maintain these functions.

The Public Works Director and an Accounting technician manage these contracts and issues related to Solid Waste; and a small percentage of their salaries and benefits are allocated to Solid Waste beginning in FY 18/19.

SOLID WASTE REVENUES	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Solid Waste Fee	\$ 3,164,024	\$ 3,121,500	\$ 3,121,500	\$ 3,232,000
Scrap Disposal Tax	64,037	66,000	66,000	62,000
White Goods Tax	18,807	21,000	21,000	21,000
Solid Waste Tax	28,654	0	0	28,600
Scrap Disposal Grant	17,394	17,394	17,394	20,848
Solid Waste Tipping	2,096	0	0	2,000
Misc Interest/Etc	39,830	0	0	17,200
Total	\$ 3,333,434	\$ 3,225,894	\$ 3,225,894	\$ 3,383,648

SOLID WASTE EXPENSES	FY 16-17 Actual	FY 17-18 Original	FY 17-18 Amended	FY 18-19 Recommended
Personnel	\$ -	\$ -	\$ -	\$ 9,339
Benefits	-	-	-	2,247
Operating	3,249,455	3,225,894	3,225,894	3,372,062
Capital	12,625	-	-	-
Totals	\$ 3,262,080	\$ 3,225,894	\$ 3,225,894	\$ 3,383,648

SOLID WASTE

	2015	2016	2017	2018	2018	2018	2019	2019
	ACTUALS	ACTUALS	ACTUALS	ORIGINAL BUDGET	REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED
SALARIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 9,339
FICA 6.2%	-	-	-	-	-	-		579
LOC. GOV. EMP. RETIREMENT	-	-	-	-	-	-		724
HOSPITALIZATION-EMPLOYEE	-	-	-	-	-	-		619
MEDICARE 1.45%	-	-	-	-	-	-		135
LIFE INSURANCE-EMPLOYEE	-	-	-	-	-	-		3
401(K) EMPLOYER CONTRIBUTION	-	-	-	-	-	-		187
SOLID WASTE-LANDFILL CONTRACT	-	-	64,647	50,000	50,000	24,000	24,000	48,400
TELEPHONE	-	-	557	565	565	336	350	350
MAINT/REPAIR-BUILDINGS	-	-	-	11,000	11,000	5,000	1,000	500
MAINT/REPAIR-EQUIPMENT	-	-	-	500	500	500	-	-
MAINT/REPAIR-LANDFILL	-	-	42,964	68,000	68,000	63,000	68,000	50,463
SOLID WASTE TRANSFER/STATION	-	-	676,774	657,600	657,600	671,000	679,723	679,723
SOLID WASTE IN-COUNTY TRANSFER	-	-	673,841	690,795	690,795	705,000	714,165	714,165
SCRAP TIRE DISPOSAL	-	-	102,939	98,000	98,000	104,000	105,352	105,352
COMPUTER SOFTWARE/SUPPORT	-	-	2,266	2,500	2,500	2,000	2,000	2,000
REGIONAL LANDFILL	-	-	1,049,236	1,019,650	1,019,650	1,040,000	1,053,520	1,053,520
CONVENIENCE SITES - SSS	-	-	485,651	467,000	467,000	450,000	450,000	450,000
RECYCLING-AVOIDANCE FEES	-	-	142,641	145,000	145,000	170,000	172,210	172,210
WHITE GOODS DISPOSAL	-	-	6,761	7,000	7,000	6,000	6,078	6,078
DEPRECIATION EXPENSE	-	-	1,177	-	-	-	-	-
TRANSFER TO SOLID WASTE CPF	-	-	12,625	-	-	-	-	-
TRANSFER TO GF - DEBT SERVICE	-	-	-	3,850	3,850	-	-	-
CONTINGENCY	-	-	-	4,434	4,434	-	-	5,000
ADMINISTRATIVE COST TO GF	-	-	-	-	-	-	84,301	84,301
	\$ -	\$ -	\$ 3,262,080	\$ 3,225,894	\$ 3,225,894	\$ 3,240,836	\$ 3,360,699	\$ 3,383,648

SUMMARY OF REQUESTED SERVICE EXPANSIONS

GENERAL FUND REVENUE	County Manager Recommends
Amount Available from Service Expansions (Revenues over Expenditures)	\$0
Amount Requested from Fund Balance	\$0
Total	\$0
Total Available for Service Expansions	\$0

Note: 1 penny on the tax rate = \$575,000

REQUESTS

Page	Department	Title	Estimated Initial Cost	Estimated Annual Revenue Offset	Estimated Initial Net Cost	Estimated Annual Recurring Cost	Comments
173	All County Departments	Pay & Classification Study Implementation	\$553,727	\$0	\$553,727	\$553,727	Phase 1 of 2
173	All County Departments	Pay & Classification Study Implementation	\$553,727	\$0	\$553,727	\$553,727	Phase 2 of 2
174	All County Departments	Performance Management/Evaluation System	\$40,000	\$0	\$40,000	\$3,800	Hire Consultant to Set up and Train
175	Animal Control	Animal Control Part-Time Shelter Assistant	\$14,141	\$0	\$14,141	\$14,141	New position requested
176	Beaufort County Community College	School Resource Officer	\$62,965	\$0	\$62,965	\$62,965	Additional Resource Officer
177	Beaufort County Public Schools	Schools Resource Officers	\$570,000	\$0	\$570,000	\$330,000	Additional Resource Officers (6)
178	Beaufort County Public Schools/ Community College	School Security	\$575,000	\$0	\$575,000	\$575,000	School Security
179	Emergency Services	EMS Wellness Supplement	\$6,480	\$0	\$6,480	\$6,480	Wellness System
180	Emergency Services	Communications Patching System	\$11,900	\$0	\$11,900	\$0	Install Patching System
181	General Fund	1% COLA	\$185,880	\$0	\$185,880	\$185,880	Amt. shown here is GF portion only
182	General Fund	2% COLA	\$371,760	\$0	\$371,760	\$371,760	Amt. shown here is GF portion only
183	Jail	Rule Changes Proposed	\$200,000	\$0	\$200,000	\$200,000	Additional Officers Needed
186	Public Buildings	Future Facility Maintenance	\$1,423,361		\$1,423,361	\$1,423,361	Future Maintenance Needs
203	Public Works	Major Project Coordinator	\$95,000	\$0	\$95,000	\$65,000	New position requested
204	Tax Assessor	New Vehicle	\$20,000	\$0	\$20,000	\$0	Additional Vehicle (Appraisers)
205	Tax Assessor	Pictometry Aerial Photographs	\$47,690	\$0	\$47,690	\$47,690	1/3 of Pictometry Project
207	Outside Agency	Aurora Fossil Museum	\$33,000	\$0	\$33,000	\$33,000	Additional funds requested by agency
227	Outside Agency	Aurora Recreation	\$2,500	\$0	\$2,500	\$2,500	Additional funds requested by agency
233	Outside Agency	Beaufort County Police Activities League - BCPAL	\$15,000	\$0	\$15,000	\$15,000	Additional funds requested by agency
255	Outside Agency	B-H-M Library	\$9,500	\$0	\$9,500	\$9,500	Additional funds requested by agency
263	Outside Agency	Boys and Girls Club	\$10,000	\$0	\$10,000	\$10,000	Additional funds requested by agency
287	Outside Agency	Citizens on Southside Together	\$1,000	\$0	\$1,000	\$1,000	Additional funds requested by agency
297	Outside Agency	City of Washington Aquatic Center	\$50,000	\$0	\$50,000	\$50,000	New funding request
301	Outside Agency	City of Washington Brown Library	\$42,200	\$0	\$42,200	\$42,200	Additional funds requested by agency
305	Outside Agency	City of Washington Recreation	\$30,000	\$0	\$30,000	\$30,000	Additional funds requested by agency
309	Outside Agency	City of Washington Senior Center	\$30,000	\$0	\$30,000	\$30,000	Additional funds requested by agency
313	Outside Agency	Food Bank of the Albemarle	\$2,500	\$0	\$2,500	\$2,500	New funding request

REQUESTS

Page	Department	Title	Estimated Initial Cost	Estimated Annual Revenue Offset	Estimated Initial Net Cost	Estimated Annual Recurring Cost	Comments
321	Outside Agency	Highway 17 Association	\$5,000	\$0	\$5,000	\$5,000	Additional funds requested by agency
339	Outside Agency	Kaye Lee's Corner Foundation - Rock Museum	\$2,000	\$0	\$2,000	\$2,000	New funding request
351	Outside Agency	Metropolitan Community Health Services (Agape)	\$125,000	\$0	\$125,000	\$125,000	Additional funds requested by agency
359	Outside Agency	NC Estuarium	\$20,000	\$0	\$20,000	\$20,000	Additional funds requested by agency
367	Outside Agency	Open Door Community Center	\$12,275	\$0	\$12,275	\$12,275	New funding request
375	Outside Agency	Pantego Academy Historical Museum	\$1,000	\$0	\$1,000	\$1,000	Additional funds requested by agency
385	Outside Agency	Ruth's House	\$2,500	\$0	\$2,500	\$2,500	Additional funds requested by agency
389	Outside Agency	Sidney Dive Team	\$5,000	\$0	\$5,000	\$5,000	Additional funds requested by agency
393	Outside Agency	The Greater Bath Foundation	\$10,000	\$0	\$10,000	\$10,000	New funding request
396A	Outside Agency	Beebe Park Improvements Completion	\$5,000	\$0	\$5,000	\$0	One-time funding request
Total of all General Fund Service Expansion Request (Just 2% COLA is in total)			\$4,959,226	\$0	\$4,959,226	\$4,616,126	

Request for Service Expansion

Title of Service Expansion: Pay & Classification Study Implementation Phase I

Name of Department: All County Departments

Purpose and Justification: Beaufort County must maintain a competitive salary plan to attract and maintain the most qualified employees. Turnover is expensive and detrimental to the overall ability of departments to meet the needs of the public they serve.

In 2017, MAPS Group completed a county-wide Pay & Classification Study. Based on the results of the study, there is a great need to address inequities within the Beaufort County Classification and Salary Plan where classes are not assigned appropriate salary grades in relation to other classes, compression issues in which tenured employees are making the same and possibly lower salaries as newly hired employees, and the absence of a mechanism to allow employees to move forward within the assigned salary range. These issues appear to be a major contributing factor in the high turnover rates being experienced by Beaufort County.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$553,727	\$553,727 would be used to adjust the pay and/or class for employees with the greatest disparity as identified in the pay study. This is phase 1 of a 2 phase implementation of the pay study.
Operational		
Capital Outlay		
Total Expenditures	\$553,727	

Revenue to offset Costs		Requires an annual recurring revenue source. One penny adjustment in the county tax rate equates to \$575,000.
Total Cost of Service Expansion	\$553,727	

Request for Service Expansion

Title of Service Expansion: Performance Management/Evaluation System

Name of Department: All County Departments

Purpose and Justification:

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$40,000	Funds to hire consultant to set up Performance Management/Evaluation System and Train Supervisors/Employees
Capital Outlay		
Total Expenditures	\$40,000	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$40,000</i>	

Request for Service Expansion

Title of Service Expansion: Part-Time Shelter Assistant

Name of Department: Animal Control

Purpose and Justification: The purpose of this position is to assist volunteers and rescue agencies in the coordination of animal rescues. There is a continued increase in daily requests from rescue groups, information requests, adoption paperwork, transportation and required daily general care to the healthy, sick, and injured animals daily. Also, additional guidelines from the Department of Agriculture in the treatment and outcome of boarded animals has required more hands-on engagement with every animal boarded. Calls from law enforcement agencies, NC Wildlife officials, veterinarians and citizens of Beaufort County have increased as well. This all adds to the need of additional help inside the shelter.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$13,891	\$13.06/hour x 19 hours/week x 52 weeks/year (plus taxes)
Operational	\$250	Uniforms & training.
Capital Outlay		
Total Expenditures	\$14,141	

Revenue to offset Costs		
Total Cost of Service Expansion	\$14,141	

Request for Service Expansion

Title of Service Expansion: BCCC School Resource Officer (SRO)

Name of Department: BCCC

Purpose and Justification: This service expansion proposal would add a campus police officer to provide coverage as a School Resource Officer (SRO) at the Early College Program located at Beaufort County Community College (BCCC).

Funding for SROs is recommended by the School Safety Committee established by the Board of Commissioners.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$62,965	1 SRO salary and benefits (recurring)
Operational		
Capital Outlay		
Total Expenditures	\$62,965	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	\$62,965	

Request for Service Expansion

Title of Service Expansion: School Resource Officers (SROs)

Name of Department: Public Schools

Purpose and Justification: This service expansion proposal would add six (6) School Resource Officers (SROs). This would provide an SRO at each school in Beaufort County except for the Early College Program which is located at Beaufort County Community College (BCCC). BCCC is seeking funding separately for an additional BCCC campus police officer to provide coverage for the Early College Program.

Funding for SROs is recommended by the School Safety Committee established by the Board of Commissioners.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$300,000	6 SROs at \$50,000 each for salary and benefits (recurring)
Operational		
Capital Outlay	\$270,000	6 at \$45,000 each for vehicle and equipment (first year cost one-time then recurring \$5,000 each year for each vehicle replacement)
Total Expenditures	\$570,000	

Revenue to offset Costs		One penny adjustment in the County tax rate equates to \$575,000.
<i>Total Cost of Service Expansion</i>	<i>\$570,000</i>	

Request for Service Expansion

Title of Service Expansion: School Security

Name of Department: Public Schools & Community College

Purpose and Justification: The Beaufort County School System has approximately \$1.9M proposed for school safety and security needs in its 5-year CIP. Beaufort County Community College also has campus safety and security needs proposed in its future CIP. A dedicated 1 cent increase in the County tax rate would generate recurring funds of approximately \$575,000 per year to prioritize and address these needs over the coming years. Once the main safety and security needs are addressed, the recurring funds could be used to supplement continuing capital needs for each entity.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational		
Capital Outlay	\$575,000	Recurring revenue stream to address safety and security capital needs.
Total Expenditures	\$575,000	

Revenue to offset Costs		One penny adjustment in the county tax rate equates to \$575,000.
<i>Total Cost of Service Expansion</i>	<i>\$575,000</i>	

Request for Service Expansion

Title of Service Expansion: EMS Wellness Supplement

Name of Department: Emergency Services/Emergency Medical Services

Purpose and Justification: EMS is a physically and mentally challenging field when we are called upon to do our duties. As our system expands there is a need for the development and augmentation of a wellness plan to aid in our EMS workers overall health and longevity within our organization as well as development of a MEDPAT (Medical Physical Agility Test) for existing and future employees. Part of this wellness recommendation is a supplement to assist our employees with wellness center memberships much like that of other emergency services within our county and state. The supplement would be 15 dollars per month, per employee with active wellness memberships.

The supplement would be available for full time employees of our organization who are active members of local wellness programs.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$6,480	See synopsis above.
Operational		
Capital Outlay		
Total Expenditures	\$6,480	

Revenue to offset Costs		
Total Cost of Service Expansion	\$6,480	

Request for Service Expansion

Title of Service Expansion Communications Patching System

Name of Department: Emergency Services (Emergency Management)

Purpose and Justification: Our county emergency services (Fire, EMS, Animal Control, Emergency Management, Law Enforcement, Forestry Service) use a variety of radio technologies, systems, and separate radio frequencies. Great strides have been made to create a uniformed communication system, however there are still gaps in the current system.

We have experienced times in our county emergency response where agencies have not been able to communicate with each other. This causes an unacceptable risk to responders, at times duplication of service to occur while other times services can be overlooked. 911 is making upgrades to help our overall communications system, however this will not fix the void we have between different agencies using different technology.

Emergency Services would like to install a "patching system" in the county mobile incident command trailer. The "patching system" would allow when needed, for each separate frequency and technology to be temporarily patched together allowing all radios to communicate directly with each other. This is a "must have" for emergency responders when multiple agencies and disciplines work together in a unified system.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational		
Capital Outlay	\$7,200 \$1,100 \$3,600	Patching Device with cables VHF Radio for system 800 Radio for system
Total Expenditures	\$11,900	

Revenue to offset Costs		
Total Cost of Service Expansion	\$11,900	

Request for Service Expansion

Title of Service Expansion Cost of Living Adjustment (COLA)

Name of Department: All General Fund

Purpose and Justification: 1% cost of living adjustment

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$185,880	General Fund departments only. \$18,587,981 payroll at 1%.
Operational		
Capital Outlay		
Total Expenditures	\$185,880	

Revenue to offset Costs	0	
<i>Total Cost of Service Expansion</i>	<i>\$185,880</i>	

Request for Service Expansion

Title of Service Expansion Cost of Living Adjustment (COLA)

Name of Department: All General Fund

Purpose and Justification: 2% cost of living adjustment

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$371,760	General Fund departments only. \$18,587,981 payroll at 2%.
Operational		
Capital Outlay		
Total Expenditures	\$371,760	

Revenue to offset Costs	0	
<i>Total Cost of Service Expansion</i>	<i>\$371,760</i>	

Request for Service Expansion

Title of Service Expansion: Response to Proposed Rule Changes December 2018

Name of Department: Sheriff's Office-Detention Center

Purpose and Justification: Proposed Rule Changes

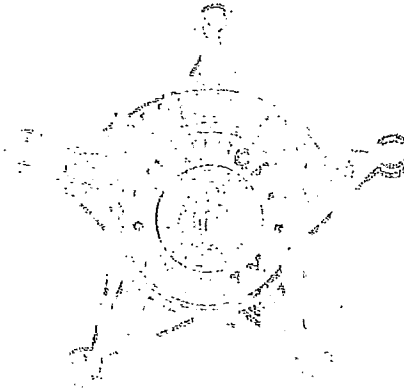
	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$160,000	Surveillance Rules Change- See Attachment
Operational	\$40,000	Surveillance Rule Change- See Attachment
Capital Outlay	0	
Total Expenditures	\$200,000	

Revenue to offset Costs	0	
<i>Total Cost of Service Expansion</i>	<i>\$200,000</i>	

Office of the Sheriff

Ernie Coleman
SHERIFF

Office: 252-946-7111
Fax: 252-946-0993
Cell: 252-944-7368



February 1, 2018

The North Carolina Department of Health and Human Services/Secretary has indicated its intent to readopt 33 rules in 10A NCAC 14J, Rules and Laws Governing the Operations, Surveillance and Monitoring of Jail Facilities. The proposed adoption date is December 2018. This will be the first major rules revision since the 1990s. While some changes are minor, there are several that are substantial and, because of the design limitations of the current jail, will require additional funding.

1. Additional Officers

The change that will have the greatest impact our operations is with surveillance rounds (See Attachment 1, Section .0601 and Attachment #2, Definition 56). This will necessitate 2 additional officers per shift for surveillance rounds as well as 2 additional control room officers as officers will be required to enter every housing unit to conduct rounds. As our control room officers are already out of compliance with duties assigned in addition to surveillance, this additional staffing will adequately address that violation.

2. Safekeeping

There are two changes that will affect how and where we house female inmates:

- Before these rule changes, female inmates were only required to be housed in a separate housing unit and out of sight of male inmates. The new requirement (See attachment 3, Section .0302), will now also require female inmates to be housed "in the jail where they cannot converse with, see, or be seen by inmates of the opposite sex." Due to the design limitations of the current jail, we do not have any area where we can comply with this requirement and will have to relocate all female inmates at other facilities at all times.
- Before these rule changes, only *male* youthful offenders (those 16 and 17y.o.) were required to be housed in separate cells from adults during sleeping hours. We are not able to comply with this rule due to an insufficient number of single cells (we have very few single-cells and they are also used for the mentally-ill, violent, at-risk, physically impaired, medical issues, etc.). However, the new rule will require this of female

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youthful offenders as well, also necessitating them to be moved off-site (See attachment 3, Section .0303).

This issue with youthful offenders was previously addressed in the PREA Audit in September 2017 in which we were found to be noncompliant, but only in the areas related to the design limitations to the current jail.

Finding bed space for these inmates in other facilities will be the issue. This is always problematic, and sometimes results in these violations (keeping them in-house), putting us in jeopardy of a lawsuit. We are rated for 14 females, so if we conservatively relocate 10 female inmates every day, that would increase our Safekeeping expenditures by approximately \$150,000 per annum.

There is an additional change that defines "total design capacity" and will now compel us to move inmates off-site (See attachment 2, Definition 58). This topic, as well as the issues with supervision rounds (See Additional Officers above) were previously addressed in the Jail and Justice System Assessment by the National Institute of Corrections in June 2016.

3. Expansion Medical Lavatory

While not a proposed rule change, there is a requirement for there to be a lavatory in the medical unit (See attachment 4, Section .1511). We do not have a lavatory, making it difficult to collect medical samples, decontaminate inmates/officers/staff, etc.

Kathryn A. Bryan
Lieutenant, Jail Administrator
Beaufort County Sheriff's Office
252-946-7113
kbryan@co.beaufort.nc.us

Request for Service Expansion

Title of Service Expansion: Increase tax rate to fund future facility maintenance needs

Name of Department: Maintenance, Buildings, and Grounds

Purpose and Justification: A facility study of all county owned and maintained buildings has been completed to identify building maintenance needs and associated costs over the next 20 years. The total estimated cost over the next 20 years including a 3% inflationary factor is \$28,467,220 or an average of \$1,423,361 annually. A copy of the report is attached. One penny increase in the tax rate equates to \$575,000 annually.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational		
Capital Outlay	\$1,423,361	Annual Average Facility Improvements
Total Expenditures	\$1,423,361	

Revenue to offset Costs		One penny adjustment in the County tax rate equates to \$575,000.
<i>Total Cost of Service Expansion</i>		

Replacement Reserves Report 2/8/2018																																		2036		Deficiency Repair Estimate
Location Name	Report Section	Location Description	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost	Subtotal	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	Deficiency Repair Estimate				
Admin Building	3.1	Parking lot	<u>775874</u>	ADA, Parking, Designated Stall with Pavement Markings & Signage (Standard), Install		0	0	0	1 EA	\$1,300.00	\$1,300	\$1,300																					\$1,300			
Admin Building	3.1	Parking area	<u>767150</u>	ADA, Parking, Designated Stall with Pavement Markings & Signage (Van), Install		0	0	0	1 EA	\$1,400.00	\$1,400	\$1,400																						\$1,400		
Admin Building	3.1	Common area restrooms	<u>767161</u>	ADA, Restroom, Lavatory Pipe Wraps, Install		0	0	0	2 EA	\$80.00	\$160	\$160																						\$160		
Admin Building	7.4	Mechanical room	<u>767197</u>	Distribution Panel, 208 Y, 120 V, 225 Amp, Replace		30	15	15	1 EA	\$7,951.00	\$7,951																						\$7,951			
Admin Building	7.4	Mechanical room	<u>767196</u>	Distribution Panel, 208 Y, 120 V, 225 Amp, Replace		30	15	15	1 EA	\$7,951.00	\$7,951																						\$7,951			
Admin Building	7.2	Corridors	<u>767163</u>	Drinking Fountain, Refrigerated, Replace		10	7	3	2 EA	\$1,257.51	\$2,515																						\$2,515			
Admin Building	7.1	IT Room	<u>767368</u>	Ductless Split System, Single Zone, 1.5 to 2 Ton, Replace		15	12	3	1 EA	\$4,473.11	\$4,473																						\$4,473			
Admin Building	7.1	Main roof	<u>767144</u>	Exhaust Fan, Centrifugal, 251 to 800 CFM, Replace		15	12	3	1 EA	\$2,021.87	\$2,022																						\$2,022			
Admin Building	7.6	Exits	<u>775072</u>	Exit Lighting Fixture, w/ Battery, Replace		10	5	5	6 EA	\$418.95	\$2,514																						\$2,514			
Admin Building	6.6	Building interior	<u>767359</u>	Exterior Door, Wood Solid-Core, Replace		25	10	15	10 EA	\$1,423.11	\$14,231																						\$14,231			
Admin Building	6.4	Exterior wall	<u>767139</u>	Exterior Wall, Brick or Brick Veneer, 1-2 Stories, Repoint		25	20	5	2500 SF	\$41.28	\$103,207																						\$103,207			
Admin Building	7.6	Throughout	<u>775075</u>	Fire Extinguisher, ABC, Replace		15	5	10	4 EA	\$356.54	\$1,426																						\$1,426			
Admin Building	8.1	Throughout	<u>767186</u>	Interior Ceiling Finish, Suspended Acoustical Tile (ACT), Replace		20	10	10	3500 SF	\$3.11	\$10,889																						\$10,889			
Admin Building	8.1	Offices	<u>767371</u>	Interior Door, Wood Solid-Core w/ Safety Glass, Replace		20	10	10	6 EA	\$1,928.03	\$11,568																						\$11,568			
Admin Building	8.1	Building interior	<u>767356</u>	Interior Door, Wood Solid-Core, Replace		20	10	10	10 EA	\$1,423.11	\$14,231																						\$14,231			
Admin Building	8.1	Building interior	<u>767149</u>	Interior Floor Finish, Carpet Standard-Commercial Medium-Traffic, Replace		10	7	3	2500 SF	\$7.26	\$18,141																						\$18,141			
Admin Building	8.1	Interior	<u>767180</u>	Interior Floor Finish, Vinyl Tile (VCT), Replace		15	10	5	800 SF	\$4.80	\$3,840																							\$3,840		
Admin Building	8.1	Common area restrooms	<u>767369</u>	Interior Wall Finish, Ceramic Tile, Replace		25	20	5	1000 SF	\$16.55	\$16,554																							\$16,554		
Admin Building	8.1	Interior	<u>767188</u>	Interior Wall Finish, General Surface, Prep & Paint		8	5	3	10000 SF	\$1.45	\$14,500																							\$14,500		
Admin Building	7.2	Restroom	<u>767191</u>	Lavatory, Vitreous China, Replace		20	10	10	4 EA	\$572.66	\$2,291																						\$2,291			
Admin Building	7.4	Throughout	<u>775108</u>	Lighting System, Interior, Office Building, Upgrade		25	20	5	3720 SF	\$9.24	\$34,380																							\$34,380		
Admin Building	5.5	Rear Elevation Roof	<u>767367</u>	Metal Halide Lighting Fixture, 250 W, Replace		20	15	5	1 EA	\$748.18	\$748																							\$748		
Admin Building	7.1	Roof	<u>767140</u>	Packaged Unit (RTU), 6 to 7.5 Ton, Replace		15	11	4	1 EA	\$14,395.83	\$14,396																						\$14,396			
Admin Building	7.1	Roof	<u>767141</u>	Packaged Unit (RTU), Variable Volume, 4 to 5 Ton, Replace		15	14	1	1 EA	\$40,601.54	\$40,602																						\$40,602			
Admin Building	5.2	Parking area	<u>767182</u>	Parking Lots, Asphalt Pavement, Mill & Overlay		25	15	10	13500 SF	\$3.28	\$44,285																							\$44,285		
Admin Building	5.2	Parking area	<u>767183</u>	Parking Lots, Asphalt Pavement, Seal & Stripe		5	3	2	13500 SF	\$0.38	\$5,123																							\$5,123		
Admin Building	6.3	Main roof	<u>767138</u>	Roof, Built-Up, Replace		20	19	1	3900 SF	\$12.96	\$50,549																							\$50,549		
Admin Building	6.6	Main entrance	<u>767170</u>	Storefront, Metal-Framed 3' x 7' Swinging Door Only, Replace		30	20	10	5 EA	\$2,106.57	\$10,533																							\$10,533		
Admin Building	6.6	Main entrance	<u>767167</u>	Storefront, Metal-Framed Windows w/out Door(s), Replace		30	20	10	200 SF	\$48.00	\$9,600																							\$9,600		
Admin Building	8.1	Common area restrooms	<u>767146</u>	Toilet Partitions, Metal Overhead-Braced, Replace		20	17	3	2 EA	\$850.00	\$1,700																							\$1,700		
Admin Building	7.2	Common area restrooms	<u>767147</u>	Toilet, Tankless (Water Closet), Replace		20	15	5	4 EA	\$842.97	\$3,372																							\$3,372		
Admin Building	7.2	Common area restrooms	<u>767148</u>	Urinal, Vitreous China, Replace		20	15	5	1 EA	\$1,193.44	\$1,193																							\$1,193		
Admin Building	7.2	Above Ceiling	<u>767366</u>	Water Heater, Electric, Residential, 16 to 29 GAL, Replace		15	12	3	1 EA	\$1,249.92	\$1,250																							\$1,250		
Admin Building	6.6	Building exterior	<u>767176</u>	Window, Aluminum Double-Glazed 12 SF, 1-2 Stories, Replace		30	15	15	3 EA	\$584.21	\$1,753																							\$1,753		
Admin Building	6.6	Building exterior	<u>767178</u>	Window, Aluminum Double-Glazed 24 SF, 1-2 Stories, Replace		30	20	10	2 EA	\$870.45	\$1,741																							\$1,741		
Animal Control	7.6	Interior	<u>773255</u>	Emergency/Exit Combo, , Replace		10	5	5	12 EA	\$687.51	\$8,250																							\$8,250		
Animal Control	7.6	Exits	<u>773275</u>	Exit Lighting Fixture, w/ Battery, Replace		10	5	5	6 EA	\$418.95	\$2,514																							\$2,514		
Animal Control	7.1	Mechanical Attic	<u>773260</u>	Fan Coil Unit, 2 to 2.5 Ton, Replace		15	12	3	1 EA	\$2,756.89	\$2,757																							\$2,757		
Animal Control	7.1	Mechanical Attic	<u>773259</u>	Fan Coil Unit, 3.5 to 5 Ton, Replace		15	12	3	1 EA	\$4,099.53	\$4,100																							\$4,100		
Animal Control	7.1	Mechanical Attic	<u>773262</u>	Fan Coil Unit, 3.5 to 5 Ton, Replace		15	12	3	1 EA	\$4,099.53	\$4,100																							\$4,100		
Animal Control	7.1	Mechanical Attic	<u>773265</u>	Fan Coil Unit, 3.5 to 5 Ton, Replace		15	12	3	1 EA	\$4,099.53	\$4,100																							\$4,100		
Animal Control	7.6	Throughout	<u>773274</u>	Fire Extinguisher, ABC, Replace		15	10	5	6 EA	\$356.54	\$2,139																							\$2,139		
Animal Control	8.1	Throughout	<u>773252</u>	Interior Ceiling Finish, Suspended Acoustical Tile (ACT), Replace		20	12	8																												

Replacement Reserves Report 2/8/2018																																		Deficiency Repair Estimate	
Location Name	Report Section	Location Description	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost	Subtotal	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036				
Animal Control	8.1	Throughout	773104	Interior Floor Finish, Vinyl Tile (VCT), Replace	15	12	3	4500	SF	\$4.80	\$21,603				\$21,603															\$21,603	\$43,206				
Animal Control	8.1	Animal holding	778861	Interior Wall Finish, Fiberglass Paneling, Replace	20	12	8	500	SF	\$12.79	\$6,393									\$6,393											\$6,393				
Animal Control	8.1	Interior	773273	Interior Wall Finish, General Surface, Prep & Paint	8	5	3	10000	SF	\$1.45	\$14,500				\$14,500							\$14,500								\$14,500	\$43,500				
Animal Control	8.1	Employee break room	773264	Kitchen Cabinet, Base and Wall Section, Wood, Replace	20	12	8	10	LF	\$467.63	\$4,676									\$4,676											\$4,676				
Animal Control	8.1	Animal food prep	773263	Kitchen Cabinet, Base and Wall Section, Wood, Replace	20	12	8	12	LF	\$467.63	\$5,612									\$5,612											\$5,612				
Animal Control	7.4	Throughout building	778787	Lighting System, Interior, Office Building, Upgrade	25	12	13	5000	SF	\$9.24	\$46,210														\$46,210						\$46,210				
Animal Control	7.4	Mechanical room	773130	Load Center, 120 / 240 V, 400 Amp, Single Phase, Replace	30	12	18	1	EA	\$9,487.85	\$9,488																			\$9,488	\$9,488				
Animal Control	7.2	West elevation	773238	Sewage Ejector Pump, 16 to 30 HP, Replace	20	12	8	1	EA	\$12,453.00	\$12,453									\$12,453											\$12,453				
Animal Control	7.2	Throughout	773290	Sink, Stainless Steel, Replace	20	12	8	6	EA	\$1,054.05	\$6,324									\$6,324											\$6,324				
Animal Control	7.2	Mechanical Area	773126	Water Heater, Electric, Commercial, 30 to 80 GAL, Replace	15	12	3	1	EA	\$6,963.24	\$6,963				\$6,963															\$6,963	\$13,926				
Animal Control	7.2	Mechanical Area	773124	Water Heater, Electric, Commercial, 30 to 80 GAL, Replace	15	12	3	1	EA	\$6,963.24	\$6,963				\$6,963															\$6,963	\$13,926				
Animal Control	7.2	Mechanical Area	773123	Water Heater, Electric, Commercial, 30 to 80 GAL, Replace	15	12	3	1	EA	\$6,963.24	\$6,963				\$6,963															\$6,963	\$13,926				
Animal Control / Bathroom	7.2	Restroom	773291	Lavatory, Vitreous China, Replace	20	12	8	3	EA	\$572.66	\$1,718									\$1,718											\$1,718				
Animal Control / Bathroom	7.2	Bathroom	773293	Shower, Fiberglass, Replace	20	12	8	1	EA	\$2,599.44	\$2,599									\$2,599											\$2,599				
Animal Control / Bathroom	7.2	Common area restrooms	773261	Toilet, Flush Tank (Water Closet), Replace	20	12	8	3	EA	\$1,055.15	\$3,165									\$3,165											\$3,165				
Animal Control / Exterior	7.1	Site	773225	Animal Incinerator, Propane Gas-Fired, Replace	10	5	5	1	EA	\$32,967.32	\$32,967						\$32,967									\$32,967					\$65,934				
Animal Control / Exterior	8.2	Site	773132	Commercial Kitchen, Walk-In Freezer, Replace	20	1	19	1	EA	\$22,317.14	\$22,317																			\$22,317	\$22,317				
Animal Control / Exterior	7.1	Site	773251	Condensing Unit/Heat Pump, Split System, 2.5 Ton, Replace	15	12	3	1	EA	\$3,366.36	\$3,366				\$3,366															\$3,366	\$6,732				
Animal Control / Exterior	7.1	Site	773254	Condensing Unit/Heat Pump, Split System, 3.5 Ton, Replace	15	6	9	1	EA	\$4,129.27	\$4,129									\$4,129											\$4,129				
Animal Control / Exterior	7.1	Site	773250	Condensing Unit/Heat Pump, Split System, 3.5 Ton, Replace	15	5	10	1	EA	\$4,129.27	\$4,129										\$4,129										\$4,129				
Animal Control / Exterior	7.1	Site	773257	Condensing Unit/Heat Pump, Split System, 5 Ton, Replace	15	12	3	1	EA	\$6,439.81	\$6,440				\$6,440															\$6,440	\$12,880				
Animal Control / Exterior	7.1	Exterior wall	773136	Ductless Split System, Single Zone, 1 Ton, Replace	15	12	3	1	EA	\$3,221.22	\$3,221				\$3,221															\$3,221	\$6,442				
Animal Control / Exterior	7.1	Exterior wall	773129	Ductless Split System, Single Zone, 1 Ton, Replace	15	12	3	1	EA	\$3,221.22	\$3,221				\$3,221															\$3,221	\$6,442				
Animal Control / Exterior	7.1	Roof	773241	Exhaust Fan, Centrifugal, 801 to 2,000 CFM, Replace	15	12	3	1	EA	\$2,664.18	\$2,664				\$2,664															\$2,664	\$5,328				
Animal Control / Exterior	7.1	Roof	773245	Exhaust Fan, Centrifugal, 801 to 2,000 CFM, Replace	15	6	9	1	EA	\$2,664.18	\$2,664									\$2,664											\$2,664				
Animal Control / Exterior	7.1	Roof	773246	Exhaust Fan, Centrifugal, 801 to 2,000 CFM, Replace	15	6	9	1	EA	\$2,664.18	\$2,664									\$2,664											\$2,664				
Animal Control / Exterior	6.6	Exterior wall	773276	Exterior Door, Fully-Glazed Aluminum-Framed Swinging, Replace	30	12	18	6	EA	\$2,106.57	\$12,639																			\$12,639	\$12,639				
Animal Control / Exterior	6.4	Exterior wall	773106	Exterior Wall, Painted Surface, 1-2 Stories, Prep & Paint	10	5	5	6500	SF	\$2.87	\$18,660						\$18,660								\$18,660						\$37,320				
Animal Control / Exterior	5.5	Rear elevation	773111	Fences & Gates, Chain Link, 8' High, Replace	30	12	18	125	LF	\$53.90	\$6,738																			\$6,738	\$6,738				
Animal Control / Exterior	5.5	Courtyard	773110	Fences & Gates, Vinyl, 6' High, Replace	20	12	8	50	LF	\$61.70	\$3,085									\$3,085											\$3,085				
Animal Control / Exterior	5.5	West elevation	773118	Fences & Gates, Wood Board, Replace	30	12	18	110	SF	\$6.11	\$672																			\$672	\$672				
Animal Control / Exterior	5.5	Exterior wall	773283	Flood Light, Exterior, 100 W, Replace	20	12	8	15	EA	\$995.47	\$14,932									\$14,932											\$14,932				
Animal Control / Exterior	7.4	Site	773227	Generator, Gas or Gasoline, 65 kW to 125 kW, Replace	25	12	13	1	EA	\$71,929.70	\$71,930														\$71,930						\$71,930				
Animal Control / Exterior	5.2	Dumpster Pad & ADA Parking	773282	Parking Lots, Concrete Pavement, Replace	30	12	18	700	SF	\$8.00	\$5,600																			\$5,600	\$5,600				
Animal Control / Exterior	5.2	Courtyard	773279	Pedestrian Pavement, Sidewalk, Clay Brick/Masonry Pavers, Replace	30	12	18	100	SF	\$34.11	\$3,411																			\$3,411	\$3,411				
Animal Control / Exterior	5.2	Front elevation	773116	Pedestrian Pavement, Sidewalk, Concrete Sections/Small Areas, Replace	30	12	18	1500	SF	\$19.00	\$28,500																			\$28,500	\$28,500				
Animal Control / Exterior	9.0	Rear Elevation	778884	Prefabricated/Ancillary Building or Structure, All Components, Replace	30	12	18	600	SF	\$125.19	\$75,116																			\$75,116	\$75,116				
Animal Control / Exterior	9.0	Rear Elevation	778885	Prefabricated/Ancillary Building or Structure, All Components, Replace	30	12	18	400	SF	\$125.19	\$50,077																			\$50,077	\$50,077				
Animal Control / Exterior	5.2	Parking area	773113	Roadways, Asphalt Pavement, Mill & Overlay	25	12	13	15000	SF	\$3.28	\$49,133														\$49,133						\$49,133				
Animal Control / Exterior	5.2	Parking area	778757	Roadways, Asphalt Pavement, Seal & Stripe	5	2	3	15000	SF	\$0.38	\$5,693				\$5,693					\$5,693									\$5,693	\$22,772					
Animal Control / Exterior	6.3	Roof	773105	Roof, Asphalt Shingle Premium Grade, Replace	30	12	18	6500	SF	\$5.04	\$32,759																		\$32,759	\$32,759					
Animal Control / Exterior	5.5	Main entrance	773120	Signage, Property, Monument/Pylon, Replace	20	12	8	1	EA	\$8,602.00	\$8,602									\$8,602											\$8,602				
Animal Control / Exterior	7.4	Exterior wall	773234	Transfer Switch, Automatic (ATS), 600 V, 600 Amp, Replace	18	12	6	1	EA	\$16,318.29	\$16,318							\$16,318													\$16,318				
Animal Control / Exterior	6.6	Exterior wall	773108	Window, Aluminum Double-Glazed 12 SF, 1-2 Stories, Replace	30	12	18	16	EA	\$584.21	\$9,347																			\$9,347	\$9,347				

Replacement Reserves Report 2/8/2018																																		2036			Deficiency Repair Estimate
Location Name	Report Section	Location Description	ID	Cost Description	Lifespan (EUL)	E	Age	RUL	Quantity	Unit	Unit Cost	Subtotal	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	Deficiency Repair Estimate				
Courthouse	7.1	Mechanical room	<u>769992</u>	Air Handler, Interior, 1,301 to 2,500 CFM, Replace	20	19	1		1	EA	\$9,413.96	\$9,414		\$9,414																				\$9,414			
Courthouse	7.1	Mechanical room	<u>740382</u>	Air Handler, Interior, 1,301 to 2,500 CFM, Replace	20	19	1		1	EA	\$9,413.96	\$9,414		\$9,414																				\$9,414			
Courthouse	7.1	Mechanical room	<u>740384</u>	Air Handler, Interior, 1,301 to 2,500 CFM, Replace	20	19	1		1	EA	\$9,413.96	\$9,414		\$9,414																				\$9,414			
Courthouse	7.1	Mechanical room	<u>740381</u>	Air Handler, Interior, 1,301 to 2,500 CFM, Replace	20	19	1		1	EA	\$9,413.96	\$9,414		\$9,414																				\$9,414			
Courthouse	7.1	Mechanical room	<u>770027</u>	Air Handler, Interior, 1,301 to 2,500 CFM, Replace	20	19	1		1	EA	\$9,413.96	\$9,414		\$9,414																				\$9,414			
Courthouse	7.4	Main entrance	<u>740655</u>	Card Reader, Replace	10	5	5		10	EA	\$1,050.69	\$10,507						\$10,507										\$10,507						\$10,507			
Courthouse	7.4	Corridors	<u>770975</u>	Distribution Panel, 208 Y, 120 V, 100 Amp, Replace	30	30	0		1	EA	\$5,079.93	\$5,080	\$5,080																					\$5,080			
Courthouse	7.4	Electrical room	<u>740546</u>	Distribution Panel, 208 Y, 120 V, 100 Amp, Replace	30	15	15		2	EA	\$5,079.93	\$10,160																\$10,160						\$10,160			
Courthouse	7.4	Mechanical room	<u>770972</u>	Distribution Panel, 480 Y, 277 V, 400 Amp, Replace	30	30	0		1	EA	\$11,202.02	\$11,202	\$11,202																					\$11,202			
Courthouse	7.4	Electrical room	<u>740545</u>	Distribution Panel, 480 Y, 277 V, 600 Amp, Replace	30	15	15		1	EA	\$12,745.23	\$12,745																\$12,745						\$12,745			
Courthouse	7.5	Elevator	<u>740366</u>	Elevator Cab Finishes, Standard w/out Stainless Steel Doors, Replace	10	3	7		1	EA	\$3,000.00	\$3,000							\$3,000											\$3,000				\$6,000			
Courthouse	7.5	Elevator	<u>740367</u>	Elevator Controls, Automatic, 1 or 2 Car Cluster, Modernize	20	10	10		1	EA	\$11,547.25	\$11,547										\$11,547												\$11,547			
Courthouse	7.5	Elevator	<u>740376</u>	Elevator, Hydraulic, 1500 to 2500 LB, 2 Floors, Renovate	30	25	5		1	EA	\$108,794.40	\$108,794						\$108,794																\$108,794			
Courthouse	7.6	Throughout	<u>771091</u>	Emergency/Exit Combo LED, Replace	10	7	3		15	EA	\$687.51	\$10,313				\$10,313										\$10,313								\$20,626			
Courthouse	8.1	Second floor ceiling	<u>740620</u>	Interior Ceiling Finish, Suspended Acoustical Tile (ACT), Replace	20	20	0		600	SF	\$3.11	\$1,867	\$1,867																					\$1,867			
Courthouse	8.1	Throughout	<u>740618</u>	Interior Ceiling Finish, Suspended Acoustical Tile (ACT), Replace	20	15	5		20000	SF	\$3.11	\$62,220						\$62,220																\$62,220			
Courthouse	8.1	Interior	<u>771089</u>	Interior Door, Fire 90-Minutes and Over, Replace	20	10	10		20	EA	\$1,649.06	\$32,981											\$32,981											\$32,981			
Courthouse	8.1	Interior	<u>740623</u>	Interior Door, Wood Solid-Core, Replace	20	10	10		80	EA	\$1,423.11	\$113,849										\$113,849												\$113,849			
Courthouse	8.1	Building interior	<u>740613</u>	Interior Floor Finish, Carpet Standard-Commercial Medium-Traffic, Replace	10	8	2		16000	SF	\$7.26	\$116,101			\$116,101											\$116,101								\$232,202			
Courthouse	8.1	Interior	<u>770054</u>	Interior Floor Finish, Vinyl Tile (VCT), Replace	15	5	10		10000	SF	\$4.80	\$48,006											\$48,006											\$48,006			
Courthouse	8.1	Interior walls	<u>740615</u>	Interior Wall Finish, Gypsum Board/Plaster/Metal, Prep & Paint	8	6	2		70000	SF	\$1.42	\$99,624			\$99,624								\$99,624								\$99,624			\$298,872			
Courthouse	7.4	Throughout	<u>740605</u>	Lighting System, Interior, Office Building, Upgrade	25	20	5		38420	SF	\$9.24	\$355,078						\$355,078																\$355,078			
Courthouse	7.2	Above ceilings	<u>771123</u>	Water Heater, Electric, Residential, 5 to 15 GAL, Replace	15	5	10		10	EA	\$1,014.17	\$10,142											\$10,142											\$10,142			
Courthouse - Jail	7.6	Not Applicable	<u>772328</u>	Defibrillator, Cabinet Mounted, Install	5	5	0		2	EA	\$1,409.50	\$2,819	\$2,819					\$2,819										\$2,819						\$11,276			
Courthouse - Jail	7.5	Elevator	<u>746663</u>	Elevator Cab Finishes, Standard w/out Stainless Steel Doors, Replace	10	9	1		1	EA	\$3,000.00	\$3,000		\$3,000										\$3,000									\$6,000				
Courthouse - Jail	7.5	Elevator	<u>746664</u>	Elevator Controls, Automatic, 1 or 2 Car Cluster, Modernize	20	19	1		1	EA	\$11,547.25	\$11,547		\$11,547																				\$11,547			
Courthouse - Jail	7.5	Elevator	<u>746665</u>	Elevator, Hydraulic, 1500 to 2500 LB, 2 Floors, Renovate	30	29	1		1	EA	\$108,794.40	\$108,794		\$108,794																				\$108,794			
Courthouse - Jail	7.6	Interior	<u>772327</u>	Emergency/Exit Combo LED, Replace	10	8	2		15	EA	\$687.51	\$10,313			\$10,313											\$10,313								\$20,626			
Courthouse - Jail	6.6	Basement entrance	<u>746642</u>	Exterior Door, Steel Insulated, Replace	25	15	10		2	EA	\$1,577.53	\$3,155											\$3,155											\$3,155			
Courthouse - Jail	8.1	Offices and common areas	<u>772325</u>	Interior Ceiling Finish, Suspended Acoustical Tile (ACT), Replace	20	10	10		600	SF	\$3.11	\$1,867											\$1,867											\$1,867			
Courthouse - Jail	8.1	Common area	<u>746623</u>	Interior Door, Steel, Replace	25	15	10		15	EA	\$950.12	\$14,252											\$14,252											\$14,252			
Courthouse - Jail	8.1	Common area restrooms	<u>772326</u>	Interior Floor Finish, Ceramic Tile, Replace	50	40	10		100	SF	\$15.76	\$1,576											\$1,576											\$1,576			
Courthouse - Jail	8.1	Cell blocks and hallways	<u>746631</u>	Interior Floor Finish, Terrazzo, Replace	50	46	4		2500	SF	\$12.06	\$30,139					\$30,139																	\$30,139			
Courthouse - Jail	8.1	Interior	<u>746626</u>	Interior Wall Finish, Concrete/Masonry, Prep & Paint	8	6	2		16000	SF	\$1.45	\$23,216			\$23,216									\$23,216								\$23,216		\$69,648			
Courthouse - Jail	7.4	Throughout	<u>746624</u>	Lighting System, Interior, Detention Center, Upgrade	25	15	10		8350	SF	\$15.36	\$128,284											\$128,284											\$128,284			
Courthouse - Jail	6.6	Basement entrance	<u>746641</u>	Window, Wood 12 SF, 1-2 Stories, Replace	30	27	3		4	EA	\$719.86	\$2,879				\$2,879																		\$2,879			
Courthouse - Jail / Cell Block 'A'	8.1	Cell blocks	<u>772347</u>	Detention Doors & Hardware, Replace	40	30	10		1	EA	\$2,858.21	\$2,858											\$2,858											\$2,858			
Courthouse - Jail / Cell Block 'A'	8.1	Cell blocks	<u>772346</u>	Interior Floor Finish, Terrazzo, Replace	50	46	4		400	SF	\$12.06	\$4,822					\$4,822																	\$4,822			
Courthouse - Jail / Cell Block 'A'	7.2	Cell blocks	<u>772335</u>	Toilet & Wash Basin, Stainless Steel, Detention Fixture, Replace	30	17	13		2	EA	\$2,514.31	\$5,029															\$5,029							\$5,029			
Courthouse - Jail / Cell Block 'B'	8.1	Cell blocks	<u>772339</u>	Detention Doors & Hardware, Replace	40	30																															

Replacement Reserves Report 2/8/2018																																		2036		Deficiency Repair Estimate
Location Name	Report Section	Location Description	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost	Subtotal	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	Deficiency Repair Estimate				
Courthouse - Jail / Cell Block 'D'	8.1	Cell blocks	<u>772341</u>	Interior Floor Finish, Terrazzo, Replace Toilet & Wash Basin, Stainless Steel,	50	46	4	400	SF	\$12.06	\$4,822					\$4,822																	\$4,822			
Courthouse - Jail / Cell Block 'D'	7.2	Cell blocks	<u>772348</u>	Detention Fixture, Replace	30	17	13	4	EA	\$2,514.31	\$10,057														\$10,057								\$10,057			
Courthouse - Jail / Cell Block 'E'	8.1	Cell blocks	<u>772352</u>	Detention Doors & Hardware, Replace	40	30	10	1	EA	\$2,858.21	\$2,858											\$2,858											\$2,858			
Courthouse - Jail / Cell Block 'E'	8.1	Cell blocks	<u>772340</u>	Interior Floor Finish, Terrazzo, Replace Toilet & Wash Basin, Stainless Steel,	50	46	4	400	SF	\$12.06	\$4,822					\$4,822																	\$4,822			
Courthouse - Jail / Cell Block 'E'	7.2	Cell blocks	<u>772332</u>	Detention Fixture, Replace	30	17	13	9	EA	\$2,514.31	\$22,629														\$22,629								\$22,629			
Courthouse - Jail / Cell Block 'F'	8.1	Cell blocks	<u>772337</u>	Detention Doors & Hardware, Replace	40	30	10	1	EA	\$2,858.21	\$2,858											\$2,858											\$2,858			
Courthouse - Jail / Cell Block 'F'	8.1	Cell blocks	<u>772343</u>	Interior Floor Finish, Terrazzo, Replace Toilet & Wash Basin, Stainless Steel,	50	46	4	400	SF	\$12.06	\$4,822					\$4,822																	\$4,822			
Courthouse - Jail / Cell Block 'F'	7.2	Cell blocks	<u>772350</u>	Detention Fixture, Replace	30	17	13	6	EA	\$2,514.31	\$15,086														\$15,086								\$15,086			
Courthouse - Jail / Cell Block 'G'	8.1	Cell blocks	<u>772334</u>	Detention Doors & Hardware, Replace	40	30	10	1	EA	\$2,858.21	\$2,858											\$2,858											\$2,858			
Courthouse - Jail / Cell Block 'G'	8.1	Cell blocks and hallways	<u>772338</u>	Interior Floor Finish, Terrazzo, Replace Toilet & Wash Basin, Stainless Steel,	50	46	4	100	SF	\$12.06	\$1,206					\$1,206																	\$1,206			
Courthouse - Jail / Cell Block 'G'	7.2	Cell blocks	<u>772342</u>	Detention Fixture, Replace	30	17	13	2	EA	\$2,514.31	\$5,029														\$5,029								\$5,029			
Courthouse - Jail / Cell Block 'H'	8.1	Cell blocks	<u>772333</u>	Detention Doors & Hardware, Replace	40	30	10	1	EA	\$2,858.21	\$2,858											\$2,858											\$2,858			
Courthouse - Jail / Cell Block 'H'	8.1	Cell blocks	<u>772330</u>	Interior Floor Finish, Terrazzo, Replace Toilet & Wash Basin, Stainless Steel,	50	46	4	250	SF	\$12.06	\$3,014					\$3,014																	\$3,014			
Courthouse - Jail / Cell Block 'H'	7.2	Cell blocks	<u>772344</u>	Detention Fixture, Replace	30	17	13	3	EA	\$2,514.31	\$7,543														\$7,543								\$7,543			
Courthouse - Jail / Holding Cell	8.1	Cell blocks	<u>772353</u>	Detention Doors & Hardware, Replace	40	30	10	1	EA	\$2,858.21	\$2,858											\$2,858											\$2,858			
Courthouse - Jail / Holding Cell	8.1	Cell blocks	<u>772354</u>	Interior Floor Finish, Terrazzo, Replace Toilet & Wash Basin, Stainless Steel,	50	46	4	60	SF	\$12.06	\$723					\$723																	\$723			
Courthouse - Jail / Holding Cell	7.2	Cell blocks	<u>772355</u>	Detention Fixture, Replace	30	17	13	1	EA	\$2,514.31	\$2,514														\$2,514								\$2,514			
Courthouse - Jail / Restroom	7.2	Common area restrooms	<u>746621</u>	Lavatory, Vitreous China, Replace	20	10	10	5	EA	\$572.66	\$2,863											\$2,863											\$2,863			
Courthouse - Jail / Restroom	7.2	Common area restrooms	<u>746620</u>	Toilet, Flush Tank (Water Closet), Replace	20	10	10	5	EA	\$1,055.15	\$5,276											\$5,276											\$5,276			
Courthouse / Basement	7.1	Mechanical room	<u>740574</u>	Boiler, Gas, 126 to 250 MBH, Replace	25	11	14	1	EA	\$14,377.52	\$14,378															\$14,378							\$14,378			
Courthouse / Basement	7.1	Mechanical room	<u>740576</u>	Boiler, Gas, 126 to 250 MBH, Replace	25	8	17	1	EA	\$14,377.52	\$14,378																	\$14,378					\$14,378			
Courthouse / Basement	7.1	Mechanical room	<u>740561</u>	Boiler, Gas, 126 to 250 MBH, Replace	25	6	19	1	EA	\$14,377.52	\$14,378																	\$14,378					\$14,378			
Courthouse / Basement	7.1	Mechanical room	<u>770023</u>	Chiller, Centrifugal, 90 Ton, Replace	25	23	2	1	EA	\$102,252.91	\$102,253																						\$102,253			
Courthouse / Basement	7.1	Mechanical room	<u>770025</u>	Chiller, Centrifugal, 90 Ton, Replace Distribution Pump, Chiller & Condenser	25	18	7	1	EA	\$102,252.91	\$102,253								\$102,253														\$102,253			
Courthouse / Basement	7.1	Mechanical room	<u>740653</u>	Water, 10 HP, Replace Distribution Pump, Chiller & Condenser	20	14	6	1	EA	\$6,237.69	\$6,238																						\$6,238			
Courthouse / Basement	7.1	Mechanical room	<u>740652</u>	Water, 5 HP, Replace Distribution Pump, Chiller & Condenser	20	10	10	1	EA	\$5,518.88	\$5,519											\$5,519											\$5,519			
Courthouse / Basement	7.1	Mechanical room	<u>740654</u>	Water, 7.5 HP, Replace Distribution Pump, Chiller Water, 3 HP,	20	14	6	1	EA	\$6,037.49	\$6,037																						\$6,037			
Courthouse / Basement	7.1	Mechanical room	<u>740651</u>	Replace Distribution Pump, Heating Water, 5 HP,	20	10	10	1	EA	\$4,652.29	\$4,652											\$4,652											\$4,652			
Courthouse / Basement	7.1	Mechanical room	<u>740648</u>	Replace	20	10	10	1	EA	\$5,518.88	\$5,519											\$5,519											\$5,519			
Courthouse / Basement	7.1	Mechanical room	<u>740649</u>	Distribution Pump, Heating Water, Replace	20	5	15	1	EA	\$4,652.29	\$4,652																\$4,652						\$4,652			
Courthouse / Basement	7.1	Mechanical room	<u>740647</u>	Distribution Pump, Heating Water, Replace	20	5	15	1	EA	\$4,652.29	\$4,652																\$4,652						\$4,652			
Courthouse / Basement	7.1	Mechanical room	<u>740646</u>	Distribution Pump, Heating Water, Replace	20	5	15	1	EA	\$4,652.29	\$4,652																\$4,652						\$4,652			
Courthouse / Basement	7.1	Mechanical room	<u>740650</u>	Distribution Pump, Heating Water, Replace Exhaust Fan, Centrifugal, 5,001 to 8,000	20	5	15	1	EA	\$4,652.29	\$4,652																\$4,652						\$4,652			
Courthouse / Basement	7.2	Basement	<u>771819</u>	CFM, Replace Exhaust Fan, Centrifugal, 6900 CFM,	15	13	2	1	EA	\$5,570.04	\$5,570			\$5,570															\$5,570				\$11,140			
Courthouse / Basement	7.2	Basement	<u>771820</u>	Replace Transfer Switch, Automatic (ATS), 600 V,	15	13	2	1	EA	\$5,570.04	\$5,570			\$5,570															\$5,570				\$11,140			
Courthouse / Basement	7.4	Mechanical room	<u>770154</u>	1,200 Amp, Replace Water Heater, Gas, Commercial, 60 to 120	18	10	8	1	EA	\$30,652.92	\$30,653									\$30,653													\$30,653			
Courthouse / Basement	7.2	Basement	<u>771816</u>	GAL, Replace	15																															

Replacement Reserves Report 2/8/2018																																		2036 2037 2038 2039 2040		Deficiency Repair Estimate
Location Name	Report Section	Location Description	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost	Subtotal	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	Deficiency Repair Estimate				
Courthouse / Exterior	5.5	Exterior walls	740604	Flood Light, Exterior, 100 W, Replace Signage, Property, Monument/Pylon,	20	10	10	10	EA	\$995.47	\$9,955											\$9,955										\$9,955				
Courthouse / Exterior	5.5	Building exterior	740643	Replace	20	5	15	1	EA	\$8,602.00	\$8,602																\$8,602						\$8,602			
Courthouse / Exterior	6.4	Building trim and mouldings	740495	Trim, Wood, Replace	20	19	1	3500	SF	\$17.37	\$60,786		\$60,786																			\$60,786				
Courthouse / Exterior	6.6	Building exterior	740596	Window, Wood 12 SF, 3+ Stories, Replace	30	29	1	64	EA	\$784.24	\$50,191		\$50,191																			\$50,191				
Courthouse / Exterior	6.6	Northwest and southeast elevations	740597	Window, Wood 24 SF, 3+ Stories, Replace	30	27	3	16	EA	\$1,206.14	\$19,298				\$19,298																	\$19,298				
Courthouse / Grounds	7.4	Building exterior	770061	Generator, Diesel, 130 to 300 kW, Replace	25	10	15	1	EA	\$139,939.51	\$139,940																\$139,940						\$139,940			
Courthouse / Grounds	5.2	Parking lot	740626	Overlay	25	10	15	22000	SF	\$3.28	\$72,169																\$72,169						\$72,169			
Courthouse / Grounds	5.2	Parking lot	740627	Parking Lots, Asphalt Pavement, Seal & Stripe	5	2	3	23000	SF	\$0.38	\$8,729				\$8,729					\$8,729						\$8,729						\$34,916				
Courthouse / Grounds	5.2	Sidewalk	740641	Pedestrian Pavement, Sidewalk, Concrete Large Areas, Replace	30	15	15	2100	SF	\$9.00	\$18,900																\$18,900						\$18,900			
Courthouse / Grounds	5.2	Property entrance	740642	Roadways, Concrete Curb & Gutter, Replace	25	10	15	260	LF	\$24.00	\$6,240																\$6,240						\$6,240			
Courthouse / Grounds	5.5	Site	770949	Walkway Bollard Light, 70 to 150 W HID, Replace	20	10	10	4	EA	\$1,494.12	\$5,976											\$5,976										\$5,976				
Courthouse Annex	7.2	Common area restrooms	748101	Bathroom Vanity Cabinet, Wood, with Sink Top, 24 to 30", Replace	20	10	10	1	EA	\$1,082.84	\$1,083											\$1,083										\$1,083				
Courthouse Annex	7.1	Exterior	747717	Condensing Unit/Heat Pump, Split System, 4 Ton, Replace	15	13	2	1	EA	\$4,619.82	\$4,620			\$4,620														\$4,620					\$9,240			
Courthouse Annex	7.4	Basement	748127	Distribution Panel, 208 Y, 120 V, 400 Amp, Replace	30	20	10	1	EA	\$9,487.85	\$9,488											\$9,488										\$9,488				
Courthouse Annex	7.2	Corridors	748102	Drinking Fountain, Refrigerated, Replace	10	5	5	2	EA	\$1,257.51	\$2,515							\$2,515									\$2,515						\$5,030			
Courthouse Annex	7.6	Throughout	772368	Emergency/Exit Combo LED, Replace	10	5	5	15	EA	\$687.51	\$10,313							\$10,313									\$10,313						\$20,626			
Courthouse Annex	7.1	Mechanical closet	747741	Fan Coil Unit, 3.5 to 5 Ton, Replace	15	13	2	1	EA	\$4,099.53	\$4,100			\$4,100														\$4,100					\$8,200			
Courthouse Annex	7.1	Mechanical closet	747726	Fan Coil Unit, 3.5 to 5 Ton, Replace	15	13	2	1	EA	\$4,099.53	\$4,100			\$4,100														\$4,100					\$8,200			
Courthouse Annex	7.1	Mechanical closet	747765	Fan Coil Unit, 3.5 to 5 Ton, Replace	15	13	2	1	EA	\$4,099.53	\$4,100			\$4,100														\$4,100					\$8,200			
Courthouse Annex	7.1	Mechanical closet	747730	Furnace, Gas, 10 to 25 M8H, Replace	20	17	3	1	EA	\$1,997.57	\$1,998				\$1,998													\$1,998					\$1,998			
Courthouse Annex	7.1	Mechanical closet	747746	Furnace, Gas, 10 to 25 M8H, Replace	20	17	3	1	EA	\$1,997.57	\$1,998				\$1,998													\$1,998					\$1,998			
Courthouse Annex	7.1	Mechanical closet	747768	Furnace, Gas, 10 to 25 M8H, Replace	20	17	3	1	EA	\$1,997.57	\$1,998				\$1,998													\$1,998					\$1,998			
Courthouse Annex	7.4	Basement	747803	Generator, Gas or Gasoline, 35 kW to 60 kW, Replace	25	17	8	1	EA	\$41,300.30	\$41,300									\$41,300													\$41,300			
Courthouse Annex	8.1	Interior	748113	Interior Ceiling Finish, Suspended Acoustical Tile (ACT), Replace	20	15	5	8000	SF	\$3.11	\$24,888							\$24,888															\$24,888			
Courthouse Annex	8.1	Interior	748116	Interior Door, Wood Solid-Core, Replace	20	15	5	41	EA	\$1,423.11	\$58,348							\$58,348															\$58,348			
Courthouse Annex	8.1	Interior	748109	Interior Floor Finish, Carpet Standard-Commercial Medium-Traffic, Replace	10	5	5	1500	SF	\$7.26	\$10,884							\$10,884									\$10,884						\$21,768			
Courthouse Annex	8.1	Interior floors	748110	Interior Floor Finish, Vinyl Tile (VCT), Replace	15	5	10	1500	SF	\$4.80	\$7,201											\$7,201											\$7,201			
Courthouse Annex	8.1	First floor	748115	Interior Floor Finish, Wood Strip, Refinish	10	2	8	3000	SF	\$3.68	\$11,033								\$11,033										\$11,033				\$22,066			
Courthouse Annex	8.1	Offices	748111	Interior Wall Finish, Gypsum Board/Plaster/Metal, Prep & Paint	0	0	0	500	SF	\$3.18	\$1,591	\$1,591																					\$1,591			
Courthouse Annex	8.1	Interior	748112	Kitchen Cabinet, Base and Wall Section, Wood, Replace	8	6	2	8000	SF	\$1.42	\$11,386			\$11,386								\$11,386							\$11,386				\$34,158			
Courthouse Annex	8.1	Employee break room	748107	Kitchen Counter, Plastic Laminate, Postformed, Replace	20	15	5	12	LF	\$467.63	\$5,612							\$5,612															\$5,612			
Courthouse Annex	8.1	Employee break room	771003	Lavatory, Vitreous China, Replace	10	5	5	12	LF	\$43.90	\$527							\$527										\$527					\$1,054			
Courthouse Annex	7.2	Common area restrooms	748100	Lighting System, Interior, Office Building, Upgrade	20	10	10	3	EA	\$572.66	\$1,718											\$1,718										\$1,718				
Courthouse Annex	7.4	Throughout	748117	Residential Appliances, Cooktop, Countertop, Replace	25	15	10	9680	SF	\$9.24	\$89,463											\$89,463										\$89,463				
Courthouse Annex	8.1	Employee break room	748108	Residential Appliances, Dishwasher, Replace	15	10	5	12	EA	\$854.84	\$10,258							\$10,258															\$10,258			
Courthouse Annex	8.1	Employee break room	748103	Residential Appliances, Oven, Electric, Replace	10	8	2	1	EA	\$820.94	\$821			\$821										\$821									\$1,642			
Courthouse Annex	8.1	Employee break room	748105	Residential Appliances, Refrigerator, 14-18 CF, Replace	15	10	5	1	EA	\$665.09	\$665							\$665															\$665			
Courthouse Annex	8.1	Employee break room	748106		15	10	5	1	EA	\$956.04	\$956							\$956															\$956			
Courthouse Annex	7.2	Common area restrooms	748099	Toilet, Flush Tank (Water Closet), Replace	20	10	10	4	EA	\$1,055.15	\$4,221											\$4,221											\$4,221			
Courthouse Annex	7.4	Basement	748128	Transfer Switch, Automatic (ATS), 600 V, 225 Amp, Replace	18	15	3	1	EA	\$9,688.87	\$9,689				\$9,689																		\$9,689			
Courthouse Annex	7.2	Closet	747802	Water Heater, Electric, Residential, 5 to 15 GAL, Replace	15	13	2	1	EA	\$1,014.17	\$1,014			\$1,014														\$1,014					\$2,028			
Courthouse Annex / Exterior	3.1	Parking lot	772363	ADA, Parking, Designated Stall with Pavement Markings & Signage (Standard), Install	0	0	0	1	EA	\$1,300.00	\$1,300	\$1,300																					\$1,300			
Courthouse Annex / Exterior	3.1	Parking lot	772364	ADA, Parking, Designated Stall with Pavement Markings & Signage (Van), Install	0	0	0	1	EA	\$1,400.00	\$1,400	\$1,400																								

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Location Name	Report Section	Location Description	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost	Subtotal	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	Deficiency Repair Estimate			
Courthouse Annex / Exterior	3.1	Ramps	<u>773448</u>	Exterior Stair/Ramp Rails, Metal, Install	25	25	0	50	LF	\$50.00	\$2,500	\$2,500																				\$2,500			
Courthouse Annex / Exterior	6.5	Building exterior	<u>770991</u>	Exterior Stair/Ramp Rails, Metal, Refinish	10	8	2	100	LF	\$1.44	\$144			\$144										\$144								\$288			
Courthouse Annex / Exterior	6.4	Exterior wall	<u>748120</u>	Exterior Wall, Painted Surface, 1-2 Stories, Prep & Paint	10	5	5	6200	SF	\$2.87	\$17,798						\$17,798									\$17,798						\$35,596			
Courthouse Annex / Exterior	7.1	Roof	<u>747792</u>	Packaged Unit (RTU), 5 Ton, Replace	15	13	2	1	EA	\$11,239.29	\$11,239			\$11,239														\$11,239				\$22,478			
Courthouse Annex / Exterior	7.1	Roof	<u>747799</u>	Packaged Unit (RTU), 5 Ton, Replace	15	0	15	1	EA	\$11,239.29	\$11,239															\$11,239						\$11,239			
Courthouse Annex / Exterior	7.1	Roof	<u>747781</u>	Packaged Unit (RTU), 6 to 7.5 Ton, Replace	15	6	9	1	EA	\$14,395.83	\$14,396										\$14,396											\$14,396			
Courthouse Annex / Exterior	5.2	Parking lot	<u>748095</u>	Parking Lots, Asphalt Pavement, Mill & Overlay	25	10	15	32000	SF	\$3.28	\$104,973																\$104,973						\$104,973		
Courthouse Annex / Exterior	5.2	Parking lot	<u>748096</u>	Parking Lots, Asphalt Pavement, Seal & Stripe	5	3	2	32000	SF	\$0.38	\$12,144			\$12,144					\$12,144					\$12,144					\$12,144			\$48,576			
Courthouse Annex / Exterior	5.2	Sidewalk	<u>748122</u>	Pedestrian Pavement, Sidewalk, Concrete	30	20	10	500	SF	\$9.00	\$4,500											\$4,500										\$4,500			
Courthouse Annex / Exterior	6.3	Roof	<u>748121</u>	Large Areas, Replace	20	15	5	4700	SF	\$12.96	\$60,919						\$60,919															\$60,919			
Courthouse Annex / Exterior	6.6	Building exterior	<u>748118</u>	Roof, Built-Up, Replace	30	28	2	36	EA	\$1,097.00	\$39,492			\$39,492																		\$39,492			
DSS	7.4	Electrical room	<u>772393</u>	Window, Wood 24 SF, 1-2 Stories, Replace	30	23	7	1	EA	\$5,079.93	\$5,080								\$5,080														\$5,080		
DSS	7.4	Electrical room	<u>772395</u>	Distribution Panel, 208 Y, 120 V, 225 Amp, Replace	30	23	7	1	EA	\$7,951.00	\$7,951								\$7,951														\$7,951		
DSS	7.4	Electrical room	<u>772376</u>	Distribution Panel, 208 Y, 120 V, 225 Amp, Replace	30	23	7	1	EA	\$7,951.00	\$7,951								\$7,951														\$7,951		
DSS	7.4	Corridors	<u>772373</u>	Distribution Panel, 208 Y, 120 V, 225 Amp, Replace	30	23	7	1	EA	\$7,951.00	\$7,951								\$7,951														\$7,951		
DSS	7.4	Corridors	<u>772374</u>	Distribution Panel, 208 Y, 120 V, 225 Amp, Replace	30	23	7	1	EA	\$7,951.00	\$7,951								\$7,951														\$7,951		
DSS	7.4	Electrical room	<u>772375</u>	Distribution Panel, 208 Y, 120 V, 225 Amp, Replace	30	23	7	1	EA	\$7,951.00	\$7,951								\$7,951														\$7,951		
DSS	7.6	Throughout	<u>772399</u>	Exit Lighting Fixture, LED, Replace	10	5	5	20	EA	\$405.01	\$8,100						\$8,100									\$8,100							\$16,200		
DSS	8.1	Interior	<u>750968</u>	Interior Ceiling Finish, Suspended	20	15	5	30000	SF	\$3.11	\$93,330							\$93,330															\$93,330		
DSS	8.1	Interior	<u>772396</u>	Acoustical Tile (ACT), Replace	20	15	5	10	EA	\$1,649.06	\$16,491							\$16,491															\$16,491		
DSS	8.1	Interior	<u>750511</u>	Interior Door, Fire 90-Minutes and Over, Replace	20	10	10	125	EA	\$1,423.11	\$177,889										\$177,889												\$177,889		
DSS	8.1	Interior	<u>750962</u>	Interior Floor Finish, Carpet Standard-Traffic, Replace	10	5	5	1000	SF	\$7.26	\$7,256							\$7,256									\$7,256						\$14,512		
DSS	8.1	Interior	<u>750961</u>	Interior Floor Finish, Vinyl Tile (VCT), Replace	15	10	5	25000	SF	\$4.80	\$120,015						\$120,015																\$120,015		
DSS	8.1	Interior walls	<u>750965</u>	Interior Wall Finish, Gypsum Board/Plaster/Metal, Prep & Paint	8	4	4	66000	SF	\$1.42	\$93,931					\$93,931																	\$187,862		
DSS	8.1	Interior	<u>772397</u>	Interior Wall Finish, Vinyl, Replace	15	10	5	2000	SF	\$2.27	\$4,548						\$4,548																\$4,548		
DSS	8.1	Break rooms	<u>750964</u>	Kitchen Cabinet, Base and Wall Section, Wood, Replace	20	10	10	40	LF	\$467.63	\$18,705										\$18,705												\$18,705		
DSS	7.4	Throughout	<u>750856</u>	Lighting System, Interior, Office Building, Upgrade	25	22	3	36311	SF	\$9.24	\$335,586			\$335,586																			\$335,586		
DSS	7.4	Electrical room	<u>750938</u>	Switchboard, 2,000 Amp, Replace	30	23	7	1	EA	\$29,404.36	\$29,404								\$29,404														\$29,404		
DSS	7.2	Above ceilings	<u>772372</u>	Water Heater, Electric, Residential, 5 to 15	15	5	10	6	EA	\$1,014.17	\$6,085										\$6,085												\$6,085		
DSS / Bathroom	8.1	Common area restrooms	<u>772398</u>	GAL, Replace	10	5	5	600	SF	\$1.94	\$1,162						\$1,162									\$1,162							\$2,324		
DSS / Bathroom	7.2	Common area restrooms	<u>750762</u>	Interior Ceiling Finish, Gypsum Board/Plaster, Prep & Paint	20	10	10	14	EA	\$572.66	\$8,017										\$8,017												\$8,017		
DSS / Bathroom	7.2	Common area restrooms	<u>750761</u>	Lavatory, Vitreous China, Replace	20	10	10	16	EA	\$1,055.15	\$16,882										\$16,882												\$16,882		
DSS / Exterior	7.1	Building exterior	<u>750121</u>	Toilet, Flush Tank (Water Closet), Replace	15	9	6	1	EA	\$3,221.22	\$3,221							\$3,221															\$3,221		
DSS / Exterior	7.1	Roof	<u>750120</u>	Ductless Split System, Single Zone, 1 Ton, Replace	15	5	10	1	EA	\$4,473.11	\$4,473										\$4,473												\$4,473		
DSS / Exterior	5.5	Parking area	<u>750945</u>	Ductless Split System, Single Zone, 1.5 Ton, Replace	35	23	12	70	LF	\$212.52	\$14,876													\$14,876									\$14,876		
DSS / Exterior	7.1	Roof	<u>750118</u>	Masonry, 8' High, Replace	15	5	10	1	EA	\$2,664.18	\$2,664										\$2,664												\$2,664		
DSS / Exterior	7.1	Roof	<u>750115</u>	Exhaust Fan, Centrifugal, 970 CFM, Replace	15	5	10	1	EA	\$2,664.18	\$2,664										\$2,664												\$2,664		
DSS / Exterior	6																																		

Replacement Reserves Report 2/8/2018																																2036		Deficiency Repair Estimate
Location Name	Report Section	Location Description	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost	Subtotal	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	Deficiency Repair Estimate		
Old Courthouse/BHM Library	7.4	Throughout	752272	Lighting System, Interior, Office Building, Upgrade	25	20	5	5956	SF	\$9.24	\$55,045						\$55,045																\$55,045	
Old Courthouse/BHM Library	5.2	Parking area	775224	Parking Lots, Asphalt Pavement, Mill & Overlay	25	10	15	1200	SF	\$3.28	\$3,936																\$3,936						\$3,936	
Old Courthouse/BHM Library	5.2	Parking area	775160	Parking Lots, Asphalt Pavement, Seal & Stripe	5	3	2	1200	SF	\$0.38	\$455			\$455				\$455											\$455				\$1,820	
Old Courthouse/BHM Library	5.2	South elevation	752270	Pedestrian Pavement, Sidewalk, Concrete Sections/Small Areas, Replace	30	30	0	20	SF	\$19.00	\$380	\$380																					\$380	
Old Courthouse/BHM Library	6.3	Roof	752264	Roof, Cool Reflective Coating, Apply	10	5	5	3500	SF	\$13.73	\$48,050						\$48,050										\$48,050						\$96,100	
Old Courthouse/BHM Library	7.4	Second floor office	754016	Time Control Clock, Replace	15	5	10	1	EA	\$320.18	\$320											\$320											\$320	
Old Courthouse/BHM Library	7.2	Interior	774729	Water Heater, Electric, Residential, 30 to 52 GAL, Replace	15	10	5	1	EA	\$1,738.90	\$1,739						\$1,739																\$1,739	
Old Courthouse/BHM Library	6.6	Building exterior	752265	Window, Wood 12 SF, 1-2 Stories, Replace	30	29	1	29	EA	\$719.86	\$20,876		\$20,876																				\$20,876	
Old Jail	3.1	Parking lot	77B642	ADA, Parking, Designated Stall with Pavement Markings & Signage (Van), Install	0	0	0	1	EA	\$1,400.00	\$1,400	\$1,400																					\$1,400	
Old Jail	7.1	Pad Mounted	772506	Condensing Unit/Heat Pump, Split System, 3 Ton, Replace	15	12	3	1	EA	\$3,578.67	\$3,579				\$3,579															\$3,579			\$7,158	
Old Jail	7.1	Site	772465	Condensing Unit/Heat Pump, Split System, 3 Ton, Replace	15	3	12	1	EA	\$3,578.67	\$3,579												\$3,579										\$3,579	
Old Jail	7.1	Pad Mounted	772466	Condensing Unit/Heat Pump, Split System, 4 Ton, Replace	15	0	15	1	EA	\$4,619.82	\$4,620																\$4,620						\$4,620	
Old Jail	6.6	Main entrance	772519	Exterior Door, Fully-Glazed Wood Solid-Core, Replace	25	15	10	1	EA	\$1,982.31	\$1,982											\$1,982											\$1,982	
Old Jail	6.6	Entrances	772517	Exterior Door, Steel Insulated, Replace Exterior Wall, Brick or Brick Veneer, 1-2	25	15	10	1	EA	\$1,577.53	\$1,578											\$1,578											\$1,578	
Old Jail	6.4	Exterior wall	772454	Stories, Repoint	25	20	5	5700	SF	\$41.28	\$235,311						\$235,311																\$235,311	
Old Jail	7.1	Interior	772528	Fan Coil Unit, 1 to 1.5 Ton, Replace	15	12	3	1	EA	\$1,878.84	\$1,879				\$1,879															\$1,879			\$3,758	
Old Jail	7.1	Interior	772532	Fan Coil Unit, 3.5 to 5 Ton, Replace	15	3	12	1	EA	\$4,099.53	\$4,100												\$4,100										\$4,100	
Old Jail	7.1	Interior	772530	Fan Coil Unit, 3.5 to 5 Ton, Replace	15	0	15	1	EA	\$4,099.53	\$4,100																\$4,100						\$4,100	
Old Jail	7.6	Wall Mounted	772463	Fire Extinguisher, Type ABC, Replace	15	10	5	1	EA	\$314.93	\$315						\$315																\$315	
Old Jail	6.3	Pitched Roof	772513	Gutters & Downspouts, Aluminum w/ Fittings, Replace	10	5	5	90	LF	\$8.37	\$753						\$753											\$753					\$1,506	
Old Jail	8.1	Throughout	772462	Interior Ceiling Finish, Suspended Acoustical Tile (ACT), Replace	20	10	10	3000	SF	\$3.11	\$9,333											\$9,333											\$9,333	
Old Jail	8.1	Offices	772544	Interior Door, Wood Solid-Core, Replace	20	10	10	10	EA	\$1,423.11	\$14,231											\$14,231											\$14,231	
Old Jail	8.1	Interior	772461	Interior Floor Finish, Carpet Standard-Commercial Medium-Traffic, Replace	10	5	5	3500	SF	\$7.26	\$25,397						\$25,397										\$25,397						\$50,794	
Old Jail	8.1	Interior	772460	Interior Wall Finish, Gypsum Board/Plaster/Metal, Prep & Paint	8	5	3	2500	SF	\$1.42	\$3,558				\$3,558								\$3,558								\$3,558		\$10,674	
Old Jail	7.4	Throughout building	77B646	Lighting System, Interior, Office Building, Upgrade	25	10	15	4482	SF	\$9.24	\$41,423																\$41,423						\$41,423	
Old Jail	5.2	Parking area	772521	Parking Lots, Asphalt Pavement, Mill & Overlay	25	20	5	7500	SF	\$3.28	\$24,603						\$24,603																\$24,603	
Old Jail	5.2	Parking area	772523	Parking Lots, Asphalt Pavement, Seal & Stripe	5	5	0	7500	SF	\$0.38	\$2,846	\$2,846					\$2,846					\$2,846					\$2,846						\$11,384	
Old Jail	5.2	Front and Left Elevation	772455	Pedestrian Pavement, Sidewalk, Clay Brick/Masonry Pavers, Replace	30	20	10	1000	SF	\$34.11	\$34,109											\$34,109											\$34,109	
Old Jail	5.2	Front elevation	772456	Pedestrian Pavement, Sidewalk, Concrete Sections/Small Areas, Replace	30	20	10	1500	SF	\$19.00	\$28,500											\$28,500											\$28,500	
Old Jail	6.3	Flat Roof	772458	Roof, Built-Up, Replace	20	19	1	1500	SF	\$12.96	\$19,442		\$19,442																				\$19,442	
Old Jail	6.3	Pitched Roof	772459	Roof, Metal, Replace	40	30	10	1000	SF	\$12.45	\$12,449											\$12,449											\$12,449	
Old Jail	7.2	Restroom	772510	Sink, Enameled Steel, Replace	20	10	10	3	EA	\$616.03	\$1,848											\$1,848											\$1,848	
Old Jail	8.1	Restroom	772775	Toilet Partitions, Metal Overhead-Braced, Replace	20	10	10	4	EA	\$850.00	\$3,400											\$3,400											\$3,400	
Old Jail	7.2	Restroom	772508	Toilet, Flush Tank (Water Closet), Replace	20	10	10	4	EA	\$1,055.15	\$4,221											\$4,221											\$4,221	
Old Jail	7.2	Restroom	772507	Urinal, Vitreous China, Replace	20	10	10	1	EA	\$1,193.44	\$1,193											\$1,193											\$1,193	
Old Jail	7.2	Interior	77B644	Water Heater, Electric, Residential, 16 to 29 GAL, Replace	15	10	5	1	EA	\$1,249.92	\$1,250						\$1,250																\$1,250	
Seaboard Bldg	7.1	Mechanical room	756561	Air Handler, Interior, 15,001 to 20,000 CFM, Replace	30	17	13	1	EA	\$54,822.31	\$54,822																						\$54,822	
Seaboard Bldg	7.1	Basement	756558	Boiler, Gas, 1,010 MBH, Replace	25	13	12	1	EA	\$46,465.41	\$46,465													\$46,465									\$46,465	
Seaboard Bldg	7.1	Exterior	756569	Chiller, Air-Cooled, 50 Ton, Replace	25	21	4	1	EA	\$78,186.30	\$78,186				\$78,186																		\$78,186	
Seaboard Bldg	7.1	Roof	756581	Ductless Split System, Single Zone, 1 Ton, Replace	15	9	6	1	EA	\$3,221.22	\$3,221							\$3,221															\$3,221	
Seaboard Bldg	7.1	Exterior	756573	Ductless Split System, Single Zone, 2 Ton, Replace	15	5	10	1	EA	\$4,473.11	\$4,473											\$4,473											\$4,473	
Seaboard Bldg	7.6	Throughout building	779399	Exit Lighting Fixture, LED, Replace	10	5	5	3	EA	\$405.01	\$1,215						\$1,215										\$1,215							

Replacement Reserves Report 2/8/2018																																Deficiency Repair Estimate
Location Name	Report Section	Location Description	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost	Subtotal	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	
Seaboard Bldg	8.1	Interior	<u>756450</u>	Interior Door, Wood Solid-Core, Replace	20	10	10	45	EA	\$1,423.11	\$64,040											\$64,040										\$64,040
Seaboard Bldg	8.1	Interior	<u>756453</u>	Interior Floor Finish, Carpet Standard-Commercial Medium-Traffic, Replace	10	5	5	9000	SF	\$7.26	\$65,307						\$65,307									\$65,307						\$130,614
Seaboard Bldg	8.1	Lobby	<u>756465</u>	Interior Floor Finish, Vinyl Tile (VCT), Replace	15	10	5	700	SF	\$4.80	\$3,360						\$3,360															\$3,360
Seaboard Bldg	8.1	Interior	<u>756596</u>	Interior Wall Finish, General Surface, Prep & Paint	8	3	5	12000	SF	\$1.45	\$17,400						\$17,400								\$17,400							\$34,800
Seaboard Bldg	7.4	Throughout building	<u>779395</u>	Lighting System, Interior, Office Building, Upgrade	25	15	10	12036	SF	\$9.24	\$111,237											\$111,237										\$111,237
Seaboard Bldg	5.2	Parking lot	<u>779331</u>	Parking Lots, Asphalt Pavement, Mill & Overlay	25	10	15	18000	SF	\$3.28	\$59,047															\$59,047						\$59,047
Seaboard Bldg	5.2	Parking lot	<u>756582</u>	Parking Lots, Asphalt Pavement, Seal & Stripe	5	3	2	18000	SF	\$0.38	\$6,831			\$6,831				\$6,831						\$6,831					\$6,831			\$27,324
Seaboard Bldg	5.2	Sidewalk	<u>756587</u>	Pedestrian Pavement, Sidewalk, Concrete Sections/Small Areas, Replace	30	30	0	100	SF	\$19.00	\$1,900	\$1,900																				\$1,900
Seaboard Bldg	5.5	Parking lot	<u>779338</u>	Pole Light, Exterior, 135 to 1000 W HID (Fixture Only), Replace	20	10	10	1	EA	\$4,630.42	\$4,630											\$4,630										\$4,630
Seaboard Bldg	6.3	Roof	<u>756505</u>	Roof, Built-Up, Replace	20	15	5	12036	SF	\$12.96	\$156,003						\$156,003															\$156,003
Seaboard Bldg	7.4	Exterior	<u>756535</u>	Secondary Transformer, Dry, 113 kVA, Replace	30	15	15	1	EA	\$11,920.05	\$11,920															\$11,920						\$11,920
Seaboard Bldg	7.4	Exterior	<u>756532</u>	Switchboard, 1,000 Amp, Replace	30	15	15	1	EA	\$26,391.67	\$26,392															\$26,392						\$26,392
Seaboard Bldg	7.4	Mechanical room	<u>779397</u>	Transfer Switch, Automatic (ATS), 600 V, 200 Amp, Replace	18	15	3	1	EA	\$9,285.35	\$9,285				\$9,285																	\$9,285
Seaboard Bldg	7.1	Interior	<u>756571</u>	Variable Air Volume (VAV) Unit, 401 to 800 CFM, Replace	15	5	10	10	EA	\$4,983.58	\$49,836											\$49,836										\$49,836
Seaboard Bldg	7.2	Building interior	<u>779393</u>	Water Heater, Electric, Residential, 16 to 29 GAL, Replace	15	5	10	1	EA	\$1,249.92	\$1,250											\$1,250										\$1,250
Seaboard Bldg / Break/Restrooms	3.1	Common area restrooms	<u>756603</u>	GAL, Replace	0	0	0	1	EA	\$1,100.00	\$1,100	\$1,100																				\$1,100
Seaboard Bldg / Break/Restrooms	8.1	Common area restrooms	<u>779402</u>	ADA, Restroom, Toilet Partitions, Modify	25	15	10	400	SF	\$16.55	\$6,622											\$6,622										\$6,622
Seaboard Bldg / Break/Restrooms	7.2	Common area restrooms	<u>756442</u>	Interior Wall Finish, Ceramic Tile, Replace	20	10	10	6	EA	\$572.66	\$3,436											\$3,436										\$3,436
Seaboard Bldg / Break/Restrooms	8.1	Common area restrooms	<u>779408</u>	Lavatory, Vitreous China, Replace	20	10	10	6	EA	\$850.00	\$5,100											\$5,100										\$5,100
Seaboard Bldg / Break/Restrooms	7.2	Common area restrooms	<u>756440</u>	Toilet Partitions, Metal Overhead-Braced, Replace	20	10	10	6	EA	\$1,055.15	\$6,331											\$6,331										\$6,331
Seaboard Bldg / Break/Restrooms	7.2	Common area restrooms	<u>756446</u>	Toilet, Flush Tank (Water Closet), Replace	20	10	10	2	EA	\$1,193.44	\$2,387											\$2,387										\$2,387
Tideland	3.1	Parking area	<u>778569</u>	Urinal, Vitreous China, Replace	0	0	0	1	EA	\$1,400.00	\$1,400	\$1,400																				\$1,400
Tideland	3.1	ADA Stalls	<u>778570</u>	ADA, Parking, Designated Stall with Pavement Markings & Signage (Van), Install	0	0	0	3	EA	\$500.00	\$1,500	\$1,500																				\$1,500
Tideland	7.6	Vestibule	<u>772008</u>	Annunciator Alarm Panel, Fire Alarm, Replace	15	11	4	1	EA	\$1,448.32	\$1,448					\$1,448																\$2,896
Tideland	7.4	Electrical room	<u>771873</u>	Distribution Panel, 208 Y, 120 V, 225 Amp, Replace	30	20	10	1	EA	\$7,951.00	\$7,951											\$7,951										\$7,951
Tideland	7.4	Electrical room	<u>771876</u>	Distribution Panel, 208 Y, 120 V, 400 Amp, Replace	30	20	10	1	EA	\$9,487.85	\$9,488											\$9,488										\$9,488
Tideland	7.4	Electrical room	<u>771888</u>	Distribution Panel, 208 Y, 120 V, 400 Amp, Replace	30	11	19	1	EA	\$9,487.85	\$9,488													\$9,488								\$9,488
Tideland	7.4	Electrical room	<u>771874</u>	Distribution Panel, 480 Y, 277 V, 125 Amp, Replace	30	15	15	1	EA	\$7,242.19	\$7,242														\$7,242							\$7,242
Tideland	7.4	Electrical room	<u>771889</u>	Distribution Panel, 480 Y, 277 V, 125 Amp, Replace	30	11	19	1	EA	\$7,242.19	\$7,242														\$7,242							\$7,242
Tideland	7.4	Electrical room	<u>771887</u>	Distribution Panel, 480 Y, 277 V, 400 Amp, Replace	30	11	19	1	EA	\$11,202.02	\$11,202														\$11,202							\$11,202
Tideland	7.2	Common area	<u>771990</u>	Drinking Fountain, Refrigerated, Replace	10	5	5	4	EA	\$1,257.51	\$5,030						\$5,030								\$5,030							\$10,060
Tideland	7.1	Main roof	<u>771870</u>	Exhaust Fan, Centrifugal, 801 to 2,000 CFM, Replace	15	5	10	1	EA	\$2,664.18	\$2,664											\$2,664										\$2,664
Tideland	7.1	Main roof	<u>771869</u>	Exhaust Fan, Centrifugal, 801 to 2,000 CFM, Replace	15	5	10	1	EA	\$2,664.18	\$2,664											\$2,664										\$2,664
Tideland	7.6	Exits	<u>772007</u>	CFM, Replace	10	8	2	6	EA	\$418.95	\$2,514			\$2,514										\$2,514								\$5,028
Tideland	6.6	Entrances	<u>771999</u>	Exit Lighting Fixture, w/ Battery, Replace	30	11	19	10	EA	\$2,106.57	\$21,066														\$21,066							\$21,066
Tideland	6.6	Exterior wall	<u>779551</u>	Exterior Door, Fully-Glazed Aluminum-Framed Swinging, Replace	25	20	5	4	EA	\$950.12	\$3,800						\$3,800															\$3,800
Tideland	6.4	Exterior wall	<u>771826</u>	Exterior Door, Steel, Replace	25	23	2	18500	SF	\$41.28	\$763,728																					\$763,728
Tideland	5.5	North elevation	<u>771828</u>	Exterior Wall, Brick or Brick Veneer, 1-2 Stories, Repoint	30	29	1	1500	SF	\$6.11	\$9,167		\$9,167																			\$9,167
Tideland	7.6	Interior	<u>772011</u>	Fences & Gates, Wood Board, Replace	15	7	8	6	EA	\$314.93	\$1,890									\$1,890												\$1,890
Tideland	8.1	Throughout	<u>771898</u>	Fire Extinguisher - Type ABC, ABC, Replace	20	11	9	18000	SF	\$3.11	\$55,998										\$55,998											\$55,998
Tideland	8.1	Interior	<u>772012</u>	Interior Ceiling Finish, Suspended Acoustical Tile (ACT), Replace	20	10	10	10	EA	\$1,928.03	\$19,280											\$19,280										\$19,280
Tideland	8.1	Interior	<u>772004</u>	Interior Door, Wood Solid-Core w/ Safety Glass, Replace	20	10	10	16	EA	\$1,423.11	\$22,770											\$22,770										\$22,770
Tideland	8.1	Throughout building	<u>779554</u>	Interior Floor Finish, Carpet Standard-Commercial Medium-Traffic, Replace	10	5	5	24000	SF	\$7.26	\$174,151						\$174,151								\$174,151							\$348,302

Replacement Reserves Report 2/8/2018																																		2036		Deficiency Repair Estimate	
Location Name	Report Section	Location Description	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost	Subtotal	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	Deficiency Repair Estimate					
DSS / Exterior	7.1	Roof	<u>750106</u>	Packaged Unit (RTU), 6 ton, Replace	15	4	11	1	EA	\$14,395.83	\$14,396												\$14,396										\$14,396				
DSS / Exterior	7.1	Roof	<u>750100</u>	Packaged Unit (RTU), 6 Ton, Replace	15	3	12	1	EA	\$14,395.83	\$14,396													\$14,396									\$14,396				
DSS / Exterior	7.1	Roof	<u>750102</u>	Packaged Unit (RTU), 7.5 Ton, Replace	15	4	11	1	EA	\$14,395.83	\$14,396												\$14,396										\$14,396				
DSS / Exterior	5.2	Parking lot	<u>750529</u>	Parking Lots, Asphalt Pavement, Mill & Overlay	25	15	10	70000	SF	\$3.28	\$229,628											\$229,628											\$229,628				
DSS / Exterior	5.2	Parking lot	<u>750531</u>	Parking Lots, Asphalt Pavement, Seal & Stripe	5	3	2	70000	SF	\$0.38	\$26,565			\$26,565					\$26,565					\$26,565					\$26,565				\$106,265				
DSS / Exterior	5.2	Parking area	<u>750916</u>	Parking Lots, Concrete Pavement, Replace Pedestrian Pavement, Sidewalk, Concrete	30	23	7	2300	SF	\$8.00	\$18,400								\$18,400														\$18,400				
DSS / Exterior	5.2	Exterior	<u>750920</u>	Large Areas, Replace Pole Light, Exterior, 135 to 1000 W HID	30	23	7	3000	SF	\$9.00	\$27,000								\$27,000														\$27,000				
DSS / Exterior	5.5	Parking area	<u>750909</u>	(Fixture Only), Replace Roadways, Concrete Curb & Gutter,	20	15	5	8	EA	\$4,630.42	\$37,043						\$37,043																\$37,043				
DSS / Exterior	5.2	Parking area	<u>750539</u>	Replace Roof Skylight, Plexiglass Dome Fixed 9-20	25	10	15	2500	LF	\$24.00	\$60,000															\$60,000							\$60,000				
DSS / Exterior	6.3	Roof	<u>750541</u>	SF, Replace	30	23	7	6	EA	\$1,207.20	\$7,243								\$7,243														\$7,243				
DSS / Exterior	6.3	Roof	<u>772371</u>	Roof, Metal, Replace	40	23	17	1200	SF	\$12.45	\$14,939																		\$14,939					\$14,939			
DSS / Exterior	6.3	Roof	<u>750126</u>	Roof, Modified Bituminous, Replace Signage, Property, Monument/Pylon,	20	18	2	36311	SF	\$9.00	\$326,676			\$326,676																				\$326,676			
DSS / Exterior	5.5	Property entrance	<u>750935</u>	Replace Storefront, Metal-Framed Windows w/out	20	10	10	1	EA	\$8,602.00	\$8,602											\$8,602												\$8,602			
DSS / Exterior	6.6	Main entrance	<u>750947</u>	Door(s), Replace	30	23	7	120	SF	\$48.00	\$5,760								\$5,760															\$5,760			
DSS / Exterior	5.5	Parking area	<u>750943</u>	Vehicle Control Gate w/ Controller, Replace Walkway Bollard Light, 70 to 150 W HID,	15	5	10	2	EA	\$8,239.03	\$16,478											\$16,478												\$16,478			
DSS / Exterior	5.5	Exterior	<u>750912</u>	Replace Window, Aluminum Double-Glazed 24 SF, 1-	20	10	10	6	EA	\$1,494.12	\$8,965											\$8,965												\$8,965			
DSS / Exterior	6.6	Exterior wall	<u>750925</u>	2 Stories, Replace ADA, Restroom, Lavatory Pipe Wraps,	30	23	7	60	EA	\$870.45	\$52,227								\$52,227															\$52,227			
Emergency Management	3.1	Restrooms	<u>771319</u>	Install	0	0	0	2	EA	\$80.00	\$160	\$160																						\$160			
Emergency Management	7.1	Mechanical room	<u>726216</u>	Furnace, Gas, 10 to 25 MBH, Replace Interior Ceiling Finish, Suspended	20	9	11	1	EA	\$1,997.57	\$1,998											\$1,998												\$1,998			
Emergency Management	8.1	Interior	<u>726183</u>	Acoustical Tile (ACT), Replace	20	17	3	2500	SF	\$3.11	\$7,778				\$7,778																			\$7,778			
Emergency Management	8.1	Interior	<u>774769</u>	Interior Door, Wood Solid-Core, Replace Interior Floor Finish, Carpet Tile	20	10	10	12	EA	\$1,423.11	\$17,077											\$17,077												\$17,077			
Emergency Management	8.1	Interior	<u>726170</u>	Commercial-Grade, Replace Interior Floor Finish, Vinyl Tile (VCT),	10	7	3	2000	SF	\$6.96	\$13,926				\$13,926											\$13,926								\$13,926			
Emergency Management	8.1	Interior	<u>726179</u>	Replace Interior Floor Finish, Concrete/Masonry,	15	8	7	500	SF	\$4.80	\$2,400								\$2,400															\$2,400			
Emergency Management	8.1	Interior	<u>726139</u>	Interior Wall Finish, Gypsum Prep & Paint	8	6	2	2000	SF	\$1.45	\$2,902				\$2,902							\$2,902												\$2,902			
Emergency Management	8.1	Building interior	<u>726133</u>	Interior Wall Finish, Gypsum Board/Plaster/Metal, Prep & Paint	8	6	2	500	SF	\$1.42	\$712																							\$712			
Emergency Management	7.2	Interior	<u>726366</u>	Lavatory, Vitreous China, Replace Lighting System, Interior, Office Building,	20	17	3	2	EA	\$572.66	\$1,145				\$1,145																			\$1,145			
Emergency Management	7.4	Throughout building	<u>771470</u>	Upgrade Load Center, 120 / 240 V, 200 Amp, Single	25	15	10	2037	SF	\$9.24	\$18,826											\$18,826												\$18,826			
Emergency Management	7.4	Mechanical room	<u>725778</u>	Phase, Replace	30	25	5	1	EA	\$7,906.20	\$7,906						\$7,906																	\$7,906			
Emergency Management	7.2	Restroom	<u>726348</u>	Toilet, Flush Tank (Water Closet), Replace Water Heater, Electric, Residential, 5 to 15	20	8	12	2	EA	\$1,055.15	\$2,110												\$2,110											\$2,110			
Emergency Management	7.2	Above ceiling	<u>771351</u>	GAL, Replace	15	9	6	1	EA	\$1,014.17	\$1,014								\$1,014															\$1,014			
Emergency Management / Exterior	6.3	Roof	<u>725850</u>	Awning, Metal, Replace	40	25	15	500	SF	\$14.09	\$7,044																	\$7,044							\$7,044		
Emergency Management / Exterior	7.1	Exterior	<u>725631</u>	Condensing Unit/Heat Pump, Split System, 3 Ton, Replace	15	9	6	1	EA	\$3,578.67	\$3,579								\$3,579															\$3,579			
Emergency Management / Exterior	6.6	Exterior	<u>774767</u>	Exterior Door, Wood Solid-Core, Replace Exterior Wall, Brick or Brick Veneer, 1-2	25	15	10	2	EA	\$1,423.11	\$2,846											\$2,846												\$2,846			
Emergency Management / Exterior	6.4	Exterior wall	<u>725971</u>	Stories, Repoint Fences & Gates, Chain Link, 4' High,	25	20	5	2000	SF	\$41.28	\$82,565							\$82,565																\$82,565			
Emergency Management / Exterior	5.5	Site	<u>774770</u>	Replace Generator, Propane, 10 kW to 30 kW,	30	15	15	140	LF	\$30.51	\$4,272																\$4,272								\$4,272		
Emergency Management / Exterior	7.4	Exterior	<u>725798</u>	Replace High Pressure Sodium Lighting Fixture, 250	25	17	8	1	EA	\$30,401.80	\$30,402								\$30,402																\$30,402		
Emergency Management / Exterior	5.5	Exterior wall	<u>774773</u>	W, Replace Parking Lots, Asphalt Pavement, Full Depth	20	10	10	1	EA	\$719.95	\$720											\$720													\$720		
Emergency Management / Exterior	5.2	Parking lot	<u>771348</u>	(includes sub-base), Install Parking Lots, Asphalt Pavement, Seal &	0	0	0	2700	SF	\$5.90	\$15,930	\$15,930																							\$15,930		
Emergency Management / Exterior	5.2	Parking lot	<u>771354</u>	Stripe	5	0	5	2700	SF	\$0.38	\$1,025						\$1,025					\$1,025					\$1,025								\$3,075		
Emergency Management / Exterior	5.5	Exterior	<u>775071</u>	Pole Light, Exterior, 135 to 1000 W HID (Fixture Only), Replace	20	5	15	1	EA	\$4,630.42	\$4,630																	\$4,630							\$4,630		
Emergency Management / Exterior	5.2	Property entrance	<u>740742</u>	Roadways, Asphalt Pavement, Overlay	25	10	15	4300	SF	\$1.79	\$7,685																	\$7,685								\$7,685	
Emergency Management / Exterior	6.3	Roof	<u>725814</u>	Roof, Built-Up, Replace Transfer Switch, Automatic (ATS), 600 V,	20	19	1	2500	SF	\$12.96	\$32,404		\$32,404																						\$32,404		
Emergency Management / Exterior	7.4	Exterior	<u>725989</u>	200 Amp, Replace Window, Vinyl-Clad Double-Glazed 12 SF, 1-	18	15	3	1	EA	\$9,285.35	\$9,285				\$9,285																				\$9,285		

Replacement Reserves Report 2/8/2018																																2036	Deficiency Repair Estimate
Location Name	Report Section	Location Description	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost	Subtotal	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035			
Farm Services	7.4	Interior	<u>728457</u>	Distribution Panel, 208 Y, 120 V, 225 Amp, Replace	30	18	12	1	EA	\$7,951.00	\$7,951														\$7,951						\$7,951		
Farm Services	7.4	Interior	<u>728385</u>	Distribution Panel, 208 Y, 120 V, 225 Amp, Replace	30	18	12	1	EA	\$7,951.00	\$7,951														\$7,951						\$7,951		
Farm Services	7.4	Interior	<u>728451</u>	Distribution Panel, 208 Y, 120 V, 800 Amp, Replace	30	18	12	1	EA	\$13,423.81	\$13,424														\$13,424						\$13,424		
Farm Services	7.6	Interior	<u>775035</u>	Emergency Lighting Pack, 2 Light w/ Battery, Replace	10	3	7	15	EA	\$1,227.87	\$18,418									\$18,418											\$36,836		
Farm Services	7.6	Interior	<u>775034</u>	Exit Lighting Fixture, w/ Battery, Replace	10	3	7	10	EA	\$418.95	\$4,190									\$4,190											\$8,380		
Farm Services	7.1	Interior	<u>728537</u>	Fan Coil Unit, 2 to 2.5 Ton, Replace	15	13	2	1	EA	\$2,756.89	\$2,757			\$2,757																	\$5,514		
Farm Services	7.1	Interior	<u>728499</u>	Fan Coil Unit, 2 to 2.5 Ton, Replace	15	13	2	1	EA	\$2,756.89	\$2,757			\$2,757																	\$5,514		
Farm Services	7.1	Interior	<u>728479</u>	Fan Coil Unit, 3 Ton, Replace	15	13	2	1	EA	\$3,416.79	\$3,417			\$3,417																	\$6,834		
Farm Services	7.1	Interior	<u>728524</u>	Fan Coil Unit, 3 Ton, Replace	15	13	2	1	EA	\$3,416.79	\$3,417			\$3,417																	\$6,834		
Farm Services	7.1	Interior	<u>728532</u>	Fan Coil Unit, 3.5 to 5 Ton, Replace	15	13	2	1	EA	\$4,099.53	\$4,100			\$4,100																	\$8,200		
Farm Services	7.1	Interior	<u>728476</u>	Fan Coil Unit, 3.5 to 5 Ton, Replace	15	13	2	1	EA	\$4,099.53	\$4,100			\$4,100																	\$8,200		
Farm Services	7.1	Interior	<u>728481</u>	Fan Coil Unit, 3.5 to 5 Ton, Replace	15	13	2	1	EA	\$4,099.53	\$4,100			\$4,100																	\$8,200		
Farm Services	7.1	Interior	<u>728625</u>	Fan Coil Unit, 3.5 to 5 Ton, Replace	15	8	7	1	EA	\$4,099.53	\$4,100								\$4,100												\$4,100		
Farm Services	7.5	Interior	<u>728383</u>	Fire Extinguisher, Replace	15	0	15	1	EA	\$356.54	\$357																\$357					\$4,100	
Farm Services	8.1	Interior	<u>728685</u>	Interior Ceiling Finish, Suspended Acoustical Tile (ACT), Replace	20	18	2	12160	SF	\$3.11	\$37,830			\$37,830																		\$37,830	
Farm Services	8.1	Interior	<u>775038</u>	Interior Door, Fire 90-Minutes and Over, Replace	20	10	10	10	EA	\$1,649.06	\$16,491											\$16,491										\$16,491	
Farm Services	8.1	Interior	<u>728954</u>	Interior Door, Wood Hollow-Core, Replace	20	18	2	12	EA	\$596.52	\$7,158			\$7,158																		\$7,158	
Farm Services	8.1	Interior	<u>728950</u>	Interior Door, Wood Solid-Core w/ Safety Glass, Replace	20	18	2	4	EA	\$1,928.03	\$7,712			\$7,712																		\$7,712	
Farm Services	8.1	Interior	<u>728688</u>	Interior Floor Finish, Carpet Standard-Commercial Medium-Traffic, Replace	10	7	3	1000	SF	\$7.26	\$7,256															\$7,256						\$14,512	
Farm Services	8.1	Interior	<u>728690</u>	Interior Floor Finish, Vinyl Tile (VCT), Replace	15	12	3	1000	SF	\$4.80	\$4,801				\$4,801																	\$9,602	
Farm Services	8.1	Bathroom	<u>728902</u>	Interior Wall Finish, Concrete/Masonry, Prep & Paint	8	6	2	500	SF	\$1.45	\$726			\$726																		\$2,178	
Farm Services	8.1	Interior	<u>728692</u>	Interior Wall Finish, Gypsum Board/Plaster/Metal, Prep & Paint	8	6	2	1000	SF	\$1.42	\$1,423			\$1,423																		\$4,269	
Farm Services	8.1	Interior	<u>728896</u>	Interior Wall Finish, Wallpaper, Replace	15	12	3	1000	SF	\$2.02	\$2,017																					\$4,034	
Farm Services	7.2	Bathroom	<u>728783</u>	Lavatory, Vitreous China, Replace	20	17	3	3	EA	\$572.66	\$1,718				\$1,718																	\$1,718	
Farm Services	7.4	Throughout building	<u>771645</u>	Lighting System, Interior, Office Building, Upgrade	25	15	10	10800	SF	\$9.24	\$99,814																					\$99,814	
Farm Services	7.2	Kitchen	<u>728787</u>	Sink, Stainless Steel, Replace	20	17	3	1	EA	\$1,054.05	\$1,054				\$1,054																	\$1,054	
Farm Services	8.1	Common area restrooms	<u>775018</u>	Toilet Partitions, Metal Overhead-Braced, Replace	20	10	10	3	EA	\$850.00	\$2,550																					\$2,550	
Farm Services	7.2	Common area restrooms	<u>775016</u>	Toilet, Tankless (Water Closet), Replace	20	10	10	3	EA	\$842.97	\$2,529																					\$2,529	
Farm Services	7.2	Common area restroom	<u>775017</u>	Urinal, Vitreous China, Replace	20	10	10	1	EA	\$1,193.44	\$1,193																					\$1,193	
Farm Services	7.2	Interior	<u>728382</u>	Water Heater, Electric, Residential, 30 to 52 GAL, Replace	15	7	8	1	EA	\$1,738.90	\$1,739									\$1,739												\$1,739	
Farm Services	7.2	Interior	<u>728387</u>	Water Heater, Electric, Residential, 5 to 15 GAL, Replace	15	7	8	1	EA	\$1,014.17	\$1,014									\$1,014												\$1,014	
Farm Services / Exterior	7.1	Exterior	<u>728526</u>	Condensing Unit/Heat Pump, Split System, 2 Ton, Replace	15	11	4	1	EA	\$3,122.18	\$3,122					\$3,122																\$6,244	
Farm Services / Exterior	7.1	Extrior	<u>728488</u>	Condensing Unit/Heat Pump, Split System, 2.5 Ton, Replace	15	10	5	1	EA	\$3,366.36	\$3,366						\$3,366															\$3,366	
Farm Services / Exterior	7.1	Exterior	<u>728520</u>	Condensing Unit/Heat Pump, Split System, 3 Ton, Replace	15	13	2	1	EA	\$3,578.67	\$3,579			\$3,579																		\$7,158	
Farm Services / Exterior	7.1	Exterior	<u>728478</u>	Condensing Unit/Heat Pump, Split System, 3 Ton, Replace	15	13	2	1	EA	\$3,578.67	\$3,579			\$3,579																		\$7,158	
Farm Services / Exterior	7.1	Exterior	<u>728475</u>	Condensing Unit/Heat Pump, Split System, 3.5 Ton, Replace	15	13	2	1	EA	\$4,129.27	\$4,129			\$4,129																		\$8,258	
Farm Services / Exterior	7.1	Exterior	<u>728480</u>	Condensing Unit/Heat Pump, Split System, 3.5 Ton, Replace	15	5	10	1	EA	\$4,129.27	\$4,129																					\$4,129	
Farm Services / Exterior	7.1	Exterior	<u>728531</u>	Condensing Unit/Heat Pump, Split System, 4 Ton, Replace	15	13	2	1	EA	\$4,619.82	\$4,620			\$4,620																		\$9,240	
Farm Services / Exterior	7.1	Pad Mounted	<u>728623</u>	Condensing Unit/Heat Pump, Split System, 4 Ton, Replace	15	12	3	1	EA	\$4,619.82	\$4,620																					\$9,240	
Farm Services / Exterior	7.1	Roof	<u>775041</u>	Exhaust Fan, Centrifugal, 251 to 800 CFM, Replace	15	5	10	1	EA	\$2,021.87	\$2,022																					\$2,022	
Farm Services / Exterior	6.6	Building exterior	<u>728911</u>	Exterior Door, Steel w/ Safety Glass, Replace	25	18	7	2	EA	\$1,352.72	\$2,705									\$2,705												\$2,705	
Farm Services / Exterior	6.6	Building exterior	<u>728914</u>	Exterior Door, Steel, Replace	25	18	7	2	EA	\$950.12	\$1,																						

Replacement Reserves Report 2/8/2018																																Deficiency Repair Estimate			
Location Name	Report Section	Location Description	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost	Subtotal	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036				
Farm Services / Exterior	5.5	Parking area	<u>728930</u>	Pole Light, Exterior, 135 to 1000 W HID (Double Fixture, with Metal Pole), Replace Prefabricated/Ancillary Building or	20	18	2	9	EA	\$8,523.34	\$76,710			\$76,710																				\$76,710	
Farm Services / Exterior	9.0	Exterior	<u>775029</u>	Structure, All Components, Replace Prefabricated/Ancillary Building or	30	20	10	300	SF	\$125.19	\$37,558											\$37,558												\$37,558	
Farm Services / Exterior	9.0	Exterior	<u>775031</u>	Structure, All Components, Replace Storefront, Metal-Framed 3' x 7' Swinging	30	20	10	100	SF	\$125.19	\$12,519											\$12,519												\$12,519	
Farm Services / Exterior	6.6	Front entrance	<u>728958</u>	Door Only, Replace	30	18	12	1	EA	\$2,106.57	\$2,107													\$2,107										\$2,107	
Financial Services Bldg.	3.1	Parking area	<u>772090</u>	ADA, Parking, Designated Stall with Pavement Markings & Signage (Van), Install	0	0	0	1	EA	\$1,400.00	\$1,400	\$1,400																						\$1,400	
Financial Services Bldg.	3.1	Parking Area	<u>772091</u>	ADA, Site, Walkways, Curb Cut Ramp, Install	0	0	0	1	EA	\$1,900.00	\$1,900	\$1,900																						\$1,900	
Financial Services Bldg.	7.1	Main roof	<u>772015</u>	Condensing Unit/Heat Pump, Split System, 4 Ton, Replace	15	12	3	1	EA	\$4,619.82	\$4,620				\$4,620																			\$4,620	
Financial Services Bldg.	7.1	Main roof	<u>772014</u>	Condensing Unit/Heat Pump, Split System, 4 Ton, Replace	15	12	3	1	EA	\$4,619.82	\$4,620				\$4,620																			\$4,620	
Financial Services Bldg.	7.4	Corridors	<u>772057</u>	Distribution Panel, 208 Y, 120 V, 100 Amp, Replace	30	28	2	1	EA	\$5,079.93	\$5,080			\$5,080																				\$5,080	
Financial Services Bldg.	7.4	Corridors	<u>772056</u>	Distribution Panel, 208 Y, 120 V, 225 Amp, Replace	30	28	2	1	EA	\$7,951.00	\$7,951			\$7,951																				\$7,951	
Financial Services Bldg.	7.4	Electrical room	<u>772055</u>	Distribution Panel, 208 Y, 120 V, 225 Amp, Replace	30	28	2	1	EA	\$7,951.00	\$7,951			\$7,951																				\$7,951	
Financial Services Bldg.	7.6	Exits	<u>772061</u>	Exit Lighting Fixture, w/ Battery, Replace Exterior Door, Fully-Glazed Aluminum-	10	5	5	6	EA	\$418.95	\$2,514						\$2,514																	\$2,514	
Financial Services Bldg.	6.6	Entrances	<u>772020</u>	Framed Swinging, Replace Exterior Wall, Brick or Brick Veneer, 1-2	30	20	10	5	EA	\$2,106.57	\$10,533											\$10,533												\$10,533	
Financial Services Bldg.	6.4	Exterior wall	<u>772018</u>	Stories, Repoint Exterior Wall, Painted Surface, 1-2 Stories,	25	24	1	7600	SF	\$41.28	\$313,748		\$313,748																						\$313,748
Financial Services Bldg.	6.4	Exterior wall	<u>772019</u>	Prep & Paint	10	9	1	9100	SF	\$2.87	\$26,123		\$26,123										\$26,123											\$26,123	
Financial Services Bldg.	6.4	Exterior walls	<u>777830</u>	Exterior Wall, Stucco, 1-2 Stories, Replace	20	19	1	1500	SF	\$18.18	\$27,266		\$27,266																					\$27,266	
Financial Services Bldg.	7.1	Mechanical room	<u>772025</u>	Fan Coil Unit, 3.5 to 5 Ton, Replace	15	11	4	1	EA	\$4,099.53	\$4,100					\$4,100																		\$4,100	
Financial Services Bldg.	7.1	Mechanical room	<u>772026</u>	Fan Coil Unit, 3.5 to 5 Ton, Replace	15	11	4	1	EA	\$4,099.53	\$4,100					\$4,100																		\$4,100	
Financial Services Bldg.	7.6	Throughout	<u>772058</u>	Fire Extinguisher - Type ABC, ABC, Replace High Pressure Sodium Lighting Fixture, 250	15	5	10	4	EA	\$314.93	\$1,260											\$1,260												\$1,260	
Financial Services Bldg.	5.5	Exterior wall	<u>776297</u>	W, Replace Interior Ceiling Finish, Suspended	20	5	15	3	EA	\$719.95	\$2,160																							\$2,160	
Financial Services Bldg.	8.1	Ceiling	<u>772034</u>	Acoustical Tile (ACT), Replace	20	20	0	6000	SF	\$3.11	\$18,666	\$18,666																							\$18,666
Financial Services Bldg.	8.1	Throughout building	<u>776303</u>	Interior Door, Wood Solid-Core, Replace Interior Floor Finish, Carpet Standard-	20	20	0	1	EA	\$15,000.00	\$15,000	\$15,000																							\$15,000
Financial Services Bldg.	8.1	Throughout	<u>772027</u>	Commercial Medium-Traffic, Replace Interior Floor Finish, Vinyl Tile (VCT),	10	10	0	6000	SF	\$7.26	\$43,538	\$43,538										\$43,538													\$43,538
Financial Services Bldg.	8.1	Restrooms, Service Areas	<u>772030</u>	Replace Interior Wall Finish, General Surface, Prep	15	15	0	1000	SF	\$4.80	\$4,801	\$4,801																							\$4,801
Financial Services Bldg.	8.1	Interior	<u>772037</u>	& Paint Lighting System, Interior, Office Building,	8	7	1	9500	SF	\$1.45	\$13,775		\$13,775							\$13,775														\$13,775	
Financial Services Bldg.	7.4	Throughout	<u>772099</u>	Upgrade	25	20	5	7000	SF	\$9.24	\$64,694																								\$64,694
Financial Services Bldg.	7.1	Main roof	<u>772017</u>	Packaged Unit (RTU), 13 to 15 Ton, Replace Parking Lots, Asphalt Pavement, Mill &	15	1	14	1	EA	\$26,845.87	\$26,846																							\$26,846	
Financial Services Bldg.	5.2	Parking area	<u>772021</u>	Overlay Parking Lots, Asphalt Pavement, Seal &	25	22	3	15500	SF	\$3.28	\$50,846				\$50,846																				\$50,846
Financial Services Bldg.	5.2	Parking area	<u>772092</u>	Stripe Pedestrian Pavement, Sidewalk, Concrete	5	0	5	15500	SF	\$0.38	\$5,882											\$5,882												\$5,882	
Financial Services Bldg.	5.2	Front elevation	<u>772022</u>	Large Areas, Replace Retaining Wall, Brick/Stone (per SF Face),	30	25	5	3000	SF	\$9.00	\$27,000																								\$27,000
Financial Services Bldg.	5.4	Front elevation	<u>772024</u>	Replace Roof, Single-Ply TPO/PVC Membrane,	40	39	1	500	SF	\$130.61	\$65,306		\$65,306																						\$65,306
Financial Services Bldg.	6.3	Main roof	<u>772016</u>	Replace	20	15	5	7300	SF	\$15.93	\$116,296																								\$116,296
Financial Services Bldg.	7.2	Restroom	<u>772046</u>	Sink, Porcelain Enamel, Cast Iron, Replace Storefront, Metal-Framed Windows w/out	20	18	2	4	EA	\$1,167.28	\$4,669			\$4,669																				\$4,669	
Financial Services Bldg.	6.6	Building exterior	<u>772023</u>	Door(s), Replace Toilet Partitions, Metal Overhead-Braced,	30	20	10	1500	SF	\$48.00	\$72,000											\$72,000													\$72,000
Financial Services Bldg.	8.1	Restroom	<u>772044</u>	Replace	20	18	2	4	EA	\$850.00	\$3,400			\$3,400																					\$3,400
Financial Services Bldg.	7.2	Restroom	<u>772045</u>	Toilet, Flush Tank (Water Closet), Replace	20	18	2	5	EA	\$1,055.15	\$5,276			\$5,276																					\$5,276
Financial Services Bldg.	7.2	Restroom	<u>772048</u>	Urinal, Vitreous China, Replace	20	18	2	1	EA	\$1,193.44	\$1,193			\$1,193																					\$1,193
Financial Services Bldg.	7.2	Mechanical closet	<u>772063</u>	Water Heater, Electric, Residential, 5 to 15 GAL, Replace	15	2	13	1	EA	\$1,014.17	\$1,014																								\$1,014
Francisco Building	3.1	New parking area	<u>767106</u>	ADA, Parking, Designated Stall with Pavement Markings & Signage (Van), Install	0	0	0	1	EA	\$1,400.00	\$1,400	\$1,400																							\$1,400
Francisco Building	3.1	Restroom	<u>767107</u>	ADA, Restroom, Full Reconfiguration, Renovate	0	0	0	1	EA	\$15,000.00	\$15,000	\$15,000																							\$15,000
Francisco Building	3.1	Rear elevation	<u>767108</u>	ADA, Site, Ramp, Wood, Up to 48" Wide, Install	0	0	0	70																											

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Location Name	Report Section	Location Description	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost	Subtotal	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036				
Francisco Building	7.1	Pad Mounted	767119	Condensing Unit/Heat Pump, Split System, 3 Ton, Replace	15	10	5	1	EA	\$3,578.67	\$3,579						\$3,579															\$3,579			
Francisco Building	6.6	Front & Rear Exits	704772	Exterior Door, Steel Insulated, Replace	25	20	5	2	EA	\$1,577.53	\$3,155						\$3,155															\$3,155			
Francisco Building	6.5	Front entrance	777737	Exterior Stairs & Ramps, Handrails, Metal, Install	25	25	0	20	LF	\$50.00	\$1,000	\$1,000																				\$1,000			
Francisco Building	6.5	Front entrance	704773	Exterior Stairs, Concrete, Replace	50	34	16	200	SF	\$48.94	\$9,789																		\$9,789			\$9,789			
Francisco Building	6.4	Exterior wall	767035	Exterior Wall, Brick or Brick Veneer, 1-2 Stories, Repoint	25	20	5	3800	SF	\$41.28	\$156,874						\$156,874															\$156,874			
Francisco Building	7.1	Crawlspace	767120	Fan Coil Unit, 3 Ton, Replace	15	10	5	1	EA	\$3,416.79	\$3,417						\$3,417															\$3,417			
Francisco Building	8.1	Interior	767121	Interior Door, Wood Solid-Core, Replace	20	10	10	10	EA	\$1,423.11	\$14,231											\$14,231										\$14,231			
Francisco Building	8.1	2nd Level	767112	Interior Floor Finish, Carpet Standard-Commercial Medium-Traffic, Install	10	9	1	1500	SF	\$7.26	\$10,884		\$10,884										\$10,884									\$21,768			
Francisco Building	8.1	1st floor	767111	Interior Floor Finish, Carpet Standard-Commercial Medium-Traffic, Replace	10	7	3	1200	SF	\$7.26	\$8,708				\$8,708										\$8,708							\$17,416			
Francisco Building	8.1	Lobby	777740	Interior Floor Finish, Vinyl Plank, Replace	15	7	8	75	SF	\$4.80	\$360									\$360												\$360			
Francisco Building	8.1	Interior	767118	Interior Wall Finish, General Surface, Prep & Paint	8	5	3	3000	SF	\$1.45	\$4,350																			\$4,350		\$13,050			
Francisco Building	8.1	2nd Level	767110	Interior Wall Finish, Gypsum Board/Plaster, Install	40	39	1	3000	SF	\$3.38	\$10,131		\$10,131																			\$10,131			
Francisco Building	8.1	Restroom	777741	Interior Wall Finish, Wood Paneling, Replace	20	10	10	100	SF	\$23.73	\$2,373											\$2,373										\$2,373			
Francisco Building	7.4	Building interior	767113	Lighting System, Interior, Office Building, Upgrade	25	24	1	2000	SF	\$9.24	\$18,484		\$18,484																			\$18,484			
Francisco Building	7.4	Interior	767117	Load Center, 120 / 240 V, 125 Amp to 225 Amp, Single Phase Residential, Replace	30	29	1	1	EA	\$7,906.20	\$7,906		\$7,906																			\$7,906			
Francisco Building	5.2	West elevation	767109	Parking Lots, Asphalt Pavement, Full Depth (includes sub-base), Repair	0	0	0	1500	SF	\$5.90	\$8,850	\$8,850																					\$8,850		
Francisco Building	5.2	West elevation	777733	Parking Lots, Asphalt Pavement, Seal & Stripe	5	0	5	1500	SF	\$0.38	\$569						\$569					\$569				\$569						\$1,707			
Francisco Building	5.2	Main Walkway	704770	Pedestrian Pavement, Sidewalk, Concrete Large Areas, Replace	30	20	10	240	SF	\$9.00	\$2,160											\$2,160										\$2,160			
Francisco Building	7.2	Bathrooms	704774	Toilet, Flush Tank (Water Closet), Replace	20	15	5	1	EA	\$1,055.15	\$1,055						\$1,055															\$1,055			
Francisco Building	7.2	Mechanical Area	704790	Water Heater, Electric, Residential, 5 to 15 GAL, Replace	15	5	10	1	EA	\$1,014.17	\$1,014											\$1,014										\$1,014			
Francisco Building	6.6	Exterior wall	704771	Window, Wood 12 SF, 1-2 Stories, Replace	30	29	1	21	EA	\$719.86	\$15,117		\$15,117																			\$15,117			
Health Dept	3.1	Parking area	773036	ADA, Parking, Designated Stall with Pavement Markings & Signage (Standard), Install	0	0	0	3	EA	\$1,300.00	\$3,900	\$3,900																					\$3,900		
Health Dept	3.1	ADA stalls	773033	ADA, Site, Walkways, Curb Cut Ramp, Replace	0	0	0	1	EA	\$1,900.00	\$1,900	\$1,900																					\$1,900		
Health Dept	7.1	Mechanical Area	772869	Air Handler, Exterior, 601 to 1,200 CFM, Replace	15	12	3	1	EA	\$9,404.65	\$9,405				\$9,405															\$9,405			\$18,810		
Health Dept	7.1	Mechanical Area	772873	Air Handler, Exterior, 601 to 1,200 CFM, Replace	15	12	3	1	EA	\$9,404.65	\$9,405				\$9,405															\$9,405			\$18,810		
Health Dept	7.1	Mechanical Area	772875	Air Handler, Exterior, 601 to 1,200 CFM, Replace	15	12	3	1	EA	\$9,404.65	\$9,405				\$9,405															\$9,405			\$18,810		
Health Dept	7.1	Mechanical Area	772870	Air Handler, Exterior, 601 to 1,200 CFM, Replace	15	12	3	1	EA	\$9,404.65	\$9,405				\$9,405															\$9,405			\$18,810		
Health Dept	7.1	Mechanical Area	772874	Air Handler, Exterior, 601 to 1,200 CFM, Replace	15	12	3	1	EA	\$9,404.65	\$9,405				\$9,405															\$9,405			\$18,810		
Health Dept	7.1	Mechanical Area	772867	Air Handler, Interior, 1,301 to 2,500 CFM, Replace	20	12	8	1	EA	\$9,413.96	\$9,414									\$9,414													\$9,414		
Health Dept	7.1	Mechanical Area	772864	Air Handler, Interior, 1,301 to 2,500 CFM, Replace	20	12	8	1	EA	\$9,413.96	\$9,414									\$9,414													\$9,414		
Health Dept	7.1	Mechanical Area	772868	Air Handler, Interior, 1,301 to 2,500 CFM, Replace	20	12	8	1	EA	\$9,413.96	\$9,414									\$9,414													\$9,414		
Health Dept	7.1	Mechanical Area	772866	Air Handler, Interior, 1,301 to 2,500 CFM, Replace	20	12	8	1	EA	\$9,413.96	\$9,414									\$9,414													\$9,414		
Health Dept	7.1	Mechanical Area	772865	Air Handler, Interior, 1,301 to 2,500 CFM, Replace	20	12	8	1	EA	\$9,413.96	\$9,414									\$9,414													\$9,414		
Health Dept	7.6	Main entrance	773054	Annunciator Alarm Panel, Fire Alarm, Replace	15	2	13	1	EA	\$1,448.32	\$1,448																						\$1,448		
Health Dept	7.1	Pad Mounted	772795	Boiler, Electric, 145 to 200 kW, Replace	20	17	3	1	EA	\$24,528.01	\$24,528				\$24,528																		\$24,528		
Health Dept	7.1	Pad Mounted	772789	Chiller, Air-Cooled, 41 to 50 Ton, Replace	25	20	5	1	EA	\$78,186.30	\$78,186						\$78,186																\$78,186		
Health Dept	7.4	Mechanical room	773045	Distribution Panel, 208 Y, 120 V, 225 Amp, Replace	30	19	11	1	EA	\$7,951.00	\$7,951												\$7,951										\$7,951		
Health Dept	7.4	Mechanical room	773043	Distribution Panel, 208 Y, 120 V, 225 Amp, Replace	30	19	11	1	EA	\$7,951.00	\$7,951												\$7,951										\$7,951		
Health Dept	7.4	Mechanical room	773067	Distribution Panel, 208 Y, 120 V, 225 Amp, Replace	30	19	11	1	EA	\$7,951.00	\$7,951												\$7,951										\$7,951		
Health Dept	7.4	Mechanical room	773066	Distribution Panel, 208 Y, 120 V, 225 Amp, Replace	30	19	11	1	EA	\$7,951.00	\$7,951												\$7,951										\$7,951		
Health Dept	7.4	Mechanical room	773041	Distribution Panel, 208 Y, 120 V, 800 Amp, Replace	30	19	11	1	EA	\$13,423.81	\$13,424												\$13,424										\$13,424		
Health Dept	7.1	Mechanical room	772893	Distribution Pump, Chiller Water, 10 HP, Replace	20	3	17	2	EA	\$6,237.69	\$12,475																		\$12,475				\$12,475		

Replacement Reserves Report 2/8/2018																																		Deficiency Repair Estimate	
Location Name	Report Section	Location Description	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost	Subtotal	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036				
Health Dept	7.1	Mechanical room	<u>772897</u>	Distribution Pump, Heating Water, 3 HP, Replace	20	5	15	1	EA	\$4,652.29	\$4,652																					\$4,652	\$4,652		
Health Dept	7.2	Throughout	<u>773059</u>	Drinking Fountain, Refrigerated, Replace Ductless Split System, Single Zone, 0.75 to 1 Ton, Replace	10	5	5	4	EA	\$1,257.51	\$5,030						\$5,030															\$5,030	\$10,060		
Health Dept	7.1	Pad Mounted	<u>772884</u>	1 Ton, Replace Ductless Split System, Single Zone, 0.75 to 1 Ton, Replace	15	9	6	1	EA	\$3,221.22	\$3,221							\$3,221															\$3,221		
Health Dept	7.1	Pad Mounted	<u>772886</u>	1 Ton, Replace Ductless Split System, Single Zone, 0.75 to 1 Ton, Replace	15	8	7	1	EA	\$3,221.22	\$3,221								\$3,221														\$3,221		
Health Dept	7.6	Throughout	<u>773073</u>	Emergency Lighting Pack, 2 Light w/ Battery, Replace	10	5	5	6	EA	\$1,227.87	\$7,367						\$7,367															\$7,367	\$14,734		
Health Dept	7.6	Throughout	<u>773050</u>	Exit Lighting Fixture, w/ Battery, Replace Exterior Door, Fully-Glazed Aluminum-Framed Swinging, Replace	10	8	2	8	EA	\$418.95	\$3,352			\$3,352																		\$3,352	\$6,704		
Health Dept	6.6	Exterior wall	<u>773072</u>	Exterior Wall, Brick or Brick Veneer, 1-2 Stories, Repoint	30	19	11	5	EA	\$2,106.57	\$10,533												\$10,533										\$10,533		
Health Dept	6.4	Exterior wall	<u>773046</u>	Fire Extinguisher, ABC, Replace	25	19	6	9000	SF	\$41.28	\$371,543							\$371,543															\$371,543		
Health Dept	7.6	Throughout	<u>773051</u>	Gutters & Downspouts, Aluminum w/ Fittings, Replace	15	10	5	6	EA	\$356.54	\$2,139						\$2,139																\$2,139		
Health Dept	6.3	Roof	<u>773069</u>	Interior Ceiling Finish, Suspended Acoustical Tile (ACT), Replace	10	5	5	600	LF	\$8.37	\$5,023						\$5,023										\$5,023						\$10,046		
Health Dept	8.1	Throughout	<u>773062</u>	Interior Floor Finish, Carpet Standard-Commercial Medium-Traffic, Replace	20	19	1	15000	SF	\$3.11	\$46,665		\$46,665																				\$46,665		
Health Dept	8.1	Interior	<u>773076</u>	Interior Door, Wood Solid-Core, Replace Interior Floor Finish, Carpet Standard-Commercial Medium-Traffic, Replace	20	15	5	20	EA	\$1,423.11	\$28,462						\$28,462																\$28,462		
Health Dept	8.1	Throughout	<u>773061</u>	Interior Floor Finish, Vinyl Tile (VCT), Replace	10	8	2	10500	SF	\$7.26	\$76,191			\$76,191										\$76,191									\$152,382		
Health Dept	8.1	Interior	<u>773063</u>	Interior Wall Finish, General Surface, Prep & Paint	15	12	3	2500	SF	\$4.80	\$12,002				\$12,002																\$12,002		\$24,004		
Health Dept	8.1	Interior	<u>773070</u>	Kitchen Cabinet, Base and Wall Section, Wood, Replace	8	6	2	17500	SF	\$1.45	\$25,375			\$25,375																	\$25,375		\$76,125		
Health Dept	8.1	Exam Rooms, Kitchen Employee Break Room, Office Area	<u>773071</u>	Lighting System, Interior, Office Building, Upgrade	20	15	5	150	LF	\$467.63	\$70,145						\$70,145																\$70,145		
Health Dept	7.4	Interior	<u>773049</u>	Pedestrian Pavement, Sidewalk, Concrete Large Areas, Replace	25	19	6	16654	SF	\$9.24	\$153,916						\$153,916																\$153,916		
Health Dept	5.2	Building exterior	<u>772906</u>	Pole Light, Exterior, 135 to 1000 W HID (Double Fixture, with Metal Pole), Replace	30	19	11	3900	SF	\$9.00	\$35,100																						\$35,100		
Health Dept	5.5	Parking area	<u>772913</u>	Roadways, Asphalt Pavement, Seal & Stripe Roadways, Concrete Curb & Gutter, Replace	20	17	3	8	EA	\$8,523.34	\$68,187				\$68,187																		\$68,187		
Health Dept	5.2	Parking area	<u>772908</u>	Signage, Property, Monument/Pylon, Replace	25	19	6	58500	SF	\$3.28	\$191,617							\$191,617															\$191,617		
Health Dept	5.2	Parking area	<u>779227</u>	Water Heater, Gas, Commercial, 60 to 120 GAL, Replace	5	3	2	58500	SF	\$0.38	\$22,201			\$22,201					\$22,201														\$88,804		
Health Dept	5.2	Parking area	<u>772929</u>	Urinal, Vitreous China, Replace	25	19	6	500	LF	\$24.00	\$12,000							\$12,000															\$12,000		
Health Dept	5.5	Main entrance	<u>772932</u>	Storefront, Metal-Framed Windows w/out Door(s), Replace	20	18	2	1	EA	\$8,602.00	\$8,602			\$8,602																			\$8,602		
Health Dept	7.2	Exam Rooms	<u>773058</u>	Unit Heater, Natural Gas, 11 to 25 MBH, Replace	20	15	5	6	EA	\$1,054.05	\$6,324						\$6,324																\$6,324		
Health Dept	6.6	Exterior wall	<u>773048</u>	Walkway Bollard Light, 70 to 150 W HID, Replace	30	19	11	2000	SF	\$48.00	\$96,000																\$96,000						\$96,000		
Health Dept	7.1	Mechanical room	<u>773075</u>	Water Heater, Gas, Commercial, 60 to 120 GAL, Replace	20	15	5	1	EA	\$3,928.36	\$3,928						\$3,928																\$3,928		
Health Dept	5.5	Walkway	<u>772916</u>	Walkway Bollard Light, 70 to 150 W HID, Replace	20	18	2	8	EA	\$1,494.12	\$11,953			\$11,953																			\$11,953		
Health Dept	7.2	Mechanical room	<u>772862</u>	Water Heater, Gas, Commercial, 60 to 120 GAL, Replace	15	12	3	1	EA	\$10,698.82	\$10,699				\$10,699																		\$21,398		
Health Dept / Bathroom	7.2	Restroom	<u>773057</u>	Lavatory, Vitreous China, Replace	20	15	5	7	EA	\$572.66	\$4,009						\$4,009																\$4,009		
Health Dept / Bathroom	8.1	Restroom	<u>773065</u>	Toilet Partitions, Metal Overhead-Braced, Replace	20	10	10	8	EA	\$850.00	\$6,800																						\$6,800		
Health Dept / Bathroom	7.2	Restroom	<u>773056</u>	Toilet, Flush Tank (Water Closet), Replace	20	15	5	9	EA	\$1,055.15	\$9,496						\$9,496																\$9,496		
Health Dept / Bathroom	7.2	Restroom	<u>773055</u>	Urinal, Vitreous China, Replace	20	15	5	1	EA	\$1,193.44	\$1,193						\$1,193																\$1,193		
Health Dept / Lobby	8.1	Lobby	<u>779261</u>	Interior Ceiling Finish, Gypsum Board/Plaster, Prep & Paint	10	5	5	1000	SF	\$1.94	\$1,937						\$1,937										\$1,937						\$3,874		
Landfill Shop	6.4	Exterior wall	<u>773087</u>	Exterior Wall, Metal/Insulated Sandwich Panels, 2" Thick, Replace	40	39	1	7000	SF	\$19.96	\$139,693		\$139,693																				\$139,693		
Landfill Shop	5.5	Site	<u>779707</u>	Fences & Gates, Chain Link, 6' High, Replace	30	20	10	700	LF	\$37.54	\$26,277																						\$26,277		
Landfill Shop	7.4	Interior	<u>773094</u>	High Pressure Sodium Lighting Fixture, 400 W, Replace	20	18	2	6	EA	\$1,033.67	\$6,202																						\$6,202		
Landfill Shop	7.2	Restroom	<u>779625</u>	Lavatory, Vitreous China, Replace	20	19	1	1	EA	\$572.66	\$573		\$573																				\$573		
Landfill Shop	7.4	Interior	<u>773092</u>	Load Center, 120 / 240 V, 125 Amp to 225 Amp, Single Phase Commercial, Replace	30	30	0	1	EA	\$7,906.20	\$7,906	\$7,906																						\$7,906	
Landfill Shop	6.6	Shop	<u>773086</u>	Overhead Door, Steel Roll-Up Automatic 400 SF, Replace	35	34	1	2	EA	\$9,414.70	\$18,829			\$18,829																			\$18,829		
Landfill Shop	5.5	Site	<u>779677</u>	Pole Light, Exterior, 135 to 1000 W HID (Double Fixture, with Metal Pole), Replace	20	15	5	2	EA	\$8,523.34	\$17,047						\$17,047																\$17,047		
Landfill Shop	6.3	Roof	<u>773089</u>	Roof, Metal, Replace	40	39	1	2460	SF	\$12.45	\$30,625		\$30,625																					\$30,625	
Landfill Shop	7.2	Restroom	<u>773091</u>	Toilet, Flush Tank (Water Closet), Replace	20	19	1	1	EA	\$1,055.15	\$1,055			\$1,055																			\$1,055		
Landfill Shop	7.2	Bathroom	<u>773090</u>	Water Heater, Electric, Residential, 5 to 15 GAL, Replace	15	14	1	1	EA	\$1,014.17	\$1,014			\$1,014																			\$2,028		

Replacement Reserves Report 2/8/2018																																		2036 Deficiency Repair Estimate	
Location Name	Report Section	Location Description	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost	Subtotal	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	Deficiency Repair Estimate			
Landfill Trailer	6.2	Exterior	<u>773085</u>	Modular Building, Wood-Framed, Replace Air Conditioner, Window/Thru-Wall, 1.5 to 2 Ton, Replace	50	50	0	1200	SF	\$104.00	\$124,800	\$124,800																				\$124,800			
Maintenance	7.1	Window	<u>773989</u>	Commercial Kitchen, Icemaker, Freestanding, Replace	15	3	12	1	EA	\$6,118.55	\$6,119																						\$6,119		
Maintenance	8.2	Maintenance Bay	<u>773325</u>	Condensing Unit/Heat Pump, Split System, 2 Ton, Replace	15	14	1	1	EA	\$3,122.18	\$3,122		\$3,122																				\$3,122		
Maintenance	7.1	Pad Mounted	<u>773323</u>	Ductless Split System, Single Zone, 0.75 to 1 Ton, Replace	15	9	6	1	EA	\$3,221.22	\$3,221							\$3,221															\$3,221		
Maintenance	7.1	Wall Mounted	<u>773269</u>	Ductless Split System, Single Zone, 0.75 to 1 Ton, Replace	15	9	6	1	EA	\$3,221.22	\$3,221							\$3,221															\$3,221		
Maintenance	7.1	Wall Mounted	<u>773268</u>	Emergency/Exit Combo LED, w/ Battery, Replace	10	5	5	2	EA	\$687.51	\$1,375						\$1,375																\$2,750		
Maintenance	6.6	South and West Entrances	<u>773982</u>	Exterior Door, Steel, Replace	25	25	0	2	EA	\$950.12	\$1,900	\$1,900																						\$1,900	
Maintenance	6.4	North Elevation	<u>773952</u>	Exterior Wall, Brick or Brick Veneer, 1-2 Stories, Repoint	25	22	3	1200	SF	\$41.28	\$49,539				\$49,539																			\$49,539	
Maintenance	6.4	Exterior wall	<u>767940</u>	Exterior Wall, Metal/Insulated Sandwich Panels, 2" Thick, Replace	40	39	1	2400	SF	\$19.96	\$47,895		\$47,895																					\$47,895	
Maintenance	7.1	Mechanical closet	<u>773324</u>	Fan Coil Unit, 2 to 2.5 Ton, Replace	15	12	3	1	EA	\$2,756.89	\$2,757				\$2,757																			\$5,514	
Maintenance	7.6	Throughout	<u>773959</u>	Fire Extinguisher, ABC, Replace	15	12	3	3	EA	\$356.54	\$1,070				\$1,070																			\$2,140	
Maintenance	8.1	Interior Ceiling	<u>773955</u>	Interior Ceiling Finish, Suspended Acoustical Tile (ACT), Replace	20	17	3	2000	SF	\$3.11	\$6,222				\$6,222																			\$6,222	
Maintenance	8.1	Throughout	<u>773984</u>	Interior Door, Wood Solid-Core, Replace	20	17	3	6	EA	\$1,423.11	\$8,539				\$8,539																			\$8,539	
Maintenance	8.1	Offices	<u>773957</u>	Interior Floor Finish, Carpet Standard-Commercial Medium-Traffic, Replace	10	8	2	1000	SF	\$7.26	\$7,256			\$7,256																				\$14,512	
Maintenance	8.1	Interior	<u>773980</u>	Interior Wall Finish, General Surface, Prep & Paint	8	6	2	3500	SF	\$1.45	\$5,075			\$5,075																				\$15,225	
Maintenance	7.2	Restroom	<u>773978</u>	Interior Wall Finish, General Surface, Prep & Paint	20	15	5	1	EA	\$572.66	\$573						\$573																	\$573	
Maintenance	7.4	Throughout	<u>773983</u>	Lavatory, Vitreous China, Replace	25	22	3	2800	SF	\$9.24	\$25,878				\$25,878																			\$25,878	
Maintenance	7.4	Maintenance Bay	<u>773986</u>	Lighting System, Interior, Office Building, Upgrade	25	22	3	2800	SF	\$9.24	\$25,878				\$25,878																			\$25,878	
Maintenance	7.4	Maintenance Bay	<u>773986</u>	Load Center, 120 / 240 V, 125 Amp to 225 Amp, Single Phase Residential, Replace	30	27	3	1	EA	\$7,906.20	\$7,906				\$7,906																			\$7,906	
Maintenance	7.4	Maintenance Bay	<u>773987</u>	Load Center, 120 / 240 V, 125 Amp to 225 Amp, Single Phase Residential, Replace	30	27	3	1	EA	\$7,906.20	\$7,906				\$7,906																			\$7,906	
Maintenance	7.4	Maintenance Bay	<u>773985</u>	Load Center, 120 / 240 V, 125 Amp to 225 Amp, Single Phase Residential, Replace	30	27	3	1	EA	\$7,906.20	\$7,906				\$7,906																			\$7,906	
Maintenance	5.5	Rear elevation	<u>777779</u>	Metal Halide Lighting Fixture, 250 W, Replace	20	10	10	1	EA	\$748.18	\$748																							\$748	
Maintenance	6.6	West Elevation	<u>773953</u>	Overhead Door, Aluminum Roll-Up 400 SF, Replace	35	30	5	1	EA	\$9,078.59	\$9,079						\$9,079																	\$9,079	
Maintenance	6.3	Roof	<u>773322</u>	Roof, Metal, Replace	40	35	5	2880	SF	\$12.45	\$35,853						\$35,853																	\$35,853	
Maintenance	7.2	Restroom	<u>773977</u>	Toilet, Flush Tank (Water Closet), Replace	20	15	5	1	EA	\$1,055.15	\$1,055						\$1,055																	\$1,055	
Maintenance	7.2	Building interior	<u>773964</u>	Water Heater, Electric, Commercial, 30 to 80 GAL, Replace	15	13	2	1	EA	\$6,963.24	\$6,963			\$6,963																				\$13,926	
Maintenance	6.6	Building exterior	<u>767909</u>	Window, Steel Fixed 24 SF, 1-2 Stories, Replace	30	29	1	9	EA	\$1,311.24	\$11,801		\$11,801																					\$11,801	
Oakland Bldg	3.1	Common area	<u>738060</u>	ADA, Miscellaneous, Drinking Fountain, Interior Wall-Mounted, Install	0	0	0	1	EA	\$5,500.00	\$5,500	\$5,500																						\$5,500	
Oakland Bldg	3.1	Common area restrooms	<u>738057</u>	ADA, Restroom, Full Reconfiguration, Renovate	0	0	0	2	EA	\$15,000.00	\$30,000	\$30,000																						\$30,000	
Oakland Bldg	7.4	Interior	<u>775120</u>	Distribution Panel, 120/240 V, 100 Amp, Replace	30	20	10	1	EA	\$5,079.93	\$5,080																							\$5,080	
Oakland Bldg	7.4	Interior	<u>775121</u>	Distribution Panel, 120/240 V, 100 Amp, Replace	30	20	10	1	EA	\$5,079.93	\$5,080																							\$5,080	
Oakland Bldg	7.2	Corridors	<u>738347</u>	Drinking Fountain, Refrigerated, Replace	10	8	2	1	EA	\$1,257.51	\$1,258			\$1,258																				\$2,516	
Oakland Bldg	7.1	Throughout	<u>738070</u>	Engineer, Mechanical/HVAC, General, Design	0	0	0	1	EA	\$6,500.00	\$6,500	\$6,500																						\$6,500	
Oakland Bldg	6.2	Throughout	<u>738075</u>	Engineer, Structural, Superstructure, Evaluate/Report	0	0	0	1	EA	\$100,000.00	\$100,000	\$100,000																						\$100,000	
Oakland Bldg	6.6	Rear elevation	<u>738167</u>	Exterior Door, Steel, Replace	25	15	10	1	EA	\$950.12	\$950																							\$950	
Oakland Bldg	6.4	Exterior wall	<u>775130</u>	Exterior Wall, Brick or Brick Veneer, 3+ Stories, Repoint	25	10	15	14560	SF	\$45.45	\$661,737																							\$661,737	
Oakland Bldg	7.1	Mechanical closet	<u>738248</u>	Fan Coil Unit, 2 to 2.5 Ton, Replace	15	3	12	1	EA	\$2,756.89	\$2,757																							\$2,757	
Oakland Bldg	7.1	First floor	<u>738254</u>	Fan Coil Unit, 3 Ton, Replace	15	11	4	1	EA	\$3,416.79	\$3,417					\$3,417																		\$6,834	
Oakland Bldg	5.5	Exterior wall	<u>738081</u>	Flood Light, Exterior, 100 W, Replace	20	10	10	2	EA	\$995.47	\$1,991																							\$1,991	
Oakland Bldg	7.1	First floor	<u>738256</u>	Furnace, Electric, 10 to 25 MBH, Replace	20	11	9	1	EA	\$3,136.39	\$3,136																							\$3,136	
Oakland Bldg	7.4	Building exterior	<u>738375</u>	Generator, Diesel, 130 to 300 kW, Replace	25	20	5	1	EA	\$139,939.51	\$139,940																							\$139,940	
Oakland Bldg	8.1	Interior	<u>775091</u>	Interior Ceiling Finish, Gypsum Board/Plaster, Prep & Paint	10	8	2	600	SF	\$1.94	\$1,162			\$1,162																				\$2,324	
Oakland Bldg	8.1	First floor	<u>738417</u>	Interior Ceiling Finish, Suspended Acoustical Tile (ACT), Replace	20	17	3	8200	SF	\$3.11	\$25,510				\$25,510																			\$25,510	
Oakland Bldg	8.1	Interior	<u>775133</u>	Interior Door, Wood Solid-Core, Replace	20																														

Replacement Reserves Report 2/8/2018																																			Deficiency Repair Estimate	
Location Name	Report Section	Location Description	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost	Subtotal	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036					
Oakland Bldg	8.1	First floor	<u>738387</u>	Interior Floor Finish, Carpet Standard-Commercial Medium-Traffic, Replace	10	10	0	8200	SF	\$7.26	\$59,502	\$59,502									\$59,502											\$119,004				
Oakland Bldg	6.2	Interior second and third floor walls	<u>738084</u>	Interior Wall Finish, Clay Brick, Repoint	25	25	0	11000	SF	\$12.41	\$136,486	\$136,486																					\$136,486			
Oakland Bldg	8.1	First floor	<u>738414</u>	Interior Wall Finish, Gypsum Board/Plaster, Replace	40	37	3	3000	SF	\$3.38	\$10,131				\$10,131																		\$10,131			
Oakland Bldg	8.1	Interior	<u>775094</u>	Interior Wall Finish, Gypsum Board/Plaster/Metal, Prep & Paint	8	0	8	3000	SF	\$1.42	\$4,270									\$4,270								\$4,270					\$8,540			
Oakland Bldg	7.4	Throughout	<u>738377</u>	Lighting System, Interior, Office Building, Upgrade	25	22	3	23937	SF	\$9.24	\$221,226				\$221,226																		\$221,226			
Oakland Bldg	5.2	Parking area	<u>738079</u>	Parking Lots, Asphalt Pavement, Mill & Overlay	25	17	8	6000	SF	\$3.28	\$19,682									\$19,682													\$19,682			
Oakland Bldg	5.2	Sidewalk	<u>738080</u>	Pedestrian Pavement, Sidewalk, Concrete Large Areas, Replace	30	15	15	800	SF	\$9.00	\$7,200																\$7,200						\$7,200			
Oakland Bldg	7.2	Throughout	<u>738055</u>	Plumbing System, Domestic Supply & Sanitary, Office Building, Upgrade	40	39	1	23937	SF	\$13.91	\$332,956		\$332,956																				\$332,956			
Oakland Bldg	5.2	Parking area	<u>738077</u>	Roadways, Asphalt Pavement, Seal & Stripe	5	3	2	6000	SF	\$0.38	\$2,277			\$2,277					\$2,277														\$9,108			
Oakland Bldg	7.4	Electrical room	<u>738381</u>	Switchboard, 800 Amp, Replace	30	20	10	1	EA	\$24,768.06	\$24,768											\$24,768											\$24,768			
Oakland Bldg	7.4	Electrical room	<u>738259</u>	Transfer Switch, Automatic (ATS), 600 V, 800 Amp, Replace	18	16	2	1	EA	\$21,045.13	\$21,045			\$21,045																			\$21,045			
Oakland Bldg	7.2	Mechanical closet	<u>738262</u>	Water Heater, Electric, Residential, 30 to 52 GAL, Replace	15	10	5	1	EA	\$1,738.90	\$1,739						\$1,739																\$1,739			
Oakland Bldg	6.6	Second and third floor	<u>738064</u>	Window, Steel Fixed 24 SF, 3+ Stories, Replace	30	30	0	38	EA	\$1,375.61	\$52,273	\$52,273																					\$52,273			
Oakland Bldg / 2nd Floor	7.1	Second floor	<u>738195</u>	Condensing Unit/Heat Pump, Split System, 2 Ton, Replace	15	13	2	1	EA	\$3,122.18	\$3,122			\$3,122															\$3,122				\$6,244			
Oakland Bldg / 2nd Floor	7.1	Second floor	<u>738201</u>	Condensing Unit/Heat Pump, Split System, 2.5 Ton, Replace	15	8	7	1	EA	\$3,366.36	\$3,366								\$3,366														\$3,366			
Oakland Bldg / 2nd Floor	7.1	Second floor	<u>738206</u>	Condensing Unit/Heat Pump, Split System, 5 Ton, Replace	15	11	4	1	EA	\$6,439.81	\$6,440					\$6,440														\$6,440			\$12,880			
Oakland Bldg / 2nd Floor	7.1	Second floor	<u>738210</u>	Condensing Unit/Heat Pump, Split System, 5 Ton, Replace	15	11	4	1	EA	\$6,439.81	\$6,440					\$6,440														\$6,440			\$12,880			
Oakland Bldg / 2nd Floor	7.1	Second floor	<u>738172</u>	Ductless Split System, Single Zone, 1.5 to 2 Ton, Replace	15	7	8	1	EA	\$4,473.11	\$4,473									\$4,473													\$4,473			
Oakland Bldg / 2nd Floor	7.1	Second floor	<u>775081</u>	Exhaust Fan, Propeller, 1,000 CFM, Replace	15	11	4	1	EA	\$1,402.69	\$1,403					\$1,403															\$1,403		\$2,806			
Oakland Bldg / 2nd Floor	7.1	Second floor	<u>738215</u>	Exhaust Fan, Propeller, 1,000 CFM, Replace	15	11	4	1	EA	\$1,402.69	\$1,403					\$1,403																	\$1,403	\$2,806		
Oakland Bldg / 2nd Floor	7.1	Second floor	<u>775080</u>	Exhaust Fan, Propeller, 1,000 CFM, Replace	15	11	4	1	EA	\$1,402.69	\$1,403					\$1,403																\$1,403	\$2,806			
Oakland Bldg / 2nd Floor	7.1	Second floor	<u>738234</u>	Fan Coil Unit, 3.5 to 5 Ton, Replace	15	11	4	1	EA	\$4,099.53	\$4,100					\$4,100																\$4,100	\$8,200			
Oakland Bldg / 2nd Floor	7.1	Second floor	<u>738236</u>	Fan Coil Unit, 3.5 to 5 Ton, Replace	15	11	4	1	EA	\$4,099.53	\$4,100					\$4,100																\$4,100	\$8,200			
Oakland Bldg / 2nd Floor	7.1	Second floor	<u>738241</u>	Furnace, Gas, 51 to 100 MBH, Replace	20	10	10	1	EA	\$3,801.45	\$3,801											\$3,801											\$3,801			
Oakland Bldg / Roof	6.3	Parapet wall coping	<u>738093</u>	Exterior Wall, Brick or Brick Veneer, 3+ Stories, Repoint	25	25	0	370	SF	\$45.45	\$16,816	\$16,816																						\$16,816		
Oakland Bldg / Roof	6.3	Roof perimeter	<u>738043</u>	Roof, Built-Up, Replace	20	19	1	1600	SF	\$12.96	\$20,738		\$20,738																					\$20,738		
Old Courthouse/BHM Library	3.1	Common area restroom	<u>752263</u>	ADA, Restroom, Full Reconfiguration, Renovate	0	0	0	2	EA	\$15,000.00	\$30,000	\$30,000																						\$30,000		
Old Courthouse/BHM Library	3.1	Main entrance	<u>774762</u>	ADA, Site, Ramp, Concrete, Up to 48" Wide, Install	0	0	0	15	LF	\$760.00	\$11,400	\$11,400																						\$11,400		
Old Courthouse/BHM Library	7.1	Exterior	<u>752278</u>	Condensing Unit/Heat Pump, Split System, 4 Ton, Replace	15	13	2	1	EA	\$4,619.82	\$4,620			\$4,620																\$4,620				\$9,240		
Old Courthouse/BHM Library	7.1	Exterior	<u>752277</u>	Condensing Unit/Heat Pump, Split System, 4 Ton, Replace	15	7	8	1	EA	\$4,619.82	\$4,620									\$4,620														\$4,620		
Old Courthouse/BHM Library	7.1	Exterior	<u>752280</u>	Condensing Unit/Heat Pump, Split System, 5 Ton, Replace	15	13	2	1	EA	\$6,439.81	\$6,440																				\$6,440			\$12,880		
Old Courthouse/BHM Library	7.1	Exterior	<u>752276</u>	Condensing Unit/Heat Pump, Split System, 8 to 10 Ton, Replace	15	13	2	1	EA	\$15,825.28	\$15,825			\$15,825																\$15,825				\$31,650		
Old Courthouse/BHM Library	7.6	Throughout building	<u>774742</u>	Exit Lighting Fixture, LED, Replace	10	8	2	4	EA	\$405.01	\$1,620													\$1,620										\$3,240		
Old Courthouse/BHM Library	6.6	Exterior wall	<u>774751</u>	Exterior Door, Wood Solid-Core, Replace	25	15	10	2	EA	\$1,423.11	\$2,846											\$2,846												\$2,846		
Old Courthouse/BHM Library	6.4	Exterior wall	<u>752268</u>	Exterior Wall, Brick or Brick Veneer, 3+ Stories, Repoint	25	10	15	6000	SF	\$45.45	\$272,694																\$272,694							\$272,694		
Old Courthouse/BHM Library	6.4	Fascia and soffit	<u>752269</u>	Exterior Wall, Painted Surface, 3+ Stories, Prep & Paint	10	5	5	600	SF	\$3.83	\$2,295						\$2,295																<			

Replacement Reserves Report 2/8/2018																																		Print Export Refresh	
Location Name	Report Section	Location Description	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost	Subtotal	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	Deficiency Repair Estimate			
Tideland	8.1	Back of the House & Lab Areas	<u>771985</u>	Interior Floor Finish, Vinyl Tile (VCT), Replace	15	11	4	3500	SF	\$4.80	\$16,802					\$16,802																\$16,802	\$33,604		
Tideland	8.1	Throughout	<u>771987</u>	Interior Wall Finish, General Surface, Prep & Paint	8	5	3	25000	SF	\$1.45	\$36,250				\$36,250								\$36,250									\$36,250	\$108,750		
Tideland	7.4	Throughout	<u>773320</u>	Lighting System, Interior, Office Building, Upgrade	25	20	5	29173	SF	\$9.24	\$269,617						\$269,617																\$269,617		
Tideland	7.1	Roof	<u>771852</u>	Packaged Unit (RTU), 11 to 12.5 Ton, Replace	15	1	14	1	EA	\$22,713.37	\$22,713															\$22,713							\$22,713		
Tideland	7.1	Roof	<u>771851</u>	Packaged Unit (RTU), 26 to 50 Ton, Replace	15	14	1	1	EA	\$83,488.40	\$83,488		\$83,488															\$83,488					\$166,976		
Tideland	7.1	Roof	<u>771853</u>	Packaged Unit (RTU), 26 to 50 Ton, Replace	15	1	14	1	EA	\$83,488.40	\$83,488																						\$83,488		
Tideland	7.1	Roof	<u>771867</u>	Packaged Unit (RTU), 3 Ton, Replace	15	1	14	1	EA	\$9,871.90	\$9,872																						\$9,872		
Tideland	7.1	Roof	<u>771863</u>	Packaged Unit (RTU), 5 Ton, Replace	15	1	14	1	EA	\$11,239.29	\$11,239																						\$11,239		
Tideland	7.1	Roof	<u>771850</u>	Packaged Unit (RTU), 6 to 7.5 Ton, Replace	15	14	1	1	EA	\$14,395.83	\$14,396		\$14,396																				\$14,396		
Tideland	7.1	Roof	<u>771854</u>	Packaged Unit (RTU), 8 to 10 Ton, Replace	15	11	4	1	EA	\$18,554.44	\$18,554					\$18,554																	\$18,554		
Tideland	5.2	Throughout	<u>771824</u>	Parking Lots, Asphalt Pavement, Mill & Overlay	25	24	1	84500	SF	\$3.28	\$277,194		\$277,194																						
Tideland	5.2	Throughout	<u>779505</u>	Parking Lots, Asphalt Pavement, Seal & Stripe	5	0	5	84500	SF	\$0.38	\$32,068						\$32,068					\$32,068					\$32,068								
Tideland	5.2	Exterior	<u>772005</u>	Pedestrian Pavement, Sidewalk, Clay Brick/Masonry Pavers, Replace	30	20	10	3500	SF	\$34.11	\$119,381											\$119,381													
Tideland	5.2	Building exterior	<u>772002</u>	Pedestrian Pavement, Sidewalk, Concrete Sections/Small Areas, Replace	30	20	10	1850	SF	\$19.00	\$35,150											\$35,150													
Tideland	5.5	Parking area	<u>772013</u>	Pole Light, Exterior, 135 to 1000 W HID (Fixture Only), Replace	20	10	10	15	EA	\$4,630.42	\$69,456											\$69,456													
Tideland	8.1	Laundry room	<u>772010</u>	Residential Appliances, Clothes Dryer, Replace	15	10	5	1	EA	\$1,101.88	\$1,102						\$1,102																		
Tideland	8.1	Laundry room	<u>772009</u>	Residential Appliances, Clothes Washer, Replace	15	10	5	1	EA	\$1,329.98	\$1,330						\$1,330																		
Tideland	5.2	Throughout	<u>772003</u>	Roadways, Concrete Curb & Gutter, Replace	25	20	5	1000	LF	\$24.00	\$24,000						\$24,000																		
Tideland	6.3	Main roof	<u>771831</u>	Roof Skylight, Plexiglass Dome Fixed 9-20 SF, Replace	30	28	2	3	EA	\$1,207.20	\$3,622			\$3,622																					
Tideland	6.3	Secondary Roof	<u>771827</u>	Roof, Single-Ply EPDM Membrane, Replace	20	18	2	3400	SF	\$10.52	\$35,768			\$35,768																					
Tideland	6.3	Main roof	<u>771825</u>	Roof, Single-Ply TPO/PVC Membrane, Replace	20	18	2	26900	SF	\$15.93	\$428,541			\$428,541																					
Tideland	7.4	Building exterior	<u>771879</u>	Secondary Transformer, Dry, 150 kVA, Replace	30	15	15	1	EA	\$15,803.27	\$15,803																	\$15,803							
Tideland	5.5	Exterior	<u>772000</u>	Signage, Property, Monument/Pylon, Replace	20	15	5	1	EA	\$8,602.00	\$8,602						\$8,602																		
Tideland	7.2	Janitors Closet	<u>771895</u>	Sink, Enameled Steel, Replace	20	17	3	1	EA	\$616.03	\$616				\$616																				
Tideland	6.6	Building exterior	<u>779548</u>	Storefront, Metal-Framed Windows, Replace	30	20	10	1875	SF	\$48.00	\$90,000											\$90,000													
Tideland	7.4	Electrical room	<u>771883</u>	Switchboard, 1,000 Amp, Replace	30	11	19	1	EA	\$26,391.67	\$26,392																					\$26,392			
Tideland	7.2	Common area restrooms	<u>771892</u>	Toilet, Tankless (Water Closet), Replace	20	15	5	5	EA	\$842.97	\$4,215						\$4,215																		
Tideland	7.2	Mechanical closet	<u>771882</u>	Water Heater, Gas, Residential, 50 GAL, Replace	10	7	3	1	EA	\$2,349.48	\$2,349				\$2,349											\$2,349									
Tideland	6.6	Building exterior	<u>772001</u>	Window, Aluminum Double-Glazed 24 SF, 1-2 Stories, Replace	30	20	10	32	EA	\$870.45	\$27,854											\$27,854													
Tideland / Break/Restrooms	8.1	Common area restrooms	<u>779557</u>	Interior Ceiling Finish, Gypsum Board/Plaster, Prep & Paint	10	5	5	1000	SF	\$1.94	\$1,937						\$1,937										\$1,937								
Tideland / Break/Restrooms	7.2	Common area restrooms	<u>771894</u>	Lavatory, Vitreous China, Replace	20	10	10	7	EA	\$572.66	\$4,009											\$4,009													
Tideland / Break/Restrooms	7.2	Common area restrooms	<u>771891</u>	Toilet, Flush Tank (Water Closet), Replace	20	17	3	3	EA	\$1,055.15	\$3,165				\$3,165																				
Tideland / Break/Restrooms	7.2	Common area restrooms	<u>771993</u>	Urinal, Vitreous China, Replace	20	11	9	2	EA	\$1,193.44	\$2,387											\$2,387													
Totals, Unescalated												\$842,573	\$2,106,386	\$2,552,439	\$1,460,834	\$341,591	\$4,142,565	\$780,304	\$560,266	\$353,476	\$109,848	\$2,846,747	\$330,816	\$582,315	\$407,589	\$197,523	\$3,276,530	\$158,618	\$290,876	\$770,234	\$276,471	\$22,388,001			
Totals, Escalated (3.0% Inflation, compounded annually)												\$2,733,035	\$2,169,580	\$2,798,769	\$1,624,862	\$384,463	\$4,994,705	\$931,725	\$689,058	\$473,484	\$143,327	\$3,957,588	\$457,926	\$830,239	\$598,555	\$298,771	\$5,136,350	\$254,534	\$480,766	\$1,311,264	\$484,787	\$30,753,788			

Removed Items

(\$2,286,567)
\$28,467,221

Request for Service Expansion

Title of Service Expansion: Public Works Major Project Coordinator

Name of Department: Building Maintenance / Solid Waste

Purpose and Justification: Due to the success of grant applications and a commitment from leadership to protect the county's assets, the Beaufort County Public Works Department currently has a budget of over \$25 Million dollars. This is an increase of \$14 Million dollars since FY2013.

The Solid Waste department does not currently have personnel dedicated to the management of this \$3 Million-dollar budget. If staff could devote time, it is anticipated that grant opportunities would be available. An emphasis could also be put on increasing recycling, which would result in a savings of disposal costs. Convenience sites could be inspected on a regular basis. The upcoming multi-year project to improve the convenience centers will need to be managed. Also, the County's closed landfill is currently under violation, and a project will start soon to correct violations. It is desired that a maintenance plan for the landfill be developed.

The Building Maintenance Department is also planning to complete multiple capital projects to improve buildings. A 20-year plan is being developed that will schedule major projects each budget year. It is imperative that these projects are managed from the design phase through construction.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$65,000	Salary & Benefits
Operational		
Capital Outlay	\$30,000	Vehicle, Computer, Cell Phone
Total Expenditures	\$95,000	

Revenue to offset Costs		
Total Cost of Service Expansion	\$95,000	

Request for Service Expansion

Title of Service Expansion: New Vehicle (Appraisers)

Name of Department: Tax Assessor

Purpose and Justification: The 2 appraisers had to use one vehicle for two months until the department was able to get a surplus vehicle. The cost to keep a surplus vehicle on the road would pay for a new vehicle.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational		
Capital Outlay	\$20,000	New Vehicle for Appraisers
Total Expenditures	\$20,000	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$20,000</i>	

Request for Service Expansion

Title of Service Expansion: Pictometry Aerial Photographs

Name of Department: Tax Assessor

Purpose and Justification: The purpose of this project is to cover 1/3 of Pictometry Aerial Photographs taken in winter of 2019. They can be compared with 2015 flight photographs to discover new construction.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$47,690	1/3 of total cost (\$143,068)
Capital Outlay		
Total Expenditures	\$47,690	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$47,690</i>	

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Request for Service Expansion

Title of Service Expansion: Aurora Fossil Museum Foundation Inc.

Name of Department: Outside Agency

Purpose and Justification: Agency has requested additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$33,000.00	Additional funds requested by agency above current year allocation of \$2,000.
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$33,000.00</i>	



Aurora Fossil Museum Foundation, Inc.
www.aurorafossilmuseum.org
director@aurorafossilmuseum.org

400 Main Street P.O. Box 352
Aurora, NC 27806-0352
Phone: (252) 322-4238

March 01, 2018

Dear Beaufort County Board of Commissioners,

Over the past few years, the exposure level, visitor number, festival attendance, and outreach events for the Aurora Fossil Museum have grown in interest. 2017 data reveal approximately 20,000 visitors to the museum and approximately 12,000 attendees to the Aurora Fossil Festival. Thus, in 2017, the Aurora Fossil Museum attracted 32,000 people to Aurora and Beaufort County. Due to the museum drawing many visitors from all over the world, the Aurora Fossil Museum is considered an economic driver for the area and an economic asset for Beaufort County. As the museum begins its 4th decade of service and education, there is great need for funds to upgrade and enhance its facilities.

The Aurora Fossil Museum Fossil Park is unique. Very few, if any other locations in the United States offer visitors the opportunity to learn about the natural history of an area then engage in scientific discovery through searching for fossils in a Fossil Park. The creation of the Fossil Park began in the early 1980's as a method to provide an engaging activity for museum visitors, particularly school-aged children who visited the museum on class field trips. Over the years, the museum has maintained and grown the park into the popular, inviting place it is today. Not only do museum visitors utilize the park, but area families utilize it for reunions and birthday parties and community organizations, such as the Aurora Community Watch, use the park for community activities. The Aurora Fossil Museum Foundation, Inc. is proud to be able to support the local community and offer a pleasant venue for gathering and enjoying activities.

Over the years, the park has had its share of wear and tear and many structures need repair or replacement. As the museum, a 501(c)(3) nonprofit organization, continues to gain in notoriety and popularity, including increased media exposure on local, regional, and national scales, the need to have an aesthetically pleasing backdrop that represents Beaufort County is crucial. This funding proposal is to request that Beaufort County assist the Aurora Fossil Museum with needed upgrades to the Fossil Park. We would greatly appreciate Beaufort County's support of this important and unique attraction since it is a genuine reflection of Beaufort County and has a positive world-wide reputation. The Aurora Fossil Museum Board of Directors, staff, and volunteers thank you for your service to Beaufort County and we hope that our request will be considered.

Sincerely,

Cynthia D. Crane, Director
Aurora Fossil Museum Foundation, Inc.



Aurora Fossil Museum Foundation, Inc.
www.aurorafossilmuseum.org
director@aurorafossilmuseum.org

400 Main Street P.O. Box 352
Aurora, NC 27806-0352
Phone: (252) 322-4238

Aurora Fossil Museum Proposed FY2018-19 Budget

Need	Estimated Cost	Type
Replace picnic tables with heavy-duty recycled plastic; 10 regular and 2 ADA	\$12,000	Capital
Replace two entrance terraces with roofed terraces with benches	\$5,000	Capital
Install privacy fence on the perimeter of back fossil dig pit	\$5,000	Capital
Develop, upgrade, and replace/install informational/educational signage in Fossil Park	\$3,000	Other
Develop and install educational signage in sheltered picnic area across from Fossil Park behind Learning Center (the area is utilized as an outdoor classroom)	\$2,000	Other
Upgrades to visitor parking area	\$3,000	Other
Park and grounds beautification	\$5,000	Other
TOTAL	\$35,000	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Aurora Fossil Museum Foundation, Inc.

Amount Requested \$35,000

	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimated Actual Expenses	FY2018-19 Budget Request
REVENUES:				
Requested from Beaufort County	\$2,000	\$2,000		\$35,000
Federal	0	0		0
State	\$76,912.92	\$75,000		0
Cities/Towns	0	0		0
United Way	0	0		0
Other Counties excluding Beaufort County	0	0		0
Other:				
Donations/Fundraisers	\$71,122.13	\$92,100.00		
Fees/Dues				
Sales	\$104,195.15	\$105,000.00		
Miscellaneous	\$12,763.59	\$11,000.00		
Beginning Balance (Deficit)				
TOTAL:	\$266,993.79	\$285,100.00		\$35,000
EXPENSES:				
Salaries and Benefits	\$124,024.14	\$122,000.00	\$125,000.00	0
Program Services	0	0	0	0
Contractual Services	\$3,981.03	\$6,000.00	\$5,000.00	0
Commodities & Supplies	\$117,191.90	\$134,100.00	\$130,000.00	0
Fundraisers	\$20,245.81	\$17,700.00	\$17,000.00	0
Capital				
Other	\$1,273.59	\$1,300.00	\$1,300.00	\$35,000
TOTAL:	\$266,716.47	\$281,100.00	\$278,300.00	\$35,000

Organizational Data

President: Bruce Hargreaves, Chairman of the Board of Directors

Executive Director: Cynthia D. Crane

Treasurer: Daniel Furimsky

Other Officers: Richard Olsen, Vice-Chairman of the Board of Directors

Completed by:

Cynthia D. Crane
(Signature)

Date:

March, 01, 2018

Cynthia D. Crane
(Name)

Museum Director
(Title)

Phone:

252-322-4238

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Aurora Fossil Museum Foundation, Inc.

1. WHOM DO YOU SERVE?	Fiscal 2016-17 Last Yr Actual	Fiscal 2017-18 This Yr Estimated	Fiscal 2018-19 Next Yr Projected
Unduplicated count of individuals served (<i>if family, please count individual members</i>) TOTAL:	17,272	18,000	19,000
1a. Total continuing from previous fiscal year			
1b. Total new for the year	17,272	18,000	19,000
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:	17,272	18,000	19,000
2a. Washington			
2b. Washington Park			
2c. Chocowinity			
2d. Bath			
2e. Belhaven			
2f. Aurora			
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown	17,272	18,000	19,000
3. AGE GROUP TOTAL:	17,272	18,000	19,000
3a. Infants through 4 years of age			
3b. 5 through 12 years of age			
3c. 13 through 17 years of age			
3d. 18 through 29 years of age			
3e. 30 through 64 years of age			
3f. 65 and over			
3g. Not known or not applicable	17,272	18,000	19,000
4. INCOME OF PARTICIPANTS TOTAL:	17,272	18,000	19,000
4a. Below official poverty level (\$12,000)			
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Not known or not applicable	17,272	18,000	19,000
5. SEX TOTAL:	17,272	18,000	19,000
5a. Male			
5b. Female			
5c. Not recorded	17,272	18,000	19,000

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: Aurora Fossil Museum Foundation, Inc.

Contact Information: Cynthia D. Crane, Museum Director

P.O. Box 352 / 400 Main Street

Aurora, North Carolina 27806-0352

(252) 322-4238

director@aurorafossilmuseum.org

Amount Requested: \$35,000.00

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

Please see the attached proposal and budget.

Completed By:

Cynthia D. Crane, Museum Director
Printed Name & Position

Cynthia D. Crane March 01, 2018
Signature & Date

Aurora Fossil Museum Foundation, Inc. estimated cost of equipment for Fossil Park
2018 Beaufort County Grant Proposal

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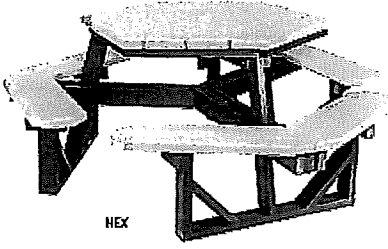
Ada Picnic Tables

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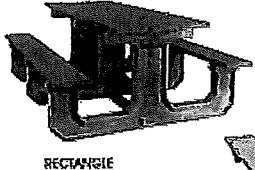
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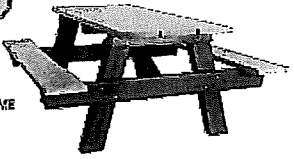
RECYCLED PLASTIC PICNIC TABLES



HEX



RECTANGLE



A-FRAME

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Virtually maintenance free! Recommended for warehouse policies, campgrounds, schools and parks.

- 100% recycled UV-protected plastic won't rot, splinter or crack. Withstands harsh weather.
- Natural-looking wood material never needs sanding, sealing, painting or staining.
- Durable 2" thick planks predrilled for easy assembly.
- Hex - Best selling table.
- ADA Hex - Accommodates 1 wheelchair and 4 adults.
- Rectangle - Convenient walk-through design.
- A-Frame - Classic picnic table style.
- Mounting hardware sold separately.
- Coordinating Benches and Benches available.

RECYCLED PLASTIC PICNIC TABLES

MODEL NO.	DESCRIPTION	SIZE L x W x H	WT. (LBS.)	PRICE EACH		ADD TO CART
				1	\$+	
H-2560	48" Hex	72 x 72 x 30"	250	\$785	\$735	Specify Color
H-6575	48" ADA Hex	61 x 72 x 30"	210	775	725	Specify Color
H-2561	6' Rectangle	72 x 61 x 30"	410	730	680	Specify Color
H-2562	8' Rectangle	96 x 61 x 30"	450	885	835	Specify Color
H-2563	6' A-Frame	72 x 61 x 30"	250	775	725	Specify Color
H-2564	8' A-Frame	96 x 61 x 30"	350	950	900	Specify Color

DRUP SHIPS IN 1 DAY FROM KS UNASSEMBLED VIA NOTICE PRESENT

RECYCLED PLASTIC PICNIC TABLE MOUNTING HARDWARE

MODEL NO.	DESCRIPTION	FITS	PRICE EACH	ADD TO CART
H-2565	Mounting Hardware	Rectangle and Benches	\$20	ADD
H-6581		Hex, A-Frame, Laguna Bench		ADD

DRUP SHIPS IN 1 DAY FROM KS

Aurora Fossil Museum Foundation, Inc. estimated cost of equipment for Fossil Park
2018 Beaufort County Grant Proposal

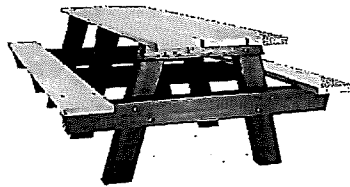
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A-Frame Recycled Plastic Picnic Table - 8', Gray



Virtually maintenance free! Recommended for warehouse patios, campgrounds, schools and parks.

- 100% recycled UV-protected plastic won't rot, splinter or crack. Withstands harsh weather.
- Natural-looking wood material never needs sanding, sealing, painting or staining.
- Durable 2" thick planks predilled for easy assembly.
- Classic picnic table style.
- [H-6681 Mounting Hardware](#) available.

[More Images & Video](#)

MODEL NO.	DESCRIPTION	SIZE L x W x H	WT. (LBS.)	PRICE EACH		ADD TO CART
				1	3+	
H-2564GR	8' A-Frame	96 x 61 x 30"	350	\$950	\$900	ADD

DROP SHIPS IN 1 DAY FROM KS UNASSEMBLED VIA MOTOR FREIGHT

Four A-frame 6-foot tables: $\$725.00 \times 4 = \$2,900.00$

Four A-frame 8-foot tables: $\$900.00 \times 4 = \$3,600.00$

Hardware: $\$20.00 \times 8 = \$160.00$

TOTAL: \$6,660.00

Aurora Fossil Museum Foundation, Inc. estimated cost of equipment for Fossil Park
2018 Beaufort County Grant Proposal

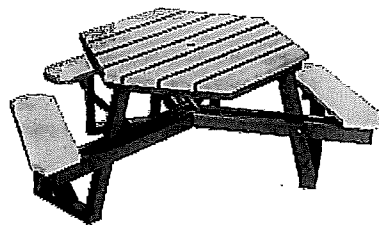
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ADA Hex Recycled Plastic Picnic Table - 46", Gray



[More Images & Video](#)

Virtually maintenance free! Recommended for warehouse patios, campgrounds, schools and parks.

- Accommodates 1 wheelchair and 4 adults.
- 100% recycled UV-protected plastic won't rot, splinter or crack. Withstands harsh weather.
- Natural-looking wood material never needs sanding, sealing, painting or staining.
- Durable 2" thick planks predrilled for easy assembly.
- [H-6681 Mounting Hardware](#) available.

MODEL NO.	DESCRIPTION	SIZE L x W x H	WT. (LBS.)	PRICE EACH		ADD TO CART
				1	3+	
H-6575GR	46" ADA Hex	61 x 72 x 30"	210	\$775	\$725	1 ADD

DROP SHIPS IN 1 DAY FROM KS UNASSEMBLED VIA MOTOR FREIGHT

[Additional Info](#)
[Email Page](#)
[Add to Favorites](#)
[Request a Catalog](#)

Two ADA Hex Picnic Tables = $\$775 \times 2 = \$1,550.00$

Hardware: $2 \times \$20.00 = \$40.00$

TOTAL: \$1,590.00

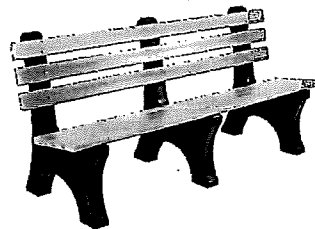
Aurora Fossil Museum Foundation, Inc. estimated cost of equipment for Fossil Park
2018 Beaufort County Grant Proposal

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Recycled Plastic Bench with Back - 6', Gray



[More Images & Video](#)

Virtually maintenance free! Recommended for warehouse patios, campgrounds, schools and parks.

- 100% recycled UV-protected plastic won't rot, splinter or crack. Withstands harsh weather.
- Natural-looking wood material never needs sanding, sealing, painting or staining.
- Durable 2" thick planks predrilled for easy assembly.
- Comfortable and durable.
- [H-2565 Mounting Hardware](#) available.

MODEL NO.	DESCRIPTION	SIZE L x W x H	WT. (LBS.)	PRICE EACH		ADD TO CART	
				1	3+		
H-2888GR	6' With Back	72 x 25 x 34"	160	\$510	\$470	1	Add

DROP SHIPS IN 1 DAY FROM XS UNASSEMBLED VIA MOTOR FREIGHT

Seven benches: 7 * \$470.00 = \$3,290.00

Hardware: 7 * \$20.00 = \$140.00

TOTAL: \$3,430.00

Aurora Fossil Museum Foundation, Inc. estimated cost of equipment for Fossil Park
2018 Beaufort County Grant Proposal

ULINE

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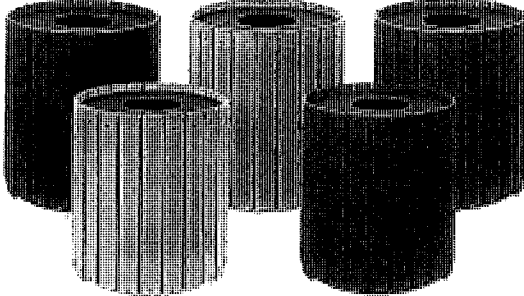
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RECYCLED PLASTIC RECEPTACLE

Virtually maintenance free! Recommended for warehouse patios, campgrounds, schools and parks.

- 100% recycled UV-protected plastic won't rot, splinter or crack. Withstands harsh weather.
- Natural-looking wood material never needs sanding, sealing, painting or staining.
- Durable planks predrilled for easy assembly.
- Includes molded plastic lid with 11" opening.

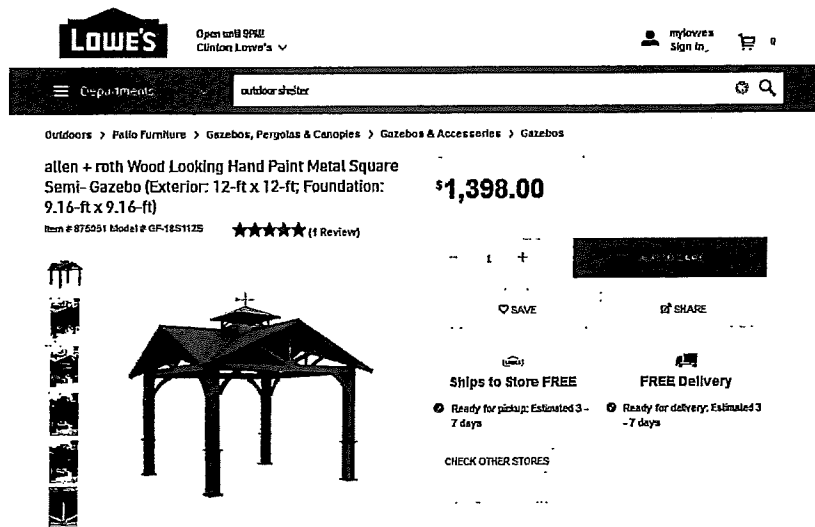
[More Images & Video](#)

RECYCLED PLASTIC RECEPTACLE						
MODEL NO.	DESCRIPTION	SIZE DIAMETER x H	WT. (LBS)	PRICE EACH		ADD TO CART
				1	3+	
H-2889	32 Gallon	30 x 33"	79	\$425	\$395	Specify Color

SHIPS UNASSEMBLED

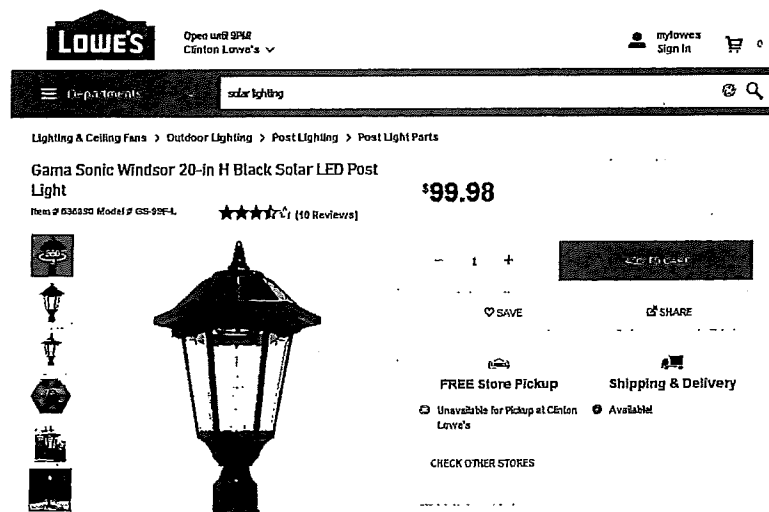
Six trash receptacles: 6 * \$395.00 = \$2,370.00

Aurora Fossil Museum Foundation, Inc. estimated cost of equipment for Fossil Park
2018 Beaufort County Grant Proposal



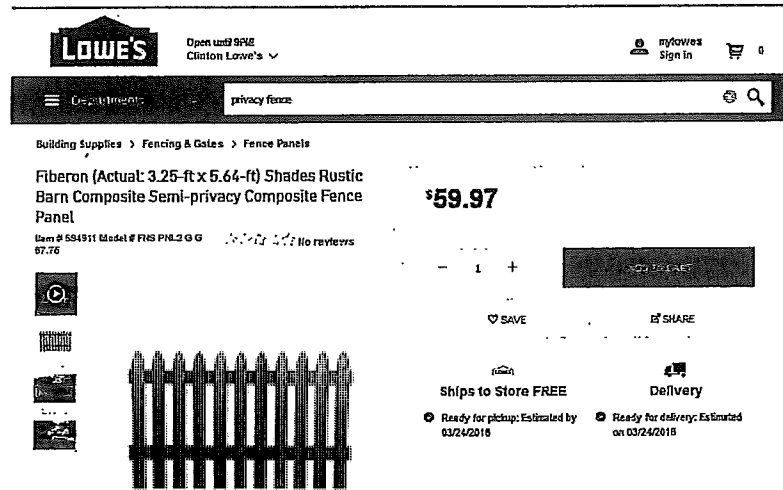
Two Semi-Gazebos: 2 * \$1,398 = \$2,796.00

Fifteen Solar Lights: 15 * \$99.98 = \$1,499.70



Aurora Fossil Museum Foundation, Inc. estimated cost of equipment for Fossil Park
2018 Beaufort County Grant Proposal

Fourteen fence panels: $14 * \$59.97 = \$839.58$



INTERNAL REVENUE SERVICE
~~P. O.~~ BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUN 24 2002

AURORA FOSSIL MUSEUM FOUNDATION INC
C/O GRACE BONNER
PO BOX 352 400 MAIN ST
AURORA, NC 27806

Employer Identification Number:
56-2181393

DLN:
17053074001042

Contact Person:
ARIEANE H. BARRS

ID# 52662

Contact Telephone Number:
(877) 829-5500

Accounting Period Ending:
JUNE 30

Form 990 Required:
Yes

Addendum Applies:
No

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

We have further determined that you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status. In the case of an amendment to your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, you should inform us of all changes in your name or address.

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, if you are involved in an excess benefit transaction, that transaction might be subject to the excise taxes of section 4958. Additionally, you are not automatically exempt from other federal excise taxes. If you have any questions about excise, employment, or other federal taxes, please contact your key district office.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of Code sections 2055, 2106, and 2522.

Contribution deductions are allowable to donors only to the extent that their contributions are gifts, with no consideration received. Ticket purchases and similar payments in conjunction with fundraising events may not necessarily qualify as deductible contributions, depending on the circumstances. See Revenue Ruling 67-246, published in Cumulative Bulletin 1967-2,

Letter 947 (DO/CG)

AURORA FOSSIL MUSEUM FOUNDATION INC

on page 104, which sets forth guidelines regarding the deductibility, as charitable contributions, of payments made by taxpayers for admission to or other participation in fundraising activities for charity.

In the heading of this letter we have indicated whether you must file Form 990, Return of Organization Exempt From Income Tax. If Yes is indicated, you are required to file Form 990 only if your gross receipts each year are normally more than \$25,000. However, if you receive a Form 990 package in the mail, please file the return even if you do not exceed the gross receipts test. If you are not required to file, simply attach the label provided, check the box in the heading to indicate that your annual gross receipts are normally \$25,000 or less, and sign the return.

If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of \$20 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed \$10,000 or 5 percent of your gross receipts for the year, whichever is less. For organizations with gross receipts exceeding \$1,000,000 in any year, the penalty is \$100 per day per return, unless there is reasonable cause for the delay. The maximum penalty for an organization with gross receipts exceeding \$1,000,000 shall not exceed \$50,000. This penalty may also be charged if a return is not complete, so be sure your return is complete before you file it.

You are required to make your annual information return, Form 990 or Form 990-EZ, available for public inspection for three years after the later of the due date of the return or the date the return is filed. You are also required to make available for public inspection your exemption application, any supporting documents, and your exemption letter. Copies of these documents are also required to be provided to any individual upon written or in person request without charge other than reasonable fees for copying and postage. You may fulfill this requirement by placing these documents on the Internet. Penalties may be imposed for failure to comply with these requirements. Additional information is available in Publication 557, Tax-Exempt Status for Your Organization, or you may call our toll free number shown above.

You are not required to file federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

If we have indicated in the heading of this letter that an addendum

Letter 947 (DO/CG)

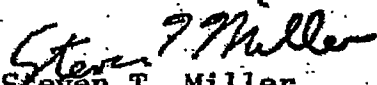
ROSA FOSSIL MUSEUM FOUNDATION INC

applies, the enclosed addendum is an integral part of this letter.

Because this letter could help resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,


Steven T. Miller
Director, Exempt Organizations

Letter 947 (DO/CG)

4:29 PM
03/03/18
Accrual Basis

Aurora Fossil Museum
Profit & Loss
July 2017 through February 2018

	Jul '17 - Feb 18
Ordinary Income/Expense	
Income	
Bldg Rental	1,750.00
Earned revenues	
Contributions	
Corporate/business Contribution	
PotashCorp	3,659.60
Total Corporate/business Contribution	3,659.60
Grants	
Beaufort County Grant	2,000.00
Total Grants	2,000.00
Individual/business contributio	
Amazon Smile	7.66
Individual/business contributio - Other	5,575.00
Total Individual/business contributio	5,582.66
State Grant	75,000.00
Total Contributions	86,242.26
Gift Shop Sales	
A- Fossils	9,682.50
Aurora Megs	1,176.00
Books/Posters	3,486.25
Clothing Items	6,125.75
Cost- Jewelry	3,468.50
Crafts/Screens	9,462.75
Discount	-404.09
Gift Shop_Cash Sales	0.00
Gift Shop_Credit Card Sale	0.00
Meg-Tth	6,826.65
Minerals	7,467.41
Novelty Items	9,787.31
Oth- Fossils	7,144.00
Riker Mounts	833.00
Shipping	826.50
Sm.-Misc	2,252.88
Sterling Silver	1,413.00
Total Gift Shop Sales	69,548.41
Gift Shop_Donations	
Cash/donation	7,123.12
Raffle	1,972.00
Gift Shop_Donations - Other	30.00
Total Gift Shop_Donations	9,125.12
Reimbursements	-366.73
Total Earned revenues	164,549.06
Fossil Kit Reimbursement	1,300.65
Fossil Matrix	1,132.50
Other Tth	90.00
Sales & Use Tax Refund	1,705.14
Total Income	170,527.35
Gross Profit	170,527.35
Expense	
Advertising	9,232.50
Auction	2,184.50

4:29 PM
03/03/18
Accrual Basis

Aurora Fossil Museum
Profit & Loss
July 2017 through February 2018

	Jul '17 - Feb 18
Beaufort County Taxes	
479 N Fifth Street	455.56
Solid Waste Fee	435.00
Total Beaufort County Taxes	890.56
Building Maintenance	
AC/Heat/Electric/Roof	679.11
Building Supplies	641.25
Cleaning Supplies	233.33
Upgrades	5,111.15
Total Building Maintenance	6,664.84
Education	49.98
Gift Shop_Expense	
Bank Fee - Credit Card	661.42
Books/Posters	2,859.68
Clothing Items	277.46
Cost- Jewelry	250.46
Crafts/Screens	5,635.70
Meg-Tth	2,515.00
Minerals	213.00
NC Dept. of Revenue_Sales Tax	4,879.83
Novelty Items	7,375.78
Online Gift Shop	
Shopify	35.31
Online Gift Shop - Other	7.50
Total Online Gift Shop	42.81
Oth- Fossils	2,850.00
Paypal Charge	150.60
Shipping	2,156.87
Sterling Silver	330.00
Supplies	1,314.41
Total Gift Shop_Expense	31,513.02
Insurance Expense	
Bragaw	1,611.00
Marsh	2,598.00
Zurich_Wk.Comp	503.00
Total Insurance Expense	4,712.00
Membership_Dues	
American Alliance of Museums	150.00
Chambers of Commerce	425.00
HAT	350.00
Staples	49.00
Total Membership_Dues	974.00
Museum Expenses	
Bank Service Charge	1,945.73
Bookkeeping	2,817.40
Constant Contact	349.65
Contract Labor	947.50
Display & Repair	
Displays	149.90
Total Display & Repair	149.90

4:29 PM

03/03/18

Accrual Basis

Aurora Fossil Museum
Profit & Loss
July 2017 through February 2018

	Jul '17 - Feb 18
Equipment	1,038.82
Grounds Maintenance	1,207.38
Kiosk - Creature Feature	313.99
Museum Events	485.90
Museum Exp.-other	645.90
National Fossil Day	7.96
New Website	256.33
Postage & Shipping	
Brochures	9.67
Postage & Shipping - Other	876.75
Total Postage & Shipping	886.42
Professional Development	2,330.15
Shipping Fossil Kits	1,672.60
Software	603.14
Supplies	905.09
Tax Preparation	1,025.00
Volunteer Expense	107.25
Total Museum Expenses	17,696.11
Office Expense	
Office Supplies	945.55
Total Office Expense	945.55
Oth- Fossils	-8.00
Payroll Employees	76,231.91
Payroll Expense	
Federal w/holding	-1,819.38
FUTA	7.54
Payroll Expense-SS/Med	5,831.70
Quickbooks	320.20
State Unemployment	176.35
Total Payroll Expense	4,516.41
Sales Tax	
Carteret	3.83
NC Sales Tax	604.77
Pitt County	24.90
Sales Tax-Alamance County	0.30
Sales Tax-Beaufort	189.44
Sales Tax-Craven	37.56
Sales Tax-Dare County	0.64
Sales Tax-Pamlico County	3.86
Wake County	1.50
Total Sales Tax	866.80
Security	
ADT	630.21
Total Security	630.21
State Grant	
Travel/Meetings/Outreach	13.00
Total State Grant	13.00
Travel & meetings	
Meetings, mileage, etc.	1,122.13
Outreach	2,043.98
Total Travel & meetings	3,166.11

4:29 PM

03/03/18

Accrual Basis

Aurora Fossil Museum
Profit & Loss
July 2017 through February 2018

	Jul '17 - Feb 18
Utilities	
Electric Co.	6,339.97
Spectrum	1,392.00
Time Warner Cable	139.98
Town of Aurora	1,183.29
Total Utilities	9,055.24
Total Expense	169,334.74
Net Ordinary Income	1,192.61
Net Income	1,192.61

Request for Service Expansion

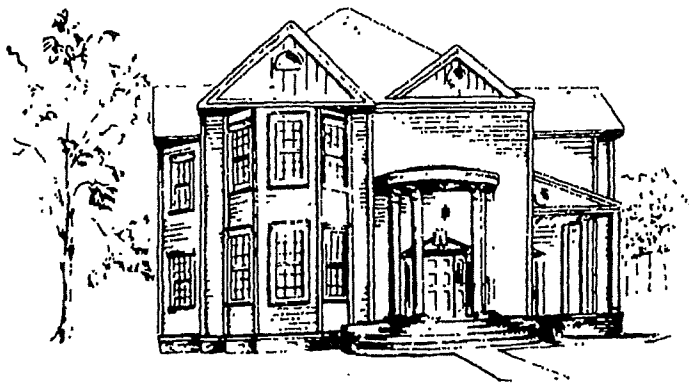
Title of Service Expansion: Aurora Recreation

Name of Department: Outside Agency

Purpose and Justification: Agency has requested additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$2,500.00	Additional funds requested by agency above current year allocation of \$4,500.
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	\$2,500.00	



Established 1880

Town of Aurora

Mayor

Clif Williams

Commissioner

W. C. Boyd

John Farrow

Brad Lee

Jeff Peed

Interim Town Clerk

Sandra S. Sartin

March 1, 2018

Sharon G. Rose
Deputy Finance Director
Beaufort County
121 W. 3rd Street
Washington, NC 27889

Dear Ms. Rose:

Attached is the Town of Aurora's 2018-19 Funding Request for the Recreation Department and Richland Township Seniors Program.

We sincerely appreciate the financial assistance we receive in support of our children and seniors.

Thank you,

Sandra S. Sartin
Interim Town Clerk/Finance Officer

S

Attachments

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Town of Aurora

Amount Requested \$ 7,000

	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimated Actual Expenses	FY2018-19 Budget Request
REVENUES:				
Requested from Beaufort County	4,500	4,500	4,500	7,000
Federal				
State				
Cities/Towns				
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers				
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:	4,500	4,500	4,500	7,000
EXPENSES:				
Salaries and Benefits				
Program Services	4,000	1,500	4,000	3,500
Contractual Services		300		500
Commodities & Supplies		1,700		2,500
Fundraisers				
Capital				
Other	500	500	500	500
TOTAL:	4,500	4,500	4,500	7,000

Organizational Data

President:

Executive Director:

Treasurer

Other Officers:

Please see attached

Completed by: Sandra S. Martin
(Signature)

Date: 3-1-18

Sandra S. Martin
(Name)

Interim Town Clerk/Finance Officer
(Title)

Phone: 252-322-4611

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

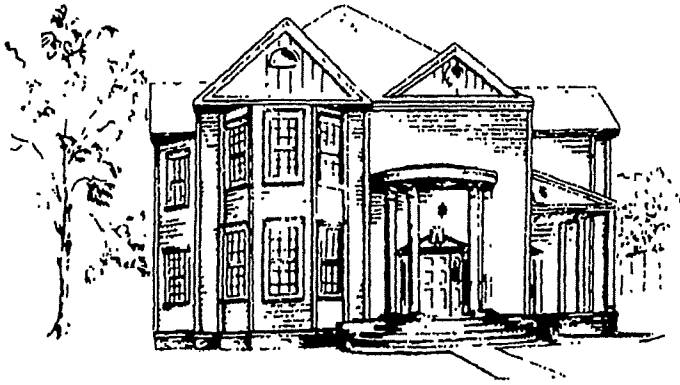
Budget Form 2

Agency: Town of Aurora

1. WHOM DO YOU SERVE?	Fiscal 2016-17 Last Yr Actual	Fiscal 2017-18 This Yr Estimated	Fiscal 2018-19 Next Yr Projected
Unduplicated count of individuals served (<i>if family, please count individual members</i>) TOTAL:	217	300	325
1a. Total continuing from previous fiscal year		275	300
1b. Total new for the year		25	25
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:	217	300	325
2a. Washington			
2b. Washington Park			
2c. Chocowinity			
2d. Bath			
2e. Belhaven			
2f. Aurora	196	200	225
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown	21	100	100
3. AGE GROUP TOTAL:	217	300	325
3a. Infants through 4 years of age			25
3b. 5 through 12 years of age		25	25
3c. 13 through 17 years of age		160	150
3d. 18 through 29 years of age		40	50
3e. 30 through 64 years of age			
3f. 65 and over	75	75	75
3g. Not known or not applicable	142		
4. INCOME OF PARTICIPANTS TOTAL:	217	300	325
4a. Below official poverty level (\$12,000)			
4b. At or near poverty level	217	125	150
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Not known or not applicable		175	175
5. SEX TOTAL:	217	300	325
5a. Male			
5b. Female			
5c. Not recorded	217	300	325

Agency:	Town of Aurora
Contact Information:	P. O. Box 86, Aurora, NC 27806-0086 252-322-4611 <u>aurora@embarqmail.com</u>
Amount Requested:	\$7,000.00

-231-



Established 1880

Town of Aurora

Mayor
Clif Williams

Commissioners

W. C. Boyd

John Farrow

Brad Lee

Jeff Peed

Interim Town Clerk
Sandra S. Sartin

BOARD OF COMMISSIONERS
January 1, 2018

Clif Williams, Mayor
876 Grace Drive
Aurora, NC 27806
252-637-8778
clifw@aurind.com

Brad Lee, Mayor Pro-Tem
P. O. Box 64
Aurora, NC 27806
252-322-8231
brad.lee@nutrien.com

W. C. Boyd, Commissioner
470 Pearl Street
Aurora, NC 27806
252-944-1778
wboyd66828@aol.com

John Farrow, Commissioner
P. O. Box 555
Aurora, NC 27806
252-474-5388
farrow_j@yahoo.com

Jeff Peed, Commissioner
404 Pearl Circle
Aurora, NC 27806
252-341-6824
jdpeed@flatlandag.com

Request for Service Expansion

Title of Service Expansion: Beaufort County Police Activities League (BCPAL)

Name of Department: Outside Agency

Purpose and Justification: Agency has requested additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$15,000.00	Additional funds requested by agency above current year allocation of \$5,000.
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$15,000.00</i>	

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: Beaufort County Police Activities League (BCPAL)

Contact Information: Al Powell, President, BCPAL
(252) 923-9482
Email: beaufortcountypal@hotmail.com

Amount Requested: **\$5,000** (approved under a continuing funding appropriation)
\$15,000 (one-time 2018 request due to mitigating circumstances)

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

BCPAL funding support: Please consider in your funding deliberations that BCPAL does not receive any financial support from the National Police Activities/Athletic League Office. All program and capital fund raising is conducted by BCPAL personnel located in Beaufort County, NC.

\$5,000:

The \$5,000 in funding that is being requested comprises funding that was approved in 2017 by the Beaufort County Commissions as part of an annual/continual funding allocation. These funds will be used to help pay the operating expenses of our new Aviation, Technology and Fitness Center (Center) that was completed on February 13, 2018. This facility will be a Beaufort County resource that will offer Beaufort County youth an opportunity to experience one of the most unique STEM programs in the US.

\$15,000 (one-time request):

The \$15,000 in funding that is being requested is to help repay \$32,000 in loans that BCPAL had to obtain to complete construction of the Center. The loans are a combination of a short-term bank loan for \$16,000 and loans from the Board and Officers to BCPAL totaling \$17,000. BCPAL will raise the remaining \$18,000 through fund raising and other sources. All logical sources of capital funding have been contacted with no success which is why we are making this request. Providing STEM programs that impact youth while trying to service unplanned debt can be difficult for a small nonprofit like ours.

Unplanned Expenses

The project experienced a total of \$51,900 in unplanned expenses that are itemized below. The BCPAL team reduced the \$51,900 in unplanned expenses down to \$32,000 by the end of the construction by working with local subcontractors and suppliers to renegotiate materials and services.

Despite the unanticipated (unbudgeted) expenses of \$32,000, the building construction was completed February 13, 2018. BCPAL raised \$197,000 in capital donations from corporate, foundation and private sources. BCPAL staff then borrowed \$32,000 to complete the construction. This made the cost to complete the Center \$229,000 (\$197,000+\$32,000). This equates to a remarkable \$38 per square foot

BCPAL (continued)

construction cost. This is exceptionally low for a 6,000 square foot commercial building that meets the hurricane wind code and the latest NC energy efficiency requirements for metal buildings. The normal construction cost is \$50-\$60 per square.

The unanticipated (unbudgeted) \$51,900 expenses that BCPAL encountered were not caused by any actions or negligence by BCPAL and consisted of the following:

1. \$19,000: The metal building shell was ordered before the site excavation started in 2016. After the metal building shell was ordered, two subcontractors determined the job was too complex and withdrew from the project. New subcontractors had to be hired that charged more.
 2. \$7,000: A vendor made a \$7,000 pricing error in material costs.
 3. \$23,000: When the site excavation was started, a dormant septic tank field was discovered where the foundation would be poured. To resolve this situation, BCPAL incurred \$23,000 in unanticipated excavation costs to remove 80 truckloads of bad dirt/debris and bring in 100 loads of sand to make the site suitable to build on.
 4. \$2,900: The HVAC subcontractor did the installation for free; however, his "volunteer" workforce left him after one day putting the HVAC installation behind by two months. The HVAC subcontractor was forced to locate "paid" help to complete the HVAC installation.
-

Programs

Since our formation in June 2012, our summer camp program has attracted middle school aged youth from different parts of Beaufort County, including Aurora, Belhaven, Chocowinity and Washington. High school aged students have also participated in our programs as student mentors.

This summer we will offer two summer camp programs at our new building; our improved four-week Aviation and Boating STEM Camp for 24 middle school students and a new two-week Aviation Orientation Camp for 15 high school students. We will continue to offer afterschool programs and introduce customized weekend programs. The US Coast Guard Auxiliary will use the classroom to conduct boat safety courses for the public. The City of Washington and Beaufort County first responders will also be able to use the classroom for training.

We are currently conducting a computer aided design (CAD) program at our new building for students from the Boys and Girls Club-Washington. This program will teach the 5th-8th grade students basic engineering skills relative to using CAD software to build an electric vehicle using a 3-D printer. The aerodynamic efficiency of their vehicle design will be tested in a mini-wind tunnel.

We intend to offer a new voluntary biometric health risk assessment testing program to youth that participate in our programs. To conduct this program, BCPAL will partner with the Beaufort County Health Department (BCHD) and the BCCC Allied Health Science Department. We will also explore ways to educate low/middle income families about the importance of fitness, diet and nutrition. A dedicated section of our new facility will be used for this new health initiative noting that the Director of the BCHD is the Vice-President of BCPAL.

Impact

The building passed the final inspection on February 13, 2018. One objective for 2018 was to have the building completed by February 2018 to: (1) start an historic three-month afterschool STEM program with the Boys and Girls Club youth, and (2) expand our partnership with the National Air and Space

BCPAL (continued)

Administration (NASA) by having the capability to stream Internet based NASA educational material to our building. Despite the setbacks with the construction of this building, not one youth in Beaufort County has been penalized because we cancelled any planned STEM programs. We have used other locations to conduct the programs.

Approximately 1,000 Beaufort County students have been exposed to one of our programs since we started. It costs about \$75,000 to incarcerate a juvenile for one year. If we have prevented these youth from being incarcerated for one year, our program has saved the County and state about \$75,000,000 in incarceration costs.

Washington City Council Resolution

In January 2016, the Washington City Council made an unprecedented move and approved a resolution authorizing BCPAL to lease land at the Washington Warren Airport to construct a unique facility. It was understood that BCPAL would raise the capital funds to construct this facility.

Income and Expense Notes

Funds that have been obtained/donated strictly for the building construction project cannot be used for STEM program operating expenses nor can STEM programming funds be used for building expenses.

Enclosure

Included in this package is a summary of the youth and community service activities that BCPAL conducted during 2017 for Beaufort County youth. BCPAL was selected by the Beaufort County/Washington Chamber of Commerce as the "Nonprofit of the Year" in 2015 for its community service throughout Beaufort County from 2012 through 2015. We have continued to serve Beaufort County youth.

Completed By:

Alvin D Powell
Printed Name & Position

Alvin D Powell, Pres., BCPAL 3/04/18
Signature & Date

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: _____

1. WHOM DO YOU SERVE?	Fiscal 2016-17 Last Yr Actual	Fiscal 2017-18 This Yr Estimated	Fiscal 2018-19 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) TOTAL:	325	340	940
1a. Total continuing from previous fiscal year	5	7	10
1b. Total new for the year	320	333	930
1c. Total terminated during the year	2	4	2
2. RESIDENCE OF PARTICIPANTS TOTAL:			
2a. Washington	130	130	295
2b. Washington Park	20	20	30
2c. Chocowinity	50	60	150
2d. Bath	40	40	40
2e. Belhaven	30	35	100
2f. Aurora	45	45	45
2g. Pantego	10	10	20
2h. Pinetown			10
2i. Outside Beaufort County or Unknown			250
3. AGE GROUP TOTAL:			
3a. Infants through 4 years of age			
3b. 5 through 12 years of age	60% (11-12)	60% (11-12)	40% (11-12)
3c. 13 through 17 years of age	40% (13-15)	40% (13-15)	55% (13-17)
3d. 18 through 29 years of age			5% (18)
3e. 30 through 64 years of age			
3f. 65 and over			
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS TOTAL:			
4a. Below official poverty level (\$12,000)	75%	75%	75%
4b. At or near poverty level	20%	20%	20%
4c. Middle income (\$30,000)	5%	5%	5%
4d. Upper income (\$60,000)			
4e. Not known or not applicable			
5. SEX TOTAL:			
5a. Male	45%	45%	40%
5b. Female	55%	55%	60%
5c. Not recorded			

Note: Total participant number comprised of cumulative number of annual participants that attends the "BCCC STEM Career Day", Summer Boating & Aviation Camp and afterschool STEM program. In 2018 we are adding a new regional high school "STEM Expo and Career Day" at the Washington Warren Airport that will increase the participant numbers (STEM=science, technology, engineering and math) These are all programs coordinated by BCPAL.

BCPAL Accomplishments in 2017

The Beaufort County PAL (BCPAL) was formed in June 2012 as a 501c3 nonprofit based in Washington, NC. The mission is to proactively: (1) expose a diverse mix of at-risk area youth (regardless of race, sex or economic situation) to Science, Technology, Engineering and Math (STEM) topics/careers through aviation and boating, (2) improve the relationship between the community and youth with first responders, including law enforcement through a variety of community events, (3) work in partnership with the Beaufort County Health Department to educate youth about the importance of fitness, diet and nutrition, and (4) develop good life-skills. The four-week summer camp program includes both breakfast and lunch for the participating youth in addition to daily swimming lessons.

The BCPAL STEM program is a novel holistic program and the only one of its type in NC and possibly the US. The BCPAL program has been recognized by the NC Department of Transportation-Aviation Division as a “first of its kind” program and will be listed on their website as one of only six aviation educational/training programs in NC in 2017. BCPAL uses a holistic interventional syllabus to integrate STEM concepts, life-skills and diet/nutrition awareness. The success of the BCPAL program is result of the “hands-on” leadership-its officers demonstrate and their diverse backgrounds:

1. President-Alvin Powell; retired FBI Chief-Counterterrorism Unit/Supervisory Special Agent and pilot/Certified Flight Instructor; NC Police Instructor and US Coast Guard Auxiliary Instructor
2. Vice-President-James Madson; Director, Beaufort County Health Department and retired Lt. Colonel, US Army-Medical Officer
3. Secretary-Amanda Carlisle, MS-Chemistry, Lead Chemistry Instructor, BCCC
4. Treasurer-Gary Robitaille; retired US Army Instructor Pilot and former Wing Commander-Vermont National Guard; sailboat owner/operator

The officers are supported by a diverse/experienced and active Board of Directors. Our Board consists of representatives from the academic, engineering, legal, aviation, boating, accounting, and technology communities. A cadre of Program Coordinators with terminal degrees and/or special certifications, Team Leaders and Volunteers (including high school and college students) comprise the “team” that has helped BCPAL reach its goals to date.

BCPAL was honored to be selected as the 2015 Nonprofit of the Year for its accomplishments. However, the 2017 accomplishments were significant, especially in the fund-raising area for our new building and leveraging of program resources for the greatest impact. BCPAL’s creating partnerships with organizations like the National Air and Space Administration (NASA), The Boys and Girls Club of the Coastal Plain, Little Washington Sailing School, BCCC, Beaufort County Schools and ECU (and others) has been one of our best success stories.

BCPAL (continued)

During 2017 BCPAL accomplished the following:

- January-February: Conducted a first-time afterschool STEM Computer Aided Drawing and 3-D printer program at the WHA Community Center using Burroughs Wellcome Fund (BWF) grant funds to purchase high tech equipment. Most of the students that attended were selected by the Cornerstone Family Worship Center; a faith-based organization. The program received media coverage.
- June-July: Conducted a novel/improved FAA approved four-week aviation/boating summer camp using BWF grant funds; the program exposed the 19 youth to aviation, boating, hot air balloons, life-skills, swimming, scuba diving, snorkeling, kayaking, sail boating, horseback riding, hands-on STEM projects and flying an actual airplane. Cost per student was \$1,700 paid for by the BWF grant. A free breakfast and lunch was included in the program. Lee Chevrolet provided the van for transportation at no cost.
- June-July: Summer camp program included field trips to Seymour Johnson Air Force Base, Goldsboro, NC. US Marine Corps Air Station, Cherry Point, NC and the US Coast Guard Station, Hobucken, NC. These field trips exposed the students to the exceptional individuals in the military and the unique career/educational opportunities. The students were able to look at a USAF F-15 fighter jet, USAF KC-135, and an USMC C-130. They toured the USMC Harrier Jet training school, climbed in the cockpit of a USAF 500,000-pound KC-135 tanker/cargo plane, and visited a “state of the art” fire station at Seymour Johnson AFB which included a tactical demonstration of their fire-fighting equipment. The US Coast Guard base personnel set-up a series of physical fitness stations and contests to simulate the type of fitness skills the students will need to be in the Coast Guard.
- July: Grady-White provided BCPAL with \$1,000 for their summer STEM Aviation and Boating Camp.
- October: Conducted a First Responder Community Service Award ceremony for five “first responder” recipients from the law enforcement and non-law enforcement community. Ceremony was conducted at the PAL 5th annual dinner dance at the Washington Yacht and County Club.
- November: Signed a historic Memo of Understanding (MOU) with the ECU AmeriCorp STEM East Program; BCPAL will sponsor two BCCC Early College program students. In return for this sponsorship the student will log 900 hours of community service during a 12-month timeframe. The 900 hours will be obtained by the students serving as tutors at the BCCC Early College program, the BCCC Industrial Technology Engineering Degree program, and the BCPAL program.
- December: Coordinated a successful STEM Youth Career Day at BCCC for approximately 350 7th graders; Organizations that participated were NASA, PotashCorp, DSM, and BCCC Allied Health and Science Department. The East Care medi-vac helicopter was scheduled to land in front of the students; however, this had to be cancelled due to poor weather. This was the largest program of this type conducted at BCCC.

- December: BCPAL raised close to \$200,000 in capital funds to construct their building;
- December; Awarded a \$179,900 STEM programming grant from the prestigious Burroughs Welcome Fund (BWF). This is a three-year grant; we received the first disbursement of \$60,000 from the BWF grant in December. We are the first nonprofit in eastern NC to receive a renewal STEM grant from the BWF. These funds cannot be used for capital construction.
- December: BCPAL was awarded a \$5,000 mid-year grant from the United Way for the 2018 after-school program at our new building for program expenses.
- January 2018: The AmeriCorps STEM East program will compensate college students to help BCPAL staff the afterschool STEM program and the four-week summer Aviation and Boating STEM Camp. The AmeriCorp students will also be authorized to support other community service activities in Beaufort County to obtain their 900 hours. In return, the AmeriCorp students will receive an annual \$5,000 living stipend and \$3,000 toward their academic debt from AmeriCorp STEM East. BCPAL will pay \$1,000 to sponsor the one BCCC student under the 900 hour program and \$300 to sponsor another student under the 300 hour program.
- February 2018: Completed the construction of a unique 6,000-square foot Aviation, Technology and Fitness Center. This is the first time in Beaufort County a construction project of this type has been completed, especially at the airport. Student capacity will double because of the new building.
- In February 2018, a “unique” STEM program is being conducted using CAD software to design cars with 3-D printers and wind tunnels to test drag efficiency will be conducted at our new Aviation, Technology Center for 10-15 students twice per week. We will implement the BCPAL afterschool program using students recruited by the Boys and Girls Club of the Coastal Plain.

**Beaufort County Police Activities League,
Inc.**

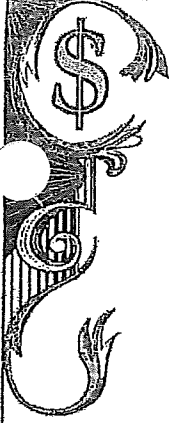
**FINANCIAL STATEMENTS AND
ACCOUNTANT'S REVIEW REPORT**

**Dec 31,
For the Years Ended ~~June 30~~, 2017 and 2016**

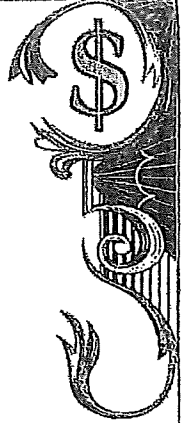
Beaufort County Police Activities League, Inc.

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TOM ROBINSON



Certified Public Accountant
and Consultant

822 W. 5th Street
Washington, NC
27889
Phone: (252) 975-1225
Fax: (252) 975-2840

INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To the Board of Directors of
Beaufort County Police Activities League, Inc.
Washington, North Carolina

I have reviewed the accompanying financial statements of Beaufort County Police Activities League, Inc. (a non-profit corporation), which comprise the statements of financial position as of December 31, 2017 and 2016, and the related statements of activities, changes in net assets, statements of functional expenses and cash flows for the years then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of company management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, I do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

Accountant's Responsibility

My responsibility is to conduct the review engagements in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require me to perform procedures to obtain limited assurance as a basis for reporting whether I am aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. I believe that the results of my procedures provide a reasonable basis for our conclusion.

Accountant's Conclusion

Based on my reviews, I am not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Tom Robinson
Certified Public Accountant

January 15, 2018

FINANCIAL STATEMENTS

Beaufort County Police Activities League, Inc.
Statements of Financial Position
December 31, 2017 and 2016

ASSETS

	<u>2017</u>	<u>2016</u>
Current Assets		
Cash	\$ 117,788	\$ 134,895
	117,788	134,895
Fixed Assets		
Construction in progress	232,811	121,767
Total Assets	\$ <u>350,599</u>	\$ <u>256,662</u>

LIABILITIES AND NET ASSETS

Current Liabilities		
Accounts Payable and Accrued Expenses	\$ 1,056	\$ 10,756
Line of credit	16,000	-
Short-Term Loans - Directors	3,500	-
Total current liabilities	<u>20,556</u>	<u>10,756</u>
Net Assets		
Restricted	232,811	121,767
Unrestricted	97,232	124,139
Total net assets	<u>330,043</u>	<u>245,906</u>
Total liabilities and net assets	\$ <u>350,599</u>	\$ <u>256,662</u>

Beaufort County Police Activities League, Inc.
Statements of Activities
For the Years Ended December 31, 2017 and 2016

Unrestricted Net Assets

	<u>2017</u>	<u>2016</u>
Support and Revenue		
Corporate and Other Grants	122,157 \$	186,320
Contributions and Gifts	36,792	82,006
United Way	7,750	11,250
Local Governmental Awards	5,000	-
Miscellaneous Income	84	-
	<u>171,783</u>	<u>279,576</u>
 Expenses		
Program Expenses	72,514	43,396
Fund Raising Expenses	6,983	7,482
Management and General	8,148	3,393
	<u>87,646</u>	<u>54,271</u>
 Change in Unrestricted Net Assets	 <u>84,138 \$</u>	 <u>225,305</u>

The notes to the financial statements are an integral part of these statements

Beaufort County Police Activities League, Inc.
Statements of Changes in Net Assets
For the Years Ended December 31, 2017 and 2016

Unrestricted Net Assets

	<u>2017</u>	<u>2016</u>
Balance, Beginning of Year	13,094 \$	(41,177)
Change in Unrestricted Net Assets	<u>84,138</u>	<u>54,271</u>
Balance, End of Year	<u><u>97,232</u></u> \$	<u><u>13,094</u></u>

The notes to the financial statements are an integral part of these statements

Beaufort County Police Activities League, Inc.
Statements of Functional Expenses
For the Year Ended December 31, 2017

	Program Expenses	Fundraising	Management and General	Total
Direct Program Cost	\$ 56,008	\$ -	\$ -	\$ 56,008
Contract Services	10,572	-	-	10,572
Fund Raising	-	6,983	24	7,007
Supplies	1,984	-	1,166	3,150
Travel and Conferences	-	-	2,861	2,861
Professional Fees	2,147	-	61	2,208
Printing and Copying	1,189	-	669	1,858
Insurance	-	-	1,400	1,400
Dues and Subscriptions	-	-	1,050	1,050
Rent, Parking and Utilities	565	-	-	565
Miscellaneous	-	-	476	476
Fees	49	-	242	291
Postage and mailing service	-	-	200	200
Total Expenses	\$ <u>72,514</u>	\$ <u>6,983</u>	\$ <u>8,148</u>	\$ <u>87,646</u>

Beaufort County Police Activities League, Inc.
Statements of Functional Expenses
For the Year Ended December 31, 2016

	Program Expenses	Fundraising	Management and General	Total
Direct Program Cost	\$ 38,233	\$ -	\$ -	\$ 38,233
Fund Raising	-	7,482	-	7,482
Insurance	2,257	-	1,803	4,060
Advertising	1,299	-	-	1,299
Supplies	-	-	1,104	1,104
Travel and Conferences	886	-	-	886
Dues and Subscriptions	621	-	-	621
Fees	-	-	310	310
Printing and Copying	-	-	112	112
Professional Fees	100	-	-	100
Postage and mailing service	-	-	43	43
Miscellaneous	-	-	21	21
Bad Debts	-	-	-	-
Contract Services	-	-	-	-
Total Expenses	\$ <u>43,396</u>	\$ <u>7,482</u>	\$ <u>3,393</u>	\$ <u>54,271</u>

Beaufort County Police Activities League, Inc.
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017 and 2016

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The summary of significant accounting policies of Beaufort County Police Activities League, Inc. (the Organization) is presented to assist in understanding the Organization's financial statements. The financial statements and notes are representations of the board of directors who are responsible for their integrity and objectivity. These accounting policies conform to generally accepted accounting principle and have been consistently applied in the preparation of the financial statements.

Nature of operations

The Organization, located in Washington, North Carolina, is a non-profit 501 (c)(3) organization that was organized to offer STEM (science, technology, engineering and math) educational programs to youth and expose them to first responders Law enforcement, military, fire fighters, medical field, etc).

Cash and cash equivalents

Cash and cash equivalents consist primarily of cash on deposit, and certificates of deposit readily convertible into cash and purchased with original maturities of three months or less.

Revenue and Cost Recognition

The Organization recognizes revenues cost on a modified accrual basis. That method is used because management considers total cost to be the best available measure of progress on the contracts.

Use of estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect reported amounts of assets and liabilities and the disclosures at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

Concentration of Credit Risk

The Organization maintains it cash balances at financial institutions where they are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000 at December 31, 2017 and 2016 accounts were in excess of these limits in the respected periods..

Fair Value of Financial Instruments

The Organization uses the following methods and assumptions to estimate the fair value of each class of financial instruments for which it is practicable to estimate such value:

Beaufort County Police Activities League, Inc.
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2017 and 2016

Cash and short-term investments— Carrying amount approximates fair value because of the short maturity of those instruments.

Accounts payable—the carrying value of accounts payable approximates fair value due to the short-term nature of the obligations.

Short-term debt—the fair value of the Organization's short-term debt is based on the quoted balance of those at the date of the financial statements. Current short-term debt carries an interest rate of 4% and matures in 6 months.

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JAN 23 2013

BEAUFORT COUNTY POLICE ACTIVITIES
LEAGUE INC
C/O ALVIN D POWELL
PO BOX 161
BATH, NC 27889

Employer Identification Number:
45-5501690
DLN:
17053004384003
Contact Person:
NICHOLAS R HINDS ID# 31662
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
June 15, 2012
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

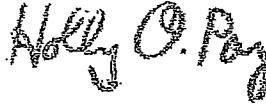
Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947 (DO/CG)

BEAUFORT COUNTY POLICE ACTIVITIES

We have sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,



Holly O. Paz
Director, Exempt Organizations
Rulings and Agreements

Enclosure: Publication 4221-PC

Letter 947 (DO/CG)

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Request for Service Expansion

Title of Service Expansion: Beaufort Hyde Martin (BHM) Regional Library

Name of Department: Outside Agency

Purpose and Justification: Agency has requested additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$9,500.00	Additional funds requested by agency above current year allocation of \$208,500.
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$9,500.00</i>	

BHM Regional Library, Inc.

158 N Market St.

Washington, NC 27889

(252) 946-6401



Brian Alligood
Beaufort County Manager
March 5, 2018

Dear Brian,

I am writing behalf of the BHM Regional Library to request an appropriation from Beaufort County for the fiscal year 2018-2019. This appropriation finances the operation of four branch libraries within the county and a share of support for regional expenses. We are requesting a service expansion of \$9,500 this year for a total appropriation of \$218,000.

The first part of our service expansion request is a \$6,000 increase to our overall children's book budget for Beaufort County. Currently, each of our four branches has an annual children's book budget of \$1,500. These funds support the purchase of everything from toddlers' board books to popular teen fiction. Book budgets in Beaufort County have been low since state budget cuts began in 2008, and our children's collections are in need of current and appealing titles for young readers. The Youth Services Librarian is currently planning programming for the upcoming Summer Reading Program; the theme for 2018 is "Libraries Rock". In order to provide a great selection of resources and to build a positive experience for children, we want to make sure that we have materials to encourage their love of reading; along with provide them with the opportunity to expand their learning skills.

The second part of our service expansion is a request for \$2,500 to fund salary adjustments. Many of our employees are earning minimum wage and have not receive a cost of living and/or pay raise since they were hired. Over the last 4 years Beaufort County Libraries has had an 82% turnover rate; which has resulted in added expenses of having to hire and train employees. To continue to provide services and resources for our libraries the salaries for employees need to be adjusted to reflect their growing skills and knowledge. This salary adjustment will allow our libraries to retain employees, reduce expenses, and eliminate the lack of services; which results from having to constantly hire and train new employees.

The last part of our request is for \$1,000 to cover the added expenses for the shared Integrated Library System (NC Cardinal) automation system for the Beaufort County Libraries. For the upcoming 2018-2019 the cost of participating in the NC Cardinal consortium is expected to increase by \$2,000. NC Cardinal is more than just an ILS; it allows Beaufort County residents expanded library services by providing them with access to additional materials from across our state.

BHM Regional Library, Inc.

158 N Market St.

Washington, NC 27889

(252) 946-6401



On behalf of the BHM Library, I'd like to thank the Beaufort County Commissioners for their continued support. We appreciate that in tough economic times the county has continued to support its libraries. We look forward to growing and continuing to provide excellent service to our community next year.

Sincerely,

A handwritten signature in cursive script that reads "Amanda M. Corbett".

Amanda Corbett
Director, BHM Regional Library
acorbett@bhmlib.org
252-964-4501 ext. 3

**BHM REGIONAL LIBRARY
BEAUFORT COUNTY FUNDS
PRELIMINARY BUDGET 2018-2019**

INCOME

Beaufort County	4.6% increase	218,000
City of Washington		7,800
Town of Aurora		4,150
Town of Belhaven		7,100
Town of Bath		2,500

TOTAL: **\$239,550**

EXPENSES

\$158,665

Personnel Salaries & benefits for: Aurora: Branch Mgr. I FT, 1 Lib. Asst. I PT, 1 Lib. Clerk PT; Bath: Branch Mgr. I PT, 3 PT Lib. Clerks, 1 PT Lib Asst.; Belhaven: Branch Mgr. I FT, 2 PT Clerks; HQ: 2 Lib. Clerk PT.

129,819	Total Salaries
9,960	FICA
13,800	Health Insurance
115	Life Insurance
4,971	Retirement

20,000 BOOKS

8,000	Lease plans for Aurora, Belhaven, Bath and B&T funds for HQ
12,000	Children's Books (Aurora, Bath, Belhaven, HQ)

400 Magazines (Aurora, Bath, Belhaven)

3,000 DVDs (Aurora, Belhaven)

4,794 Internet and Phone

15,035 Rent and Building Maintenance

HQ Rent and cleaning, Bath Rent, PO Boxes

1,055 Copier Maintenance

1,000 Equipment

2,250 Supplies *Belhaven and Bath*

9,548 Utilities *HQ, Bath, Aurora*

1,000 NC Cardinal

22,803 Regional Expenses (see explanation below)

\$239,550 TOTAL EXPENSE

The division of regional expenses paid with county funds amounts to .48 per capita

	<u>POPULATION</u>	<u>PER CAPITA</u>
Beaufort	47,507	\$ 22,803
Hyde	5,721	\$ 2,746
Martin	23,699	\$ 11,376
	<u>76,927</u>	<u>\$ 36,925</u>

**Population figures
US Census Bureau 2010**

Beaufort County, North Carolina

REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Beaufort Hyde Martin Regional Library Amount Requested \$ 218,000

	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimated Actual Expenses	FY2018-19 Budget Request
REVENUES:	203,500	208,500	208,500	218,000
Requested from Beaufort County				
Federal	34,540	34,540	34,540	
State	302,831	302,881	302,881	
Cities/Towns	122,150	119,650	119,650	122,150
United Way	0	0	0	
Other Counties excluding Beaufort County	141,232	150,232	150,232	153,500
Other:				
Donations/Fundraisers				
Fees/Dues	27,187	12,000	12,000	
Sales				
Miscellaneous	62,344	81,811	81,811	
Beginning Balance (Deficit)				
TOTAL:	893,784	909,614	909,614	
EXPENSES:				
Salaries and Benefits	613,599	613,599	613,599	
Program Services				
Contractual Services				
Commodities & Supplies				
Fundraisers	0	0		
Capital				
Other	267,913	316,930	316,930	
TOTAL:	881,512	930,529	930,529	

Organizational Data

Board Chairman: Carol Cutler

Executive Director: Amanda Corbett

Finance Officer: Amy Asby

BHM Board Members: Ed Modlin, Jerry Langley, Bill Schaefer, Sudie Reason, Cherie Taylor, Vicki Chapman, Betty Burleson, Liz Hotchkiss, Gwen Mullen, Allison Stalls, Bill Webb, Carol Cutler

Completed by: Amanda M. Corbett
(Signature)

Date: 3/5/2018

Amanda Corbett
(Name)

Director
(Title)

Phone: 252-946-6401

Beaufort County, North Carolina

PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Beaufort Hyde Martin Regional Library

1. WHOM DO YOU SERVE?	Fiscal 2016-17 Last Yr Actual	Fiscal 2017-18 This Yr Estimated	Fiscal 2018-19 Next Yr Projected
Unduplicated count of individuals served (<i>if family, please count individual members</i>) TOTAL:			
1a. Total continuing from previous fiscal year	13,581	20,238	21,738
1b. Total new for the year			1,500
1c. Total terminated during the year	0		
2. RESIDENCE OF PARTICIPANTS TOTAL:			
2a. Washington	1,374	5466	
2b. Washington Park			
2c. Chocowinity		1316	
2d. Bath	1,047	1046	
2e. Belhaven	2,561	2847	
2f. Aurora	654	682	
2g. Pantego		681	
2h. Pinetown		509	
2i. Outside Beaufort County or Unknown			
3. AGE GROUP TOTAL:			
3a. Infants through 4 years of age			
3b. 5 through 12 years of age	1,427	1,476	
3c. 13 through 17 years of age	232	247	
3d. 18 through 29 years of age			
3e. 30 through 64 years of age	18,322	18,515	
3f. 65 and over			
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS TOTAL:			
4a. Below official poverty level (\$12,000)			
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Not known or not applicable	4,007	20,238	
5. SEX TOTAL:			
5a. Male		4,867	
5b. Female		6,871	
5c. Not recorded	4,007	8,500	

Please Note: We used active library card holders as an indicator of unduplicated individuals served but this is not an accurate measure of overall library services. This figure does not include visitors and tourists who use the library, computer users who do not have library cards, children who attend library programs through a preschool or daycare facility, children who use library materials checked out on an adult's card, adults at nursing homes

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Beaufort Hyde Martin Regional Library

served through book deposit programs, adults who attend library programs but do not check out books, or many other categories of library users.

Additional Statistics for Beaufort County Library Branches:

	2016-2017	2017-2018 as of February 28, 2018
Library Visits:	39,011	23,405
Computer Users:	12,940	7,744
Adult Books Circulated	23,941	14,928
Children's Books Circulated	6,979	2,931
DVDs Circulated:	6,372	3,722
Audiobooks	685	576
Adult Program Attendance:	494	510
Children's Program Attendance:	2,964	1,541

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: Beaufort Hyde Martin Regional Library

Contact Information: 158 N. Market St.

Washington, NC 27889

Amount Requested: \$218,000

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

Please see attached letter and budget.

Completed By: Amanda Corbett - Director
Printed Name & Position

Amanda M. Corbett March 5, 2018
Signature & Date

Request for Service Expansion

Title of Service Expansion: Boys & Girls Clubs of the Coastal Plain

Name of Department: Outside Agency

Purpose and Justification: Agency has requested additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$10,000.00	Additional funds requested by agency above recurring annual allocation of \$40,000.
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$10,000.00</i>	

Beaufort County, North Carolina
REQUEST FOR CITY FUNDING SUPPORT

Budget Form 1

Agency: Boys & Girls Clubs of the Coastal Plain

Amount Requested: \$50,000

	FY-2016-17 Actual	FY-2017-18 Budget	FY-2017-18	FY 2018-19 Budget Request
REVENUES:				
Requested from Beaufort County	45,000	50,000	50,000	50,000
Federal	7,650	-	6,220	8,000
State	19,779	13,890	17,642	17,200
Cities/Towns	48,500	54,330	73,328	65,000
United Way	15,000	10,000	15,000	10,000
Other Counties excluding Beaufort County	-	-	-	-
Other:				
Donations/Fundraisers	178,435	241,000	253,303	224,500
Fees/Dues	5,328	2,750	5,398	6,750
Sales	-	-	-	-
Miscellaneous	34,670	19,700	161,170	53,000
Beginning Balance (Deficit)				
TOTAL:	309,362	341,670	532,061	384,450
EXPENSES:				
Personal Services	147,411	142,718	121,328	114,870
Programs Services	1,607	2,100	1,163	1,500
Contractual Services	-	-	-	-
Commodities & Supplies	12,973	12,200	14,822	14,450
Fundraisers	3,102	-	1,044	2,000
Capital	-	-	-	-
Other	159,370	145,914	182,453	138,720
TOTAL:	324,463	302,932	320,810	271,540

Organizational Data

President: Kimberly Boyd

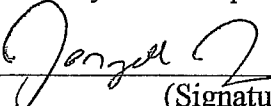
Executive Director: n/a

Treasurer: Paul Anderson

Other Officers: Board Chair – Jill Camnitz

Board Vice-Chair – Bynum Satterwhite

Secretary – Steve Stephenson

Completed by: 
 (Signature)

Donyell Jones

(Name)

Chief Operating Officer

(Title)

Date: 3/1/18

Phone: (252) 355-2345 ext 203

Beaufort County, North Carolina

PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Boys & Girls Clubs of the Coastal Plain

1. WHOM DO YOU SERVE?	Fiscal 2016-17 Last Yr Actual	Fiscal 2017-18 This Yr Estimated	Fiscal 2019 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) TOTAL:	254	172	200
1a. Total continuing from previous fiscal year	167	109	115
1b. Total new for the year	87	63	85
1c. Total terminated during the year	132	80	85
2. RESIDENCE OF PARTICIPANTS TOTAL:	254	172	200
2a. Washington City Limits	142	124	145
2b. Washington Extra Territorial Jurisdiction	0	0	0
2c. Washington Park	0	0	0
2d. Chocowinity	13	3	3
2e. Bath	0	0	0
2f. Belhaven	66	30	42
2g. Aurora	2	2	2
2h. Pantego	16	0	0
2i. Pinetown	1	0	0
2j. Outside Beaufort County or Unknown	14	13	8
3. AGE GROUP TOTAL:	254	172	200
3a. Infants through 4 years of age	0	0	0
3b. 5 through 12 years of age	177	132	178
3c. 13 through 17 years of age	76	38	20
3d. 18 through 29 years of age	1	2	2
3e. 30 through 64 years of age	0	0	0
3f. 65 and over	0	0	0
3g. Not known or not applicable	0	0	0
4. INCOME OF PARTICIPANTS TOTAL:	254	172	200
4a. Below official poverty level (\$ 9,084)	159	100	110
4b. At or near poverty level	54	52	74
4c. Middle income (\$ 30,280)	41	20	16
4d. Upper income (\$ 55,999+)	0	0	0
4e. Nor known or not applicable	0	0	0
5. SEX TOTAL:	254	172	200
5a. Male	135	105	115
5b. Female	119	67	85
5c. Not recorded	0	0	0

Beaufort County
Request for City Appropriation
Budget Form 3

AGENCY: Boys & Girls Clubs of the Coastal Plain – Belhaven and Washington Units

Contact Information: Theresa Gilmore, Chief Development Officer
621 W. Firetower Road, Winterville, NC 28590
252-355-2345 ext 214 Theresa@bgccp.com

Amount Requested: \$50,000

Please outline what the City appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

The Belhaven and Washington Units of Boys & Girls Clubs of the Coastal Plains are grateful for previous financial support provided by Beaufort County. We are requesting \$50,000 for the 2018-2019 fiscal year to support general operating costs which allows us to keep the Club open and serving youth, both during the academic year and the summer. Funding received by Beaufort County will be utilized to pay a portion of the following budgeted expenses: staff salaries (\$114,870); program services (1,500); and supplies (\$14,050).

Beaufort County Units has an annual membership of 172 members, ages 6-18, and serves approximately 69 members daily. Of those, 39% are female and 61% are male; 94% are African American, 4% are Caucasian, and 2% are Bi-racial; 93% qualify for free or reduced school lunch; 80% live in single-parent households; and 91% live in a home with a household income below \$25,000.

Both Units are open from 2:30-7:00 p.m., Monday through Friday during the school year and from 7:00 a.m.-6:00 p.m. during non-school days (teacher workdays, ½ school days, and some holidays) and summer. Other options for afterschool care would far exceed the annual academic year membership fee of \$100 in Washington and \$25 in Belhaven, and free summer membership at both Units. No child is ever turned away for inability to pay the membership fee.

At the heart of the Boys & Girls Club, experience for youth is a set of targeted programs that help youth to achieve success in the three Priority Outcome Areas: **Academic Success, Healthy Lifestyles, and Good Character and Citizenship.**

Academic Success:

- **Power Hour – Making Minutes Count** – helps Club members, ages 6-18, achieve academic success by providing homework help, tutoring, and high yield learning activities, and encouraging members to become self-directed learners.

- **STEM** – Through various partnerships with Organizations such as the Beaufort Police Activities League and NC Estuarium, STEM opportunities are offered to middle school Club members year-around.
- **Workforce Readiness** – programming opportunities will provide hard and soft skills to our middle and high school members. We will implement Career Launch (helps young people explore a variety of careers, make sound educational decisions, and prepare for the world of work), Money Matters (promotes financial responsibility and independence among Club members, ages 13 – 18, by building their basic money management skills, and the opportunity to tour college and university campuses exposing members to career opportunities.

Healthy Lifestyles:

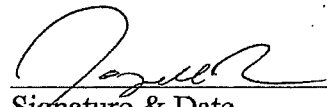
- **Child and Adult Care Food Program (CACFP):** is a USDA funded program that provides reimbursement dollars to organizations that feed their selected population. Participating organizations must meet the USDA guidelines in regard to the types of food served, portion size, and serving times. All youth in the organization benefits from this program, with the ability to receive a snack and dinner daily. In 2017, 6,458 healthy meals and 3,141 healthy snacks were served to Club members at the Beaufort County Units. In a county in which 24% of its youth below age 18 living in food insecure households, the ability to receive these meals and snacks at the Club is crucial to Club members.
- **Triple Play** – is Boys & Girls Clubs of America's comprehensive health and wellness initiative that strives to improve the overall health of members, ages 6-18, by increasing their daily physical activity, teaching them good nutrition and helping them develop healthy relationships.
- **SMART Moves** – is nationally acclaimed prevention program. Revised in 2011, the program exposes youth to various activities designed to hone their decision-making and critical-thinking skills, as well as learn how to avoid and/or resist alcohol, tobacco, other drugs and premature sexual activity.
- **Street SMART** – educates pre-adolescents about the destructive lifestyles of gangs and develops resistance and refusal skills. It consists of four program areas – gang awareness and prevention, conflict resolution, valuing differences, and peer leadership training.

Good Character & Citizenship:

- **Torch Club** – is a chartered small-group leadership and service club for boys and girls ages 11-13. Torch Club is a powerful vehicle through which Club staff can help meet the special character development needs of younger adolescents at a critical stage in their development. Torch Club members learn to elect officers and work together to implement activities in four areas: service to Club and community, education, health and fitness, and social recreation.
- **Million Members, Million Hours of Service (MMMHS)** – encourages good character and appreciation for citizenship and provides every Club member with opportunities to serve in year-round Club and community-based volunteer service experiences. BGCA encourages Clubs and provides resources to help them engage every member in at least one hour of service each year.

Completed By:

Danyell Jones Chief Operating Officer
Printed Name & Position

 3/1/18
Signature & Date



Department of the Treasury
Internal Revenue Service

OGDEN UT 84201-0029

In reply refer to: 4077550277
June 01, 2015 LTR 4168C 0
56-0927694 000000 00

00031968
BODC: TE

BOYS & GIRLS CLUBS OF THE COASTAL
PLAIN INC
621 W FIRE TOWER RD
WINTERVILLE NC 28590-9232



019781

Employer Identification Number: 56-0927694
Person to Contact: Ms Benjamin
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Apr. 22, 2015, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in March 1971.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

BOYS & GIRLS CLUBS OF THE
COASTAL PLAIN, INC.
FINANCIAL STATEMENTS
AS OF DECEMBER 31, 2016 and 2015

WILSON, JONES & GRIFFIN, P. A.
CERTIFIED PUBLIC ACCOUNTANTS

BOYS & GIRLS CLUBS OF THE COASTAL PLAIN, INC.
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FOR THE YEAR ENDED DECEMBER 31, 2016

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Schedules of Functional Expenses	7 – 8
Notes to the Financial Statements	9 – 13

WILSON, JONES & GRIFFIN, P.A.

CERTIFIED PUBLIC ACCOUNTANTS

P. O. Box 1865
114 E. 2nd Street
Washington, North Carolina 27889
(252) 946-0545
Fax (252) 974-0118

R. LEWIS JONES, C.P.A.
ROBERT T. GRIFFIN, JR., C.P.A.

MEMBER
North Carolina Association
and American Institute of
Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of
Boys & Girls Clubs of the Coastal Plain, Inc.
Winterville, North Carolina

Report on the Financial Statements

We have audited the accompanying financial statements of Boys & Girls Clubs of the Coastal Plain, Inc. (a nonprofit organization) which comprise the statements of financial position as of December 31, 2016 and 2015, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Boys & Girls Clubs Coastal Plain, Inc. as of December 31, 2016 and 2015, and the results of its operations and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Wilson, Jones & Griffin, P.A.

Wilson, Jones & Griffin, P.A.
Certified Public Accountants
July 31, 2017

BOYS & GIRLS CLUBS OF THE COASTAL PLAIN, INC.
STATEMENTS OF FINANCIAL POSITION
AS OF DECEMBER 31, 2016 and 2015

ASSETS

	<u>2016</u>	<u>2015</u>
Current Assets		
Cash and Cash Equivalents	\$ 1,151,453	\$ 1,125,437
Prepaid Expenses	26,086	16,788
Sales Tax Refunds Receivable	7,447	4,964
Grant Income Receivable	133,293	169,437
Receivable – Other	3,263	41,653
Total Current Assets	<u>1,321,542</u>	<u>1,358,279</u>
Property and Equipment		
Land	1,148,375	1,148,375
Buildings	6,369,598	6,290,594
Vehicles	282,163	282,163
Furniture & Fixtures	43,466	43,466
Equipment	168,945	138,334
Computer Software	2,765	2,765
	<u>8,015,312</u>	<u>7,905,697</u>
Less: Accumulated Depreciation	<u>(2,580,732)</u>	<u>(2,338,573)</u>
Total Property and Equipment	5,434,580	5,567,124
Other Assets		
Cash Value – Life Insurance Policies	28,959	29,017
Total Other Assets	<u>28,959</u>	<u>29,017</u>
Total Assets	\$ <u>6,785,081</u>	\$ <u>6,954,420</u>

The Accountant's Report and accompanying notes are integral parts of these financial statements.

BOYS & GIRLS CLUBS OF THE COASTAL PLAIN, INC.
STATEMENT OF FINANCIAL POSITION
AS OF DECEMBER 31, 2016 and 2015

LIABILITIES AND NET ASSETS

	<u>2016</u>	<u>2015</u>
Current Liabilities		
Accounts Payable	\$ 61,350	\$ 106,163
Payroll Taxes Payable	26,706	7,592
Accrued Payroll	<u>50,907</u>	<u>43,141</u>
Total Current Liabilities	138,963	156,896
Net Assets		
Unrestricted Net Assets	5,889,789	6,032,951
Temporarily Restricted Net Assets	99,800	79,354
Permanently Restricted Net Assets	<u>656,529</u>	<u>685,219</u>
Total Net Assets	<u>6,646,118</u>	<u>6,797,524</u>
Total Liabilities and Net Assets	\$ <u>6,785,081</u>	\$ <u>6,954,420</u>

The Accountant's Report and accompanying notes are integral parts of these financial statements.

BOYS & GIRLS CLUBS OF THE COASTAL PLAIN, INC.
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2016 and 2015

	2016	2016	2016	2016	2015
	Unrestricted	Temporarily Restricted	Permanently Restricted	Total Net Assets	Total Net Assets
Net Assets					
Revenues and Gains					
Public Support:					
Contributions	\$ 1,673,332	\$	\$	\$ 1,673,332	\$ 1,434,503
Contributions – United Way	125,568			125,568	195,739
Contributions- In-Kind	52,000			52,000	50,000
	<u>1,850,900</u>	<u>-</u>	<u>-</u>	<u>1,850,900</u>	<u>1,680,242</u>
Revenue:					
Membership	138,278			138,278	135,402
Grants	380,710	99,800		480,510	382,310
Government Support	682,049			682,049	805,403
Facilities Rental	42,315			42,315	37,355
Miscellaneous Revenue	39,258			39,258	72,793
Fundraising Income	320,324			320,324	286,752
Gain on Sale of Assets	2,500			2,500	-
Released From Restrictions	108,044	(79,354)	(28,690)	-	-
	<u>1,713,478</u>	<u>20,446</u>	<u>(28,690)</u>	<u>1,705,234</u>	<u>1,720,015</u>
Total Revenues and Gains	3,564,378	-	-	3,556,134	3,400,257
Expenses					
Program Services	3,013,448	-	-	3,013,448	2,759,416
Supporting Services					
Management and General	334,179	-	-	334,179	314,346
Fundraising Expense	359,913	-	-	359,913	328,123
Total Expenses	<u>3,707,540</u>	<u>-</u>	<u>-</u>	<u>3,707,540</u>	<u>3,401,885</u>
Increase (Decrease) in Net Assets	(143,162)	20,446	(28,690)	(151,406)	(1,628)
Net Assets at Beginning of the Year	<u>6,032,951</u>	<u>79,354</u>	<u>685,219</u>	<u>6,797,524</u>	<u>6,799,152</u>
Net Assets at the End of the Year	<u>\$ 5,889,789</u>	<u>\$ 99,800</u>	<u>\$ 656,529</u>	<u>\$ 6,646,118</u>	<u>\$ 6,797,524</u>

The Accountant's Report and accompanying notes are integral parts of these financial statements.

BOYS & GIRLS CLUBS OF THE COASTAL PLAIN, INC.
STATEMENTS OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2016 and 2015

	<u>2016</u>	<u>2015</u>
Cash flows from operating activities:		
Cash received from donors	\$ 1,850,900	\$ 1,680,242
Cash received from service recipients (internal)	222,334	244,904
Cash received from service recipients (external)	682,049	805,403
Cash received from fundraisers	320,324	285,667
Cash grants received	405,975	308,937
Interest paid	-	(17)
Cash paid to employees and suppliers (programs)	(2,688,038)	(2,524,314)
Cash paid to employees and suppliers (mgmt. & general)	(307,299)	(332,781)
Cash paid to employees and suppliers (fundraisers)	(350,615)	(340,383)
Net cash provided by operating activities	<u>135,630</u>	<u>127,658</u>
Cash flows from investing activities:		
Purchase of Fixed Assets	(109,615)	(190,840)
Net cash provided by investing activities	<u>(109,615)</u>	<u>(190,840)</u>
Cash flows from financing activities:		
Payments on note payable and line of credit	-	(56,000)
Net cash provided by financing activities	<u>-</u>	<u>(56,000)</u>
Net increase (decrease) in cash and cash equivalents	26,015	(119,182)
Cash and cash equivalents at beginning of year	1,125,437	1,244,619
Cash and cash equivalents at end of year	\$ <u>1,151,452</u>	\$ <u>1,125,437</u>
Reconciliation of change in net assets to net cash provided by operating activities:		
Change in net assets	\$ (151,406)	\$ (1,628)
Adjustments to reconcile change in net assets to net cash used by operating activities:		
Depreciation	242,159	227,128
(Increase) decrease in current assets	62,812	(81,225)
Increase (decrease) in current liabilities	(17,935)	(16,617)
Net cash provided by operating activities	\$ <u>135,630</u>	\$ <u>127,658</u>

The Accountant's Report and accompanying notes are integral parts of these financial statements.

BOYS & GIRLS CLUBS OF THE COASTAL PLAIN, INC.
SCHEDULE OF FUNCTIONAL EXPENSES
FOR THE TWELVE MONTHS ENDED DECEMBER 31, 2016

Page 1 of 2

	Program Services	Mgmt. & General	Fundraising	2016 Total
Salaries & Wages	\$ 1,490,481	160,766	132,967	1,784,214
Employee Benefits – Other	9,993	2,897	5,118	18,008
Employee Health Insurance	84,771	19,375	16,955	121,101
Payroll Taxes	138,814	12,963	11,569	163,346
Total Cost of Employees	1,724,059	196,001	166,609	2,086,669
Dues & Subscriptions	1,517	325	9,491	11,333
Dues to Boys and Girls Clubs of America	7,281	780	607	8,668
Fundraising Expenses	-	-	144,735	144,735
Interest Expense	-	-	-	-
Miscellaneous	4,856	6,973	118	11,947
Occupancy	380,518	5,084	2,823	388,425
Office Supplies & Expense	-	21,225	7,075	28,300
Postage & Printing	-	3,860	4,942	8,802
Professional Development	28,508	8,823	7,248	44,579
Professional Fees	12,000	77,412	3,976	93,388
Program Supplies & Expenses	488,763	-	-	488,763
Telephone	36,279	2,614	4,021	42,914
Vehicle Expense	82,517	7,542	4,458	94,517
Worker's Comp Insurance	10,366	1,111	864	12,341
	2,776,664	331,750	356,967	3,465,381
Depreciation Expense	236,784	2,429	2,946	242,159
Total Expenses	\$ 3,013,448	334,179	359,913	3,707,540

The Accountant's Report and accompanying notes are integral parts of these financial statements.

BOYS & GIRLS CLUBS COASTAL PLAIN, INC.
SCHEDULE OF FUNCTIONAL EXPENSES
FOR THE TWELVE MONTHS ENDED DECEMBER 31, 2015

Page 2 of 2

	Program Services	Mgmt. & General	Fundraising	2015 Total
Salaries & Wages	\$ 1,262,888	\$ 130,241	\$ 113,993	\$ 1,507,122
Employee Benefits – Other	7,906	4,999	1,822	14,727
Employee Health Insurance	73,256	10,674	8,938	92,868
Payroll Taxes	103,035	10,857	9,533	123,425
 Total Cost of Employees	 1,447,085	 156,771	 134,286	 1,738,142
 Dues & Subscriptions	 1,145	 501	 9,919	 11,565
Dues to Boys and Girls Clubs of America	6,236	869	774	7,879
Fundraising Expenses	-	-	116,354	116,354
Interest Expense	-	17	-	17
Miscellaneous	6,314	9,048	163	15,525
Occupancy	353,752	7,632	524	361,908
Office Supplies & Expense	-	15,070	5,023	20,093
Postage & Printing	-	4,033	6,639	10,672
Professional Development	24,467	6,354	9,776	40,597
Professional Services	14,151	77,546	9,736	101,433
Program Supplies & Expenses	610,063	-	-	610,063
Telephone	22,735	2,883	4,366	29,984
Vehicle Expense	31,169	27,997	27,997	87,163
Worker's Comp Insurance	18,456	2,570	2,336	23,362
 Depreciation Expense	 1,088,488	 154,520	 193,607	 1,436,615
Total Expenses	223,843	3,055	230	227,128
	\$ 2,759,416	\$ 314,346	\$ 328,123	\$ 3,401,885

The Accountant's Report and accompanying notes are integral parts of these financial statements.

BOYS & GIRLS CLUBS OF THE COASTAL PLAIN, INC.
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2016 and 2015

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities

The Boys & Girls Clubs of the Coastal Plain, Inc. (the Organization) is a nonprofit corporation organized on December 7, 1966 under the laws of the State of North Carolina to promote the health, social education, vocational and character development, and behavioral guidance to the boys and girls of Pitt, Beaufort, Martin, Lenoir, and Greene County.

The mission of The Boys & Girls Clubs Coastal Plain, Inc. is “To enable all young people, especially those who need us most, to reach their full potential as productive, caring, responsible citizens.” Its Youth Development Strategy emphasizes a sense of competence, a sense of usefulness, a sense of belonging, and a sense of power and influence.

The Organization seeks to accomplish its mission by offering a broad range of programs that focus on Character & Leadership Development, Education & Career Development, Health & Life Skills, The Arts, Sports, and Fitness & Recreation. During the year ended December 31, 2016, The Boys & Girls Clubs of the Coastal Plain, Inc. offered its programs and activities at seven locations throughout eastern North Carolina.

The Organization has an active, diverse Board of Trustees, which consists of local area business leaders, educators, financial specialists, and other professionals. The Board is supported by committees that have oversight over various aspects of its operations.

The Boys & Girls Clubs of the Coastal Plain, Inc. is affiliated with the Boys & Girls Clubs of North Carolina and the Boys & Girls Clubs of America.

Basis of Accounting

The financial statements of The Boys & Girls Clubs of the Coastal Plain, Inc. have been prepared on the accrual basis, which is in conformity with accounting principles generally accepted in the United States of America.

Financial Statement Presentation

The Boys & Girls Clubs of the Coastal Plain, Inc. presents its financial statements in accordance with Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 958 (formerly Statement of Financial Accounting Standards No. 117, *Financial Statements of Not-For-Profit Organization*). Accordingly, the Organization reports information regarding its financial position and activities according to three classes of net assets: unrestricted, temporarily restricted, and permanently restricted.

Unrestricted Net Assets

Unrestricted Net Assets include unrestricted resources which represent the portion of funds that are available for the operating activities of the Organization. Board-designated net assets represent amounts the organization has set aside for a specific purpose.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Temporarily Restricted Net Assets

Temporarily Restricted Net Assets consist of donor restricted contributions and gifts. Amounts restricted by donors for a specific purpose are deemed to be earned and reported as temporarily restricted revenue, when received, and unexpended amounts are reported as Temporarily Restricted Net Assets at year-end. When the donor restriction expires, that is, when a stipulated time or purpose restriction is accomplished, Temporarily Restricted Net Assets are reclassified to Unrestricted Net Assets and reported on the Statement of Activities as "Net Assets Released from Restrictions."

Temporarily Restricted Net assets at December 31 were as follows:

	<u>2016</u>	<u>2015</u>
Kate B Reynolds	-0-	\$21,854
PNC Grant	-0-	\$22,500
BOA Mildred S Wells Grant	\$99,800	\$35,000
Total	<u>\$99,800</u>	<u>\$79,354</u>

Permanently Restricted Net Assets

Permanently Restricted Net Assets consist of donor restricted contributions, which are required to be held in perpetuity. Income from the assets held is available for either general operations or specific purposes, in accordance with donor stipulations. The only permanently restricted net asset to the Organization is the building and land used by the Beaufort County club. An amount equal to the depreciation of the building is deemed to be released to unrestricted net assets each year.

	<u>2016</u>	<u>2015</u>
City of Washington donated Land and Building	\$656,529	\$685,219
Total	<u>\$656,529</u>	<u>\$685,219</u>

Public Support and Revenue

Grants and other contributions of cash and other assets are reported as unrestricted support if they are received with no donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reporting in the statement of activities as net assets released from restrictions. Contributions received with donor-imposed restrictions that are met in the same year in which the contributions are received are classified as unrestricted contributions.

Contributions of donated non-cash assets are recorded at their fair values in the period received. Contributions of donated services that create or enhance non-financial assets or that require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation, are recorded at their fair values in the period received.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Cash and Cash Equivalents

The Boys & Girls Clubs Coastal Plain, Inc. considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents. Cash and cash equivalents for purposes of the statement of cash flows exclude permanently restricted cash and cash equivalents. The Organization places its cash and cash equivalents on deposit with local financial institutions in the United States. In October and November of 2008 the Federal Deposit Insurance Corporation (FDIC) temporarily increased coverage to \$250,000 for substantially all depository accounts and temporarily provides unlimited coverage for certain qualifying and participating non-interest bearing transaction accounts. At December 31, 2016 and 2015, the Organization exceeded the insured amount by \$894,802 and \$662,664, respectively.

Investments

The Boys & Girls Clubs of the Coastal Plain, Inc. has adopted SFAS No. 124, "Accounting for Certain Investments Held by Not-for-Profit Organizations." Under SFAS No. 124 investments in marketable securities with readily determinable fair values and all investments in debt securities are reported at fair value for year-end financial reporting purposes. Fair value is the amount at which an investment could be exchanged between two willing parties. Fair value for financial reporting purposes is based on quoted market prices. Unrealized gains and losses are included in the change in net assets.

Property, Equipment, and Leasehold Improvements

Maintenance and repairs are expensed as incurred. Property, equipment, and leasehold improvements whose acquisition cost exceeds \$2,500 are capitalized and carried at cost. When items of property or equipment are sold or retired, the related costs and accumulated depreciation are removed and any gain or loss is included in income. Leasehold improvements are to be amortized over the shorter of the lease term or useful life.

Depreciation is calculated using the straight-line method over the estimated useful lives of the assets as follows:

Buildings and Improvements	7 – 40 years
Vehicles	3 – 10 years
Furniture and Fixtures	7 – 10 years
Equipment	5 – 10 years
Computer Software	3 years

The depreciation expense for the years ended December 31, 2016 and 2015 was \$242,159 and \$227,128, respectively.

Advertising

Advertising and marketing costs, which are included in administrative expenses, are expensed as incurred. There were no specifically classified as Advertising or Marketing for the years ending December 31, 2016 and 2015.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Income Taxes

The Boys & Girls Clubs of the Coastal Plain, Inc. is a not-for-profit corporation exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code of 1986 (IRC). As such, the Organization is not taxed on income derived from its exempt functions. However, the Organization is subject to tax on unrelated business income, which is generated from investment income and other activities not related to their stated exempt purposes. The Organization had no significant deferred income tax assets or liabilities as of December 31, 2016 and 2015, nor was there any unrelated business income for the year ended December 31, 2016 and 2015.

The Organization has evaluated its tax positions for all open tax years. Currently, the tax years subject to examination by the Internal Revenue Service are 2013, 2014, and 2015. The Organization is not currently under audit nor has the Organization been contacted by any jurisdictions. Therefore, no provision for the effects of uncertain tax positions have been recorded for the year ended December 31, 2016.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimated and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

In-Kind Contributions

Contributed services are recognized as contributions and recorded at fair value if the services create or enhance non-financial assets, require specialized skills and are performed by people with those skills and would otherwise be purchased by the Organization. During the years ended December 31, 2016 and 2015, the Organization received approximately \$52,000 and \$50,000, respectively, of in-kind services consisting of accounting services which is reflected in the accompanying financial statements. During the year, numerous volunteers provided assistance in the Organization's program services and fundraising campaigns which are not recognized as contributions.

Compensated Absences

The Organization's employees are encouraged to use leave benefits by December 31 of each year. Any time remaining at the end of the year is forfeited. Accordingly, there was no accrued vacation time to report at December 31, 2016 and 2015.

Fair Value of Financial Instruments

The Organization reports its financial assets and liabilities using a three-tier hierarchy which prioritizes the inputs used in measuring fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to unobservable inputs (Level 3 measurements).

The three levels of the fair value hierarchy are described below:

- Level 1 – Valuation based on unadjusted quoted prices in active markets for identical assets or liabilities.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

- Level 2 – Valuation based on observable quoted prices for similar assets and liabilities in active markets.
- Level 3 – Valuation based on inputs that are unobservable and are supported by little or no market activity, therefore requiring management's best estimate of what market participants would use as fair value.

A financial instrument's level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement.

Fair value estimates discussed herein are based upon certain market assumptions and pertinent information available to management. The respective carrying value of certain on-balance-sheet financial instruments approximates their fair values due to the short term nature of these instruments. These financial instruments include cash and cash payable and accrued expenses.

The Organization's Level 2 consist of cash surrender value of life insurance. The value is determined by the underwriting insurance company's valuation models, which take into account the passage of time, mortality tables, interest rates, cash value for paid up additions and dividend accumulations. The cash surrender value represents the value that the organization would receive upon surrender of these policies on December 31, 2016. The cash surrender of life insurance is included in other assets on the balance sheet.

The organization had no Level 1 or Level 3 financial instruments at December 31, 2016.

NOTE 2 – GRANTS RECEIVABLE

Grants receivable consists of amounts awarded, but not yet paid, and are due within the next fiscal year. The grants are to be used for specific programs of the Organization.

Grants receivable as of December 31, 2016 consist of the following:

	2016	2015
HHS Grant	\$ 82,208	\$ 85,310
21 st Century	22,957	22,843
USDA	-	49,450
OJP	7,004	5,400
CDBG	21,125	6,434
Total Grant Receivable	\$ <u>133,293</u>	\$ <u>169,437</u>

NOTE 3 – PENSION

The Organization participates in a 403 (B) plan with CUNA Mutual Group. An employee is eligible to participate when he is age 21 and has completed twelve (12) months of employment. Employer contributions are up to 5% of the eligible employee's compensation, and are vested at 20% after two years of service and additional 20% per year until year 6 when they are 100% vested. All Employee contributions are 100% vested.

The retirement expense for the years ended December 31, 2016 and 2015 was \$18,008 and \$14,729, respectively.

NOTE 4 – RELATED PARTIES

The Boys & Girls Clubs of the Coastal Plain, Inc. receives financial support through the fundraising and investment management efforts of the Boys & Girls Clubs of Pitt County Foundation. The Foundation is

an independent, nonprofit corporation. Accordingly, the Organization's financial statements do not include income or expenditures of the Foundation, nor do they include income from the Capital / Endowment Campaign, as it is a function of the Foundation.

During the year ended December 31, 2016 and 2015, the Organization did not receive any cash financial support from the Foundation.

NOTE 5 – LEASE COMMITMENTS

The club leases equipment and property for support. Lease payments due for the next 5 years is as follows:

2017	\$26,506
2018	\$26,505
2019	\$26,505
2020	\$15,994
2021	\$ 272
Total	<u>\$95,782</u>

NOTE 6 – SUBSEQUENT EVENTS

In May 2017, the board of Directors of the Boys & Girls Clubs of Coastal Carolina, Inc. ("BGCC") and the Boys & Girls Clubs of the Coastal Plain, Inc. (the "Organization") duly adopted and approved the Joint Resolution providing for the two entities to merge effective July 1, 2017. The Joint Resolution resolved that the Organization will be the surviving Corporation and that BGCC will be merged into the Organization. The Articles of Merger was filed with the North Carolina Secretary of State on June 21, 2017. The Board of Directors of the Merged Organization approved new Bylaws on July 27, 2017 to govern the merged Organization. The assets and liabilities of BGCC as of July 1, 2017 were transferred to the Organization and an entry was recorded on the balance sheet of the Organization.

These financial statements considered subsequent events through July 31, 2017, the date the financial statements were available to be issued.

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Request for Service Expansion

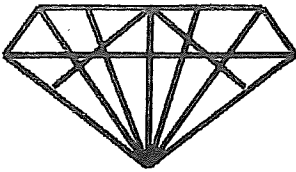
Title of Service Expansion: Citizens on Southside Together (COST)

Name of Department: Outside Agency

Purpose and Justification: Agency has requested additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$1,000.00	Additional funds requested by agency above current year allocation of \$2,000.
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$1,000.00</i>	



C.O.S.T.
CITIZENS ON SOUTHSIDE TOGETHER, INC
P.O. Box 223, Aurora, NC 27806 (252) 322-7178

Board Officers

Mattie Moore
Chairman

March 2, 2018

Patrick Moore
Vice Chairman

Delores S Cannon
Secretary

Cherise Stilley
Treasure

Galene Williams
Fundraising Chair

Beaufort County Commissioners
121 West 3rd Street
Washington, NC 27889

RE: 2018/2019 Funding Requested from Beaufort County

Thank you for the opportunity to be considered for support by the Beaufort County Commissioners again this year.

Board Members

Michael Cannon

Eula Stilley

The Citizens on Southside Together Board of Directors thank the County Commissioners for all the years of support which allows us to continue to have a safe secure park for youth on Southside Beaufort County

Staff

Charles Cannon
Executive Director

Bernard Cox
Advisor

Last Year Citizens on South Together with your contribution made a difference in the lives of so many school age children on Southside Beaufort County. This year with yours support we can do even more.

If you have any questions or need addition information please feel free to call (252) 945-9866.

Sincerely,

Charles Cannon

Charles Cannon
Executive Director

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Citizen on Southside Together (COST)

Amount Requested \$3,000.00

	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimated Actual Expenses	FY2017-18 Budget Request
REVENUES:	\$2,000.00	\$2,000.00	\$2,000.00	\$3,000.00
Requested from Beaufort County				
Federal	0			
State	0			
Cities/Towns	\$500.00	\$500.00	\$500.00	\$1,500.00
United Way	0			
Other Counties excluding Beaufort County	0			
Other: Donations/Fundraisers	\$2,500.00	\$3,000.00	\$2,500.00	\$3,500.00
Fees/Dues	\$400.00	\$500.00	\$300.00	\$500.00
Sales				
PotashCorp			\$600.00	\$400.00
PotashCorp Contractors			\$800.00	\$600.00
Beginning Balance (Deficit)				
TOTAL:	\$5,400.00	\$6,000.00	\$6,700.00	\$10,000.00
	\$0	\$0	\$0	\$0
EXPENSES:				
Salaries and Benefits				
Program Services	\$ 450.00	\$600.00	\$525.00	\$1,575.00
Park Improvement Project	0		0	\$2,000.00
Commodities & Supplies	\$ 375.00	\$625.00	\$550.00	\$1,550.00
Fundraisers	\$ 350.00	\$475.00	\$800.00	\$600.00
Capital				
Other Insurance/Telephone & Utilities	\$3,500.00	\$4,000.00	\$3,750.00	\$4,100.00
TOTAL:	\$4,675.00	\$5,700.00	\$5,625.00	\$9,825.00

Organizational Data

President:

Executive Director: Charles Ellis Cannon

Treasurer: Galene Williams

Other Officers: Board Chairman: Mattie L. Moore - Secretary: Patrick Moore

Completed by: _____

(Signature)

Date: _____

(Name)

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Citizens on Southside Together (COST)

1. WHOM DO YOU SERVE?	Fiscal 2015-16 Last Yr Actual	Fiscal 2016-17 This Yr Estimated	Fiscal 2017-18 Next Yr Projected
Unduplicated count of individuals served (<i>if family, please count individual members</i>) TOTAL:	125	130	135
1a. Total continuing from previous fiscal year	105	100	80
1b. Total new for the year	30	30	45
1c. Total terminated during the year	0	0	0
	135	130	125
2. RESIDENCE OF PARTICIPANTS TOTAL:			
2a. Washington	16	15	16
2b. Washington Park			
2c. Chocowinity	15	20	22
2d. Bath	8	5	5
2e. Belhaven	10	10	15
2f. Aurora	45	48	45
2g. Pantego	10	5	10
2h. Pinetown			
2i. Outside Beaufort County or Unknown	0	0	0
2j. Blounts Creek	16	15	15
2k. Edward	15	12	12
TOTAL:	137	130	140
3. AGE GROUP			
3a. Infants through 4 years of age	30	20	20
3b. 5 through 12 years of age	68	70	70
3c. 13 through 17 years of age	15	15	15
3d. 18 through 29 years of age	4	10	10
3e. 30 through 64 years of age	12	10	10
3f. 65 and over	6	5	20
3g. Not known or not applicable			
	135	130	145
4. INCOME OF PARTICIPANTS TOTAL:			
4a. Below official poverty level (\$12,000)	20%	15%	20%
4b. At or near poverty level	80%	85%	80%
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Nor known or not applicable			
	135	130	145
5. SEX TOTAL:			
5a. Male	67	60	67
5b. Female	68	70	78
5c. Not recorded	0	0	0

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: Citizens on Southside Together (COST)

Contact Information: Charles Ellis Cannon

Post Office Box 223 – Aurora, North 27806

Amount Requested: \$3,000.00

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

The Citizens on Southside Together Board of Directors again say thank you to the Beaufort County Board of Commissioners for the generous donations over the years for a safe secure park for the children on Southside Beaufort.

Citizens on Southside Together is a 501C (3) organization that was created because of drugs, guns and violence, a series of drive by shootings involving area youth shattering lives and destroying homes and communities located on the Southside of the river.

Citizens on Southside Together was formed and incorporated in 2006 and now works to provide local youth alternatives to gang related activities, and to help provide them with a safe secure place for outside supervised play, mentoring, education, and interpersonal skills necessary to succeed.

Last year and the years passed, with the Beaufort County Commissioners support helped purchase another piece of equipment for the park and the children have and are truly enjoying it. With your support of the park these past years our children and their parents feel good and safe knowing there is a safe place on Southside Beaufort for School aged children and senior citizen.

COST is requesting \$3,000.00 to enable us to continue to provide programs and service to improve the quality of life for low to moderate income families with school age children. With your, continue support and partnership with other agencies and fundraising we propose to purchase a Sportsplay 901-091 stand-alone shade structure – 12x20 for the park. Shades have become very popular on playgrounds because they block our 93% of harmful UV rays and most importantly they help keep the park cool.

We feel with this added piece to our park, instead of seeing large crowd of kids hanging out on street corners with nothing to do, but engage in the wrong doing, we believe this shade will attract them to the park. Our plan for the shade until we can get another piece of playground equipment which will be housed under the shade, is to use it for our Summer Program which is fortunate to have a large group of volunteers who are dedicated to the program and will be available to work with the children on improving their academic skills. A new piece has been added to our summer program this year where

area pastors will volunteer and assume the role of working with our area youth in reading skills, building self-esteem and getting along with others. Incentives will be awarded to the participants based on attendance, good behavior and general attitude. This summer program makes a meaningful difference in the lives of our area's youth and help create a safer community. Teaching high-risk youth, the skills to become successful in life is at the core of Citizen on Southside Together programs.

Thank you for the opportunity to be considered for continue support by the Beaufort County Board of Commissioners. We believe that the programs are consistent with the mission and interest of the County Commissioners., and hope that you will find it in your hearts and budget to continue to support this program.

If I can provide additional information please feel free to contact me at 252-945-9866.

Completed By: Charles Ellis Cannon, Executive Director
Printed Name & Position

Charles Ellis Cannon – March 1, 2018
Signature & Date

Citizen on Southside Together (COST)

Balance Sheet

As of February 28, 2018

Feb 28, 18

ASSETS

Current Asset

Southern Bank & Trust Company

Beaufort County Commissioners

Southern Bank Community Investment	\$400.00

Fundraising	\$300.00

Fees/Dues	\$475.00

Total Southern Bank & Trust Company	<u>\$1,175.00</u>

Total Checking/Savings	<u>\$1,175.00</u>

Total Assets	<u>\$1,175.00</u>



Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248132525
Feb. 12, 2016 LTR 4168C 0
42-1695286 000000 00
00000519
BDDC: TE

CITIZENS ON SOUTHSIDE TOGETHER
COST
% CHARLES CANNON
PO BOX 223
AURORA NC 27846



012476

Employer ID Number: 42-1695286
Form 990 required: Yes

Dear Taxpayer:

This is in response to your request dated Feb. 03, 2016, regarding your tax-exempt status.

We issued you a determination letter in August 2007, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

Our records also indicate you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If a return is required, you must file Form 990, 990-EZ, 990-N, or 990-PF by the 15th day of the fifth month after the end of your annual accounting period. IRC Section 6033(j) provides that, if you don't file a required annual information return or notice for three consecutive years, your exempt status will be automatically revoked on the filing due date of the third required return or notice.

For tax forms, instructions, and publications, visit www.irs.gov or call 1-800-TAX-FORM (1-800-829-3676).

If you have questions, call 1-877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific Time).

0248132325
Feb. 12, 2016 LTR 4168C 0
42-1695286 000000 00
00008520

CITIZENS ON SOUTHSIDE TOGETHER
COST
% CHARLES CANNON
PO BOX 223
AURORA NC 27806

Sincerely yours,

Doris P. Kenwright

Doris Kenwright, Operation Mgr.
Accounts Management Operations 1



Request for Service Expansion

Title of Service Expansion: City of Washington – Aquatic Center

Name of Department: Outside Agency

Purpose and Justification: Agency has requested funding. This is a new funding request.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$50,000.00	New funding request
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$50,000.00</i>	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT
Budget Form 1

Agency: City of Washington/Aquatic Center

Amount Requested \$ 50,000

	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimated Actual Expenses	FY2018-19 Budget Request
REVENUES:				
Requested from Beaufort County				50,000
Federal				
State				
Cities/Towns	278,321	404,668	407,264	334,257
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers	33,936	0	732	
Fees/Dues	108,633	99,350	96,232	93,500
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:	420,890	504,018	504,228	477,757
EXPENSES:				
Salaries and Benefits	171,373	195,931	195,963	203,688
Program Services	749	1,500	1,500	1,500
Contractual Services	562	600	600	660
Commodities & Supplies	166,135	232,758	229,991	263,257
Fundraisers				
Capital	82,070	73,230	76,175	8,653
Other				
TOTAL:	420,890	504,018	504,228	477,757

Organizational Data

President: Mac Hodges

Executive Director: Bobby Roberson

Treasurer: Matt Rauschenbach

Other Officers: Kristi Roberson

Completed by: Matt Rauschenbach
 (Signature)

Date: 2/21/18

Matt Rauschenbach
 (Name)

C.F.O./Administrative Services Director
 (Title)

Phone: 252 975-9312

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: City of Washington / Aquatic Center

1. WHOM DO YOU SERVE?	Fiscal 2016-17 Last Yr Actual	Fiscal 2017-18 This Yr Estimated	Fiscal 2018-19 Next Yr Projected
Unduplicated count of individuals served (<i>if family, please count individual members</i>) TOTAL:	1000	1050	1060
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:	1000	1050	1060
2a. Washington (City)	350	365	365
2b. Washington Park (Non-City)	365	375	380
2c. Chocowinity	120	130	135
2d. Bath	30	40	40
2e. Belhaven	5	5	5
2f. Aurora			
2g. Pantego			
2h. Pinetown	30	30	30
2i. Outside Beaufort County or Unknown	100	105	105
3. AGE GROUP TOTAL:	1000	1050	1060
3a. Infants through 4 years of age	20	20	20
3b. 5 through 12 years of age	140	160	160
3c. 13 through 17 years of age	120	125	125
3d. 18 through 29 years of age	150	155	155
3e. 30 through 64 years of age	455	460	470
3f. 65 and over	80	85	85
3g. Not known or not applicable	35	45	45
4. INCOME OF PARTICIPANTS TOTAL:			
4a. Below official poverty level (\$12,000)			
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Not known or not applicable			
5. SEX TOTAL:			
5a. Male			
5b. Female			
5c. Not recorded			

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: City of Washington- Aquatic Center

Contact Information: Matt Rauschenbach

P O box 1988, Washington, NC 27889

Amount Requested: \$50,000

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

The County appropriation will be used for salaries to manage the Aquatic Center and programming.

Programming is for children, teens, adults and senior citizens. Programs include swim lessons, water

aerobics, senior swim practices and meets, ECA swim team practices, Washington High School Swim

practices and meets, Beaufort/Hyde Special Olympics, "Open Pool" time for nonmembers, Boy Scouts

and Girl Scouts trainings, American Red Cross Lifeguard Classes, rentals and other seasonal programs.

Funding request is based on patron utilization of 55% for County residents.

Completed By: Matt Rauschenbach, C.F.O./Administrative Services Director
Printed Name & Position

Matt Rauschenbach 2/21/18
Signature & Date

Request for Service Expansion

Title of Service Expansion: City of Washington/Brown Library

Name of Department: Outside Agency

Purpose and Justification: Agency has requested additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$42,200.00	Additional funds requested by agency above current year allocation of \$7,800.
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$42,200.00</i>	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: City of Washington/Brown Library

Amount Requested \$ **50,000**

	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimated Actual Expenses	FY2018-19 Budget Request
REVENUES:				
Requested from Beaufort County	7,800	7,800	7,800	50,000
Federal				
State	9,475	9,000	9,000	9,000
Cities/Towns	384,605	440,068	445,883	521,691
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers	2,667	2,500	2,500	2,500
Fees/Dues	18,565	18,000	15,500	15,500
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:	423,112	477,368	480,683	598,691
EXPENSES:				
Salaries and Benefits	266,133	308,767	311,571	327,643
Program Services	63,763	64,500	64,000	64,500
Contractual Services	29,080	33,864	33,864	33,864
Commodities & Supplies	56,336	62,437	63,448	66,684
Fundraisers				
Capital				106,000
Other (BHM Reciprocal)	7,800	7,800	7,800	0
TOTAL:	423,112	477,368	480,683	598,691

Organizational Data

President: Mac Hodges

Executive Director: Bobby Roberson

Treasurer: Matt Rauschenbach

Other Officers: Sandra Silvey

Completed by: Matt Rauschenbach
 (Signature)

Date: 2/21/18

Matt Rauschenbach _____
 (Name)

C.F.O./Administrative Services Director _____
 (Title)

Phone: 252 975-9312

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: City of Washington/Brown Library

1. WHOM DO YOU SERVE?	Fiscal 2016-17 Last Yr Actual	Fiscal 2017-18 This Yr Estimated	Fiscal 2018-19 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) TOTAL:	16,710	16,866	17,857
1a. Total continuing from previous fiscal year	16,710	16,710	16,866
1b. Total new for the year		1,166	1,072
1c. Total terminated during the year		1,010	81
2. RESIDENCE OF PARTICIPANTS TOTAL:	16,710	16,866	17,857
2a. Washington (City)	5,510	5,501	5,815
2a. County (outside Washington)	11,174	11,292	11,953
2b. Washington Park			
2c. Chocowinity			
2d. Bath			
2e. Belhaven			
2f. Aurora			
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown	21	73	89
3. AGE GROUP TOTAL:			
3a. Infants through 4 years of age			
3b. 5 through 12 years of age			
3c. 13 through 17 years of age			
3d. 18 through 29 years of age			
3e. 30 through 64 years of age			
3f. 65 and over			
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS TOTAL:			
4a. Below official poverty level (\$12,000)			
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Not known or not applicable			
5. SEX TOTAL:			
5a. Male			
5b. Female			
5c. Not recorded			

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: City of Washington/Brown Library

Contact Information: Matt Rauschenbach
P.O. Box 1988, Washington NC 27889

Amount Requested: \$50,000

Please outline what the County appropriation will specifically be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

The county appropriation will be used to help cover the expense of the 67% of card holders at Brown Library

who live in Beaufort County outside the city. Including salaries, purchasing, processing and managing

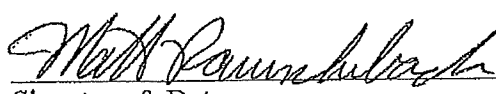
materials. Programming for all age levels and entire families: Computer classes, Tech Thursdays, Digital

Literacy, Story times for different ages, Tween programs, Teen programs, Adult book clubs and Family

literacy programs. Public access to internet, Wi-Fi and print stations. Materials: books, eBooks,

audio books, eAudio books, DVDs, newspapers, magazines, other reference materials and databases.

Completed By: Matt Rauschenbach, C.F.O./ Administrative Services Director
Printed Name & Position

 2/21/18
Signature & Date

Request for Service Expansion

Title of Service Expansion: City of Washington/Recreation Facilities

Name of Department: Outside Agency

Purpose and Justification: Agency has requested additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$30,000.00	Additional funds requested by agency above current year allocation of \$20,000.
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$30,000.00</i>	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: City of Washington/Recreation Facilities

Amount Requested \$ 50,000

	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimated Actual Expenses	FY2018-19 Budget Request
REVENUES:				
Requested from Beaufort County	20,000	20,000	20,000	50,000
Federal				
State				
Cities/Towns	676,767	893,974	915,113	1,058,646
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers		15,000	15,000	
Fees/Dues	66,906	65,000	45,000	45,000
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:	763,673	993,974	995,113	1,153,646
EXPENSES:				
Salaries and Benefits	366,442	410,987	411,707	435,579
Program Services	27,686	29,750	29,750	34,150
Contractual Services	12,654	13,500	13,500	14,850
Commodities & Supplies	260,231	304,173	296,264	380,518
Fundraisers				
Capital	96,660	235,564	243,893	288,548
Other				
TOTAL:	763,673	993,974	995,113	1,153,646

Organizational Data

President: Mac Hodges

Executive Director: Bobby Roberson

Treasurer: Matt Rauschenbach

Other Officers: Kristi Roberson

Completed by: Matt Rauschenbach
 (Signature)

Date: 2/21/18

Matt Rauschenbach _____
 (Name)

C.F.O./Administrative Services Director _____
 (Title)

Phone: 252 975-9312

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: City of Washington / Recreation Facilities

1. WHOM DO YOU SERVE?	Fiscal 2016-17 Last Yr Actual	Fiscal 2017-18 This Yr Estimated	Fiscal 2018-19 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> TOTAL:	1100	1200	1250
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:	1100	1290	1340
2a. Washington (City)	495	540	562
2a. Washington (Non City)	605	660	688
2c. Chocowinity		30	30
2d. Bath		40	40
2e. Belhaven		20	20
2f. Aurora			
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown			
3. AGE GROUP TOTAL:			
3a. Infants through 4 years of age			
3b. 5 through 12 years of age			
3c. 13 through 17 years of age			
3d. 18 through 29 years of age			
3e. 30 through 64 years of age			
3f. 65 and over			
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS TOTAL:			
4a. Below official poverty level (\$12,000)			
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Not known or not applicable			
5. SEX TOTAL:			
5a. Male			
5b. Female			
5c. Not recorded			

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: City of Washington – Recreation Facilities

Contact Information: Matt Rauschenbach

P O box 1988, Washington, NC 27889

Amount Requested: \$50,000

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

The County appropriations will be used for salaries to manage and maintain City facilities as well as

operate Summer Programs, Programming for children, teens and adults. The facilities include a

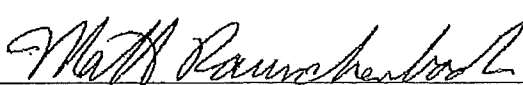
gymnasium, outdoor parks (including a skatepark, dog park, water front, Veteran's Park, fully inclusive

playground and more), 8 soccer fields, 4 softball fields, 6 baseball fields, 2 boat launching facilities,

outdoor basketball courts, tennis courts and walking trails. Funding request is based on patron

utilization of 55% County residents.

Completed By: Matt Rauschenbach, C.F.O./Administrative Services Director
Printed Name & Position

 2/21/18
Signature & Date

Request for Service Expansion

Title of Service Expansion: City of Washington/Senior Center

Name of Department: Outside Agency

Purpose and Justification: Agency has requested additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$30,000.00	Additional funds requested by agency above current year allocation of \$20,000.
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$30,000.00</i>	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: City of Washington/Senior Center

Amount Requested \$ **50,000**

	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimated Actual Expenses	FY2018-19 Budget Request
REVENUES:				
Requested from Beaufort County	20,000	20,000	20,000	50,000
Federal				
State	36,013	34,047	34,047	34,047
Cities/Towns	158,518	197,197	196,886	190,475
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers	8,360	5,500	6,000	6,000
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:	222,890	256,744	256,933	280,522
EXPENSES:				
Salaries and Benefits	146,563	152,452	152,468	165,227
Program Services	15,607	16,949	16,949	16,949
Contractual Services	281	300	300	330
Commodities & Supplies	58,290	81,808	81,795	93,690
Fundraisers				
Capital	2,148	5,235	5,420	4,326
Other				
TOTAL:	222,890	256,744	256,933	280,522

Organizational Data

President: Mac Hodges

Executive Director: Bobby Roberson

Treasurer: Matt Rauschenbach

Other Officers: Kristi Roberson

Completed by: _____

(Signature)

Date: _____

2/21/18

Matt Rauschenbach _____

(Name)

C.F.O./Administrative Services Director _____

(Title)

Phone: 252 975-9312

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: City of Washington / Senior Center

1. WHOM DO YOU SERVE?	Fiscal 2016-17 Last Yr Actual	Fiscal 2017-18 This Yr Estimated	Fiscal 2018-19 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> TOTAL:	2200	2250	2300
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:	2200	2250	2300
2a. Washington (City)	990	1013	1035
2a. Washington (Non City)	645	657	660
2c. Chocowinity	265	270	275
2d. Bath	50	55	60
2e. Belhaven	25	30	35
2f. Aurora	70	70	75
2g. Pantego	15	15	15
2h. Pinetown	30	30	35
2i. Outside Beaufort County or Unknown	110	110	110
3. AGE GROUP TOTAL:			
3a. Infants through 4 years of age			
3b. 5 through 12 years of age			
3c. 13 through 17 years of age			
3d. 18 through 29 years of age			
3e. 30 through 64 years of age		472	472
3f. 65 and over	462	877	877
3g. Not known or not applicable	1738	900	900
4. INCOME OF PARTICIPANTS TOTAL:			
4a. Below official poverty level (\$12,000)			
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Not known or not applicable			
5. SEX TOTAL:			
5a. Male			
5b. Female			
5c. Not recorded			

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: City of Washington – Senior Center

Contact Information: Matt Rauschenbach

P O Box 1988, Washington, NC 27889

Amount Requested: \$50,000

Please outline what the County appropriation will specifically be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

The County Appropriation will be used for salaries to manage and run programs at the Grace Martin

Harwell Senior Center. Programming is for senior adults 55 and older. Some examples of programs:

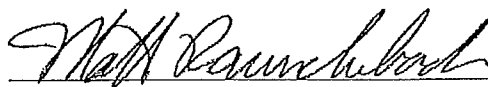
Walk in activities (media room, billiards room, fitness room, computer lab), AARP Tax Aide Assist,

Medicare D Open Enrollment, yoga, aerobics and BINGO. In addition to programs, there are support

Groups and evidence based programming. The Senior Center was recently recertified as a Senior Center

of Excellence. Funding request is based on patron utilization of 50% for County residents.

Completed By: Matt Rauschenbach, C.F.O./Administrative Services Director
Printed Name & Position

 2/21/18
Signature & Date

Request for Service Expansion

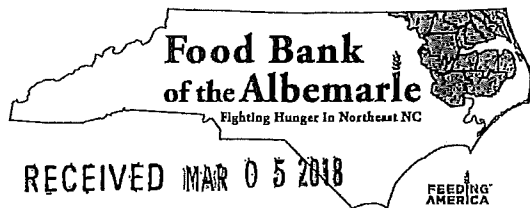
Title of Service Expansion: Food Bank of the Albemarle

Name of Department: Outside Agency

Purpose and Justification: Agency has requested funding. This is a new funding request.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$2,500.00	New funding request
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$2,500.00</i>	



Fighting hunger and poverty in northeast North Carolina

Serving Beaufort, Bertie, Beaufort, Chowan, Beaufort, Beaufort, Beaufort, Hertford, Hyde, Martin, Northampton, Pasquotank, Perquimans, Beaufort and Washington Counties.

March 1, 2018

Anita C. Radcliffe, Finance Director
Beaufort County
121 West 3rd St
Washington, NC 27889

Dear Ms. Radcliffe,

I am writing today asking you to consider including the Food Bank of the Albemarle in Beaufort County's budget for 2018/19. We ask that you consider supporting our work in Beaufort County at the \$2,500 level in your budget.

Our organization serves the county by distributing food through 17 hunger relief partners. They run food pantries at Christian Voice Ministries, Deeper Life Ministries, Eagles Wings, First Church of Christ, Macedonia Church, Mt. Gilead Outreach, Mother of Mercy, Martha Project, Salvation Army, St. John's DOC, St. John's MBC, Union Grove, Word of Life Food Pantry, and five Mobile Pantries serving Aurora, Bath and Chocowinity areas of Beaufort county. According to the latest data from Feeding America's Map the Meal Gap report, 17.1% of the overall population is food insecure but when you consider only food insecure children that figure jumps to 22.6%.

I want to share some numbers with you about the services that we provide the residents of your county. During the most recent fiscal year, 2016/2017, Food Bank of the Albemarle served an average of 2,045 Beaufort County households each month. We provided 1,164,868 pounds of food, the equivalent of 969,810 meals, to hungry residents of Beaufort County. The annual meal gap hovers at 1,461,400 meals. Consequently, we need to increase our effort to bridge that gap for the people of Beaufort County.

Feeding America assigns a KPMG audited value of \$1.73 per pound for the food we distribute. That means that the wholesale value of the food provided to county residents is in excess of \$2 million dollars. This value being wholesale means that a smaller organization or a group of individual would not be able to replicate that value.

Every dollar we receive allows us to provide your hungry constituents with the equivalent of four meals. I would welcome the opportunity to meet with your or speak to the Board of Commissioners about the services that we provide to residents of Beaufort County and the value that we provide the county.

Respectfully,

Liz Reasoner
Executive Director

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Food Bank of the Albemarle

Amount Requested \$ 2,500

	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimated Actual Expenses	FY2018-19 Budget Request
REVENUES:				
Requested from Beaufort County	2500	2500	0	\$2,500
Federal	191,064	249,472	220,000	350,000
State	493,447	520,000	520,000	493,000
Cities/Towns	10,000	20,000	20,000	20,000
United Way	36,043	36,500	36,500	36,500
Other Counties excluding Beaufort County	18,500	61,000	38,500	38,500
Other:				
Donations/Fundraisers/Grants	793,398	650,695	600,000	633,000
Fees/Dues	270,203	294,100	220,000	280,000
Sales	321,622	306,000	200,000	250,000
Miscellaneous	31,568	14,909	35,000	35,000
Beginning Balance (Deficit)				
TOTAL:	2,147,345	2,155,176	1,890,000	2,100,000
EXPENSES:				
Salaries and Benefits	786,142	928,905	850,000	870,000
Program Services	462,289	369,728	210,900	400,000
Contractual Services	70,562	70,200	70,200	70,000
Commodities & Supplies	670,181	722,508	700,000	700,000
Fundraisers	70,562	58,900	58,900	60,000
Capital				
Other				
TOTAL:	2,059,736	2,150,241	1,890,000	2,100,000

Organizational Data

President: Mark Campbell

Executive: Director: Liz Reasoner

Treasurer: Debra Perkins

Other Officers: Vicky Woodruff, Rachel Michael, Brendan Kelly, Chuck O'Keefe, Arina Boldt, Lauren Mallory, Jennifer Purcell, Felecia Brown, Jeff Teter

Completed by: 
 (Signature)

Date: 3-2-18

Liz Reasoner, Executive Director
 (Name)

Beaufort County, North Carolina

PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Food Bank of the Albemarle

1. WHOM DO YOU SERVE?	Fiscal 2016-17 Last Yr Actual	Fiscal 2017-18 This Yr Estimated	Fiscal 2018-19 Next Yr Projected
Unduplicated count of individuals served (<i>if family, please count individual members</i>) TOTAL:	We do not have unduplicated data	We do not have unduplicated data	We do not have unduplicated data
1a. Total continuing from previous fiscal year	50,496	55,454	61,100
1b. Total new for the year	2,362	2598	2834
1c. Total terminated during the year	Unknown	Unknown	Unknown
2. RESIDENCE OF PARTICIPANTS TOTAL:	50,496	55,454	61,100
2a. Washington (27889)	26,762		
2b. Washington Park (27889)			
2c. Chocowinity (27817)	7264		
2d. Bath (27808)	2608		
2e. Belhaven (27810)	4656		
2f. Aurora (27806)	2188		
2g. Pantego (27860)	1844		
2h. Pinetown (27865)	1849		
2i. Outside Beaufort County or Unknown	1525	55,454	61,100
2j. Blounts Creek (27814)	1800		
3. AGE GROUP TOTAL:	50,496	55,454	61,100
3a. Infants through 4 years of age	2,428		
3b. 5 through 12 years of age			
3c. 13 through 17 years of age	10,676		
3d. 18 through 29 years of age	26,750		
3e. 30 through 64 years of age			
3f. 65 and over	10,861		
3g. Not known or not applicable		55,454	61,100
4. INCOME OF PARTICIPANTS TOTAL:	50,496	55,454	61,100
4a. Below official poverty level (\$12,000)			
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Not known or not applicable	50,496	55,454	61,100
5. SEX TOTAL:			
5a. Male			
5b. Female			
5c. Not recorded	50,496	55,454	61,100

The reporting mechanism in place today does not permit data collection by income level or gender. By 2018, we will transition our partner agencies to a software platform that will provide this level of data collection and

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: Food Bank of the Albemarle

Contact Information: Liz Reasoner, Executive Director

lreasoner@feedingamerica.org or 252-335-4035, ext 110

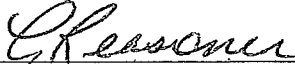
Amount Requested: \$2,500

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

An appropriation of \$2,500 would enable us to provide approximately 12,500 pounds of food or the equivalent of more than 10,000 meals.

Completed By: Liz Reasoner, Executive Director

Printed Name & Position

 3-2-18
Signature & Date

reporting. Our strategic goal focus' our effort growing our distribution by 10% annually. Consequently, we are developing a targeted approach to identify the pockets of people living with food insecurity in rural North Carolina. The impact could be higher in some regions where no fixed pantry facility operates.

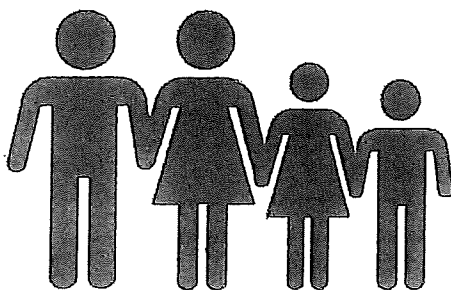
2016-2017 BEAUFORT COUNTY Profile

**Food Bank
of the Albemarle**
Fighting Hunger in Northeast NC

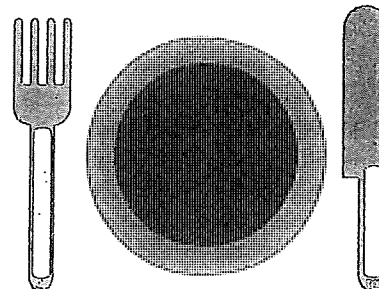
FEEDING
AMERICA



1.1 million lbs.
of food distributed
in Beaufort County.



2,045
Households served in
in Beaufort County.

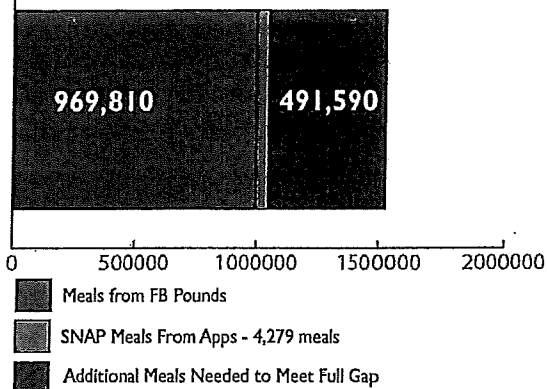


969,810
Meals served in
in Beaufort County.

ADDRESSING NEEDS

Total lbs. of food distributed by the food bank in 2016-2017 ...	6.4 million lbs
Total meals provided in Beaufort County.....	969,810
Per-meal cost of distributing food in Beaufort County.....	.20¢
Total lbs. of food distributed in Beaufort County.....	1,164,868
Value of food distributed in Beaufort County.....	\$2,015,222
Average monthly households served in Beaufort County ⁵	2,045
Average monthly households served through a food pantry ⁵	1,550
Average monthly households served through a mobile food pantry ⁵ ...	495
Birth to age 4	4.9%
5-17	19.27%
18-64	54.24%
65 & over	22.02%
Households served that receive SNAP benefits	10,370

Meals needed to
Meet the Meal Gap
in Beaufort County by 2025
to achieve a hunger-free community



Food Bank of the Albemarle is supported by local retail donors and produce partners.

BEAUFORT COUNTY HUNGER RELIEF PARTNERS

Christian Voice Ministries
Deeper Life Ministries
Eagles Wings
Mobile Food Pantry - First Church of Christ
Macedonia Church of Christ
Mobile Food Pantry - Bath (Athen's Chapel)
Mobile Food Pantry - Eagles Wings, Snowden
Mobile Food Pantry - Pantego
Mobile Food Pantry - Eagles Wings, Haw Branch Church

Mt. Gilead Pentecostal Church
Mother of Mercy
Martha's Project
Salvation Army of Beaufort County
St. John Disciples of Christ
St. John Missionary Baptist Church
Union Grove Church of Christ
Word of Life Food Pantry

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Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](http://www.usda.gov) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov.

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FEEDING
AMERICA

United Way

CHARITY
NAVIGATOR

2016-2017

BEAUFORT COUNTY Profile

Food insecurity is an increasing problem in the 15 counties served by the Food Bank of the Albemarle. In our service area, 58,040 individuals are unable to consistently access enough nutritious food to live a healthy, active life or went hungry because they had to skip meals.

Because hunger has grown into an epidemic, it is more prevalent than ever and affecting more than just the families living at or below the poverty line. Food insecurity has now emerged as a defined reality for hundreds of thousands of hard-working Americans who still cannot keep food on the table.

The Food Bank of the Albemarle continues our commitment to feed those living with hunger and will be more focused than ever as we deliver care through our programs to serve children, families and seniors in your community.

THE NEED County Population: 47,561

Number of people who are food insecure ¹	8,150
Percentage of people who are food insecure ¹	17.1%
Children under 18 who are food insecure ¹	2,290
Percentage of children under 18 who are food insecure ¹	22.6%
Individuals over 18 who are food insecure ¹	5,850
Percentage of individuals over 18 who are food insecure ¹	12.3%
Individuals over 65 who are living in poverty ²	3,304

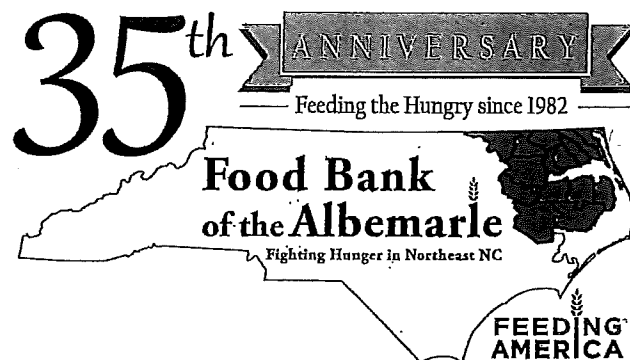
HUNGER

Number of children receiving free/reduced school meals ³	4,463
Percentage of children receiving free/reduced meals ³	65%

UNEMPLOYMENT

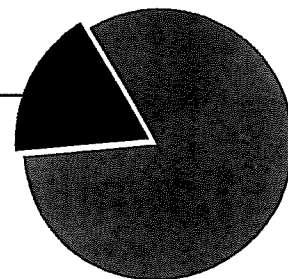
Percentage of unemployment ⁴	4.9%

*Our Partner Agencies are listed on the reverse side.



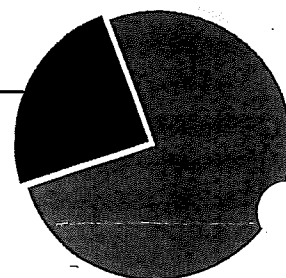
17.1%

8,150 are food insecure in Beaufort County.¹



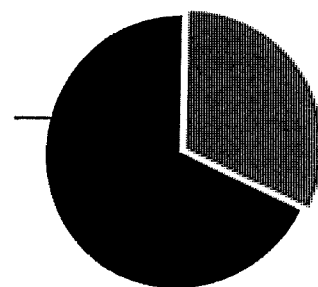
22.6%

2,290 children under 18 face food insecurity in Beaufort County.¹



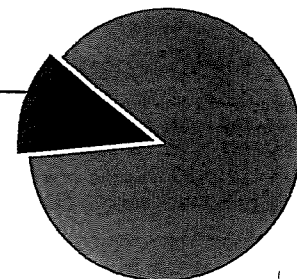
65%

4,463 children in Beaufort County schools receive free or reduced lunches.³



12.3%

5,850 adults over 18 in Beaufort County are food insecure.¹



1-Feeding America Map the Meal Gap - 2017, reflecting 2015 data statistics.

2-North Carolina Department of Health and Human Services <http://www.ncdhhs.gov/divisions/daas> - 2015

3-Department of Public Instruction <http://www.dpi.state.nc.us/bls/resources/data/> - 2015-2016

4-<https://data.bls.gov/map> - Unemployment in NC as of May 2017

Request for Service Expansion

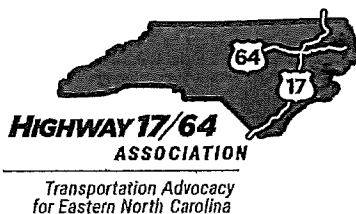
Title of Service Expansion: Highway 17/64 Association

Name of Department: Outside Agency

Purpose and Justification: Agency has requested additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$5,000.00	Additional funds requested by agency above current year allocation of \$20,000.
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$5,000.00</i>	



P.O. Box 1673 • New Bern, NC 28563
Phone (252) 514-2748 • Fax (252) 633-3565

February 26, 2018

Mr. Brian M. Alligood
Manager
Beaufort County
121 West 3rd Street
Washington, NC 27889

Dear Mr. Alligood:

The Highway 17/64 Association greatly appreciates the support of Beaufort County over the years. As one of our Association's valued partners, Beaufort County's contributions in money and leadership have enabled us to be successful. For fiscal year 2018, we respectfully ask Beaufort County to consider a contribution of \$25,000 to support our ongoing work. Our mission continues to be to build the highest quality four-lane US 17 possible from Virginia to South Carolina and to program and pay for I-87, the Raleigh to Norfolk interstate highway.

We have been excited and gratified by the enthusiastic support we have received from the US 64 corridor communities, as they joined our effort to advocate for I-87. Their partnership has made our entire effort even stronger, and has enhanced our ability to speak for transportation improvements in all of eastern North Carolina. We continue to believe that interest in the interstate will help us make an even more persuasive case to finish the projects along the US 17 and US 64 corridors that are not currently programmed or are unfunded.

As the leading transportation advocacy organization for eastern North Carolina the Highway 17/64 Association continues to engage with NCDOT, MPOs and RPOs across eastern North Carolina. We work regularly with the North Carolina General Assembly, the Board of Transportation and senior leadership at the NCDOT to make prioritization and funding for our rural, eastern projects more equitable. We will advance our US 17 and US 64 projects on the STIP and leverage the progress that we have already made in planning, design, permitting, right-of-way and construction.

The Highway 17/64 Association is engaged with North Carolina transportation from the policy makers in Raleigh to the highway project managers on the ground. We have a good working relationship with Secretary of Transportation Jim Trogdon and his leadership team. We work with the General Assembly to consider a more equitable funding distribution process for rural transportation; and we will advise the legislature as it takes the next steps toward long-term, sustainable funding to build the transportation system North Carolina needs for the 21st Century. I continue to serve as Chairman of the Board of NC Go!, the statewide transportation advocacy coalition, so I am at the table when decisions are made that affect the future of transportation in North Carolina.

With the continued support of Beaufort County and all our partners old and new we can achieve our mission and make eastern North Carolina safer and more prosperous.

Sincerely,

Marc Finlayson
Executive Director

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Highway 17 Transportation Association in
North Carolina

Amount Requested \$ 25,000.00

	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimated Actual Expenses	FY2018-19 Budget Request
REVENUES:	20,000.00	20,000.00		25,000.00
Requested from Beaufort County				
Federal				
State				
Cities/Towns	47,900.00	47,750.00		48,250.00
United Way EDCs, Other	3,000.00	3,000.00		4,000.00
Other Counties excluding Beaufort County	62,000.00	62,000.00		72,000.00
Other:				
Donations/Fundraisers				
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:	132,900.00	125,700.00		136,700.00
EXPENSES:			See Attached Budget Report	
Salaries and Benefits			102,300.00	
Program Services			12,450.00	
Contractual Services			10,020.00	
Commodities & Supplies			1,050.00	
Fundraisers				
Capital				
Other				
TOTAL:	126,608.00	125,820.00	125,820.00	129,000.00

Organizational Data

President: David Bone

Executive Director: Marc Finlayson

Treasurer: Brian Alligood

Other Officers: Jay Bender, Vice President; Thom Moton, Secretary

Completed by: _____

(Signature)

Date: _____

MARC FINLAYSON

(Name)

EXECUTIVE DIRECTOR

(Title)

Phone: _____

(252) 514-2748

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Highway 17 Transportation Association in
North Carolina

1. WHOM DO YOU SERVE?	Fiscal 2016-17 Last Yr Actual	Fiscal 2017-18 This Yr Estimated	Fiscal 2019 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> TOTAL:	N/A	N/A	N/A
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:	48,000	48,000	48,000
2a. Washington	9,800	9,800	9,800
2b. Washington Park			
2c. Chocowinity			
2d. Bath			
2e. Belhaven			
2f. Aurora			
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown	750,000	750,000	750,000
3. AGE GROUP TOTAL:	N/A	N/A	N/A
3a. Infants through 4 years of age			
3b. 5 through 12 years of age			
3c. 13 through 17 years of age			
3d. 18 through 29 years of age			
3e. 30 through 64 years of age			
3f. 65 and over			
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS TOTAL:	N/A	N/A	N/A
4a. Below official poverty level (\$ 12,000)			
4b. At or near poverty level			
4c. Middle income (\$ 30,000)			
4d. Upper income (\$ 55,999+)			
4e. Nor known or not applicable			
5. SEX TOTAL:	N/A	N/A	N/A
5a. Male			
5b. Female			
5c. Not recorded			

Beaufort County
Request for City Appropriation
Budget Form 3

AGENCY: Highway 17 Transportation Association in North Carolina

Contact Information: Marc Finlayson

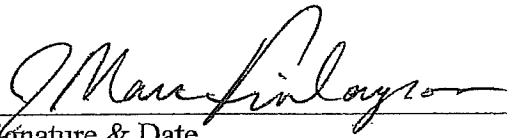
P.O. Box 1673, New Bern, NC 28563

Amount Requested: \$25,000.00

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

It is the mission of the Highway 17 / 64 Association to support and advance transportation projects and
programs along the US 17 corridor from South Carolina to Virginia and along the US 64 corridor from
Raleigh to Manteo. As part of the effort, the Highway 17 / 64 Association will advocate for the timely
funding and construction of the Raleigh to Norfolk interstate highway that will track US 64 from
Raleigh to Williamston and US 17 from Williamston to Hampton Roads.

Completed By: Marc Finlayson, Executive Director
Printed Name & Position

 2/21/18
Signature & Date

Highway 17/64 Association Operating Budget FY 2017-18

Revenue	2015	2016	2017	2018
Local Government / Partnerships	\$111,400	\$137,750	\$132,650	\$127,900
Private Sector	\$5,000	\$0	\$0	\$0
Grant Receipts	\$0	\$0	\$0	\$0
Cash Reserves	\$23,600	\$0	\$0	\$0
Total	\$140,000	\$137,750	\$132,650	\$127,900

Expenditures	2015	2016	2017	2018
Director Fees	\$95,565	\$69,000	\$69,000	\$69,000
Director Benefits	\$18,000	\$12,000	\$12,000	\$12,000
Clerical Salary	\$22,980	\$16,620	\$16,620	\$16,620
Clerical Benefits	\$4,320	\$2,880	\$2,880	\$2,880
Payroll Taxes	\$2,400	\$1,800	\$1,800	\$1,800
Office Rent	\$7,500	\$7,500	\$7,500	\$7,500
Computers / Furniture	\$1,500	\$1,020	\$1,020	\$1,020
Office Supplies	\$420	\$360	\$600	\$600
Postage / Copying / Printing	\$400	\$600	\$450	\$450
Phone / Fax	\$2,100	\$2,100	\$1,800	\$1,500
Automobile Gas / Upkeep	\$2,580	\$2,400	\$2,100	\$1,950
Dues / Subscriptions	\$1,680	\$2,100	\$1,500	\$1,800
Professional Services	\$8,000	\$7,200	\$6,000	\$3,300
Travel / Lodging	\$1,515	\$1,500	\$1,280	\$1,800
Meals / Entertainment	\$1,200	\$1,260	\$1,500	\$1,200
Creative Development	\$240	\$210	\$2,400	\$2,100
Special Events	\$600	\$450	\$550	\$300
Total	\$171,000	\$129,000	\$129,000	\$125,820

Approved 9/20/2017

Highway 17/64 Association Board of Directors 2017-18 (Directors elected annually)

Name	Office	Organization	Address
Alligood, Brian	Treasurer	Beaufort County Manager	121 West 3rd St., Washington, NC 27889
Bender, Jay	Vice President	Mayor of Pollocksville	P.O. Box 97, Pollocksville, NC 28573
Biggs, Steve		Bertie County Economic Development	404 N. Broad St., Edenton, NC 27932
Bone, David B.	President	Martin County Manager	PO Box 668, Williamston, NC 27892
Brown, Gloristine		Town of Bethel Mayor	141 West Railroad Street, Bethel, NC 27812
Buzzeo, Ron		Beaufort County Commissioner	105 Charles Court, Chocowinity, NC 27817
Dixon, Jeff		Pasquotank County Commissioner	1200 Park Drive, Elizabeth City, NC 27909
Hamblin, Mark		NC's Northeast	210 Alderson Road, Washington, NC 27889
Harris, Tyler		MCAS Cherry Point - Retired	1912 Williamston Dr., New Bern, NC 28562
Howard, Franky		Jones County Manager	418 Hwy 58 North Unit A., Trenton, NC 28585
Jenkins, Libby		Town of Robersonville Manager	P.O. Box 487, Robersonville, NC 27871
Johnson, Martyn B.		Beaufort County EDC	705 Page Road, Washington, NC 27889
Kirkland, John		Mayor of Town of River Bend	45 Shoreline Drive, River Bend, NC 28562
Lamb, Zee		Nash County Manager	120 W. Washington St., Nashville, NC 27856
Lewis, Troy R.		Town of Tarboro	P.O. Box 220, Tarboro, NC 27886
Mark, Tom		Craven County Commissioner	406 Craven St., New Bern, NC 28560-4971
Mattocks, Bob		Private Business, Jones County	5307 Trentwoods Dr, Trentwoods, NC 28562
Mercer, Doug		Washington City Councilman	105 Lawson Road, Washington, NC 27889
Moton, Thomas	Secretary	Rocky Mount Assistant City Manager	331 South Franklin St., Rocky Mount, NC 27802
Murphy, Dan		Town of Trent Woods Commissioner	912 Country Club Dr, Trent Woods, NC 28562
Overton, David		Town of Bethel Interim Manager	141 West Railroad Street, Bethel, NC 27812
Potts, Zoph		Private Business, Beaufort County	1 Commerce Sq., Washington, NC 27889
Raper, Hank		Town of Nashville	P.O. Box 987 Nashville, NC 27856
Stewart, Donna		Camden County	2366 Hwy. 17 North, South Mills, NC 27976
Thomas, Joe		Private Business, Craven County	P.O. Box 14165, New Bern NC 28561
Veit III, Jack B.		Craven County Manager	406 Craven St., New Bern, NC 28560-4971
Wangerin, Steve		Private Business, Onslow County	105 Whitby Ct. Jacksonville, NC 28540
Whichard-Brown, Joyce		Mayor of Town of Williamston	PO. Box 506, Williamston, NC 27892
White, Bernard W.		City of New Bern	1811 Durham St., New Bern, NC 28560

10/1/2017

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date:

MAR 22 2008

HIGHWAY 17 TRANSPORTATION
ASSOCIATION IN NORTH CAROLINA INC
C/O LIONELL MIDGETT
PO BOX 1673 317-D POLLOCK ST
NEW BERN, NC 28563

Employer Identification Number:
61-1517857

DLN:

17053045201018

Contact Person:

JOAN C KISER

ID# 31217

Contact Telephone Number:

(877) 829-5500

Accounting Period Ending:

September 30

Form 990 Required:

Yes

Effective Date of Exemption:

November 17, 2006

Contribution Deductibility:

No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax-exempt status we have determined that you are exempt from Federal income tax under section 501(c)(6) of the Internal Revenue Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Please see enclosed Information for Organizations Exempt Under Sections Other Than 501(c)(3) for some helpful information about your responsibilities as an exempt organization.

Sincerely,



Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Enclosure: Information for Organizations Exempt Under Sections Other
Than 501(c)(3)

Letter 948 (DO/CG)

**HIGHWAY 17 TRANSPORTATION
ASSOCIATION IN NORTH CAROLINA, INC.**

**FINANCIAL STATEMENTS AND
INDEPENDENT ACCOUNTANT'S REVIEW REPORT**

Years Ended September 30, 2017 and 2016

CONTENTS

	<u>Page</u>
Independent Accountants' Review Report	1
Financial Statements	
Statements of financial position	2
Statements of activities	3
Statements of cash flows	4
Notes to financial statements	5



WILLIAMS · SCARBOROUGH · SMITH · GRAY, LLP
Certified Public Accountants

Christopher K. Williams, CPA
Steven N. Scarborough, CPA
Charles S. Smith, CPA
W. Randall Gray, CPA

· INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To the Board of Directors of
Highway 17 Transportation Association in North Carolina, Inc.
New Bern, North Carolina

We have reviewed the accompanying financial statements of Highway 17 Transportation Association in North Carolina, Inc. (a nonprofit organization), which comprise the statement of financial position as of September 30, 2017, and the related statements of activities and cash flows for the years then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

Accountant's Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Williams Scarborough Smith Gray, LLP

New Bern, North Carolina
January 11, 2018

2131 S. Glenburne Road, Ste 3
P.O. Box 14008
New Bern, NC 28561-4008

Phone (252) 638-4000
Fax (252) 638-3938

INNOVATIVE · RESPONSIVE · DEDICATED

www.wssgcpa.com

824 Gum Branch Road, Ste K
P.O. Box 5008
Jacksonville, NC 28540

Phone (910) 455-2196
Fax (910) 455-1943

HIGHWAY 17 TRANSPORTATION ASSOCIATION IN NORTH CAROLINA, INC.
STATEMENTS OF FINANCIAL POSITION
SEPTEMBER 30, 2017 and 2016

	<u>2017</u>	<u>2016</u>
Assets		
Current assets		
Cash and cash equivalents	<u>109,623</u>	<u>52,349</u>
	<u>109,623</u>	<u>52,349</u>
Property, plant, and equipment		
Furniture and fixtures	6,734	6,734
Vehicle	<u>20,925</u>	<u>20,925</u>
	27,659	27,659
Less accumulated depreciation	<u>27,659</u>	<u>27,659</u>
Total property, plant and equipment	<u>-</u>	<u>-</u>
Total assets	<u><u>109,623</u></u>	<u><u>52,349</u></u>
Liabilities and net assets		
Current liabilities		
Accounts payable and accrued liabilities	-	1,044
Deferred dues	<u>50,950</u>	<u>-</u>
Total liabilities	<u>50,950</u>	<u>1,044</u>
Net assets		
Unrestricted		
Operations-Unrestricted	<u>58,673</u>	<u>51,305</u>
Total net assets	<u>58,673</u>	<u>51,305</u>
Total liabilities and net assets	<u><u>\$ 109,623</u></u>	<u><u>\$ 52,349</u></u>

See accompanying notes and Independent accountant's review report.

HIGHWAY 17 TRANSPORTATION ASSOCIATION IN NORTH CAROLINA, INC.
STATEMENTS OF ACTIVITIES
YEARS ENDED SEPTEMBER 30, 2017 and 2016

	2017	2016
REVENUE		
Grants	132,900	87,350
Interest	33	23
Other	-	191
Total revenue	<u>132,933</u>	<u>87,564</u>
EXPENSES		
Auto expense	2,065	1,611
Computer maintenance	1,799	901
Director fees and benefits	81,000	77,650
Dues & subscriptions	1,669	1,003
Employee benefits	2,660	2,438
Meals & entertainment	1,082	668
Marketing	3,000	1,150
Office expenses	1,265	1,259
Payroll	15,349	14,624
Payroll taxes	1,751	2,315
Professional fees	3,219	5,000
Rent	7,500	7,500
Telephone & fax	1,321	1,754
Travel & lodging	1,777	583
Miscellaneous	108	136
Total expenses	<u>125,565</u>	<u>118,592</u>
Increase/(Decrease) in net assets	7,368	(31,028)
Net assets, beginning of year	<u>51,305</u>	<u>82,333</u>
Net assets, end of year	<u>\$ 58,673</u>	<u>\$ 51,305</u>

See accompanying notes and Independent accountant's review report.

HIGHWAY 17 TRANSPORTATION ASSOCIATION IN NORTH CAROLINA, INC.
STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED SEPTEMBER 30, 2017 and 2016

	<u>2017</u>	<u>2016</u>
Cash Flows From Operating Activities		
Increase (Decrease) in net assets	\$ 7,368	\$ (31,028)
Adjustments to reconcile change in unrestricted net assets to net cash used by operating activities:		
Decrease in accrued liabilities	(1,044)	-
Increase in deferred dues	<u>50,950</u>	<u>-</u>
Net cash provided by/(used for) operating activities	<u>57,274</u>	<u>(31,028)</u>
Increase/(Decrease) in cash	57,274	(31,028)
Cash at beginning of year	<u>52,349</u>	<u>83,377</u>
Cash at end of year	<u><u>\$ 109,623</u></u>	<u><u>\$ 52,349</u></u>

See accompanying notes and Independent accountant's review report.

HIGHWAY 17 TRANSPORTATION ASSOCIATION IN NORTH CAROLINA, INC.
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED SEPTEMBER 30, 2017 AND 2016

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities

The Highway 17 Transportation Association in North Carolina, Inc. (the Organization) is a not-for-profit corporation organized under the laws of the State of North Carolina. The Organization was founded in October 2006 to raise funds to promote the improvement of the Highway 17 and 64 corridor in Eastern North Carolina. The major sources of revenues come from grants from local government entities and regional associations located along the Highway 17 and 64 corridor.

Basis of Accounting

The financial statements presented herein have been prepared on the accrual basis of accounting and conform to accounting principles generally accepted in the United States of America as applicable to not-for-profit entities. The following is a summary of the more significant accounting policies:

Financial Statement Presentation

The financial statements of the Organization have been prepared in accordance with the requirements of Statement of Financial Accounting Standards Codification 958 (FASB ASC 958), *Financial Statements of Not-for-Profit Organizations*. In accordance with FASB ASC 958, the Organization is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets.

Unrestricted net assets - Net assets that are not subject to donor-imposed stipulations. These net assets are available for use to carry out the activities of the Organization.

Temporarily restricted net assets - Net assets subject to donor-imposed stipulations that may or will be met either by actions of the Organization and/or the passage of time. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statements of activities as net assets released from restrictions.

Permanently restricted net assets - Net assets subject to donor-imposed stipulations that they be maintained permanently by the Organization. Generally, the donors of such assets permit the Organization to use all or part of the income earned on the assets. Highway 17 Transportation Association has no permanently restricted net assets.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

HIGHWAY 17 TRANSPORTATION ASSOCIATION IN NORTH CAROLINA, INC.
*** NOTES TO THE FINANCIAL STATEMENTS**
FOR THE YEARS ENDED SEPTEMBER 30, 2017 AND 2016

Contributions

The Organization accounts for contributions in accordance with the requirements of FASB ASC 958, Accounting for Contributions Received and Contributions Made. In accordance with FASB ASC 958, contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence and nature of any donor restrictions.

Contributed Services

No amounts have been reflected in the financial statements for donated services. The Organization generally pays for services requiring specific expertise. However, many individuals volunteer their time and perform a variety of tasks that assist the Organization, but these services do not meet the criteria for recognition as contributed services.

Property, Plant and Equipment:

Property and equipment is recorded at cost or, if donated at the approximate fair value at the date of donation. Depreciation is computed using the straight-line method over estimated useful lives ranging from five to ten years. The Organization capitalizes all fixed asset purchases over \$1,000 with an estimated useful life greater than one year.

Donations of property and equipment are reported as unrestricted support unless the donor has restricted the donated asset to a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash, that must be used to acquire property and equipment, are reported as restricted support. Absent donor stipulations regarding how long those donated assets must be maintained, the Organization reports expirations of donor restrictions when the donated or acquired assets are placed in service as instructed by the donor. The Organization reclassifies temporarily restricted net assets to unrestricted net assets at the time.

Cash and Cash Equivalents:

For purposes of cash flow, the Organization considers all highly liquid investments available for current use as cash equivalents.

Income Taxes

The Association, a nonprofit organization operating under Section 501(c)(6) of the Internal Revenue Code, is generally exempt from federal, state and local taxes and accordingly, no provision for income taxes is included in the financial statements. There was no unrelated business income for the years ended September 30, 2017 and 2016.

The Organization's Form 990, Return of Organization Exempt from Income Tax, for the years ending September 30, 2014, 2015 and 2016 are subject to examination by the IRS, generally for three years after they were filed.

HIGHWAY 17 TRANSPORTATION ASSOCIATION IN NORTH CAROLINA, INC.
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED SEPTEMBER 30, 2017 AND 2016

NOTE 2. CASH AND CASH EQUIVALENTS

The Organization's deposits consist of cash deposited with a high quality financial institution. The organization has no policy regarding custodial credit risk for deposits.

NOTE 3. PROPERTY AND EQUIPMENT

As of September 30, 2017 and 2016, property and equipment for the Organization was as follows:

	2017	2016
Furniture and equipment	\$ 6,734	\$ 6,734
Vehicle	20,925	20,925
Total	27,659	27,659
Less: Accumulated depreciation	(27,659)	(27,659)
Property and equipment (net)	\$ -	\$ -

There was no depreciation expense of furniture and equipment for the years ended September 30, 2017 and 2016, respectively.

NOTE 4. RISK MANAGEMENT

The Organization is exposed to various risk related torts, theft of, damage to, and destruction of assets, errors and omissions, injuries to volunteers and natural disasters. The Organization's landlord carries property and casualty insurance on the office building. The Organization carries automobile insurance on the Organization's vehicle. The Organization considers its risk for other potential losses to be minimal.

NOTE 5. ECONOMIC DEPENDENCE

The Organization receives a substantial amount of its support from local governments and regional associations. If a significant reduction in its level of support were to occur, it would have negative impact on the Organization's programs and activities.

HIGHWAY 17 TRANSPORTATION ASSOCIATION IN NORTH CAROLINA, INC.
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED SEPTEMBER 30, 2017 AND 2016

NOTE 6. COMMITMENT AND CONTINGENCIES

A. Major Sources of Support

The organization is funded primarily by State and local governments. The various sources of income are listed below:

	2017	2016
Various counties and municipalities	<u>132,900</u>	<u>87,350</u>
Total support and revenues	<u>\$ 132,900</u>	<u>\$ 87,350</u>

NOTE 7. RELATED PARTIES

The Organization contracts with Finlayson Consulting, LLC for handling their administrative, legislative, and regulatory affairs. This company is owned by Marc Finlayson who serves as the Executive Director of the Organization. During the years ending September 30, 2017 and 2016, Highway 17 Transportation Association paid Finlayson Consulting, LLC \$81,000 and \$77,650, respectively for consulting services and \$7,500 and \$7,500, respectively for rent.

NOTE 8. CONCENTRATION OF CREDIT RISK

The Organization maintains demand deposits with financial institutions located in eastern North Carolina. The balances are insured by the Federal Deposit Insurance Corporation up to \$250,000. At September 30, 2017 and 2016, Highway 17 Association cash balance does not exceed this limit.

NOTE 9. EVALUATION OF SUBSEQUENT EVENTS

The Organization has evaluated subsequent events through January 11, 2018 the date which the financial statements were available to be issued.

Request for Service Expansion

Title of Service Expansion: Kaye Lee's Corner Foundation – Rock Museum

Name of Department: Outside Agency

Purpose and Justification: Agency has requested funding. This is a new funding request.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$2,000	New funding request
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$2,000</i>	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: ROCK MUSEUM
KAYE LEE'S CORNER FOUNDATION

Amount Requested \$ 2,000

	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimated Actual Expenses	FY2018-19 Budget Request
REVENUES:				
Requested from Beaufort County	↑	0	0	2,000
Federal		0	0	
State		0	0	
Cities/Towns		0	0	1,000
United Way		0	0	
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers	N/A	1,000	1,000	3,000
Fees/Dues				
Sales - GIFT SHOP		500	1,000	3,000
Miscellaneous		6,000	8,400	1,400
Beginning Balance (Deficit)				
TOTAL:		7,500	10,400	10,400
EXPENSES:				
Salaries and Benefits		0	0	0
Program Services		1,500	2,000	2,000
Contractual Services		0	0	0
Commodities & Supplies		6,000	8,400	8,400
Fundraisers				
Capital				
Other	↓			
TOTAL:		7,500	10,400	10,400

Organizational Data

President: KAYE LEE BRADY, CHAIRMAN

Executive Director: BILLIE MACKEY, VICE CHAIRMAN

Treasurer: JOHN DEXTER

Other Officers: GREG SATTERTHWAITE, LORRAINE BARHAM, BRIDGET JEFFE
SON

Completed by: Kaye Lee Brady
 (Signature)

Date: March 1, 2018

KAYE LEE BRADY

(Name)

CHAIRMAN

(Title)

Phone: 801-259-7446

Beaufort County, North Carolina

PROGRAM PARTICIPANTS STATISTICS

ROCK MUSEUM

Budget Form 2

Agency: *KAYE LEE'S CORNER FOUNDATION*

1. WHOM DO YOU SERVE?	Fiscal 2016-17 Last Yr Actual	Fiscal 2017-18 This Yr Estimated	Fiscal 2018-19 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) TOTAL:	930	1,680	2,005
1a. Total continuing from previous fiscal year	150	905	1,680
1b. Total new for the year	780	750	325
1c. Total terminated during the year	0	25	0
2. RESIDENCE OF PARTICIPANTS TOTAL:	930	1,680	2,005
2a. Washington	25	50	100
2b. Washington Park	0	15	15
2c. Chocowinity	0	30	30
2d. Bath	0	45	45
2e. Belhaven	295	350	400
2f. Aurora	300	500	600
2g. Pantego	25	25	50
2h. Pinetown	0	75	75
2i. Outside Beaufort County or Unknown	285	635	735
3. AGE GROUP TOTAL:	930	1,680	2,005
3a. Infants through 4 years of age	0	0	0
3b. 5 through 12 years of age	744	1,344	1,604
3c. 13 through 17 years of age	93	168	200
3d. 18 through 29 years of age	46	84	101
3e. 30 through 64 years of age	47	84	100
3f. 65 and over	0	0	0
3g. Not known or not applicable	0	0	0
4. INCOME OF PARTICIPANTS TOTAL:	930	1,680	2,005
4a. Below official poverty level (\$12,000)	47	84	100
4b. At or near poverty level	465	840	1,003
4c. Middle income (\$30,000)	372	672	802
4d. Upper income (\$60,000)	46	84	100
4e. Not known or not applicable	0	0	0
5. SEX TOTAL:	930	1,680	2,005
5a. Male	—	790	1,002
5b. Female	—	790	1,003
5c. Not recorded	930	100	0

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: KAYE LEE'S CORNER FOUNDATION - ROCK MUSEUM

Contact Information: Kaye Lee Brady, Chairman
413 Pamlico Street, Belhaven, NC 27810
801-259-7446 kayeleeday@yahoo.com

Amount Requested: \$2,000.

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

The County appropriation will be used for TEACHING SUPPLIES, as follows:

- 1 - Specimens, Rocks, Fossils & Minerals necessary for building students collections in class that they keep
- 2 - Small Tweezers, Magnifying Glasses, Pencils, Paper and Ink that are used for handouts, Charts and Worksheets to use in class & take home
- 3 - Earplugs, Safety Glasses and Hand Cleaner for students use during demonstrations on rock saw, polishers & lapidary equipment
- 4 - Purchase of National Geographic DVD Lectures and other educational material such as posters & charts for classroom
- 5 - Dinosaur & Fossil Museum T-Shirts for students
- 6 - Much needed LED lighting strips for 4 of our display cabinets
- 7 - Small fossil models used in teaching

R.O.C.K. Museum (Rockhounder's Outreach for Community Knowledge) is a teaching Museum, open to the public. There you find a vast collection of beautiful and interesting sights. Most are labeled and someone is available to show you through answering your questions and sharing interesting facts about the hundreds of specimens on display.

Classes and all day workshops are held by appointment. Rock Study is part of the required curriculum in the 2nd, 4th and 8th grades. During the school year classes are brought (field trips) to the Museum for 4 - 5 hour workshops. This includes a Tour of the Museum, Lecture, some Classroom time (building collections & searching in large gravel filled trays for fossils, gems and minerals to classify), Live Demonstrations in Rock Cutting, Lapidary work and Question and Answer period. Classes are managed by a volunteer staff splitting into 2 groups, which are then alternated between class & demo after a lunch break. At the end of class, instructors question the students and rewards are given to those who paid close attention (geodes and larger rock samples). Students leave with treasures and study material, including a National Geographic magazine, charts, worksheets and t-shirts, inspired and encouraged to study more on their own.

KAYE LEE'S CORNER FOUNDATION - ROCK MUSEUM

Smaller classes are held during summer months, giving children a fun educational opportunity. Material covered is custom fit to the age group, covering subjects like Dinosaurs & Fossils, Volcanos, Techtonic Plates, Hardness Scale, 3 Types of Rocks, Collecting and Identification, Lapidary etc. Each class receives a different collection, encouraging them to return and build on it. Throughout the year Educational Booths are set up with displays, demos, collection building and handout material at events such as the Fossil Festival in Aurora, Washington's Summer Festival, Pungo Christian Academy Earth Week Presentation, ICW, Mattie Arts Fall Festival, the Sylvan Bird Park's Earth Day Event and numerous other educational opportunities that the Rock Museum takes advantage of. Children and adults can see and touch different rocks, minerals and fossils, ask questions, learn, pick up handouts and build collections.

The ROCK Museum is less than 3 years old and has continued to grow and improve since it opened. New items are acquired often from many sources and come from all parts of the world. If you have found rocks dumb and boring, you will change your mind after visiting. The Museum has a large library to research rock related subjects, and a collection of National Geographic books and magazines going back to 1906. An Advisory Board for the ROCK Museum is being formed.

This display is composed mostly of a large private collection. Many items on display have been donated by individuals and some purchased by the Museum through the Foundation. We have received generous donations of teaching materials in the past several years.

Kaye Lee Brady, the Curator and one of the Instructors, also founded R.O.C.K., the Educational ROCK Club in Utah in 2010. That club still teaches and numbers about 100 members presently. Her husband, Kelly Brady and good friend Frank Nelson, are also instructors at the Museum. She developed an Educational Program, similar but not as detailed as the Museum's, that is presented yearly at many local Utah schools in several cities and school districts. The ROCK Club also sponsors a very large annual Educational Rock Show and members meet monthly. Associated with that club are expert Geologists, Mineralogists, Paleontologists, Gemologists and Lapidary Artists, that are great help to our efforts here. Most are Rockhounds, like Kaye Lee.

We will need future funding for overhead and operations costs. A sign is needed for the front of our building and there is also a need of more display cabinets to house some of the more fragile mineral specimens. Our plans presently are to focus on building our number of students and grow slowly.

Completed By:

KAYE LEE BRADY, CHAIRMAN
Printed Name & Posistion

Kaye Lee Brady
Signature & Date

March 1, 2018

Actual NUMBER SERVED 2016-2017

Pantego/Terra Ceia Christian School	25	
Aurora/ Fossil Festival Education Tent	300	
Washington/Children's Festival (w/AOP)	25	
Belhaven/ Pungo Christian Academy ICW, Girl Scouts, Misc. Classes and Local visitors	295	
Hyde County/Swan Quarter Mattie Arts Fall Festival		
Pitt County/Greenville & Oakwood School visitors to Belhaven - out of town	285	Total 930

Estimated NUMBER SERVED 2017-2018

Pantego/Terra Ceia Christian School	25	
Aurora/ Fossil Festival Education Tent	500	
Washington/Children's Festival (w/AOP)	50	
Belhaven/ Pungo Christian Academy ICW, Girl Scouts, Misc. Classes and Local visitors	350	
Hyde County/Swan Quarter Mattie Arts Fall Festival, Mattamuskeet Elementary & Halifax County/Sylvan Bird Park (Earth Day) & Pitt County/Greenville & Oakwood School visitors to Belhaven - out of towners	635	
Bath/Bath Elementary	45	
Pinetown/Northeast Elementary , Northside High School	75	Total 1,680

Estimated NUMBER SERVED 2018-2019

Pantego/Terra Ceia Christian School	50

Aurora/ Fossil Festival Education Tent	600	
Washington/Children's Festival (w/AOP)	100	
Belhaven/ Pungo Christian Academy ICW, Girl Scouts, Misc. Classes and Local visitors	400	
Hyde County/Swan Quarter Mattie Arts Fall Festival, Mattamuskeet Elementary & Halifax County/Sylvan Bird Park (Earth Day) & Pitt County/Greenville & Oakwood School visitors to Belhaven - out of towners	735	
Bath/Bath Elementary	45	
Pinetown/Northeast Elementary , Northside High School	75	Total 2,005

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: OCT 13 2016

KAYE LEES CORNER FOUNDATION
413 PAMLICO STREET
BELHAVEN, NC 27810-0000

Employer Identification Number:
81-3903990
DLN:
26053685004656
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
509(a)(2)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
September 15, 2016
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 5436

KAYE LEES CORNER FOUNDATION

Sincerely,

A handwritten signature in dark ink, appearing to read 'Jeffrey I. Cooper', with a stylized flourish at the end.

Jeffrey I. Cooper
Director, Exempt Organizations
Rulings and Agreements

Letter 5436

ROCK MUSEUM - KAYE LEE'S CORNER FOUNDATION

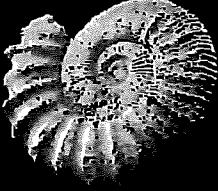
ROCK MUSEUM

AT
Kaye Lee's
CORNER

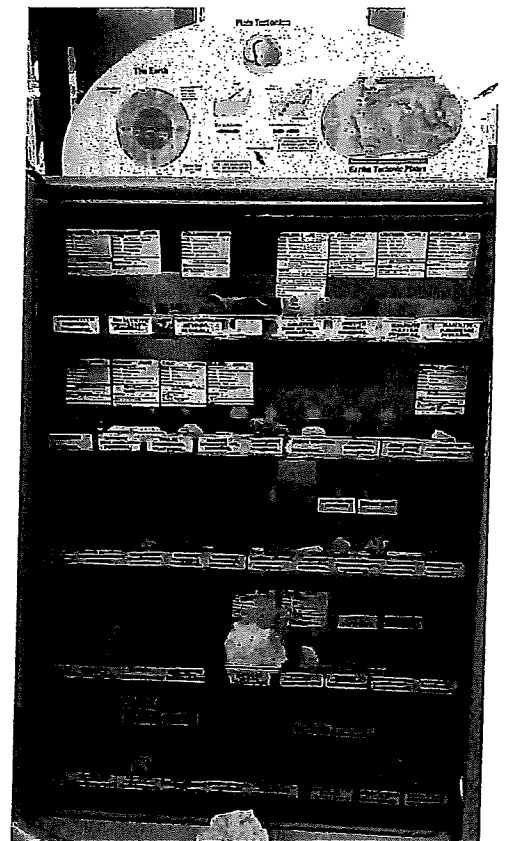
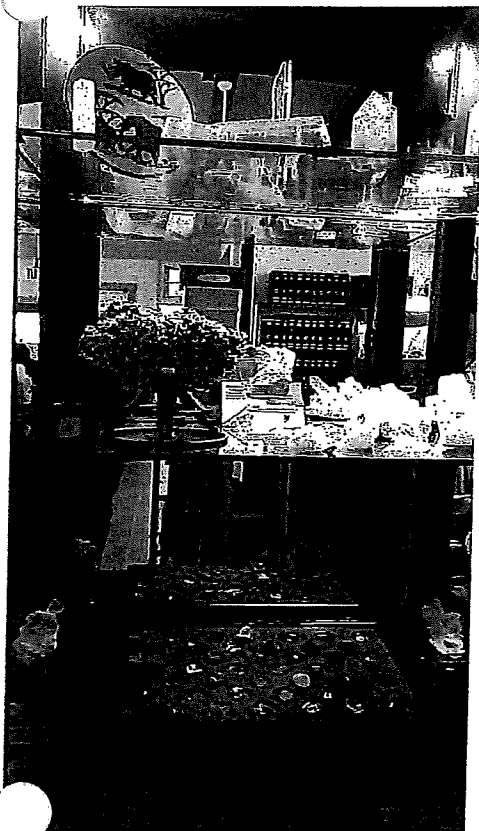
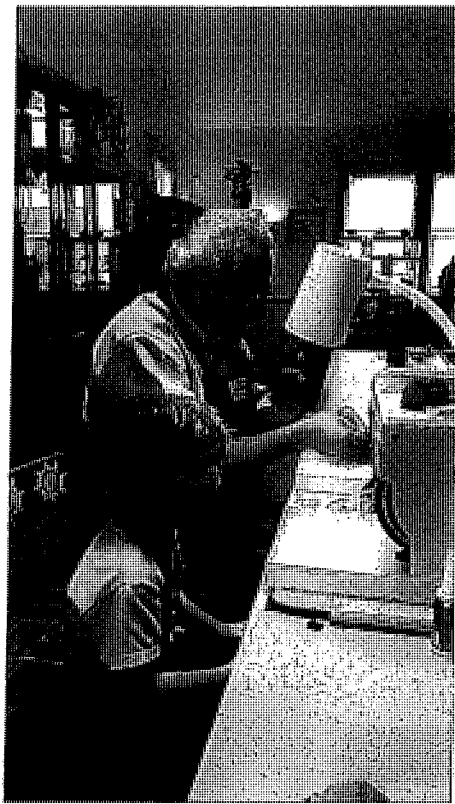
413 PAMLICO STREET
Edgemon, North Carolina 27810

Kaye Lee Brady
801-259-7446
kayleeday@yahoo.com

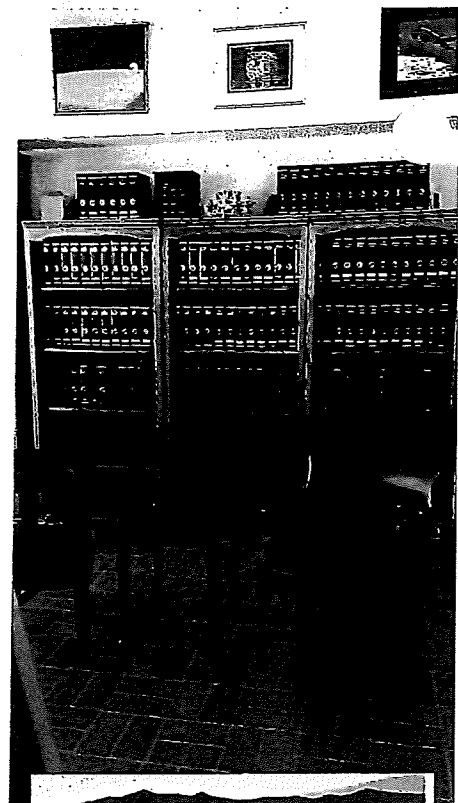
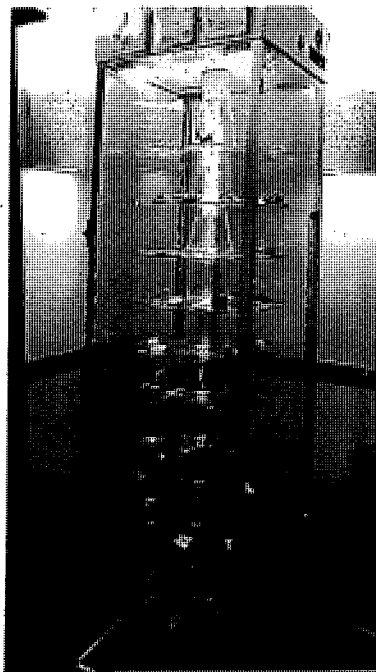
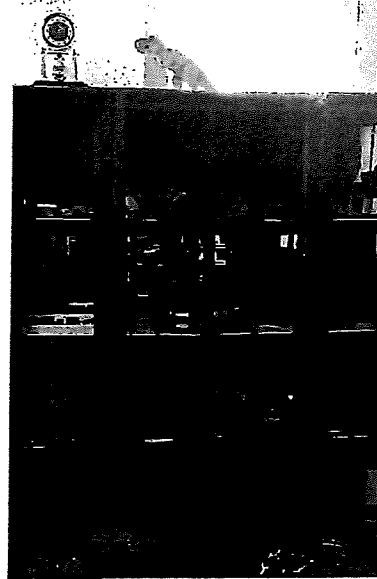
- = ROCKS & GEMS
- = MINERALS
- = FOSSILS
- = JEWELRY
- = DEMONSTRATIONS
- = WORKSHOPS



ROCK MUSEUM - KAYE LEE'S CORNER FOUNDATION



ROCK MUSEUM - KAYE LEE'S CORNER FOUNDATION



Request for Service Expansion

Title of Service Expansion: Metropolitan Community Health Service (Agape)

Name of Department: Outside Agency

Purpose and Justification: Agency has requested additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$125,000.00	Additional funds requested by agency above current year allocation of \$25,000.
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$125,000.00</i>	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Metropolitan Community Health Services Amount Requested \$150,000.00

	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimated Actual Expenses	FY2018-19 Budget Request
REVENUES:				
Requested from Beaufort County		\$25,000.00	\$150,000.00	\$150,000.00
Federal		00.00	00.00	00.00
State		00.00	00.00	00.00
Cities/Towns		00.00	00.00	00.00
United Way		00.00	00.00	00.00
Other Counties excluding Beaufort County		00.00	00.00	00.00
Other:				
Donations/Fundraisers		\$1,800.00		
Fees/Dues		00.00	00.00	00.00
Sales		00.00	00.00	00.00
Miscellaneous		00.00	00.00	00.00
Beginning Balance (Deficit)		00.00	00.00	00.00
TOTAL:		\$26,800.00	\$150,000.00	\$150,000.00
EXPENSES:				
Salaries and Benefits				
Program Services		\$18,865.00	\$125,000.00	00.00
Contractual Services		\$2,700.00	\$5,800.00	00.00
Commodities & Supplies		\$5,235.00	\$19,200.00	00.00
Fundraisers		00.00	00.00	00.00
Capital		00.00	00.00	00.00
Other		00.00	00.00	00.00
TOTAL:		\$26,800.00	\$150,000.00	\$150,000.00

Organizational Data

President: Rev. David L Moore
Executive Director: Dr. Michael McDuffie
Treasurer Mrs. Dorothy Gibbs
Other Officers: Mr. J Robert Harris, Chairman of the Board

Date: April 6, 2018

(Signature)

Completed by: Carol Taylor, EFDA, MS
Dental Director
Washington Agape Dental
Phone: 252-802-3006

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Metropolitan Community Health Services, Inc.

1. WHOM DO YOU SERVE?	Fiscal 2016-17 Last Yr Actual	Fiscal 2017-18 This Yr Estimated	Fiscal 2018-19 Next Yr Projected
Unduplicated count of individuals served (<i>if family, please count individual members</i>) TOTAL:	4591	5300	5863
1a. Total continuing from previous fiscal year	3910	4591	5300
1b. Total new for the year	681	709	563
1c. Total terminated during the year	0	0	0
2. RESIDENCE OF PARTICIPANTS TOTAL:	3857	4511	5863
2a. Washington	1572	1804	2345
2b. Washington Park			
2c. Chocowinity	457	286	372
2d. Bath	47	37	48
2e. Belhaven	92	86	112
2f. Aurora	45	29	38
2g. Pantego	34	43	56
2h. Pinetown	43	49	64
2i. Outside Beaufort County or Unknown	1567	2177	2828
3. AGE GROUP TOTAL:	3910	4591	5863
3a. Infants through 4 years of age	8	50	65
3b. 5 through 12 years of age	231	238	309
3c. 13 through 17 years of age	481	243	316
3d. 18 through 29 years of age	563	732	952
3e. 30 through 64 years of age	2240	2651	3341
3f. 65 and over	387	677	880
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS TOTAL:	3910	4591	5863
4a. Below official poverty level (\$12,000)	2612	3037	3842
4b. At or near poverty level	467	649	844
4c. Middle income (\$30,000)	143	353	459
4d. Upper income (\$60,000)	71	503	654
4e. Not known or not applicable	617	49	64
5. SEX TOTAL:	3910	4591	5863
5a. Male	1839	1741	2548
5b. Female	2071	2330	3315
5c. Not recorded		520	

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: Metropolitan Community Health Services, Inc.

Contact Information: Laurence J Doby 252.644.7003

120 W Martin Luther King Jr Drive Washington, NC 27889

Amount Requested: \$150,000

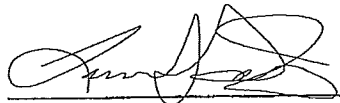
Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

Metropolitan Community Health Services, Inc. (MCHS), proudly serves the communities of Eastern North Carolina and the surrounding areas by providing low cost medical, dental, and behavioral health care services to the residents of Beaufort and surrounding counties.

MCHS is requesting funds in the amount of \$150,000 to help provide dental services to the indigent population throughout Beaufort County. These funds will be used to

support Full Time Dental staffing at our Washington, NC location, providing much needed services to the residents of Beaufort County.

Completed By: Laurence J Doby- Operations Manager
Printed Name & Position

March 15th, 2018
Signature & Date

3:19 PM

03/27/18

Accrual Basis

Metropolitan Community Health Services

Profit & Loss

August 2017 through January 2018

	Aug '17 - Jan 18
Ordinary Income/Expense	
Income	
1004100 · Clinic Revenue-Self Pay	437,668.62
1004110 · Clinic Revenue-BCBS	-112.45
1004120 · Clinic Revenue-Other Comm Ins	-9.04
1004140 · Clinic Revenue-Medicaid	-3,974.39
1004500 · 330 Grant Revenue	1,205,120.66
1004991 · Patient Fees	-1,100.25
1504000 · Kate B. Reynolds Grant	158,333.50
1504450 · State Grant for Williamston	38,100.00
2754100 · Pharmacy-Self Pay	190,508.13
3004100 · Clinic Revenue-Self Pay-A	353,811.02
3004991 · Patient Fees-4	-900.00
7004100 · Dental-Self Pay	-2,516.50
9504990 · Interest Income-12	2.34
Total Income	2,374,931.64
Gross Profit	2,374,931.64
Expense	
Staff Training/Continuing Educa	1,696.49
100275 · Office Expense	15,148.46
1005000 · Salaries - Washington Medical	269,104.99
1005001 · Salary - admin	433,565.91
1005002 · Salaries - Washington BH	108,163.92
1005010 · Payroll Taxes	23,911.30
1005011 · Payroll Tax - Admin	36,375.45
1005012 · Payroll Taxes - Washington BH	7,597.43
1005015 · Staff Life Insurance	-5,204.87
1005020 · Insurance- Worker's Comp	2,974.00
1005025 · staff health insurance	126,910.89
1005030 · NC SUI Taxes	148.99
1005040 · Staff Uniforms	5,338.75
1006225 · Outside Laboratory	2,821.46
1006314 · Contract Labor-Medical	36,726.73
1006315 · Contract Labor-Admin	70,907.57
1006316 · Contract Labor-Maintenance	22,893.01
1006318 · Contract Labor-Dental	1,900.00
1007000 · AlarmMonitoring/SecuritySystems	1,235.20
1007025 · Insurance Flood	4,525.00
1007030 · Medical Supplies	30,226.80
1007033 · Lab Supplies	203.33
1007040 · Maintensupplies/repairs/moving	17,199.42
1007060 · Utilities	32,270.43
1007065 · Insurance - Business Owners	24,582.06
1008000 · Accounting	21,100.00
1008005 · Advertisement	20,802.55
1008010 · Administrative Expenses	3,642.92
1008015 · Legal	2,369.80
1008020 · Auditing	5,000.00
1008025 · Auto Expense	538.89
1008030 · Bank Fees	657.98
1008040 · SoftwareInstall/Mainten/TASupp	26,214.70
1008060 · Property Tax	702.56
1008065 · Communications	72,365.38
1008070 · Dues/Subscriptions	11,998.45
1008080 · Equipment/Furniture	3,594.70
1008120 · Interest Expense	38,057.68
1008125 · Meals & Entertainment	5,006.89
1008130 · Office Supplies	44,607.75
1008140 · Office Expense-1	9,808.93
1008155 · Late Fees/Finance Charges	151.37
1008160 · Postage	1,376.34
1008180 · ProfessionalLicenses/Certi	250.00
1008220 · StaffTraining/ContinuingEduca	7,086.55

3:19 PM

Metropolitan Community Health Services

Profit & Loss

03/27/18

August 2017 through January 2018

Accrual Basis

	Aug '17 - Jan 18
1008230 · Staff Travel (Local/LD)	1,807.79
1008300 · Rent	12,350.00
1008400 · Billing & Claims Processing	1,400.00
1009999 · Depreciation Expense	77,357.49
1505025 · Staff Health Insurance-1	3,278.04
1507020 · Hazard Waste Disposal	10,753.73
1507040 · Maintenance Supplies/Repairs	6,463.43
1508070 · Dues/Support	100.00
1508230 · Staff Travel	5,596.17
2755000 · PHARM SALARY	79,149.40
2755010 · PHARM PAYROLL TAXES	6,528.58
2756315 · Contract labor - Admin	8,628.50
2757030 · Pharmacy Supplies	150,641.38
2758040 · Pharmacy Software and Install	15,139.59
2758155 · Late Fees/Finance Charges-4	283.46
3005000 · Salaries Med Will	192,422.44
3005010 · Payroll Taxes-4	16,708.72
3005040 · Staff Uniforms (WILLIAMSTON)	2,172.40
3006225 · Outside Laboratory-4	750.00
3006315 · Contract Labor	107.10
3007000 · AlarmMonitoring/SecuritySys4	1,248.99
3007020 · Hazard Waste Disposal-3	2,270.02
3007030 · Medical Supplies-5	5,359.88
3007040 · Maintenance Supplies/Repairs-3	6,964.89
3007060 · Utilities-4	7,512.23
3008030 · Bank Fees-4	3,619.44
3008065 · Communications-4	2,593.38
3008125 · Meals & Entertainment-4	812.56
3008130 · Office Supplies-6	1,007.00
3008140 · Office Expense-7	4,864.19
3008160 · Postage-4	2,834.20
3008230 · Staff Travel-4	2,395.72
3755000 · Salaries - Williamston Pharm	79,035.13
3755010 · Payroll Taxes - Williamston Pha	6,341.13
5001010 · Payroll-2	0.00
6005015 · Staff Life Insurance	11,779.82
6108180 · CME/License/Certification	625.00
6138180 · License/Certifications	5,020.90
66900 · Reconciliation Discrepancies	-10.00
7005000 · Salaries-Dental	129,698.20
7005010 · Payroll Taxes-11	10,972.40
7006225 · Outside Laboratory-10	1,141.00
7006230 · Dental outside lab	14,635.38
7006314 · Contract Labor-Dentists	41,063.00
7006320 · Radiology/Dianostic-6	195.00
7007030 · Dental Supplies-10	23,294.40
7007040 · MaintenSupplies/Repairs/Moving2	150.00
7007060 · Utilities-10	394.21
7008130 · Office Supplies-13	521.88
7008140 · Office Expense-13	53.90
7008230 · Staff Travel (Local/LD)-2	1,528.55
7134500 · Substance Abuse Grant	72,687.81
8005000 · Salaries - Washington Dental	102,904.31
8005010 · Payroll Taxes- Washington Denta	7,876.76
8007030 · Dental Supplies-11	2,842.14
8007031 · Misc	3,007.42
8008040 · Software Maint/TA Support	34,559.63
8008155 · Late Fees	88.60
8008230 · Travel	813.33
9007030 · Medical Supplies-12	244.00
Total Expense	2,731,140.78
Net Ordinary Income	-356,209.14
Net Income	-356,209.14

3:21 PM

03/27/18

Accrual Basis

Metropolitan Community Health Services

Balance Sheet

As of January 31, 2018

	Jan 31, 18
ASSETS	
Current Assets	
Checking/Savings	
1003 • Cash - Clinic Operating Account	-46,069.94
1004 • Cash - Clinic Lab Account	240.00
1005 • Cash- Payroll	310.21
1006 • Cash-Agape Clinic Pharmacy	17,164.35
1011 • Cash-Debit Card	-347.78
1014 • First Bank	1,403.90
1016 • Cash - Reserve I	306.77
1026 • Cash-Wells Fargo-Williamston	1,683.64
1030 • Petty Cash	896.60
Total Checking/Savings	-24,412.25
Other Current Assets	
1043 • A/R	331,469.20
1050 • Allowance For Bad Debts	-188,688.04
1065 • Prepaid Expenses - Insurance	37,874.46
1112 • Software	7,514.00
Total Other Current Assets	188,169.62
Total Current Assets	163,757.37
Fixed Assets	
1100 • Building	1,219,045.96
1101 • Building Improvements-120 W MLK	613,963.05
1102 • Building - Williamston	3,852,981.99
1110 • Equipment	298,425.94
1115 • Land	327,434.85
1130 • Office Equipment	29,532.34
1150 • CIP Equipment	128,785.01
1190 • Accumulated Depreciation-1	-1,345,144.32
Total Fixed Assets	5,125,024.82
TOTAL ASSETS	5,288,782.19
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 • Accounts Payable	263,935.76
Total Accounts Payable	263,935.76
Other Current Liabilities	
2005 • Accrued Accounts Payable	297,205.57
2100 • Payroll Liabilities	
2101 Payroll	164,632.17
2100 • Payroll Liabilities - Other	-2,072.45
Total 2100 • Payroll Liabilities	162,559.72
2129 • Payroll withholdings due to emp	35,058.93
2130 • AFLA/ Withheld	1,493.82
2131 • Retirement Employer	277.28
2132 • Other Employee Withheld	-781.96
2206 • Merchants Cap	48,067.36
2250 • First Bank CML term 0011	210,560.40
2300 • Accrued Leave/Salaries	74,859.15

3:21 PM

03/27/18

Accrual Basis

Metropolitan Community Health Services

Balance Sheet

As of January 31, 2018

	Jan 31, 18
2482 · Deferred Revenue-K.B.Reynolds	166,111.25
3000 · Beginning Net Assets- U	4,959,205.42
Total Other Current Liabilities	5,954,616.94
Total Current Liabilities	6,218,552.70
Total Liabilities	6,218,552.70
Equity	
30000 · Opening Balance Equity	
30001 · 01/31/2016 Adjustment	-91,741.64
30000 · Opening Balance Equity - Other	91,741.64
Total 30000 · Opening Balance Equity	0.00
32000 · Retained Earnings	-573,561.37
Net Income	-356,209.14
Total Equity	-929,770.51
TOTAL LIABILITIES & EQUITY	5,288,782.19

Request for Service Expansion

Title of Service Expansion: North Carolina Estuarium

Name of Department: Outside Agency

Purpose and Justification: Agency has requested additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$20,000.00	Additional funds requested by agency above current year allocation of \$15,000.
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$20,000.00</i>	

PARTNERSHIP
for the *Sounds*

March 2, 2018

Mr. Brian Alligood
County Manager
Beaufort County
121 W. 3rd Street
Washington, NC 27889

Re: 2018/19 Funding Request to Beaufort County from the North Carolina Estuarium

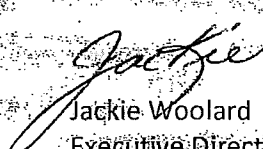
Dear Brian:

Enclosed is our completed Appropriation Request packet. Previously, I delivered the Partnership's audited Financial Statement for Fiscal Year 2017 to your office.

On behalf of the Board of Directors of the Partnership for the Sounds, we continue to be most appreciative of the support given to the Estuarium by the Commissioners and residents of Beaufort County.

Please contact me if you need additional information.

My best regards,


Jackie Woolard
Executive Director

Enclosures

COLUMBIA • WASHINGTON • MATTAMUSKEET • WINDSOR

P.O. box 55 COLUMBIA • NC 27925
PH 252 796 • 1000 FX 252 796 • 0218
PH 252 974 • 1044 (WASHINGTON • NC 27860)

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: North Carolina Estuarium

Amount Requested \$35,000.00

	FY-2016-17 Actual	FY-2017-18 Budget	FY-2017-18 Est. Actual Expenses	FY2018-19 Budget Request
REVENUES:				
Requested from Beaufort County	35,000	35,000	15,000	35,000
Federal	0	0	0	0
State	76,913	75,000	75,000	75,000
Cities/Towns	16,200	12,960	12,960	15,000
United Way	0	0	0	0
Other Counties excluding Beaufort County	0	0	0	0
Other:				
Donations/Fundraisers	50,868	66,840	84,840	60,000
Fees/Dues	45,084	47,700	47,700	50,000
Sales	31,096	32,200	32,200	30,500
Miscellaneous	292	300	300	500
Beginning Balance (Deficit)	0	0	0	0
TOTAL:	255,453	270,000	268,000	266,000
EXPENSES:				
Salaries and Benefits	142,147	145,000	140,000	150,000
Programs Services	15,937	24,800	24,800	30,000
Contractual Services	20,159	22,000	25,000	8,000
Commodities & Supplies	68,657	72,200	72,200	70,000
Fundraisers	0	0	0	0
Capital	8,573	6,000	6,000	8,000
Other	0	0	0	0
TOTAL:	255,453	270,000	268,000	266,000

Organizational Data

Board of Directors Chair: David Clegg

Executive Director: Jackie Woolard

Vice Chair: Bill Rich

Other Officers: John Ed Whitehurst, Secretary/Treasurer

Completed by: Jackie Woolard
 (Signature)

Date: March 2, 2018

Jackie Woolard
 (Name)

Executive Director
 (Title)

Phone: 948-0000

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: North Carolina Estuarium

1. WHOM DO YOU SERVE?	Calendar 2016 Actual	Calendar 2017 Actual	Calendar 2018 Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> TOTAL:	15,245	16,694	17,000
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:			
2a. Washington City	922	1,007	?
2b. All other Beaufort County	319	758	?
2c.			
2d.			
2e.			
2f.			
2g.			
2h.			
2i.			
2j. Outside Beaufort County or Unknown	14,004	14,929	?
Other NC counties/Other State/Foreign Countries	84/47/16	87/46/16	?
3. AGE GROUP TOTAL:			
3a. Infants through 4 years of age			
3b. 5 through 12 years of age			
3c. 13 through 17 years of age			
3d. 18 through 29 years of age			
3e. 30 through 64 years of age			
3f. 65 and over			
3g. Not known or not applicable	X	X	X
4. INCOME OF PARTICIPANTS TOTAL:			
4a. Below official poverty level (\$ 12,000)			
4b. At or near poverty level			
4c. Middle income (\$ 30,000)			
4d. Upper income (\$ 60,000)			
4e. Nor known or not applicable	X	X	X
5. SEX TOTAL:			
5a. Male			
5b. Female			
5c. Not recorded	X	X	X

Beaufort County
Request for County Appropriation
Budget Form 3

AGENCY: **NORTH CAROLINA ESTUARIUM**
CELEBRATING OUR 20TH ANNIVERSARY

Contact Information: **Jackie Woolard**

948-0000

Amount Requested: **\$35,000**

Please outline what the County appropriation will specifically be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

Over the last **20** years the Estuarium has earned a reputation as a credible source for science and history of North Carolina's estuarine region and as a catalyst for environmental stewardship and sustainability. Our education narrative has been used by K-12 schools, community colleges, and four year universities. Science based organizations from across the state and beyond have solicited Estuarium staff for advisory positions and instructional programs.

It is imperative that the information on display and that staff imparts be accurate, impartial, and contemporaneous.

Specifically, we will use a portion of the requested appropriation to upgrade and/or replace several exhibits to ensure that they meet these standards.

To do so will require:

- Planning and design
- Scientific review
- Purchase and installation of upgraded technology hardware/software
- Services of an exhibit fabricator, electrician, carpet installer, plumber

Over the last **20** years the Estuarium has also earned a reputation as a viable catalyst for local economic development. Operating as a small business we pay for services and products from Beaufort County vendors and pay employees who do the same. However, our main contribution as a stimulus to economic activity lies in the fact that we bring people into Beaufort County from other counties and states.

When renting the Estuarium for an event, whether social, business or educational, these visitors hire caterers, dine in restaurants, buy gas, rent hotel rooms, and shop in Beaufort County.

Outside of Beaufort County Group Visitation (2017-Feb. 2018)

1. Outside of Beaufort County School/Youth/Civic Groups – 61 Groups

2. Outside of Beaufort County Facility Renters

- Wells Fargo Bank Regional Executives Retreat
- Walgreens Pharmacists Regional Retreat
- ECU Dept. Human Development Leadership Retreat
- NC Maritime History Council
- Carroll/Locke wedding (Georgia)
- USFWS Biologists Retreat
- Crego party (Pitt Co.)
- ECU Biology Leadership Retreat
- Pulley/Powell wedding (Raleigh)
- Springshire Retirement Center
- Pettite/Williams wedding (Pitt Co.)
- ECU Science Educators
- First Presbyterian Church (Wilson Co.)

As our exhibits require repairs and updates after 20 years of wear and tear, so do many basic interior furnishings and fixtures.

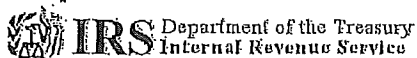
Specifically, we will use a portion of the requested appropriation to:

- Continue our progressive replacement of exhibit hall carpeting
- Repaint lobby floor
- Repair and maintain door locks, safety strips and various other building components.

Completed By:

Jackie Woolard, Executive Dir.
Printed Name & Position

Jackie Woolard March 2, 2018
Signature & Date



Department of the Treasury
Internal Revenue Service
P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248226129
Aug. 01, 2008 LTR 4168C EO
56-1829633 000000 00 000
00018958
BQDC: TE

PARTNERSHIP FOR THE SOUNDS INC
PO BOX 55
COLUMBIA NC 27925-0055555



014303

Employer Identification Number: 56-1829633
Person to Contact: Ms. K. Hilson
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your request of July 23, 2008, regarding your tax-exempt status.

Our records indicate that a determination letter was issued in June 1994, that recognized you as exempt from Federal income tax, and discloses that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records also indicate you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Michele M. Sullivan

Michele M. Sullivan, Oper. Mgr.
Accounts Management Operations I

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Request for Service Expansion

Title of Service Expansion: Open Door Community Center

Name of Department: Outside Agency

Purpose and Justification: Agency has requested funding. This is a new funding request.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$12,275	New funding request
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$12,275</i>	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT
Budget Form 1

Agency: Open Door Community Center

Amount Requested: \$ 12,275

	FY 2016-17 Actual N/A	FY 2017-18 Budget	FY 2017-18 Estimated Actual Expenses	FY2018-19 Budget Request
REVENUES:	0	0	0	\$12,275
Requested from Beaufort County				
Federal	0	0	0	0
State	0	0	0	0
Cities/Towns	0	0	0	\$2,000
United Way	0	0	0	\$2,000
Other Counties excluding Beaufort County	0	0	0	0
Other:				
Donations/Fundraisers	\$44,343	\$109,325	\$110,000	\$140,000
Fees/Dues	0	0	0	0
Sales	0	0	0	0
Miscellaneous	0	\$10,000	\$10,000	0
Beginning Balance (Deficit)	0	\$40,399	\$41,791	\$44,791
TOTAL:	\$44,343	\$159,723	\$161,791	\$201,066
EXPENSES:	0	\$6,330	\$4,000	\$95,690
Salaries and Benefits				
Program Services	0	0	0	\$11,118
Contractual Services	\$2,400	\$2,897	\$3,500	\$12,790
Commodities & Supplies	\$1,545	\$23,205	\$24,000	\$51,960
Fundraisers	0	\$3,500	\$3,500	\$5,500
Capital	0	\$82,000	\$82,000	0
Other including reserves	0	0	0	\$24,008
TOTAL:	\$3,945	\$117,932	\$117,000	\$201,066

Organizational Data

President: Dot Moate
Executive Director: Marcia Norwood
Treasurer: John Rebholz
Other Officers: Florence Piegols and Brandy Vinson

Completed by: John Rebholz / Dot Moate Date: April 21, 2018
(Signature)

John Rebholz
(Name)

Treasurer
(Title)

Phone: (252) 402-7617

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Open Door Community Center

1. WHOM DO YOU SERVE?	Fiscal 2016-17 Last Yr Actual	Fiscal 2017-18 This Yr Estimated	Fiscal 2018-19 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) TOTAL:	N/A	N/A	49
1a. Total continuing from previous fiscal year			0
1b. Total new for the year			49
1c. Total terminated during the year			43
2. RESIDENCE OF PARTICIPANTS TOTAL:			Unknown 49
2a. Washington			
2b. Washington Park			
2c. Chocowinity			
2d. Bath			
2e. Belhaven			
2f. Aurora			
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown			
3. AGE GROUP TOTAL:			49
3a. Infants through 4 years of age			12
3b. 5 through 12 years of age			10
3c. 13 through 17 years of age			3
3d. 18 through 29 years of age			12
3e. 30 through 64 years of age			12
3f. 65 and over			
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS TOTAL:			49
4a. Below official poverty level (\$12,000)			
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Not known or not applicable			49
5. SEX TOTAL:			49
5a. Male			12
5b. Female			37
5c. Not recorded			

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: Open Door Community Center _____

Contact Information: Dot Moate; President _____

(252) 975-6309 _____ dmoate@suddenlink.net _____

Amount Requested: \$12,275 _____

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

Funds would be used to help furnish the facility. It is estimated that renovation costs will run \$100,000,
partially offset by donated labor (Blue Hats) and materials. Once the renovations are completed the
facility will be furnished to house up to nine women and their children. This includes beds, dressers, a
complete kitchen and office equipment. Funds from Beaufort County would be used to install a kitchen
(cabinets, countertops, refrigerator, microwave, stove top, oven, lighting, table, chairs and vent) and
heavy duty washer and dryer. A plaque will be placed in the kitchen noting the contribution of the
county.

Completed By:

John Rebholz, Treasurer
Printed Name & Position

John Rebholz / Doris Moate 4/24/18
Signature & Date

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUN 28 2017

OPEN DOOR COMMUNITY CENTER
C/O DORIS W MOATE
121 E 2ND ST APT 101
WASHINGTON, NC 27889

Employer Identification Number:
81-5237670
DLN:
17053111331037
Contact Person:
ERIC KAYE ID# 31612
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
June 30
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
February 2, 2017
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

OPEN DOOR COMMUNITY CENTER

We sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

Stephen a. martin

Director, Exempt Organizations
Rulings and Agreements

Letter 947

4/22/2018

Income/Expense by Category
7/1/2017 through 4/22/2018 (Cash Basis)

Page 1

Category	7/1/2017- 12/31/2017	1/1/2018- 4/22/2018	OVERALL TOTAL
INCOME			
Income			
Business Donations	0.00	4,800.00	4,800.00
Donations - Churches	29,702.00	8,605.00	38,307.00
Donations - Individuals	2,332.25	17,403.00	19,735.25
Donations other non-profits	64,858.54	250.00	65,108.54
Fund Raising	0.00	1,380.00	1,380.00
TOTAL Income	96,892.79	32,438.00	129,330.79
Other Inc	590.00	26.00	616.00
TOTAL INCOME	97,482.79	32,464.00	129,946.79
EXPENSES			
Uncategorized	0.00	0.00	0.00
Bills & Utilities			
Internet	0.00	217.50	217.50
Utilities	0.00	305.51	305.51
TOTAL Bills & Utilities	0.00	523.01	523.01
Education	0.00	130.00	130.00
Facility and Equipment	72,000.00	0.00	72,000.00
Home Improvement	0.00	124.47	124.47
Home Insurance	1,251.43	558.00	1,809.43
Home Services	0.00	200.81	200.81
Storage Fee	0.00	400.00	400.00
TOTAL Facility and Equipment	73,251.43	1,283.28	74,534.71
Fees & Charges			
Bank Fee	58.59	0.00	58.59
Government filing fees	26.00	0.00	26.00
Postage and Shipping	0.00	80.50	80.50
TOTAL Fees & Charges	84.59	80.50	165.09
Food			
Restaurants	0.00	1,600.00	1,600.00
TOTAL Food	0.00	1,600.00	1,600.00
Fund Raising			
Dinner Theater	0.00	734.84	734.84
TOTAL Fund Raising	0.00	734.84	734.84
Misc.			
Board Expense	0.00	141.12	141.12
TOTAL Misc.	0.00	141.12	141.12
Personnel			
Federal Payrole taxes	0.00	9.00	9.00
FICA	0.00	81.13	81.13
Salary and pay	0.00	951.82	951.82
State Payroll Taxes	0.00	18.55	18.55
TOTAL Personnel	0.00	1,060.50	1,060.50
TOTAL EXPENSES	73,336.02	5,553.25	78,889.27
OVERALL TOTAL	-373-24,146.77	26,910.75	51,057.52

Balance Sheet - As of 4/22/2018
(Cash Basis)

4/22/2018

Page 1

Account	4/22/2018 Balance
ASSETS	
Cash and Bank Accounts	
Checking at CresCom	
Dinner Theater	14,667.22
Donation	11,652.00
Renovation	
Storage Assistance	685.00
T-Shirt	38.00
- Other -	24,139.77
TOTAL Checking at CresCom	51,057.52
TOTAL Cash and Bank Accounts	51,057.52
Other Assets	
House	135,000.00
TOTAL Other Assets	135,000.00
TOTAL ASSETS	186,057.52
LIABILITIES & EQUITY	
LIABILITIES	
Other Liabilities	
Dot Moate	10,000.00
TOTAL Other Liabilities	10,000.00
TOTAL LIABILITIES	10,000.00
EQUITY	176,057.52
TOTAL LIABILITIES & EQUITY	186,057.52

Request for Service Expansion

Title of Service Expansion: Pantego Academy Historical Museum

Name of Department: Outside Agency

Purpose and Justification: Agency has requested additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$1,000.00	Additional funds requested by agency above current year allocation of \$1,000.
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$1,000.00</i>	

Beaufort County, North Carolina

RECEIVED MAR 13 2018 REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Panteqo Museum

Amount Requested \$ 2,000

	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimated Actual Expenses	FY2018-19 Budget Request
REVENUES:				
Requested from Beaufort County	<u>1,000</u>	<u>1,000</u>		<u>2,000</u>
Federal	<u>—</u>	<u>—</u>		
State	<u>—</u>	<u>—</u>		
Cities/Towns	<u>—</u>	<u>—</u>		
United Way	<u>—</u>	<u>—</u>		
Other Counties excluding Beaufort County	<u>—</u>	<u>—</u>		
Other:				
Donations/Fundraisers				
Fees/Dues	<u>?</u>			
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:				
EXPENSES:				
Salaries and Benefits	<u>None</u>	<u>—</u>		
Program Services				
Contractual Services				
Commodities & Supplies				
Fundraisers				
Capital				
Other				
TOTAL:				

See Attachment over

Organizational Data

President: Virginia R. Spess Hollowell

Executive Director: —

Treasurer Martha S. Baynor

Other Officers: Wanda Rurack & Chester Smith

Phonene Allen

Completed by: Virginia R. Hollowell
(Signature)

Date: March 5 2018

Panteqo Museum
(Name)

President
(Title)

Phone: 927-2570

Beaufort County, North Carolina

PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Pantego Museum

1. WHOM DO YOU SERVE?	Fiscal 2016-17 Last Yr Actual	Fiscal 2017-18 This Yr Estimated	Fiscal 2018-19 Next Yr Projected
<u>All Beaufort Co.</u>			
Unduplicated count of individuals served (if family, please count individual members) TOTAL:			
1a. Total continuing from previous fiscal year	<u>Entire County & surrounding area</u>		
1b. Total new for the year			
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:			
2a. Washington	☒		☒
2b. Washington Park	☒		☒
2c. Chocowinity	☒		☒
2d. Bath	☒		☒
2e. Belhaven	☒		☒
2f. Aurora	☒		☒
2g. Pantego	☒		☒
2h. Pinetown	☒		☒
2i. Outside Beaufort County or Unknown	☒		☒
3. AGE GROUP TOTAL:			
3a. Infants through 4 years of age			
3b. 5 through 12 years of age			
3c. 13 through 17 years of age			
3d. 18 through 29 years of age			
3e. 30 through 64 years of age			
3f. 65 and over			<u>all</u>
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS TOTAL:			
4a. Below official poverty level (\$12,000)			
4b. At or near poverty level			
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Not known or not applicable			☒
5. SEX TOTAL:			
5a. Male			
5b. Female			
5c. Not recorded			☒

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: Panteo Museum

Contact Information: Virginia Roper Hollowell
18945 NC 32N Plymouth NC 27962
352-927-2576

Amount Requested: \$2,000

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

Local Contractor (Hilton Waters) hired to complete
restoration of upstairs of 1874 Male & Female Academy
room. Work being completed one room at the
time. Job will be estimated @ \$5,000 -

Completed By: Virginia R. Hollowell President
Printed Name & Position

Virginia R. Hollowell March 5 2018
Signature & Date

Pantego Academy Historical Museum Association, Inc
Profit & Loss Statement 2017

1E	<i>Income</i>	
	Membership	\$1,208.83
	Donations with Membership	\$515.00
	Donation box	\$308.00
	In memory	\$1,030.00
	BBQ fund raiser	\$3,158.00
	Fish Fry	\$1,206.00
	July 4th	\$115.00
	Beaufort County Board of Commissioners	\$1,000.00
	Gift Shop	\$135.00
	Other donations	\$1,690.00
	Quilt	\$2,600.00
	Miscellaneous	
	Quilt Signatures	\$40.00
		\$13,005.83

SES	<i>Expenses</i>	
	Electricity	\$669.03
	Gas	\$1,115.14
	Web site	\$218.95
	Stamps	\$147.00
	Supplies	\$188.36
	Mowing	\$1,200.00
	Telephone	\$663.06
	Building Maint.	\$2,166.86
	Cleaning	\$300.00
	Fund Raising Expense	\$1,543.75
	Miscellaneous	
	Belhaven Chamber membership	\$50.00
	Installation of Heater	\$254.87
	Income Tax Service	\$100.00
	Termite & Pest Control	\$1,200.00
	Beaufort Co. Tax Collector - Solid Waste	\$145.00
		\$9,962.02

Profit \$3,043.81

Pantego Academy Historical Museum Inc,

46 Academy St

Pantego Nc 27860

Operating funds Southern Bank *Feb, 2018* *\$10,000*

Rainy day funds First Bank - *Average End 2017* *\$16,677*

Carlyle Windley Memorial Fund with

Edward Jones *\$21,000* *(year end 2017)*

PANTEGO ACADEMY HISTORICAL MUSEUM ASSOCIATION, INC.
46 ACADEMY STREET
PANTEGO, NORTH CAROLINA 27860
February 19, 2018
TREASURER'S REPORT

Balance in Southern Bank - January 15, 2018		\$10,785.68
Income		
Membership	\$160.00	
Donation with membership	\$25.00	
In Memory of Norman & Myrna Midgette	\$50.00	
In Memory of John Langley Ratcliff, III	\$100.00	
Total income for the month	\$335.00	<u>\$355.00</u>
		\$11,140.68
Expense		
Web page	\$33.62	
Electricity	\$40.98	
Telephone	\$55.22	
Amerigas	\$429.69	
Office Depot - Receipt Book	\$11.73	
Amerigas	\$239.39	
Amerigas	\$222.95	
Total Expenses for the month	\$1,033.58	<u>\$1,033.58</u>
Balance in Southern Bank - February 19, 2018		\$10,107.10

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 02483
Apr. 30, 2013 LTR 4168C
56-1422319 000000 00

BODC: TI

PANTEGO HIGH SCHOOL ALUMNI
ASSOCIATION INC
% MARTHA BAYNOR
975 DAN RD
PANTEGO NC 27860-9442

Employer Identification Number: 56-1422319
Person to Contact: MS. HARPER
Toll Free Telephone Number: 1-877-829-5500

Dear TAXPAYER:

This is in response to your Apr. 19, 2013, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in MARCH 1985.

Our records also indicate that you are not a private foundation with the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.



Elaine F. Marshall
Secretary

North Carolina

**DEPARTMENT OF THE
SECRETARY OF STATE**

PO Box 29622 Raleigh, NC 27626-0622 (919)307-2000

Unit Login Register

Date: 4/19/2013

here to:

Document Filings |

LLC, LP and Non-Profit entities are not required to file annual reports.

Corporation Names

Name	Name Type
NC PANTEGO ACADEMY HISTORICAL MUSEUM ASSOCIATION, INC.	LEGAL
NC PANTEGO HIGH SCHOOL ALUMNI ASSOCIATION, INC.	PREV LEGAL

Non-Profit Corporation Information

S D:	0109813
Status:	Current-Active
Effective Date:	3/6/1964
Citizenship:	DOMESTIC
State of Inc.:	NC
Duration:	PERPETUAL
Registered Agent	

Agent Name:	RAYNOR, HARVEY WRIGHT, III
Office Address:	225 E. MAIN STREET BELHAVEN NC 27810

Mailing Address:	PO BOX 9 BELHAVEN NC 27810

Principal Office

Office Address:	NO ADDRESS

Mailing Address:	NO ADDRESS

ers

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Request for Service Expansion

Title of Service Expansion: Ruth's House

Name of Department: Outside Agency

Purpose and Justification: Agency has requested additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$2,500.00	Additional funds requested by agency above current year allocation of \$2,500.
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
Total Cost of Service Expansion	\$2,500.00	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Ruth's House

Amount Requested \$ 5000

	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimated Actual Expenses	FY2018-19 Budget Request
REVENUES:				
Requested from Beaufort County	5000	15000	2500	5000
Federal	100,063.85	88458.54	87458.54	88458.54
State	136,498	185855	186736	85855
Cities/Towns	0	0		0
United Way	3028.23	3200	3625	3000
Other Counties excluding Beaufort County				
Other:	147133.34	64211.02	80186.48	
Donations/Fundraisers				
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:	391723.42	341724.56	360506.02	
EXPENSES:				
Salaries and Benefits	195699.40	197520.34	187684.77	
Program Services	94809.11	60086.48	95827.11	
Contractual Services	5842	5000	4600.35	
Commodities & Supplies				
Fundraisers	17967.17	15681.29	11607.30	
Capital				
Other				
TOTAL:	314317.68	278288.11	299719.53	

Organizational Data

President: Stacy Drakeford

Executive Director: Valerie Kines

Treasurer: John Rebholz

Other Officers: Jessica Yoder, Jacinta Jones, Ina Slade

Completed by: Valerie Kines

(Signature)

Valerie Kines

(Name)

Executive Director

(Title)

Date: 4/8/18

Phone: 252-940-0007

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Ruth's House

1. WHOM DO YOU SERVE?	Fiscal 2016-17 Last Yr Actual	Fiscal 2017-18 This Yr Estimated	Fiscal 2018-19 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> TOTAL:	88	150	220
1a. Total continuing from previous fiscal year	10	4	11
1b. Total new for the year	78	148	209
1c. Total terminated during the year			
	88	150	220
2. RESIDENCE OF PARTICIPANTS TOTAL:			
2a. Washington	43	72	110
2b. Washington Park	0	2	5
2c. Chocowinity	17	28	40
2d. Bath	12	20	30
2e. Belhaven	7	12	15
2f. Aurora	2	3	5
2g. Pantego	0	4	5
2h. Pinetown	0	5	5
2i. Outside Beaufort County or Unknown	7	4	5
	88	150	220
3. AGE GROUP TOTAL:			
3a. Infants through 4 years of age	5	8	15
3b. 5 through 12 years of age	34	58	80
3c. 13 through 17 years of age	4	7	15
3d. 18 through 29 years of age	18	31	40
3e. 30 through 64 years of age	27	45	45
3f. 65 and over	0	1	5
3g. Not known or not applicable	0	0	20
	88	150	220
4. INCOME OF PARTICIPANTS TOTAL:			
4a. Below official poverty level (\$12,000)	53	90	120
4b. At or near poverty level	24	40	60
4c. Middle income (\$30,000)	4	7	20
4d. Upper income (\$60,000)	0	3	5
4e. Not known or not applicable	7	10	15
	88	150	220
5. SEX TOTAL:			
5a. Male	20	35	90
5b. Female	68	115	130
5c. Not recorded	0	0	0

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: Ruth's House

Contact Information: Valerie Kines, Executive Director
PO BOX 2843, Washington, NC 27889
252-940-0007

Amount Requested: \$5000

Please outline what the County appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

Although Ruth's House is generously funded by
state & federal grants, this funds are restricted to
specific funding areas. As we look to moving our
shelter to allow better services for the people of
Beaufort County, we will be facing monumental
costs in FY 2018-2019. County appropriations will go to operatio
related to our ongoing care for DV survivors.

Completed By:

Valerie Kines

Printed Name & Position

Vallelin 4/8/18

Signature & Date

Request for Service Expansion

Title of Service Expansion: Increase in Budget Allocation for Sidney Dive Team

Name of Department: Sidney Dive Team

Purpose and Justification: Sidney Dive Team of Beaufort County, Inc. is a non-profit organization in which the County of Beaufort has supported for many years in the amount of \$10,000.00 a year. This team assists emergency responders in water related accidents and searches throughout of the county with annual income coming from the county allocation and donations. Sidney Dive Team has continued to maintain, upgrade, and purchase needed equipment through this support.

In the last year, Beaufort County Emergency Services has assisted Sidney Dive Team through acquisition of regional DPPR funds to replace aged diving suits, however this funding has not covered the complete cost of this equipment. In addition, the apparatus in which the team uses (an old EMS unit) has been experiencing major mechanical problems and a decision was made to replace this truck. Sidney Dive Team has replaced this truck with a used Rescue from Midway at an economical cost. This new apparatus will not only assist the county's emergency response in water related incidents including boating, drowning, and searches, but be able to serve as a portable lighting source, and a rehabilitation unit.

Sidney Dive Team does respond across our region for assistance with water related accidents and searches, however the bulk of their response is local.

Dive Chief Steve Swain has requested an increase in county funding from \$10,000 - \$15,000 for the 2018/2019 budget year. This increase request is due to increased insurance cost, and annual equipment servicing.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$5,000.00	See synopsis above
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$5,000.00</i>	

RECEIVED APR 16 2018



*SIDNEY VOLUNTEER FIRE DEPARTMENT INC.
6755 North Savannah Road
Belhaven, North Carolina 27810*

April 12, 2018

Anita Radcliffe
Chief Financial Officer
Beaufort County Administration Office
121 W. 3rd St.
Washington, NC 27889

Subject: Transmittal of 2018 Proposed Budget for Sidney Volunteer Fire Department Inc.

Dear Ms. Radcliffe,

The proposed budget for Sidney Volunteer Fire Department Inc. is enclosed in this mailing. As in previous years this budget is for the current calendar year as our accounting is in a calendar year format.

Sincerely,

Michael Farschon

Michael Farschon
Treasurer
Sidney Volunteer Fire Department
(252) 945-6586

Fire Department: SIDNEY VOLUNTEER FIRE DEPARTMENT INC.

Date April 12, 2018

1/1/18 to 12/31/18
Current Budget Year 2018

I. Revenues

A. Fire Taxes Received \$ 76,969.00

II. Expenditures

A. Personnel Services

1. Salaries and Wages

2. Special Payments

3. Other

3. Fringe Benefits

4. Professional Services

a. Accounting

b. Legal

c. Other

B. Supplies and Materials

1. Household and Cleaning Supplies

2. Food and Provisions

3. Educational, Medical Supplies

4. Vehicle Supplies and Materials

5. Office Supplies and Materials

C. Current Obligations and Services

1. Travel and Transportation

2. Communications

a. Telephone

b. Postage

c. Other Communications

3. Utilities

a. Electricity

b. Heating Oil

c. LP or Natural Gas

d. Water

e. Sewer

f. Other Utilities

4. Printing

5. Fuel for Vehicles

6. Repairs and Maintenance

a. Buildings

b. Equipment

c. Fire Vehicles

d. Other

7. Advertising

8. Data Processing Services

9. Other Services

D. Fixed Charges and Other Services

1. Rental of Real Property

2. Rental of Computer Equipment

3. Rental of Copier

4. Service and Maintenance Contracts

5. Insurance and Bonding

a. Property and general liability

b. Vehicles

c. Fidelity

d. Professional liabilities

e. Special liabilities

f. Workers Compensation

7. Pensions and Benefits

8. Other Fixed Charges/Current Operating Expenses

a. Contributions and donations

b. Fund raising

c. Dues and subscription

d. Miscellaneous

E. Capital Outlay (\$5,000 per year)

1. Office Furniture and Equipment

2. Computer Equipment
3. Educational, Medical Equipment
4. Motor Vehicles
5. Communications Equipment
6. Other Equipment (ie. Air pacs, turnout gear)
7. Land
8. Buildings, Structures and Improvements
9. Other Structures, Improvements and Capital Outlay

[illegible]

Treasurer Michael Farschon *Michael Farschon* Date April 13, 2018

Chairman of Board James Brown *James A. Brown* Date April 13, 2018

Coordinator _____ Date _____

Cty Manager _____ Date _____

Page 2 of 2

Request for Service Expansion

Title of Service Expansion: The Greater Bath Foundation

Name of Department: Outside Agency

Purpose and Justification: Agency has requested funding. This is a new funding request.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$10,000	New funding request
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$10,000</i>	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: The Greater Bath Foundation

Amount Requested \$ 10,000

	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimated Actual Expenses	FY2018-19 Budget Request
REVENUES:				10,000
Requested from Beaufort County				
Federal				
State				
Cities/Towns				
United Way				
Other Counties excluding Beaufort County				
Other:				10,000
Donations/Fundraisers				
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				9,700
TOTAL:				29,700
				0
EXPENSES:				
Salaries and Benefits				
Program Services				7,000
Contractual Services				90,000
Commodities & Supplies				
Fundraisers				3,000
Capital				
Other				
TOTAL:				100,000

Organizational Data

President: Jason Pair
 Vice President: Wayne Woolard
 Treasurer: Therese Guard
 Secretary: Elna Lewis
 Directors: Rusty Duke and Johnathan Brooks

Completed by: Elna Lewis
 (Signature)

Date: 4/27/16

Elna Lewis, Secretary
 (Name & Title)

Phone: 252-943-7033

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: The Greater Bath Foundation

1. WHOM DO YOU SERVE?	Fiscal 2016-17 Last Yr Actual	Fiscal 2017-18 This Yr Estimated	Fiscal 2018-19 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) TOTAL:	6500	5,000	8,000
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:	100%		
2a. Washington	30%	30%	30%
2b. Washington Park			
2c. Chocowinity	2%	2%	2%
2d. Bath	30%	30%	30%
2e. Belhaven	10%	10%	10%
2f. Aurora	10%	10%	10%
2g. Pantego	5%	5%	5%
2h. Pinetown	10%	10%	10%
2i. Outside Beaufort County or Unknown	3%	3%	3%
3. AGE GROUP TOTAL:			
3a. Infants through 4 years of age			
3b. 5 through 12 years of age	15%	15%	15%
3c. 13 through 17 years of age	15%	15%	15%
3d. 18 through 29 years of age	20%	20%	20%
3e. 30 through 64 years of age	30%	30%	30%
3f. 65 and over	20%	20%	20%
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS TOTAL:			
4a. Below official poverty level (\$12,000)	2%	2%	2%
4b. At or near poverty level	10%	10%	10%
4c. Middle income (\$30,000)	68%	68%	68%
4d. Upper income (\$60,000)	20%	20%	20%
4e. Nor known or not applicable			
5. SEX TOTAL:			
5a. Male	40%	40%	40%
5b. Female	60%	60%	60%
5c. Not recorded			

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: The Greater Bath Foundation

Contact Information: Jason Pair

252-413-9517

Amount Requested: \$10,000

Please outline what the County appropriation will specifically be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

These events will be used to promote the history, tradition, beauty and development of the Town of Bath and funds raised will assist with special projects/events as may be needed by the Town and surrounding areas. Greater Bath Memorial Day Celebration will consist of food vendors throughout the afternoon/evening, along with live music by the Embers with a finale of fireworks at the end of the night. This event will bring the community of Bath and it's surrounding areas together for a time of family fun and community strengthening. The Tri-Centennial Blackbeard events will promote history and tradition, by commemorating the capture and death of Blackbeard. Blackbeard is a name that has been associated with Bath for over 300 years and is a large part of it's history. This event will bring thousands of people to Bath where they can see the rich history and small town appeal that Bath has been known for for many years. It will give an opportunity to show others the small piece of heaven that many have come to know the Town of Bath to be. The day will consist of food vendors, craft vendors, music and special surprise events and fireworks. These events will promote Bath, as well as the businesses that are located in Bath and the surrounding areas such as Washington and Belhaven through lodging, retail and food service. The outcome of this project will be increased tourism and economic development for the Town of Bath and surrounding areas. These events will bring approximately 8,000 people from surrounding areas to Beaufort County.

Completed By:

Dina Lewis, Secretary
Printed Name & Position

Dina Lewis 4-27-18
Signature & Date

Request for Service Expansion

Title of Service Expansion: Beebe Park Improvements Completion

Name of Department: Outside Agency

Purpose and Justification: The P.S. Jones Alumni Association is requesting that the County contribute \$5,000 to pay for 50% of the cost of completing the improvements at Beebe Park. A request has also been made to the City of Washington for \$5,000.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational		
Capital Outlay	\$5,000	One-time contribution for completion of park improvements.
Total Expenditures	\$5,000	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$5,000</i>	

SUMMARY OF REQUESTED SERVICE EXPANSIONS

WATER FUND REVENUE	County Manager Recommends
Amount Available for Service Expansions (Revenues over Expenditures)	\$0
Amount Requested from Fund Balance	\$0
Total	\$0
Total Available for Service Expansions	\$0

Note: 1% on the water rates = \$65,790

REQUESTS

Page	Department	Title	Estimated Initial Cost	Estimated Annual Revenue Offset	Estimated Initial Net Cost	Estimated Annual Recurring Cost	Comments
	Water	1% COLA	\$11,721	\$0	\$11,721	\$11,721	Amt. shown here is Water Fund portion only
	Water	2% COLA	\$23,442	\$0	\$23,442	\$23,442	Amt. shown here is Water Fund portion only
Total of all Water Fund Expansion Requests			\$35,163	\$0	\$35,163	\$35,163	

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Request for Service Expansion

Title of Service Expansion Cost of Living Adjustment (COLA)

Name of Department: Water Fund

Purpose and Justification: 1% cost of living adjustment

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$11,721	Water Fund only. \$1,172,076 payroll at 1%.
Operational		
Capital Outlay		
Total Expenditures	\$11,721	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$11,721</i>	

Request for Service Expansion

Title of Service Expansion Cost of Living Adjustment (COLA)

Name of Department: Water Fund

Purpose and Justification: 2% cost of living adjustment

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$23,442	Water Fund only. \$1,172,076 payroll at 2%.
Operational		
Capital Outlay		
Total Expenditures	\$23,442	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	\$23,442	

SUMMARY OF REQUESTED SERVICE EXPANSIONS

SOLID WASTE FUND REVENUE	County Manager Recommends
Amount Available for Service Expansions (Revenues over Expenditures)	\$0
Amount Requested from Fund Balance	\$0
Total	\$0
Total Available for Service Expansions	\$0

REQUESTS

Page	Department	Title	Estimated Initial Cost	Estimated Annual Revenue Offset	Estimated Initial Net Cost	Estimated Annual Recurring Cost	Comments
	Solid Waste	1% COLA	\$110	\$0	\$110	\$110	Amt. shown here is SW Fund portion only
	Solid Waste	2% COLA	\$219	\$0	\$219	\$219	Amt. shown here is SW Fund portion only
	Solid Waste	Solid Waste System Analysis	\$50,000	\$0	\$50,000	\$0	Analysis of Current System
Total of all SW Fund Expansion Requests			\$50,329	\$0	\$50,329	\$329	

Request for Service Expansion

Title of Service Expansion Cost of Living Adjustment (COLA)

Name of Department: Solid Waste Fund

Purpose and Justification: 1% cost of living adjustment

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$110	Solid Waste Fund only. \$10,964 payroll at 1%.
Operational		
Capital Outlay		
Total Expenditures	\$110	

Revenue to offset Costs		
Total Cost of Service Expansion	\$110	

Request for Service Expansion

Title of Service Expansion Cost of Living Adjustment (COLA)

Name of Department: Solid Waste Fund

Purpose and Justification: 2% cost of living adjustment

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$219	Solid Waste Fund only. \$10,964 payroll at 2%.
Operational		
Capital Outlay		
Total Expenditures	\$219	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	\$219	

Request for Service Expansion

Title of Service Expansion: Solid Waste System Analysis

Name of Department: Solid Waste

Purpose and Justification: It is desired to improve the safety, functionality, and appearance of the solid waste disposal system, including the convenience centers located throughout the County. Currently, Republic Services operates 11 centers for the County. It is requested that an engineering study be completed to provide an analysis of the overall system as well as the use and productivity of each site. An estimate will be included outlining the recommended changes.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$50,000	Solid Waste System Analysis
Capital Outlay		
Total Expenditures	\$50,000	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$50,000</i>	

Administrative Charges to General Fund
Fiscal Year 2018-2019

Basis	General	General Percent Share	Water	Water Percent Share	Solid Waste	Solid Waste Percent Share	Total
1 Board	368,539	92.50%	19,921	5.00%	9,961	2.50%	398,421
2 Administration	426,875	92.50%	23,074	5.00%	11,537	2.50%	461,486
3 Human Resources	190,370	92.67%	15,057	7.33%	-	0.00%	205,427
4 Finance	485,134	78.64%	123,383	20.00%	8,398	1.36%	616,916
5 Information Technology	119,349	87.69%	15,355	11.28%	1,396	1.03%	136,100
6 Tax/Solid Waste Bills	13,887	50%	-	0.00%	13,887	50%	27,774
7 Tax/Solid Waste Collections	19,823	50%	-	0.00%	19,823	50%	39,645
8 Rent	-		23,295		19,300		42,595
Total	\$ 1,623,977		\$ 220,086		\$ 84,301		\$ 1,928,364

- 1 Based on estimated time spent on governance
- 2 Based on estimated Manager/Clerk/Safety Risk Manager's time
- 3 Based on the number of employees by fund
- 4 Based on the number of invoices paid by fund
- 5 Based on the number of computers by fund
- 6 Based on splitting actual cost of mailing annual bills 50/50
- 7 Based on 50% of one tax collection position
- 8 Based on \$15 sq. foot/yr. for Water; SW is based on avg. of rent paid to outside vendors for other convenience sites

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Return Check Fee

Definition/Comments – Administration fee for processing a check that has been returned and not paid by the drawer's financial institution as in accordance with G.S. 506, 25-3-512.

Fees Charged - \$25

Revenue code – 10-0600-433100

Tax Collection Fee

Definition/Comments – Administration fee in the amount of 2% charged to municipalities and other taxing authorities for collecting and distributing real and personal taxes.

Fees Charged – 2%

Copies – Administration Office

Definition/Comments – 10 or less non-certified copies are free of charge. After 10 pages, it is \$0.10 per page.

Fees Charged – First 10 copies – free
After 10 copies - \$0.10 per copy

Revenue Code – 10-0600-489000

Elections

Data Disks (any data put on a disk)	\$10.00
Registration Lists	\$.03 per page
All other copies (except registration lists)	\$.10 per page
Reimbursement for municipal elections	Actual Costs

**Anything under \$1.00 is not charged.

Beaufort County

Emergency Management, Fire Marshal & Emergency Services

Fire Inspection Fee for Business

\$25.00 per inspection

Some require annual and some require inspections every three years as established in the Fire Code.

Revenue Code – 10-0300-433300

Beaufort County
Schedule of EMS Fees
Effective 2-7-17

Fee	Revised
Description	Fee
ALS1 Emergency	\$ 525.00
ALS2 Emergency	\$ 750.00
BLS Emergency	\$ 440.00
Mileage	\$ 11.73
Specialty Care	\$ 859.83
Treat - No Transport	\$ 150.00

Beaufort County Animal Control Fee Schedule 2018-2019

<u>Description</u>		<u>Fee</u>	<u>Code</u>
Citations			
Animal Cruelty:	1 st Offense	\$ 50.00	100400-438000
	2 nd Offense	\$ 75.00	
	3 rd Offense	\$150.00	
	4 th Offense	\$250.00	
	5 th Offense	\$500.00	
Abandonment:	1 st Offense	\$ 50.00	100400-438000
	2 nd Offense	\$ 75.00	
	3 rd Offense	\$150.00	
	4 th Offense	\$250.00	
	5 th Offense	\$500.00	
Tethering Violation:	1 st Offense	\$ 50.00	100400-438000
	2 nd Offense	\$ 75.00	
	3 rd Offense	\$150.00	
	4 th Offense	\$250.00	
	5 th Offense	\$500.00	
Teasing or Molesting Animals:	1 st Offense	\$ 50.00	100400-438000
	2 nd Offense	\$ 75.00	
	3 rd Offense	\$150.00	
	4 th Offense	\$250.00	
	5 th Offense	\$500.00	

Feeding or Harboring	1 st Offense	\$ 50.00	100400-438000
Stray Animals:	2 nd Offense	\$ 75.00	
	3 rd Offense	\$150.00	
	4 th Offense	\$250.00	
	5 th Offense	\$500.00	
Nuisance:	1 st Offense	\$ 50.00	100400-438000
	2 nd Offense	\$ 75.00	
	3 rd Offense	\$150.00	
	4 th Offense	\$250.00	
	5 th Offense	\$500.00	
Collar & Identification:	1 st Offense	\$ 50.00	100400-438000
	2 nd Offense	\$ 75.00	
	3 rd Offense	\$150.00	
	4 th Offense	\$250.00	
	5 th Offense	\$500.00	
Livestock at Large:	1 st Offense	\$ 50.00	100400-438000
	2 nd Offense	\$ 75.00	
	3 rd Offense	\$150.00	
	4 th Offense	\$250.00	
	5 th Offense	\$500.00	
Fowl at Large:	1 st Offense	\$ 50.00	100400-438000
	2 nd Offense	\$ 75.00	
	3 rd Offense	\$150.00	
	4 th Offense	\$250.00	
	5 th Offense	\$500.00	

Dangerous Dog	1 st Offense	\$100.00	100400-438000
Violation:	2 nd Offense	\$150.00	
	3 rd Offense	\$200.00	
	4 th Offense	\$250.00	
	5 th Offense	\$500.00	

Failure to Vaccinate	1 st Offense	\$ 50.00	100400-438000
For Rabies:	2 nd Offense	\$ 75.00	
	3 rd Offense	\$150.00	
	4 th Offense	\$250.00	
	5 th Offense	\$500.00	

Interference:	1 st Offense	\$ 50.00	100400-438000
	2 nd Offense	\$ 75.00	
	3 rd Offense	\$150.00	
	4 th Offense	\$250.00	
	5 th Offense	\$500.00	

Impoundment and Boarding

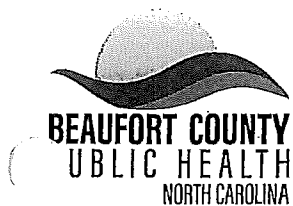
Cat or Dog	\$25.00 impoundment per animal	100400-438000
	\$ 8.00 per day boarding per animal	100400-438000

Rabies Vaccine

Cat or Dog	\$10.00 1 year vaccination only	100400-438000

Beaufort County Animal Control Fee Schedule 2017-2018

<u>Description</u>		<u>Fee</u>	<u>Code</u>
Adoption			
Cat	Altered	\$20.00	100400-438000
	Unaltered	\$55.00	100000-325000
Dog	Altered	\$20.00	100400-438000
	Unaltered	\$75.00	100000-325000



1436 HIGHLAND DRIVE
WASHINGTON NC 27889

Beaufort County Public Health Department

TELEPHONE: 252.946.1902
FAX: 252.946.8430

EMAIL: BCHealth@bchd.net
www.bchd.net

Fee Schedule FY 2018-2019

Definition/Comments – Fees for health department clinical and environmental health services

Clinical Service Fees:

- *Indicates Medicaid billing only; UD modifiers also indicate Medicaid billing only
- Outside labs identified with 90 modifier that have a fee associated are only billed to Self-Pay and Private Insurance clients (LabCorp bills Medicaid directly)

CPT	Description	Fee
11981	Insertion Drug Implant Device	\$200.00
11982	Remove Drug Implant Device	\$210.00
11983	Removal w// Reinsertion of Implant Device	\$300.00
2000F	Blood Pressure Monitoring (Inc. referral & follow up)	Flat Fee \$10.00
36415	Venipuncture	\$8.00
57150	Condylomata treatment	\$60.00
57170	Diaphragm Fitting	\$100.00
58300	IUD Insertion	\$100.00
58301	IUD Removal	\$110.00
59025	Fetal Non-Stress Test	\$48.00
59425	AntePartum Care 4-6 Visits	\$1,200.00
59426	AntePartum Care 7+	\$2,300.00
59430	Post-Partum Care	\$115.00
80076-90	Hepatic Function	\$8.00
81003	Urinalysis w/o Microscope Automated	\$8.00
81025	Pregnancy Test - Urine	\$18.00
82120	Amine Test	\$6.00
82274	Fecal Occult Blood	\$11.00
82947	Glucose – Venous	\$12.00
82950	Glucose – 1HR	\$14.00
82951	Glucose Tolerance Test	\$27.00
82952	GTT 4th Specimen	\$12.00
82962	Glucose – Monitoring Device	\$10.00



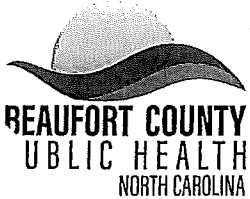
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83036	Hemoglobin (Hb) A1c	\$6.50
83655	Lead Blood (Adult)	\$4.00
85018	Hemoglobin	\$8.00
85025-90	CBC with Differential	\$4.00
86317-90	Hepatitis B Surface Antibody (Hepatitis B Titer)	\$50.00
86382	Rabies Titer	\$45.00
86580	TB Skin Test	Flat Fee \$16.00
86592	RPR	\$10.00
86735-90	Mumps Titer (MMR Immunity Profile)	\$10.00
86762-90	Rubella Titer (MMR Immunity Profile)	\$10.00
86765-90	Measles Titer (MMR Immunity Profile)	\$10.00
86787-90	Varicella Titer	\$12.00
86850-90	Antibody Screening	\$8.00
86900-90	Blood Typing ABO	\$12.00
87086-90	Urine Culture	\$10.00
87150-90	Group B Beta Strep	\$47.00
87210	Wet Mount	\$12.00
88175-90	Pap Smear (Non-Medicaid Only)	\$22.00
90460	Immunization first component, with counseling	\$21.00
90461	Immunization additional components, with coun.	\$11.00
90471	Immunization Update 1 Unit	\$22.50
90471EP	Immunization Update 1 Unit (Children)	\$22.50
90472	Immunization Update 2+ Units (use w/ 90471)	\$15.00
90472EP	Immunization Update 2+ Units (use w/90471) Children	\$15.00
90473 EP	Immunization Administration - Oral Vaccine	*\$12.00
90474 EP	Immunization Administration - Oral & Injectable	*\$8.00
90633	Hepatitis A	\$33.00
90636	Twinrix (Hepatitis A / Hepatitis B)	\$102.00
90648	HIB	\$30.00
90649	Gardasil/HPV	\$215.00
90651	Gardasil 9	\$185.00
90657	Influenza	\$12.50
90658	Influenza – (3yr and above)	\$12.50
90685	Influenza	\$12.50
90686	Influenza	\$12.50
90662	Influenza High Dose	\$43.00



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90670	Pneumococcal Prevnar	\$182.00
90675	Rabies – Intramuscular (pre/post)	\$235.00
90680	Rotavirus	\$110.00
90696	Kinrix (Dtap/IPV)	\$55.00
90698	Pentacel (Dtap/IPV/Hib)	\$90.00
90700	DTaP	\$28.00
90707	MMR (Mumps, Measles, Rubella)	\$76.00
90710	MMRV (Mumps, Measles, Rubella, Varicella)	\$125.00
90713	IPV	\$33.00
90714	Td (Tetanus)	\$35.00
90715	Tdap	\$45.00
90716	Varicella	\$129.00
90732	Pneumococcal	\$90.00
90734	Meningococcal	\$130.00
90744	Hepatitis B Pediatric	\$25.00
90746	Hepatitis B (Adult)	\$65.00
90782	Injection	\$20.00
96372	Injection - 17P	*22.50
97802	Medical Nutrition, Initial Assess. & Intervention	\$35.00
97803	Medical Nutrition, Individual, Subsequent	\$30.00
97804	Medical Nutrition, Group 2 or more	\$20.00
99000	Specimen Collection & Handling	\$12.00
99201	Office Visit I	\$72.00
99202	Office Visit II	\$107.00
99203	Office Visit III	\$152.00
99204	Office Visit IV	\$224.00
99205	Office Visit V	\$281.00
99211	Office Visit I	\$40.00
99212	Office Visit II	\$66.00
99213	Office Visit III	\$91.00
99214	Office Visit IV	\$141.00
99215	Office Visit V	\$210.00
99384	Office Visit 12-17 YR	\$195.00
99385	Office Visit 18-39 YR	\$192.00
99386	Office Visit 40-64 YR	\$229.00
99387	Office Visit 64+ YR	\$247.00



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99394	Office Visit 12-17 YR	\$168.00
99395	Office Visit 18-39 YR	\$163.00
99396	Office Visit 40-64 YR	\$182.00
99397	Office Visit 64+ YR	\$201.00
99401	Preventive Med. Counseling 15 Minutes	\$40.00
99402	Preventive Med Counseling 30 Minutes	\$75.00
99406	Tobacco Cessation Counseling (3-10 min)	\$14.00
99407	Tobacco Cessation Counseling (10+ min)	\$25.00
99499	CDL Exam	\$90.00
99501	Maternal Assessment Home Visit	*70.00
99502	Newborn Assessment Home Visit	*\$65.00
G0008	Medicare/BCBS Influenza Admin Fee	\$22.50
G0009	Medicare/BCBS Pneum. Admin Fee	\$22.50
G0010	Medicare/BCBS Hepatitis B Admin Fee	\$22.50
G0108	Diabetes Outpatient Self-Management Individual	\$55.00
G0109	Diabetes Outpatient Self-Management Group 2 or more	\$25.00
G0270	Medical Nutrition Therapy; Reassess Individual	\$35.00
G0271	Medical Nutrition Therapy; Reassess Group	\$20.00
J1050	Depo Provera	\$0.43/unit
J1050UD	Depo Provera	\$0.17/unit
J1725	17P	*\$20/unit
J2790	Rhogram Injection	\$114.00
J7300	Paraguard	\$430.00
J7300UD	Paraguard	\$245.13
J7298	Mirena	\$744.00
J7298UD	Mirena	\$317.76
J7307	Nexplanon	\$714.00
J7307UD	Nexplanon	\$391.02
LU102	Completion of Record of Tuberculosis Screening	N/C
LU201	Repeat Pap (Report Only)	N/C
LU402	Medicaid Co-Pay for Adult Immunizations	Flat Fee \$3.00
S0280	Completion Pregnancy Risk Screening (Pregnancy Medical Home)	\$50.00
S0281	Postpartum Clinic Visit (Pregnancy Medical Home)	\$150.00
S9442	Childbirth Education Class	\$10.00/Hour
S9465	Diabetic Management Program, Dietitian Visit	\$40.00
S9470	Nutritional Counseling, Dietitian Visit	\$40.00



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S4993	Birth Control Pills (per pack)	\$6.00
S4993UD	Birth Control Pills (per pack)	\$3.09
T1001	MC Skilled Nurse Home Visit (15 minutes per unit)	*\$40/Unit
T1002	TB Control Treatment (15 minutes per unit)	*\$93.00/Unit
T1002	STD Control Treatment (15 minutes per unit)	*\$93.00/Unit
N/A	Return Check Fee	\$25.00
N/A	Urine Drug Screen	\$30.00
N/A	Oral Fluid Drug Screen	\$25.00
N/A	Hair Drug Screen	\$75.00
N/A	RabPak	\$60.00
N/A	Minority Diabetes Prevention Program Fee	\$10.00
N/A	PPD Reading, Skin Test Performed by Other Facility	\$8.00
10060	Incision & Drainage Abscess Simple/Single	\$140.00
10120	Incision & Removal Foreign Body Subcutaneous Tissue Simple	\$118.95
10121	Incision & Removal Foreign Body Subcutaneous Tissue complicated	\$191.00
10140	Incision & Drainage Hematoma Seroma/Fluid Collection	\$122.00
11055	Paring/Cutting Benign Hyperkeratotic Lesion single	\$36.00
11056	Paring/Cutting Benign Hyperkeratotic Lesion (2-4)	\$44.00
11100	Biopsy Skin Subcutaneous (including simple closure) single lesion	\$76.00
11101	Biopsy Skin Subcutaneous each additional lesion	\$25.00
11200	Removal Skin Tags Multiple Fibro- cutaneous Tags Any Area up to and including 15 lesions	\$60.00
11201	Removal Skin Tags Multiple Fibro-cutaneous Tags Any Area each additional 10 lesions	\$19.00
11300	Shaving Skin Lesion single Trunk/Arm/Leg 0.5cm or less than	\$50.00
11301	Shaving Skin Lesion single Trunk/Arm/Leg 0.6-1.0 cm	\$68.00
11302	Shaving Skin Lesion single Trunk/Arm/Leg 1.1-2.0 cm	\$82.00
11303	Shaving Skin Lesion single Trunk/Arm/Leg >2 cm	\$96.00
11305	Shaving Skin Lesion single Scalp/Neck/Head/Feet/ Genitalia 0.5 cm or less	\$51.00
11306	Shaving Skin Lesion single Scalp/Neck/Head/Feet/ Genitalia 0.6-1.0 cm	\$71.00
11307	Shaving Skin Lesion single Scalp/Neck/Head/Feet/Genitalia 1.1-2.0 cm	\$84.00
11308	Shaving Skin Lesion single Scalp/Neck/Head/Feet/Genitalia >2cm	\$94.00
11310	Shaving Skin Lesion single Face/Ear/Eyelid/Nose/Lips/ Mucous membrane 0.5 cm or less than	\$62.00
11311	Shaving Skin Lesion single Face/Ear/Eyelid/Nose/Lips/Mucous membrane 0.6-1.0 cm	\$79.00
11312	Shaving Skin Lesion single Face/Ear/Eyelid/Nose/Lips/Mucous membrane	\$91.00



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	1.1-2.0 cm	
11313	Shaving Skin Lesion single Face/Ear/Eyelid/Nose/Lips/mucous membrane >2.0 cm	\$114.00
11730	Avulsion Nail Plate Partial Or complete Simple/Single	\$88.00
11740	Evacuation Subungual Hematoma	\$58.00
11750	Excision Nail Matrix partial or complete for Permanent Removal	\$158.00
12001	Simple Repair of superficial wounds of Scalp/Neck/Axillae/Genitalia/Trunk (including hands and feet) 2.5 cm or less	\$130.83
12002	Simple Repair of superficial wounds of Scalp/Neck/Axillae/Genitalia/Trunk (including hands and feet) 2.6-7.5 cm	\$149.00
12011	Simple Repair of superficial wounds Face/Ears/Eyelids/Nose /Lips/Mucous membrane 2.5cm or less	\$140.00
12013	Simple Repair of superficial wounds Face/Ears/Eyelids/Nose /Lips/Mucous membrane 2.6-5.0 cm	\$182.00
12031	Repair Intermediate wounds of Scalp/Axillae/Trunk/Extremities 2.5 cm or less	\$177.00
12032	Repair Intermediate wounds of Scalp/Axillae/Trunk/Extremities 2.6-7.5 Cm	\$235.00
12041	Repair Intermediate Neck/Hands/Feet/external Genitalia 2.5 or less	\$181.00
12042	Repair Intermediate Neck/Hands/Feet/external Genitalia 2.6-7.5 cm	\$210.00
12051	Repair Intermediate Face/Ears/Eyelids/Nose/Lips&/Mucous membrane 2.5 cm or less	\$216.00
12052	Repair Intermediate Face/Ears/Eyelids/Nose/Lips&/Mucous membrane 2.6-5.0 cm	\$220.00
16000	Initial Treatment 1st Degree Burn Local	\$62.53
16020	Dressing/Debridement of partial thickness burns, initial or subsequent, small less than 5% of body surface area	\$100.00
17000	Destruction Premalignant Lesion 1st	\$66.00
17003	Destruction Premalignant Lesion, second through 14 lesions	\$10.00
17110	Destruction Benign Lesions Up To 14	\$120.00
17111	Destruction Benign Lesions 15 or more lesions	\$126.00
17250	Chemical Cauterization Granulation Tissue	\$80.00
20552	Injection Single/Multiple Trigger Point 1 -2 muscles	\$60.00
20600	Arthrocentesis Aspiration and or/Injection Small Joint/Bursa without ultrasound guidance	\$58.00



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20605	Arthrocentesis Aspiration/and or Injection Intermediate Joint/Bursa without ultrasound guidance	\$60.00
20610	Arthrocentesis Aspiration and or Injection Major Joint/Bursa without ultrasound guidance	\$70.00
29105	Application of Long Arm Splint Shoulder to Hand	\$62.00
29125	Application of Short Arm Splint Forearm to Hand	\$48.00
29130	Application of Finger Splint Static	\$46.00
30300	Removal Foreign Body Intranasal Office Type Procedure	\$193.48
51701	Insertion of Non-indwelling Bladder Catheter	\$74.46
65205	Removal Foreign Body , eternal eye, Conjunctival Superficial	\$64.00
69200	Removal of Foreign body from external Auditor Cana without Anesthesia	\$136.00
69210	Removal Impacted Cerumen requiring Instrumentation , unilateral	\$88.25
80048-90	Basic Metabolic Panel Calcium Total	\$40.00
80050-90	General Health Panel	\$15.00
80051-90	Electrolyte Panel	\$9.00
80053-90	Comprehensive Metabolic Panel	\$52.00
80061-90	Lipid Panel	\$45.06
80069-90	Renal Function Panel	\$35.00
80074-90	Acute Hepatitis Panel	\$0.00
81000	Urinalysis Dip Stick/Tablet Reagent Non-Automated with microscopy	\$10.00
81001	Urinalysis Dip Stick/Tablet Reagent Automated with Microscopy	\$10.00
81002	Urinalysis Dip Stick/Tablet Reagent Non-Automated Without microscopy	\$7.50
82040-90	Albumin Serum ,Plasma or Whole Blood	\$7.00
82043-90	Albumin Urine or other source quantitative each specimen	\$0.00
82150-90	Assay Of Amylase	\$0.00
82247-90	Bilirubin Total	\$14.00
82248-90	Bilirubin Direct	\$7.00
82274	Blood Occult by Fecal Hemoglobin Determination by immunoassay, qualitative, feces 1-3 simultaneous determinations	\$0.00
82306-90	Vitamin D, 25 Hydroxy Includes Fractions If Performed	\$0.00
82310-90	Calcium Total	\$7.00
82374-90	Carbon Dioxide Bicarbonate	\$7.00
82435-90	Chloride, Blood	\$6.00
82465-90	Cholesterol Serum/Whole Blood ,Total	\$12.00
82550-90	Creatinine, Kinase Total	\$0.00
82565-90	Creatinine, Blood	\$7.00
82607-90	Cyanocobalamin Vitamin B-12	\$20.00



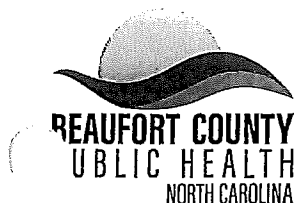
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82670-90	Assay Of Estradiol	\$0.00
82672-90	Assay Of Estrogens Total	\$0.00
82677-90	Assay Of Estriol	\$0.00
82728-90	Assay Of Ferritin	\$18.00
82746-90	Assay Of Folic Acid Serum	\$19.00
82948	Glucose Blood Reagent Strip	\$8.74
83001-90	Gonadotropin Follicle Stimulating Hormone	\$0.00
83018-90	Heavy Metal Quantitative Each	\$0.00
83020-90	Hemoglobin Fractionation/Quantitation Electrophoresis	\$0.00
83525-90	Assay Of Insulin, Total	\$0.00
83540-90	Assay Of Iron	\$9.00
83550-90	Iron Binding Capacity	\$12.00
83690-90	Assay Of Lipase	\$0.00
83718-90	Lipoprotein Direct Measurement High Density Cholesterol	\$11.00
84075-90	Assay Of Phosphatase Alkaline	\$7.00
84132-90	Potassium Serum ,Plasma or Whole Blood	\$6.00
84144-90	Assay Of Progesterone	\$0.00
84146-90	Assay Of Prolactin	\$0.00
84152-90	Assay Of Prostate Specific Antigen (PSA)Complexed	\$0.00
84153-90	Assay Of Prostate Specific Antigen(PSA), Total	\$0.00
84155-90	Protein except Refractometry Serum Plasma or whole blood	\$5.00
84295-90	Sodium, Serum Plasma Or Whole Blood	\$7.00
84402-90	Assay Of Testosterone Free	\$0.00
84403-90	Assay Of Testosterone Total	\$0.00
84436-90	Assay Of Thyroxine Total	\$8.00
84439-90	Assay Of Free Thyroxine	\$12.00
84442-90	Assay Of Thyroxine Binding Globulin	\$0.00
84443-90	Assay Of Thyroid Stimulating Hormone (TSH)	\$21.00
84450-90	Transferase Aspartate Amino (AST) (SGOT)	\$7.28
84460-90	Transferase Alanine Amino (Alt) (SGPT)	\$7.00
84478-90	Assay Of Triglycerides	\$8.00
84479-90	Thyroid Hormone(T3 or T4) Uptake or Thyroid Hormone Binding ratio	\$8.00
84480-90	Assay Of Triiodothyronine T3 Total Tt3	\$19.00
84520-90	Assay Of Urea Nitrogen Quantitative	\$5.00
84550-90	Assay Of Blood/Uric Acid	\$0.00
84681-90	Assay Of C-Peptide	\$0.00



Beaufort County Public Health Department

1436 HIGHLAND DRIVE
WASHINGTON NC 27889

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www.bchd.net

84702-90	Gonadotropin Chorionic Quantitative	\$12.22
84703-90	Gonadotropin Chorionic Qualitative	\$20.18
85007	Blood Count Smear Microscopic exam With /Manual Differential WBC count	\$11.00
85008	Blood Count Smear Microscopic W/O Manual Differential WBC count	\$9.42
85027	Blood Count Complete Automated	\$17.49
85045-90	Blood Count Reticulocyte Automated	\$6.00
85245-90	Clotting Factor VII VW factor, ristocetin cofactor	\$0.00
85246-90	Clotting Factor VIII VW Factor Antigen	\$0.00
85420-90	Fibrinolytic Factors &Inhibitors , plasminogen, except antigenic assay	\$0.00
85610-90	Prothrombin Time	\$0.00
85651-90	Sedimentation Rate RBC Non-Automated	\$9.42
85652-90	Sedimentation Rate RBC Automated	\$7.40
85730-90	Thromboplastin Time Partial Plasma/Whole	\$0.00
86003-90	Allergen Specific IgE Quantitative /Semiquantative each allergen	\$0.00
86038-90	Antinuclear Antibodies (ANA)	\$0.00
86140-90	C-Reactive Protein	\$0.00
86141-90	C-Reactive Protein High Sensitivity	\$0.00
86200-90	Cyclic Citrullinated Peptide(CCP) Antibody	\$0.00
86225-90	DNA Antibody Native/Double Stranded	\$32.23
86280-90	Hemagglutination Inhibition Test (HAI)	\$0.00
86308-90	Heterophile Antibodies, Screen	\$23.00
86336-90	Inhibin A	\$0.00
86341-90	Islet Cell Antibody	\$0.00
86376-90	Microsomal Antibodies ,Each	\$0.00
86430-90	Rheumatoid Factor ,Qualitative	\$0.00
86431-90	Rheumatoid Factor, Quantitative	\$0.00
86593-90	Syphilis Test Quantitative	\$0.00
86615-90	Antibody Bordetella	\$0.00
86618-90	Antibody Borrelia Burgdorferi (Lyme Disease)	\$0.00
86677-90	Antibody Helicobacter Pylori	\$0.00
86695-90	Antibody Herpes Simplex Type 1	\$17.00
86696-90	Antibody Herpes Simplex Type 2	\$25.00
86706-90	Hepatitis B Surf Antibody (HBsAb)	\$0.00
86753-90	Antibody Protozoa, not elsewhere specified	\$0.00
86800-90	Thyroglobulin Antibody	\$0.00



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86803-90	Hepatitis C Antibody	\$0.00
86870-90	Antibody Identification RBC antibodies each panel for each serum technique	\$0.00
86901-90	Blood Typing Serologic Rh (D)	\$4.00
86904-90	Blood Typing antigen screening for compatible unit using patient serum, per unit screened	\$0.00
87040-90	Culture Bacterial Blood Aerobic With isolation and presumptive identification of isolates	\$0.00
87045-90	Culture Bacterial, Stool Aerobic with isolation and preliminary examination , salmonella and shigella species	\$0.00
87046-90	Culture Bacteria Stool Aerobic additional pathogens, isolation and presumptive identification of isolates, each plate	\$0.00
87070-90	Culture Bacteria , any other source except urine,blood or stool with isolation and presumptive identification of isolates	\$17.00
87081-90	Culture Presumptive Pathogenic Organisms Screening only	\$18.16
87088-90	Culture bacterial, with isolation and presumptive identification of each isolate,urine	\$23.00
87110-90	Culture Chlamydia Any Source	\$0.00
87164-90	Dark Field Exam Any Source, includes specimen collection	\$9.00
87177-90	Ova & Parasites Direct Smears Concentration	\$0.00
87184-90	Susceptibility Study Antimicrobial Disk per plate	\$19.00
87205-90	Smear Primary Source with interpretation Gram/Giemsa Stain for bacteria, fungi or cell types	\$17.00
87209-90	Smear Primary Source Complex Special Stain Ova & Parasite	\$0.00
87220	Tissue examination by KOH Slide from sample of skin, hair nails for fungi or ectoparasite ova or mites (scabies)	\$11.43
87329-90	Infectious agent antigen detection by immunoassay technique EIA Giardia	\$0.00
87340-90	Infectious agent antigen detection by immunoassay technique EIA Hep B surface antigen (HBsAg)	\$0.00
87389-90	Infectious agent antigen detection by immunoassay technique EIA W/Hiv-1 & Hiv-2 Antibody	\$0.00
87420-90	Infectious agent antigen detection by immunoassay technique EIA Respiratory Syncytial Virus	\$32.96
87427-90	Infectious agent antigen detection by immunoassay technique EIA Shiga-Like Toxin	\$0.00
87491-90	Infectious Agent detection by nucleic acid Chlamydia Trachomatis Amplified Probe technique	\$0.00



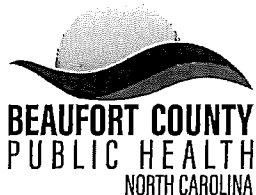
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87522-90	Infectious Agent detection by nucleic acid Hepatitis C Quantification includes Reverse Transcription when performed	\$0.00
87528-90	Infectious Agent detection by nucleic acid Herpes Simplx Virus Direct Probe T	\$0.00
87591-90	Infectious Agent detection by nucleic acid Neisseria Gonorrhoeae Amplified Probe	\$0.00
87801	Infectious Agent detection by nucleic acid Multiple Organisms Amplified Probe	\$0.00
87804	Infectious Agent detection by immunoassay with direct optical observation Influenza	\$15.00
87850-90	Infectious Agent detection by immunoassay with direct optical observation Neisseria Gonorrhoeae	\$14.00
87880	Infectious Agent detection by immunoassay with direct optical observation Streptococcus Group A	\$32.96
90378	Respiratory Syncytial Virus, monoclonal antibody recombinant intramuscular use 50 Mg	\$0.00
90772	Theraputic Prop Diaj Injec	\$39.73
90785	Interactive Add on	\$15.00
90791	Psychiatric Evaluation	\$110.00
90832	Psychotherapy 16-37 min	\$95.00
90834	Psychotherapy 38-52 min	\$95.00
90837	Psychotherapy 53+ min	\$125.00
90839	Psychotherapy for crisis 30-74 min	\$125.00
90840	Psychotherapy for crisis, each additional 30 minutes beyond 74 min	\$95.00
90846	Family therapy without client	\$95.00
90847	Family therapy with client	\$125.00
90849	Group therapy (multi-family)	\$35.00
90853	Group therapy (other than of a multi-family group)	\$30.00
92002	Ophthalmological Medical exam and evaluation with initiation of diagnostic and treatment , program, intermediate new patient	\$56.00
92012	Ophthalmological Medical exam and evaluation with initiation of diagnostic and treatment , Intermediate Established patient	\$59.00
92551	Screening Test Pure Tone Air Only	\$19.29
92567	Tympanometry	\$32.00
92587	Distortion Product Evoked Otoacoustic Emissions, limited evaluation with interpretation and report	\$64.59
93000	Electrocardiogram Routine Ecg W/Least 12 Leads with interpretation and report	\$24.00



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93040	Rhythm ECG 1-3 Leads With Interpretation and report	\$11.00
93041	Rhythm ECG 1-3 Leads tracing only without Interpretation and report	\$10.00
94010	Spirometry expiratory flow rate measurements, with or without maximal voluntary ventilation	\$27.00
94060	Bronchodilation Responsiveness Spirometry Pre & Post-Bronchodilator Administration	\$47.00
94640	Pressurized/ Non-pressurized Inhalation Treatment	\$25.35
94664	Demo & Evaluation Of Patient Utilization of Generator/Nebulizer/Inhaler	\$39.00
94760	Noninvasive Ear/Pulse Oximetry, for oxygen saturation Single Determination	\$4.50
95115	Professional services for allergen immunotherapy ,not including provision of allergenic extracts, single injection	\$13.00
95117	Professional services for allergen immunotherapy ,not including provision of allergenic extracts, 2 or more injections	\$20.00
96101	Psychological Testing Per hour , includes administration interpret and report	\$81.00
96110	Developmental Screen With/Scoring & Documentation, per standardized instrument	\$13.24
96111	Developmental Testing W/Interpretation & Report	\$121.00
96160	Administration Of Patient-Focused Health	\$17.28
99411	Preventive Medicine Counseling Group 30 min	\$18.00
99412	Preventive Medicine Counseling Group 60 min	\$25.00
98960	Education & Training Self-Management non-physician, using standardized curriculum face to face , each 30 minutes individual patient	\$25.00
98961	Education & Training Self-Management Non physician 2-4 patients	\$15.00
99024	Postop Follow Up Visit Related To Origin	\$73.65
99058	Service Provided Emergency Basis In Office , which disrupts other scheduled office services, in addition to basic service	\$19.00
99070	Supplies & Materials Provided By the physician or QHP over and above those usually included with the office visit or other services related	\$10.00
99080	Special Reports such as insurance forms, more than the information conveyed in the usual communications or standard reporting form	\$36.05
99173	Screening Test of Visual Acuity Quantitative bilateral	\$21.00
99354	Prolong Svc Office O/P Dir Contact 1st Hr	\$75.00
99381	Initial Preventive Medicine New Patient age younger than 1 year	\$140.00
99382	Initial Preventive Medicine New Pt Age 1- 4 years	\$140.00
99383	Initial Preventive Medicine New Pt Age 5-11 years	\$140.00



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99391	Periodic Preventive Med Established Patient age younger than 1 year	\$140.00
99392	Periodic Preventive Med Est Patient 1-4years	\$140.00
99393	Periodic Preventive Med Est Patient 5-11 years	\$140.00
99408	Alcohol/Substance Screen & Intervention 15-30 minutes	\$31.00
99409	Alcohol/Substance Screen & Intervention greater than 30 minutes	\$61.00
99455	Work Related or medical disability examination by the treating physician	\$101.00
G0103	Prostate cancer Screening (PSA) prostate specific antigen test	\$55.69
G0179	Physician Recertification for Medicare covered home health services	\$0.00
G0180	Physician Certification for Medicare home health services	\$0.00
G0402	Initial Preventive physical Exam face to face	\$239.00
G0438	Annual wellness visit includes personalized prevention plan of service , Initial Visit	\$239.00
G0439	Annual wellness visit includes personalized prevention plan of service , subsequent Visit	\$175.00
J0561	Penicillin G Benzathine Injection	\$4.00
J0696	Ceftriaxone Sodium Injection	\$20.00
J0702	Betamethasone Acetate & Sod Phosphate	\$1.13
J1020	Methylprednisolone 20 Mg Injection	\$2.50
J1030	Methylprednisolone 40 Mg Injection	\$4.50
J1040	Methylprednisolone 80 Mg Injection	\$9.50
J1094	Injection Dexamethasone Acetate	\$1.16
J1100	Dexamethasone Sodium Phosphate	\$0.45
J1200	Diphenhydramine Hcl Injection	\$1.00
J1885	Ketorolac Tromethamine Injection	\$0.50
J2001	Lidocaine Injection	\$0.50
J2550	Promethazine Hcl Injection	\$1.50
J2930	Methylprednisolone Injection	\$3.00
J3250	Trimethobenzamide Hcl Injection	\$4.50
J3301	Triamcinolone Acet Injection Not otherwise specified	\$1.50
J3410	Hydroxyzine Hcl Injection	\$1.14
J3420	Vitamin B12 Injection	\$0.50
J7613	Albuterol Non-Comp Unit	\$32.00
S9455	Diabetic Management Program	\$40.00
G9873	1 ST MDPP core session	\$25.00
G9874	4 MDPP core sessions attended	\$50.00
G9875	9 MDPP core sessions attended	\$90.00
G9876	2 MDPP core maintenance sessions attended in months 7-9; no weight	\$15.00



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	loss	
G9877	2 MDPP core maintenance sessions attended in months 10-12; no weight loss	\$15.00
G9878	2 MDPP core maintenance sessions attended in months 7-9; 5% weight loss	\$60.00
G9879	2 MDPP core maintenance sessions attended in months 10-12; 5% weight loss	\$60.00
G9880	5% weight loss in months 1-12	\$160.00
G9881	9% weight loss in months 1-24	\$25.00
G9882	2 MDPP ongoing maintenance sessions attended in months 13-15; maintained weight loss	\$50.00
G9883	2 MDPP ongoing maintenance sessions attended in months 16-18; maintained weight loss	\$50.00
G9884	2 MDPP ongoing maintenance sessions attended in months 19-21; maintained weight loss	\$50.00
G9885	2 MDPP ongoing maintenance sessions attended in months 22-24; maintained weight loss	\$50.00
G9890	Bridge payment	\$25.00

Environmental Health Service Fees:

Description	Fee
Site Evaluation for Wastewater System (Improvements Permit or Denial for new sites, 1 acre or less)	\$100.00
Revisit for Site not ready for inspection (new or existing lot evaluations)	\$25.00
Construction Authorization/ Operation Permit for new installation	\$100.00
Permit Revision (If site plan or design flow changes)	\$75.00
Wastewater System Repair Permit (requested by owner)	\$50.00
Wastewater System Repair Permit (by complaint Investigation)	\$75.00
Existing System Re-use Inspection	\$50.00
Letter of Authorization for Mobile Home Park Site	\$20.00



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WASHINGTON NC 27889

Operation Permits for systems under Management Entity	
Less than 480 gallons per day	\$60.00
Greater than 480 gallons per day (valid for 5yrs)	\$120.00
Contractor Re-Inspection for Denied Installations	\$50.00
Water Sample	
Bacteriological (required well inspection)	\$40.00
Chemical	\$75.00
Pesticide	\$75.00
Petroleum	\$75.00
Lead	\$40.00
Nitrates	\$75.00
New Private Drinking Water Well Permit (includes sampling and inspections required)	\$250.00
Swimming Pool Annual Permit (per pool)	\$100.00
Swimming Pool Plan Review (for new or remodel)	\$150.00
Tattoo Artist Annual Fee	\$200.00
Limited Food Service Establishment Permit Annual Fee (calendar year)	\$75.00
Temporary Food Establishment Fee (per event)	\$75.00
Food Safety Manager's Course: Class Instruction, Textbook, and Exam	\$140.00
Food Safety Manager's Course: Class Instruction & Exam (No Textbook)	\$110.00
Food Safety Manager's Course: Review & Exam Only	\$75.00
Food Establishment Plan Review	\$150.00
Engineered Option Permit Fee	30% of Cumulative total for Improvements Permit, Construction Authorization, and Operation Permits

Reference – NC GS §130A-39; Consolidated Agreement

Revenue Codes – Clinical Services have various revenue codes based on source and program (Restricted Federal Health 100221-XXXXXX and Sales and Service 100400-XXXX).
Environmental Health fees utilize revenue codes 100400-447510 and 100400-447530.

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BEAUFORT COUNTY PLANNING AND INSPECTIONS

220 N MARKET STREET
WASHINGTON, NC 27889

Phone 252/946-7182
Fax 252/940-6154

Public Notice

Effective January 6, 1998, Beaufort County implemented the following changes in the Building Inspections Department:

1. Construction Permits may now be paid in full or in part by each contractor.
2. Building Permit/Inspection Fee Schedule will be as follows:

New Building Inspection Fee Schedule

Residential & Commercial -New and Additions

	Heated	Unheated
Building & Insulation	.09	.05
Electrical	.03	.02
Plumbing	.03	.02
HVAC	.03	.02
Open Sheds	.05	.05

Home Owner Recovery Fee \$10.00

Other Permits:

Mobile Homes

Singlewides	\$75.00
Doublewides	\$100.00
Triplewides & Modulars	same as per stick built
Fema Setup(Flood Zone)	\$25.00 in addition to regular permit

Solar Farms	\$ 0.25 per panel
Insulation only	\$30.00
Open Sheds, Piers	\$30.00
Signs	\$30.00
Temp. or Pole Service	\$30.00
Change of Service	\$30.00
Large Agricultural Bldgs	Electrical Permit only: .03 x sq.ft.
Building & Fire Inspect Combined	\$75.00
Minimum Fee	\$30.00

Re-inspection fee- Additional inspections made necessary due to failure to comply with code requirements or the job not being ready when an inspection is requested will be charged a fee of \$30.00 payable prior to the final inspection being made.

Subdivision Fees

	Preliminary	Final
Major subdivision: <i>Greater than 10 lots</i>	\$50.00	\$50.00
<i>Greater than 50 lots</i>	\$50.00	\$100.00
Minor subdivision	Preliminary \$25.00	Final \$50.00

Mobile Home Park/Travel Trailer Fees

Major MHP or Travel Trailer Park:	\$50.00
Minor MHP or Travel Trailer Park:	\$75.00

Printing Fees

25" x 25 or larger:	\$5.00
8 ½" x 11"	\$1.00

Any questions please call the Beaufort County Department of Building Inspections at 252/946-7182 between the hours of 7:30am and 4:30pm

REGISTER OF DEEDS

FEES SCHEDULE – EFFECTIVE OCTOBER 1, 2011 as set by State of North Carolina

Recording Real Estate Instruments

- Instruments except deeds of trust and mortgages \$26.00 first 15 pages /\$4 each add'l page
- Deeds of trust and mortgages \$64.00 first 35 pages / \$4 each add'l page
- Plats \$21.00 each sheet
- Nonstandard document \$25.00
- Multiple instruments as one, each \$10.00
- Satisfaction instruments No fee
- Add'l subsequent instrument index reference for assignments, each \$10.00

UCC Records

- One or two pages in writing \$38.00
- More than two pages in writing \$45.00 up to 10 pages / \$2 each page over 10
- Response to written request for information \$38.00
- Copy of statement \$ 2.00 each page

Vital Records (Birth/Death/DD214/Notary/Marriages)

- Marriage license \$60.00
- Delayed marriage certificate, with one certified copy \$30.00
- Application or license correction w/one certified copy \$20.00
- Marriage license certified copy \$10.00
- Recording military discharge No fee
- Military discharge certified copy as authorized No fee
- Birth certificate certified copy \$10.00
- Death certificate certified copy \$10.00
- Notary public oath \$10.00
- Delayed Birth certificate (after one year or more) \$20.00
- Birth record amendment \$10.00
- Death record amendment \$10.00
- Legitimations \$10.00

Other Services

- Comparing copy for certification \$ 5.00
- Certified copies unless statute otherwise provides \$ 5.00 first page, \$2 each add'l page
- Uncertified copies \$.25 - \$ 1.00 depending on the size of paper used.

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BEAUFORT COUNTY WATER DEPT

RATE SCHEDULE

Effective: July 1, 2018

DISTRICT I - WASHINGTON TOWNSHIP

- A. Rural Residential
- | | |
|----------------|----------------------|
| First 2,000 | \$36.05 Minimum |
| All over 2,000 | \$6.15/1,000 Gallons |
- B. Rural Commercial
- | | |
|----------------|----------------------|
| First 2,000 | \$44.55 Minimum |
| All over 2,000 | \$6.33/1,000 Gallons |

DISTRICT IV - BATH TOWNSHIP

- A. Rural Residential
- | | |
|----------------|----------------------|
| First 2,000 | \$37.01 Minimum |
| All over 2,000 | \$6.31/1,000 Gallons |
- B. Rural Commercial
- | | |
|----------------|----------------------|
| First 2,000 | \$45.77 Minimum |
| All over 2,000 | \$6.62/1,000 Gallons |

DISTRICT II - LONG ACRE EAST

- A. Rural Residential
- | | |
|----------------|----------------------|
| First 2,000 | \$29.40 Minimum |
| All over 2,000 | \$6.00/1,000 Gallons |
- B. Rural Commercial
- | | |
|----------------|----------------------|
| First 2,000 | \$33.82 Minimum |
| All over 2,000 | \$7.00/1,000 Gallons |

DISTRICT V - PANTEGO TOWNSHIP

- A. Rural Residential
- | | |
|----------------|----------------------|
| First 2,000 | \$38.40 Minimum |
| All over 2,000 | \$6.53/1,000 Gallons |
- B. Rural Commercial
- | | |
|----------------|----------------------|
| First 2,000 | \$47.50 Minimum |
| All over 2,000 | \$6.86/1,000 Gallons |

- C. Washington Park Residential
- All Washington Park Customers receive a \$4.75 credit on minimum bill.

DISTRICT VI - CHOCOWINITY TOWNSHIP

- A. Rural Residential
- | | |
|----------------|----------------------|
| First 2,000 | \$32.15 Minimum |
| All over 2,000 | \$5.50/1,000 Gallons |
- B. Rural Commercial
- | | |
|----------------|----------------------|
| First 2,000 | \$39.80 Minimum |
| All over 2,000 | \$5.75/1,000 Gallons |

DISTRICT III - LONG ACRE EAST

- A. Rural Residential
- | | |
|----------------|----------------------|
| First 2,000 | \$32.15 Minimum |
| All Over 2,000 | \$5.50/1,000 Gallons |
- B. Rural Commercial
- | | |
|----------------|----------------------|
| First 2,000 | \$39.80 Minimum |
| All over 2,000 | \$5.75/1,000 Gallons |

DISTRICT VII - RICHLAND TOWNSHIP

- A. Rural Residential
- | | |
|----------------|----------------------|
| First 2,000 | \$35.46 Minimum |
| All Over 2,000 | \$6.15/1,000 Gallons |
- B. Rural Commercial
- | | |
|----------------|----------------------|
| First 2,000 | \$43.85 Minimum |
| All over 2,000 | \$6.20/1,000 Gallons |

BEAUFORT COUNTY WATER DEPT

Effective: July 1, 2018

Tap-On Fee

¾" Meter (Short Service – 60 LF or less)	\$ 800.00
¾" Meter (Long Service – 61 LF or more)	\$1,600.00
1" Meter (Short Service – 60 LF or less)	\$1,000.00
1" Meter (Long Service – 61 LF or more)	\$1,800.00
Meters larger than one inch- cost plus 20% with a minimum of	\$3,000.00

Deposit

¾" Meter	\$ 100.00
1" Meter	\$ 100.00
2" Meter	\$ 200.00

Change of Occupancy Fee

\$ 50.00

Reconnect Fee

\$ 50.00

Late Fee

greater of \$4.00 or
4% of outstanding balance

Meter Test

¾" Meter	\$ 50.00
1" Meter	\$ 100.00

Tampering Fee

1 st Occurrence	\$ 100.00 + cost of repairs plus 20%
2 nd Occurrence	\$ 200.00 + Cost of repairs plus 20%
3 rd Occurrence	\$ 200.00. Tap removed. Must open new account to reconnect.

Move Meter

Existing tap re-used	\$ 400.00 + cost of service line greater than 20LF feet plus 20%
New tap required	
¾" Meter (Short Service – 60 LF or less)	\$ 550.00
¾" Meter (Long Service – 61 LF or more)	\$ 1,650.00

Returned Check Fee

\$ 25.00

Hydrant Meter

\$ 32.00/month
\$6.70 per 1,000 gallons

Hydrant Meter Replacement

(whole meter or part of meter or damage)

Replacement cost plus 20%

Copies

(1-10 copies free) then \$0.10



Beaufort County Sheriff's Office Fee Schedule

Service Description	Amount
Civil Paper Service	\$30
Pistol Purchase Permit Application	\$5
Additional Purchase Permits	\$5/each
Concealed Weapons Permit	
New	\$80
Renewal	\$75
Fingerprinting	\$10

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BOARD OF COMMISSIONERS

Frankie Waters, Chairman
Jerry E. Langley, Vice-Chairman
Ed Booth
Gary L. Brinn
Ronald Buzzeo
Jerry Evans
Hood Richardson



COUNTY OFFICIALS

Brian M. Alligood, County Manager
Katie Mosher, Clerk to the Board
Anita C. Radcliffe, Finance Director
David Francisco, County Attorney

**BEAUFORT COUNTY
NORTH CAROLINA**

FY2019 Solid Waste Fee Schedule

Disposal Fee \$30.00 per ton

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