

Beaufort County Annual Budget



FISCAL YEAR 2017 – 2018

Table of Contents

	Page		Page
I. Manager's Message	i	VII. Community Services	
II. Overview		Cooperative Extension	105
Budget Schedule	1	Soil & Water	109
Fund Structure	3	Youth Services	113
Basis of Budgeting	5	Outside Agencies	115
Financial Policies	7	Economic Development	117
III. Pay and Classification Plan		Planning	119
Summary of Authorized Positions	13	VIII. Education	
Pay & Classification Schedule	15	Beaufort County Schools	121
IV. Budget Summary		Beaufort Community College	125
General Fund Revenues	19	IX. Public Safety	
- Appropriated Fund Balance	23	Sheriff	129
General Fund Expenses	24	Jail	131
Other Funds Rev. & Exp.	25	E-911 Communications	133
V. General Government		Emergency Medical Services	137
Organizational Chart	27	Emergency Management	139
Governing Board	29	Animal Control	141
Administration	31	Forestry Services	143
Finance	33	Other Emergency Services	145
Human Resources	35	X. Special Revenues	
Tax Assessor	37	State/Federal Seized Funds	148
Tax Collector	39	Fire & Rescue Tax Districts	148
Court Facilities	41	Tax Revaluation Reserve Fund	148
Elections	43	E-911 Telephone System	151
Register of Deeds	45	XI. Enterprise Funds	
Maintenance, Buildings, & Grounds	47	Water Fund	155
Debt Service	49	Solid Waste Fund	167
Non-Departmental	53	XII. Expansion	
Transfers to Other Funds	55	Expansion Summary - General Fund	169
Contingency	56	Expansion Summary - Water Fund	407
VI. Human Services		XIII. Appendixes	
Social Services	57	Fee Schedule	411
Public Health	79		
Veterans' Services	101		

MANAGER'S MESSAGE

Manager's Budget Message

Fiscal Year 2017-2018

Recommended Budget

To: The Beaufort County Board of Commissioners

Date: May 15, 2017

This binder contains the County's FY 2017-2018 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 34 General Fund and 2 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 15, 2017. 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 12, 2017. 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 19, 2017. The budget must be adopted by June 30, 2017.

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.

- 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 maintains the County ad valorem tax rate at \$0.55 for each \$100 of assessed valuation. At the assumed collection rate, this will generate approximately \$32.3M in property tax revenue. This is an increase of \$556,614 from the prior year based on new property growth in the County of a little over \$75M.
- The recommended budget maintains all County services and programs provided in the prior year and makes increases in two programs that were previously approved by the Board of Commissioners. The Emergency Medical Services program has been increased to include a paramedic-level EMS unit at the Old Ford Fire Department to provide service in the Washington Township and the Health Department services have been increased to provide state-mandated health services at the detention facility. Inmate medical services were provided by an outside contractor in FY 16-17.
- The recommended budget proposes a financed capital package of \$3M to help the County catch up on much needed building and infrastructure projects. This includes projects for general County facilities as well as the School System and the Community College. The financing is based on a 10-year term at a rate of 3% using asset security as provided by NCGS 160A-20. The new debt service needed for this package is included in the continuation budget and is more than offset by the debt service payments that will end in FY 17-18.

- The FY 17-18 recommended operating budget, including the new debt service for the proposed financed capital package but excluding the \$3M in one-time capital expenditures provided by the financing, is \$393,898 or 0.7% less than the original FY 16-17 adopted budget.
- The recommended budget increases current expense funding for the Beaufort County School System by \$286,021 or 2%. Capital outlay funding is recommended at \$990,695, which is flat from the prior year. Of the capital outlay funding, \$659,700 is included in the County's capital financing package and \$330,995 is provided to the School System in cash. These calculations are based on the adopted FY 16-17 budget and may not be reflected the same in the School's budget due to budget flexibility authorized by the Board.
- The recommended budget increases current expense funding for the Beaufort County Community College by \$141,874 or 5.9%. Capital outlay funding is recommended at \$283,000, which is an increase of \$143,000 from the prior year. Of the capital outlay funding, \$165,000 is included in the County's capital financing package and \$118,000 is provided to the College in cash. These calculations are based on the adopted FY 16-17 budget and may not be reflected the same in the College's budget due to budget flexibility authorized by the Board.
- The recommended budget increases funding to the Beaufort Area Transit System (BATS) in the amount of \$52,500 as part of a two-year equal adjustment proposal. This increase will help fully fund the public transportation system over two budget cycles in order to eliminate the subsidy that is provided by the Beaufort County Developmental Center.
- The recommended budget increases the service tax in EMS Service District E02 (Old Ford/Cherry Run area) by ½ cent, from 4.5 cents to 5 cents as part of the EMS expansion previously approved by the Board of Commissioners.
- The recommended budget appropriates \$394,381 in General Fund fund balance. This is a decrease of \$525,594 from the prior year. This appropriation is intended to be non-recurring as the final debt service payment for the Series 2006 General Obligation School Bond will occur in FY 17-18 and those funds are more than the fund balance appropriation.

General Fund

The recommended General Fund budget for FY 17-18 continuing operations is **\$56,386,892**. Including the financing package for one-time capital expenditures, the budget is \$59,386,892.

Revenues

- ⇒ The recommended budget maintains the ad valorem tax rate at \$0.55 for each \$100 of assessed property valuation.
- ⇒ The estimated total taxable valuation is \$5,996,448,679, made up of \$5,541,144,004 in real/personal property and \$452,304,675 in motor vehicles. Collections for real/personal property taxes are assumed at 97.87% and at 99.6% for motor vehicles per the audited FY 15-16 collection rates. The real/personal collection rate is up 0.55% from the prior audited period, with the motor vehicle collection rate remaining the same.
- ⇒ The estimated total taxable valuation in FY 17-18 is up approximately \$75M from FY 16-17 driven mostly by increased business and personal property listings.
- ⇒ The proposed financing package of \$3,000,000 is based on a 10-year term at 3% interest with proceeds being used to complete one-time capital projects.

⇒ The County is scheduled for 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 \$0.60.

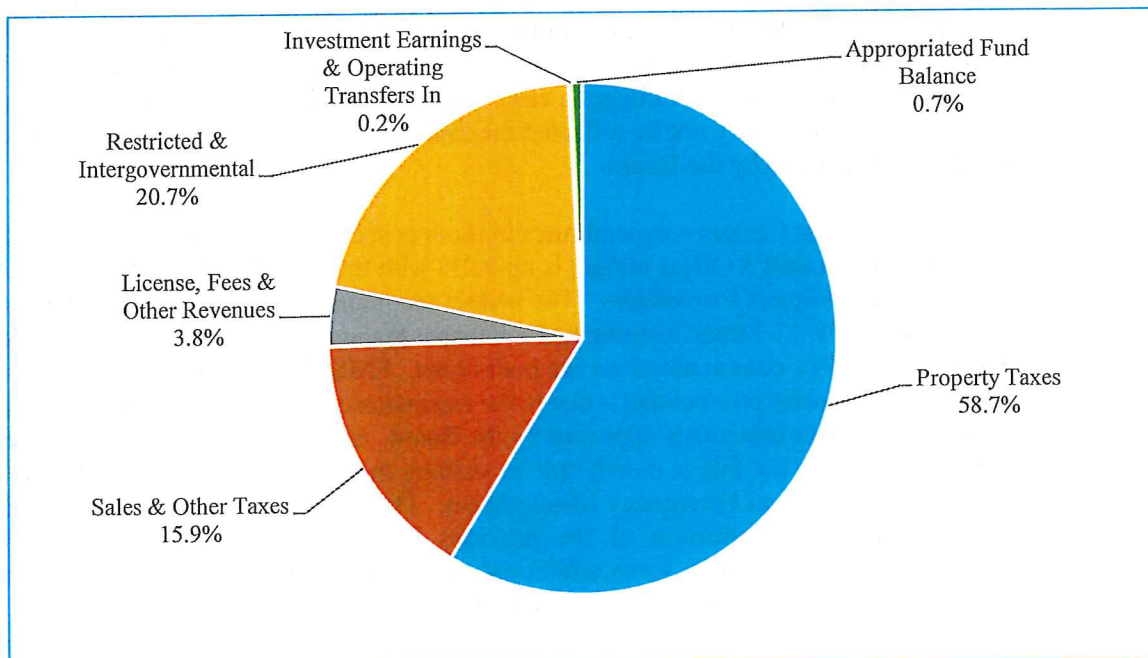
Fiscal Year	Tax Rate	Octennial Revaluation Year
2007-2008	\$0.60	6
2008-2009	\$0.60	7
2009-2010	\$0.60	8
2010-2011	\$0.50	1
2011-2012	\$0.53	2
2012-2013	\$0.53	3
2013-2014	\$0.53	4
2014-2015	\$0.53	5
2015-2016	\$0.53	6
2016-2017	\$0.55	7
2017-2018	\$0.55 Rec.	8

⇒ 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 \$0.5838, Beaufort County ranks the 33rd lowest among all 100 North Carolina counties (67 counties with higher effective tax rates and 32 counties with lower effective tax rates). The table below shows the FY 16-17 values for Beaufort County and its surrounding counties in ranked order.

County	Tax Rate	Ratio	Effective Tax Rate	Rank Among All Counties (1 highest, 100 lowest)
Washington	\$0.8100	101.51	\$0.8222	14
Martin	\$0.7350	109.18	\$0.8025	17
Hyde	\$0.6400	111.35	\$0.7126	42
Pitt	\$0.6860	100.32	\$0.6882	46
Beaufort	\$0.5500	106.14	\$0.5838	68
Pamlico	\$0.6250	92.90	\$0.5806	70
Craven	\$0.5394	100.37	\$0.5414	79

⇒ 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 to include labor on certain services, the recommended budget estimates sales tax revenues to be 4.25% higher than the FY 16-17 levels. Estimating sales tax revenues is extremely difficult and relies mostly on historical trends and economic forecasts. When the tax base is adjusted, it takes some time to determine what the real impacts of those adjustments are and for the trends to level back out.

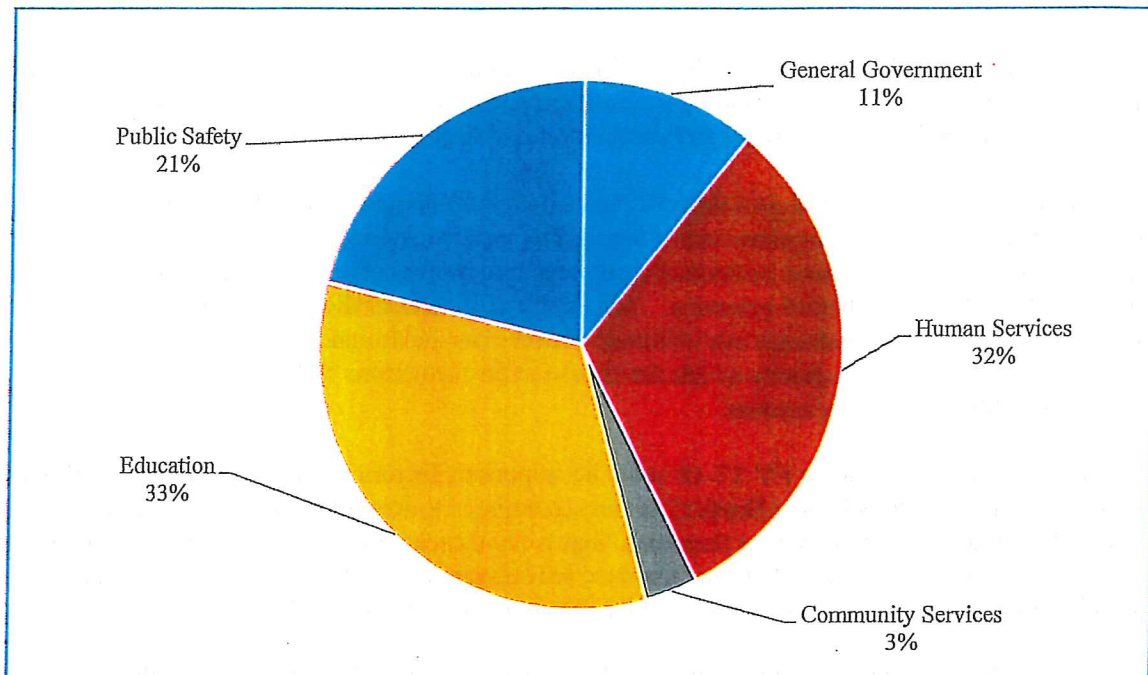
- ⇒ Intergovernmental revenues are estimated to be slightly lower in FY 17-18 as compared to FY 16-17, even with the FEMA disaster reimbursement revenue included. The estimated decrease is mostly due to lower anticipated Federal and State grant funding. However, intergovernmental revenues are subject to increase 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 increase from the prior year but are essentially projected flat after removing the one-time installment note proceeds related to the proposed \$3M financing package and removing the revenue from the municipal election that will occur in FY 17-18.
- ⇒ 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 2017, the Fed raised its benchmark short-term rate by a quarter percentage point to a range of 0.75% to 1% and stuck to its forecast of two more such increases in 2017 and three in 2018 according to published reports.
- ⇒ The recommended budget appropriates \$394,381 in General Fund fund balance or 0.7% of General Fund expenditures. This appropriation is intended to cover the costs of capital expenditures included in the recommended budget. The appropriation is \$525,954 less than the FY 16-17 original budget. The final debt service payment for the Series 2006 General Obligation School Bond will occur in FY 17-18 and those funds will more than offset the recommended fund balance appropriation.
- ⇒ As of June 30, 2016 the unassigned General Fund fund balance was \$18,195,534, or 31.29% of expenditures. At the close of FY 16-17 it is estimated that the unassigned General Fund fund balance will be \$14,897,346, or 25.21% of expenditures. At the close of FY 17-18 it is estimated that the unassigned General Fund fund balance will be \$14,505,965, or 25.72% of expenditures.
- ⇒ Below is a chart showing the anticipated revenue sources (does not include the \$3M financing proceeds in “License, Fees & Other Revenues”) for FY 17-18:



Expenditures

- ⇒ General Government Cost Centers – excluding debt service and transfers to other funds, expenditures in these cost centers decreased overall by 0.5% from the FY 16-17 original budget. Governing Body expenditures are higher due to moving all dues and subscriptions related to the County as a whole back under the Board. These include several membership fees that were previously listed under outside agencies. Human Resources is up due to including all drug testing for new employees under this cost center. Tax Collector is up due to legal costs associated with tax foreclosure actions. These expenditures are offset on the revenue side in most cases. Elections is up due to the additional costs of municipal elections. This also has a revenue offset as municipalities reimburse the County for these costs. 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. 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 \$614,437 or 3.5%. The overall decrease was driven by an 8.3% decrease in Social Services. The remaining departments in this cost center had increases. The Health Department increase was due to the expansion of the jail health program and will be offset with corresponding revenues. Area Transportation (BATS) funding was increased in the amount of \$52,500 as part of a two-year equal adjustment proposal. This increase will help fully fund the public transportation system over two budget cycles in order 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 \$71,656, or 3.9%. All of the departments in this center have decreased expenditures with the exception of Economic Development which remained flat.
- ⇒ Education Cost Centers – the recommended budget increases current expense funding for the Beaufort County School System by \$286,021 or 2%. Capital outlay funding is recommended at \$990,695, which is flat from the prior year. Of the capital outlay funding, \$659,700 is included in the County’s capital financing package and \$330,995 is provided to the School System in cash. These calculations are based on the adopted FY 16-17 budget and may not be reflected the same in the School’s budget due to budget flexibility authorized by the Board. The recommended budget increases current expense funding for the Beaufort County Community College by \$141,874 or 5.9%. Capital outlay funding is recommended at \$283,000, which is an increase of \$143,000 from the prior year. Of the capital outlay funding, \$165,000 is included in the County’s capital financing package and \$118,000 is provided to the College in cash. These calculations are based on the adopted FY 16-17 budget and may not be reflected the same in the College’s budget due to budget flexibility authorized by the Board.
- ⇒ Public Safety Cost Centers – expenditures in these cost centers are up overall by \$563,863 or 5.2%. The Sheriff’s Office budget is up 3.2% with the majority of the increase related to capital expenditures for vehicles. The budget recommends funding the replacement of 10 vehicles in FY 17-18 and keeping that a constant replacement number in future budgets. The jail and E-911 communications are both down. EMS shows a substantial increase of 25.1% from the prior year but this is due to the expansion of an EMS unit in the Washington Township that was previously approved by the Board. Emergency Management shows an increase of 52.6% but this is mostly due to shifting the costs of the Emergency Services Director from EMS to Emergency Management. The ES Director is not a new position, but instead a reclassification of the previous EMS Director position. Emergency Management also includes some additional part-time funding to assist in completing several mitigation projects that are currently underway.

⇒ Below is a chart showing the recommended FY 17-18 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 \$7,331,794, which is 2.73% greater than the prior year and includes the following:

- ⇒ A 3% rate increase across all districts in order to service the debt and meet other financial obligations of the districts. In 2016 the Board directed that increases of 3% occur each year until 2018 based on the system's debt load. Debt service for all the districts increases greatly each year from 2015 to 2018 due to the way the debt was structured.
- ⇒ Debt service from FY 16-17 to FY 17-18 increased by \$454,464.
- ⇒ Expenditures in the amount of \$334,500 are recommended as capital.
- ⇒ It is estimated that \$530,187 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 \$3,225,894, which is 0.58% greater than the prior year and includes the following:

- ⇒ The current \$145.00 per year solid waste fee is recommended to stay the same.
- ⇒ Replacement of the scale house building is included in the General Fund \$3M capital financing package and a transfer of \$3,850 from the Solid Waste Fund to the General Fund is budgeted to cover the debt service.
- ⇒ The recommended budget appropriates \$4,434 in contingency.

Summary

Beaufort County again faces many challenges in the upcoming fiscal year. This recommended budget continues County provided services and operations, expands services in two areas previously approved by the Board, and maintains the current ad valorem tax rate of \$0.55 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 17-18 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 devastating effects of the Great Recession. We are fortunate that we have seen a slight 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. As it has historically occurred, this budget is being submitted and debated before the General Assembly has finished its budget. This time difference forces the Board to anticipate changes from the State level that have not been finalized and makes for much uncertainty.

Putting together a budget is a tremendous effort. Chief Financial Officer Anita Radcliffe, along with new Finance Department members, Erin Cutler and Jennifer Hopkins, 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. Many thanks also to Deputy Finance Director Sharon Rose and the rest of the Finance Department for making sure the financial operations of the County continued without a glitch while we all struggled through the budget process.

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

OVERVIEW

Approved Budget Schedule 2017-2018

Scheduled Week Of	Status	Budget Task
01/23/17		Budget packets distributed to Management Team
01/23/17		Outside Agency budget requests distributed
02/06/17		Budgetary & strategic planning retreat with Board (2/9/17 & 2/10/17)
03/06/17		Preliminary revenue estimates
03/06/17		Outside Agency budget requests submitted to Finance
03/06/17		Continuation budgets submitted to Finance
03/13/17		Expansion budgets submitted to Finance
03/13/17		Budget compiled by Finance
03/27/17		Budget review with Manager (scheduled over 2 weeks)
04/17/17		Finalize revenue estimates - Finance
05/15/17		Manager's recommended budget presented to Board (special meeting on 05/15/17)
05/15/17		Budget available for public viewing at Clerk's office and posted on web site
05/22/17		Commissioner's budget questions/clarification to Manager (please submit before 5/8/17)
05/22/17		Budget workshops with Board (scheduled over 2 weeks, see below)
05/22/17		Advertise public hearing for budget
06/12/17		Public hearing- budget (regular meeting on 06/12/17)
06/19/17		Budget adopted (special called meeting on 06/19/17)
06/19/17		Budget posted to web site

Budget workshop meetings with Board

May 22, 2017 General Fund
 May 23, 2017 General Fund and Enterprise Funds
 May 30, 2017 Service Expansion - County & Outside Agencies
 June 1, 2017 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, and State/Federal Seized Funds.

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.

PAY / CLASS PLAN

BEAUFORT COUNTY
SUMMARY OF AUTHORIZED FULL TIME POSITIONS

	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18 Recommended
Animal Control	4	4	4	4	4
Building Maintenance	2	2	2	3	3
Communications	12	13	13	18	18
County Manager	4	5	4	4	4
Economic Development	2	2	2	2	2
Elections	2	3	3	3	3
Emergency Management	2	2	2	2	3
Emergency Medical Services	-	1	27	27	34
Finance	5	5	6	7	7
Health Department	41	41	41	41	44
Human Resources	-	-	3	3	3
Inspections	3	-	-	-	-
Jail	21	20	20	20	20
Land Records	2	-	-	-	-
Planning	-	-	7	7	7
Register of Deeds	5	5	5	5	5
Sheriff	53	57	59	59	59
Social Services	108	110	115	117	117
Soil and Water Conservation	2	2	2	2	2
Tax Assessor	8	8	10	10	10
Tax Collector	6	6	7	7	7
Veterans	1	1	1	1	1
Water Department	25	25	27	28	28
Grand Total	308	319	360	370	381

Increase of 11 positions from FY 16/17 to FY 17/18 is explained as follows.

- 4 Intermediate EMTs approved by Board of Commissioners beginning July 1, 2017 to cover Washington Township.
- 4 Paramedic positions approved by Board of Commissioners beginning July 1, 2017 to cover Washington Township.
- 3 Health Department Nurse positions approved by the Board of Commissioners to cover health care management at the Jail.
- 1 Emergency Medical Services Director changed to Emergency Services Director (position simply moved from EMS Division to EM Division). No overall increase in number of positions.

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**BEAUFORT COUNTY SALARY PLAN
2016 - 2017**

GRADE	MIN	MID	MAX	POSITION TITLE	LOCATION DESC
5	19,521	23,426	27,333	CHORE PROVIDER	SOCIAL SERVICES
				NUTRITION SITE PROGRAM SUPERVISOR	SOCIAL SERVICES
8	24,110	28,931	33,754	COMMUNITY HEALTH ASSISTANT	HEALTH
				COMMUNITY SOCIAL SERVICE ASSISTANT	SOCIAL SERVICES
				EMERGENCY MEDICAL SERVICES SPECIALIST	EMERGENCY MEDICAL
				HOUSEKEEPER	SOCIAL SERVICES
				MEDICAL RECORDS ASSISTANT III	HEALTH
				PROCESSING ASSISTANT III	HEALTH
9	25,639	30,765	35,893	EMT INTERMEDIATE	EMERGENCY MEDICAL
				FOREIGN LANGUAGE INTERPRETER	HEALTH
10	27,168	32,600	38,034	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	28,697	34,435	40,175	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
				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	30,225	36,269	42,316	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	SOIL CONSERVATION
				ADMINISTRATIVE ASSISTANT I	HEALTH
				COMPUTER SUPPORT TECHNICIAN II	SOCIAL SERVICES
				DEPUTY TAX COLLECTOR II	TAX COLLECTIONS
				EMERGENCY MANAGEMENT TECHNICIAN	EMERGENCY MGMT
				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

**BEAUFORT COUNTY SALARY PLAN
2016 - 2017**

GRADE	MIN	MID	MAX	POSITION TITLE	LOCATION DESC
13	31,756	38,106	44,457	ACCOUNTS PAYABLE TECHNICIAN	FINANCE
				FINANCE TECHNICIAN	FINANCE
				HUMAN RESOURCES TECHNCIAN	HUMAN RESOURCES
				DEPUTY DIRECTOR OF ELECTIONS	ELECTIONS
				PAYROLL TECHNICIAN	FINANCE
				TELECOMMUNICATOR SHIFT SUPERVISOR	COMMUNICATIONS
14	33,284	39,940	46,597	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
WATER QUALITY TECHNICIAN	WATER				
15	34,813	41,774	48,737	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 INSPECTOR (80%)	EMERGENCY MGMT.
16	36,343	43,610	50,879	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
				PUBLIC HEALTH EDUCATION SPECIALIST	HEALTH
				VETERANS SERVICE OFFICER	VETERANS
WATER TREATMENT PLANT SUPERVISOR	WATER				
17	37,870	45,444	53,018	BUILDING CODES INSPECTOR I	PLANNING
				CHIEF ANIMAL CONTROL OFFICER	ANIMAL CONTROL
				COMPUTER SYSTEM ADMINISTRATOR I	SOCIAL SERVICES
				NUTRITIONIST II	HEALTH
				OFFICE MANAGER	SHERIFF

**BEAUFORT COUNTY SALARY PLAN
2016 - 2017**

GRADE	MIN	MID	MAX	POSITION TITLE	LOCATION DESC
18	39,400	47,279	55,159		
				ACCOUNTING SPECIALIST I	FINANCE
				DIRECTOR OF COMMUNICATION & 911 SERVICES	COMMUNICATIONS
				HUMAN RESOURCES DIRECTOR - SHERIFF	SHERIFF
				INCOME MAINTENANCE SUPERVISOR III	SOCIAL SERVICES
				OPERATIONS TRAINING OFFICER	EMERGENCY MEDICAL
				SOCIAL WORKER II	SOCIAL SERVICES
				SOCIAL WORKER II	HEALTH
				SR. LAND RECORDS SPECIALIST	PLANNING
				TELECOMMUNICATIONS SUPERVISOR	COMMUNICATIONS
19	40,929	49,114	57,300		
				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	42,456	50,948	59,377		
				ASSISTANT TAX COLLECTOR	TAX COLLECTIONS
				SOCIAL WORKER III	SOCIAL SERVICES
21	43,988	52,783	61,579		
				DEPUTY TAX ASSESSOR	TAX ADMINISTRATION
				HUMAN SERVICES PLANNER/EVALUATOR III	HEALTH
				INCOME MAINTENANCE ADMINISTRATOR I	SOCIAL SERVICES
				SOCIAL WORKER INVESTIGATION & TREATMENT	SOCIAL SERVICES
				PUBLIC HEALTH NURSE I	HEALTH
22	45,516	54,618	63,721		
				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	47,044	56,453	65,862		
				PUBLIC HEALTH NURSE II	HEALTH
24	48,573	58,287	68,002		
				CHIEF DETENTION OFFICER	JAIL
				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	50,102	60,122	70,143		
				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.
				PUBLIC HEALTH NURSE SUPERVISOR I	HEALTH

**BEAUFORT COUNTY SALARY PLAN
2016 - 2017**

GRADE	MIN	MID	MAX	POSITION TITLE	LOCATION DESC
26	51,631	61,958	72,284		
				SOCIAL WORK PROGRAM ADMINISTRATOR I	SOCIAL SERVICES
27	53,160	63,791	74,424		
				BUSINESS OFFICER I	HEALTH
				PUBLIC HEALTH NURSE SUPERVISOR II	HEALTH
28	54,689	65,628	76,565		
				COUNTY SOC SERVICES PROGRAM ADMINISTRATOR II	SOCIAL SERVICES
				ENVIRONMENTAL HEALTH SUPERVISOR II	HEALTH
				MAJOR	SHERIFF
				PUBLIC HEALTH NURSE DIRECTOR I	HEALTH
30	57,746	69,296	80,845		
				HUMAN RESOURCES MANAGER	HUMAN RESOURCES
				DEPUTY FINANCE DIRECTOR	FINANCE
				REGISTER OF DEEDS	REG DEEDS
				TAX COLLECTOR	TAX COLLECTIONS
33	62,335	74,802	87,269		
				ATTORNEY I	SOCIAL SERVICES
35	65,392	78,471	91,550		
				CHIEF DEPUTY SHERIFF	SHERIFF
				EMERGENCY MEDICAL DIRECTOR	EMERGENCY MEDICAL
				RISK MANAGER	COUNTY MANAGER
				PHYSICIAN EXTENDER II	HEALTH
				PLANNING DIRECTOR	PLANNING
38	69,979	83,976	97,971		
				COUNTY SOCIAL SERVICES DIRECTOR	SOCIAL SERVICES
				LOCAL HEALTH DIRECTOR	HEALTH DEPARTMENT
40	73,038	87,645	102,252		
				TAX ASSESSOR	TAX ADMINISTRATION
45	80,683	96,818	112,956		
				FINANCE DIRECTOR	FINANCE
				SHERIFF	SHERIFF
49	86,802	104,159	119,134		
				PUBLIC WORKS DIRECTOR	WATER
				ECONOMIC DEVELOPMENT DIRECTOR	ECON DEVELOPMENT
73	123,507	148,208	177,850		
				COUNTY MANAGER	COUNTY MANAGER

BUDGET SUMMARY

**SUMMARY OF REVENUES
GENERAL FUND**

	FY 15/16	FY 16/17	FY 16/17	FY 17/18
REVENUES BY MAJOR FUND SOURCE	Actual	Original	Amended	Recommended
Property Taxes	\$31,398,267	\$ 32,599,293	\$ 32,599,293	\$ 33,107,096
Sales and Other Taxes	8,294,864	8,556,529	8,556,529	8,970,778
Restricted & Intergovernmental Revenues	12,851,758	12,513,944	13,171,865	11,674,752
Licenses, Fees and Other Revenues	4,031,526	2,116,049	2,214,235	5,139,885
Investment Earnings & Operating Transfers In	99,633	75,000	75,000	100,000
Appropriated Fund Balance	-	919,975	3,106,838	394,381
Total Revenues	\$56,676,048	\$ 56,780,790	\$ 59,724,760	\$ 59,386,892

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 56% 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 2017-2018 is based on a total taxable valuation of \$5,996,448,679.

Assumptions: The estimated net taxable value for 2017-2018 including motor vehicles is \$5,996,448,679. With a tax rate of 55¢ and a collection rate of 97.87% for real/personal property and a collection rate of 99.6% for motor vehicles, the projected current year total property tax revenue is \$32,304,871 using the following formula:

Real/Personal - \$5,541,144,004 multiplied by .55 multiplied by .9787 multiplied by .01 equals \$29,827,147
Registered Motor Vehicles - \$452,304,675 multiplied by .55 multiplied by .996 multiplied by .01 equals \$2,477,724

PROPERTY TAXES	FY 15/16	FY 16/17	FY 16/17	FY 17/18
	Actual	Original	Amended	Recommended
Current Year	\$29,882,261	\$ 31,748,257	\$ 31,748,257	\$ 32,304,871
Prior Years	1,294,674	653,395	653,395	632,575
Penalties & Interest	221,332	197,641	197,641	169,650
Total	\$31,398,267	\$ 32,599,293	\$ 32,599,293	\$ 33,107,096

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 for the current fiscal year and with the law changes surrounding distribution and taxing authority on service labor and anticipated growth, we have budgeted sales tax revenue 4.25% higher than FY 16/17 levels.

Other taxes include register of deeds state excise tax, scrap tire disposal tax, white goods disposal tax, and rental vehicle tax.

SALES & OTHER TAXES & LICENSES	FY 15/16 Actual	FY 16/17 Original	FY 16/17 Amended	FY 17/18 Recommended
County 1% (Article 39)	\$ 3,349,726	\$ 3,725,305	\$ 3,725,305	\$ 3,676,343
Article 40	2,668,045	2,560,030	2,560,030	2,866,033
Article 42	1,961,025	2,115,794	2,115,794	2,147,598
Article 44 (GS 105-524)	151	-	-	117,104
Beer and Wine Licenses	3,317	3,400	3,400	3,400
State Excise Tax - Register of Deeds	130,385	127,000	127,000	135,000
Rental Vehicle Receipts	22,421	25,000	25,000	25,300
Scrap Tire Disposal Tax	129,194	-	-	-
White Goods Disposal Tax	30,600	-	-	-
Total	\$ 8,294,864	\$ 8,556,529	\$ 8,556,529	\$ 8,970,778

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 15/16 Actual	FY 16/17 Original	FY 16/17 Amended	FY 17/18 Recommended
Beer & Wine Tax	\$ 150,678	\$ 163,000	\$ 163,000	\$ 163,000
FEMA-Disaster Payment	-	-	-	200,000.00
ABC Tax Distributions	155,320	145,000	145,000	140,000
DWI Fines - State Roads Act	4,774	5,000	5,000	6,000
Federal and State Grants	11,664,053	10,919,560	11,577,481	9,834,252
Court Costs	60,916	60,000	60,000	50,000
Lottery Proceeds	450,000	450,000	450,000	450,000
EMS GF Tax Revenues	366,017	771,384	771,384	831,500
Total	\$12,851,758	\$ 12,513,944	\$ 13,171,865	\$ 11,674,752

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, because 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 15/16 Actual	FY 16/17 Original	FY 16/17 Amended	FY 17/18 Recommended
Advalorem Tax Collection Fees	\$ 104,805	\$ 105,500	\$ 105,500	\$ 107,000
Animal Control Fees	38,581	42,000	42,000	39,000
Building & Inspection Fees	96,942	112,400	112,400	102,000
Cable Franchise Fees	127,633	129,500	129,500	130,000
Deputy Travel Reimbursement	83,134	80,000	80,000	80,300
Donations/Contributions	4,125	33,500	33,500	6,750
DSS Aging Program	4,908	5,250	5,250	3,200
DSS Repayments	18,214	12,838	12,838	13,290
Election/Candidate Fees	20,289	-	-	20,330
EMS Franchise Fees	1,200	25,000	25,000	3,600
EMS Rescue Fees	-	459,000	459,000	425,000
Environmental Health Fees	52,765	49,100	49,100	52,000
Health Fees	197,194	206,388	202,846	208,588
Hospital Share of Service	21,685	21,562	21,562	21,562
Insurance Proceeds	51,222	-	37,618	35,000
Land Records Fees	365	-	-	250
Miscellaneous	46,049	2,000	66,110	3,000
NC Health Choice	14,350	11,000	11,000	14,200
Register of Deeds - Miscellaneous	184,753	186,000	186,000	189,500
Rents	379,041	269,946	269,946	274,250
Sale of Fixed Assets	60,696	25,000	25,000	25,000
School Resource Officer	254,866	194,865	194,865	194,865
Sheriff's Fees	100,668	100,000	100,000	111,000
Solid Waste Fees	1,959,885	-	-	-
Tax Department Fees	68,347	34,000	34,000	62,000
Refunding Proceeds	120,954	-	-	-
Vending Concessions	18,855	11,200	11,200	18,200
Installment Note Proceeds	-	-	-	3,000,000
Total Licenses, Fees & Other	\$ 4,031,526	\$ 2,116,049	\$ 2,214,235	\$ 5,139,885

Sales, services and other revenues were forecast with input from department managers, grant sources and historical data. Each revenue category was considered separately and forecast from a zero base. Installment proceeds in the amount of \$3,000,000 are included as a revenue source to finance major capital improvements in FY 2017-2018.

Investment Earnings and Transfers In:

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.

INVESTMENT EARNINGS & TRANSFERS FROM OTHER FUNDS	FY 15/16 Actual	FY 16/17 Original	FY 16/17 Amended	FY 17/18 Recommended
Investment Earnings	\$ 20,213	\$ 15,000	\$ 15,000	\$ 100,000
Transfer from Capital Project Funds				
Transfer from Seized Funds				
Transfer from Economic Dev Fund	79,420	-	-	-
Transfer From Hurricane Fund	-	60,000	60,000	-
Total Investment Earnings and Transfers In	\$ 99,633	\$ 75,000	\$ 75,000	\$ 100,000

GENERAL FUND APPROPRIATED FUND BALANCE

In FY 2017-18, 0.7% of the general fund expenditures or \$394,381 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, 2018	14,505,965	25.72%	35%
Estimated June 30, 2017	14,897,346	25.21%	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, 2016 and estimated operating results of FY 2016-17. 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 2017.

Actual FY 15-16	Original FY 16-17	Amended FY 16-17	Recommended FY 17-18
\$0	\$919,975	\$3,106,838	\$394,381

SUMMARY OF GENERAL FUND EXPENDITURES

GENERAL FUND	Page	BUDGET				% CHANGE		% CHANG	
		FY 2015/2016	FY 2016/2017	FY 2016/2017	FY 2016/2017	BUDGET	FY 16-17 ORIGINAL	FY 16-17 AMEN.	
		ACTUAL	ESTIMATE	ORIGINAL	REVISED	RECOMMENDED	vs. FY 17-18	vs. FY 17-18	
Governing Body	29	1,235,773	372,064	372,064	372,064	391,552	5.2%	5.2%	
County Administration	31	394,904	426,639	454,978	461,940	454,823	0.0%	-1.5%	
Finance	33	515,760	567,387	606,257	606,257	607,358	0.2%	0.2%	
Human Resources	35	147,656	149,231	194,695	194,695	202,563	4.0%	4.0%	
Tax Assessor	37	986,001	704,959	747,890	747,890	695,449	-7.0%	-7.0%	
Tax Collector	39	553,533	608,199	587,195	587,195	617,349	5.1%	5.1%	
Court Facilities	41	227,435	406,682	327,200	408,038	297,700	-9.0%	-27.0%	
Elections	43	332,640	348,821	315,932	340,932	392,777	24.3%	15.2%	
Register of Deeds	45	372,094	333,207	316,796	316,796	340,609	7.5%	7.5%	
Maintenance, Buildings, & Grounds	47	1,241,482	1,527,273	1,350,111	1,519,076	1,277,066	-5.4%	-15.9%	
Debt Service	49	2,825,125	2,643,972	2,643,972	2,643,972	2,938,321	11.1%	11.1%	
Non-Departmental	53	-	461,589	485,996	439,296	453,825	-6.6%	3.3%	
Transfers to Other Funds	55	630,204	2,505,674	526,275	2,505,674	242,050	-54.0%	-90.3%	
Contingency	56	-	25,000	25,000	25,000	25,000	0.0%	0.0%	
Social Services	57	12,345,088	13,302,289	13,380,111	13,985,573	12,272,604	-8.3%	-12.2%	
Health Department	79	3,372,748	3,542,960	3,528,197	3,713,518	3,944,122	11.8%	6.2%	
Veteran's Assistance	101	56,013	57,266	58,268	58,268	59,534	2.2%	2.2%	
Area Mental Health & Transportation	103	398,503	478,104	469,750	469,750	545,629	16.2%	16.2%	
Cooperative Extension	105	217,660	307,144	296,571	297,571	252,450	-14.9%	-15.2%	
Soil/Water Conservation	109	100,664	143,919	147,528	148,879	144,022	-2.4%	-3.3%	
Youth Services	113	225,243	214,628	214,628	214,628	209,628	-2.3%	-2.3%	
Outside Agencies	115	414,595	431,170	433,970	435,870	424,370	-2.2%	-2.6%	
Economic Development	117	296,403	283,609	281,283	283,609	281,211	0.0%	-	
Planning	119	527,468	465,016	468,515	468,515	459,158	-2.0%	-	
Beaufort County Public Schools	121	15,033,163	15,291,623	15,291,623	15,291,623	14,918,000	-2.4%*	-2.4%	
Beaufort County Community College	125	3,224,169	2,513,126	2,513,126	2,513,126	2,633,000	4.8%**	4.8%	
Sheriff	129	4,877,039	5,148,269	5,012,109	5,012,109	5,170,681	3.2%	3.2%	
Jail	131	1,777,867	2,037,733	1,862,885	1,862,885	1,830,357	-1.7%	-1.7%	
E-911 Communications	133	858,261	1,017,406	1,188,340	1,188,340	1,185,391	-0.2%	-0.2%	
Emergency Medical Services	137	896,239	1,890,279	1,787,714	1,787,714	2,237,034	25.1%	25.1%	
Emergency Management	139	250,579	214,708	222,310	221,793	339,173	52.6%	52.9%	
Animal Control	141	316,167	310,347	316,114	316,114	338,871	7.2%	7.2%	
Forestry Services	143	125,405	151,715	151,715	116,715	151,715	0.0%	30.0%	
Other Emergency Services	145	823,299	201,672	201,672	219,672	53,500	-73.5%	-75.6%	
TOTAL GENERAL FUND		\$ 55,599,180	\$ 59,083,680	\$ 56,780,790	\$ 59,775,097	\$ 56,386,892	-0.7%	-5.7%	

FY 17-18 Financed Capital totaling \$3,000,000

BC Public Schools Projects	659,700
BCCC Projects	165,000
Beaufort County Projects	2,175,300
Total	\$ 59,386,892

*The recommended funding for FY 2017/2018 for BC Public Schools totals \$15,577,700 once financed capital projects are added, bringing the percentage change to a 1.9% increase when compared to the FY 2016-2017 total funding amount.

**The recommended funding for FY 2017/2018 for BCCCC totals \$2,798,000 once financed capital projects are added, bringing the percentage change to a 11.3% increase when compared to the FY 2016-2017 total funding amount.

SUMMARY - OTHER GOVERNMENTAL FUNDS

	FY 2015/2016 ACTUAL	BUDGET FY 2016-2017 ORIGINAL	BUDGET FY 2016-2017 AMENDED	BUDGET FY 2017-2018 RECOMMENDED	BUDGET FY 2017-2018 APPROVED
E-911 Telephone System Fund					
Revenues	\$ 145,497	\$ 1,737,283	\$ 1,737,283	\$ 511,566	
Expenditures	\$ 254,119	\$ 1,737,283	\$ 1,737,283	\$ 511,566	

	FY 2015/2016 ACTUAL	BUDGET FY 2016-2017 ORIGINAL	BUDGET FY 2016-2017 AMENDED	BUDGET FY 2017-2018 RECOMMENDED	BUDGET FY 2017-2018 APPROVED
Seized Drug Fund					
Revenues	\$ 18,239	\$ 15,500	\$ 15,500	\$ 168,400	
Expenditures	\$ 7,687	\$ 15,500	\$ 15,500	\$ 168,400	

	FY 2015/2016 ACTUAL	BUDGET FY 2016-2017 ORIGINAL	BUDGET FY 2016-2017 AMENDED	BUDGET FY 2017-2018 RECOMMENDED	BUDGET FY 2017-2018 APPROVED
Fire/Rescue Tax Fund					
Revenues	\$ 1,475,272	\$ 1,540,000	\$ 1,540,000	\$ 1,521,500	
Expenditures	\$ 1,475,272	\$ 1,540,000	\$ 1,540,000	\$ 1,521,500	

	FY 2015/2016 ACTUAL	BUDGET FY 2016-2017 ORIGINAL	BUDGET FY 2016-2017 AMENDED	BUDGET FY 2017-2018 RECOMMENDED	BUDGET FY 2017-2018 APPROVED
EMS Tax Fund					
Revenues	\$ 1,119,242	\$ 1,353,384	\$ 1,353,384	\$ 1,438,350	
Expenditures	\$ 1,119,242	\$ 1,353,384	\$ 1,353,384	\$ 1,438,350	

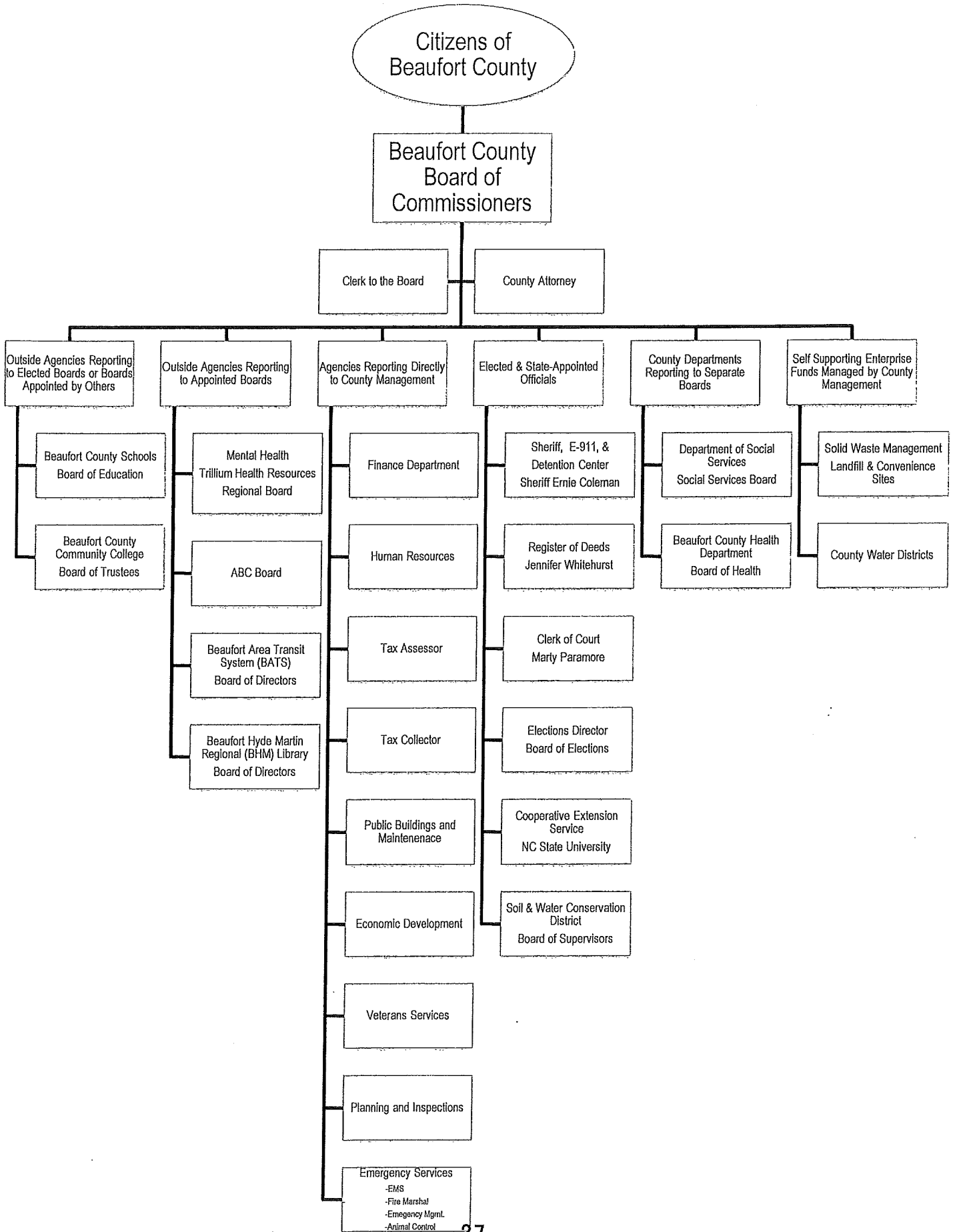
	FY 2015/2016 ACTUAL	BUDGET FY 2016-2017 ORIGINAL	BUDGET FY 2016-2017 AMENDED	BUDGET FY 2017-2018 RECOMMENDED	BUDGET FY 2017-2018 APPROVED
Tax Revaluation Fund					
Revenues	\$ 897,000	\$ 149,500	\$ 149,500	\$ 162,050	
Expenditures	\$ 897,000	\$ 149,500	\$ 149,500	\$ 162,050	

	FY 2015/2016 ACTUAL	BUDGET FY 2016-2017 ORIGINAL	BUDGET FY 2016-2017 AMENDED	BUDGET FY 2017-2018 RECOMMENDED	BUDGET FY 2017-2018 APPROVED
Economic Development Fund					
Revenues	\$ -	\$ -	\$ -	\$ 80,000	
Expenditures	\$ -	\$ -	\$ -	\$ 80,000	

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GENERAL GOVERNMENT

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 2016 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

<u>Current Members of the Board</u>	<u>Term Expires</u>
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

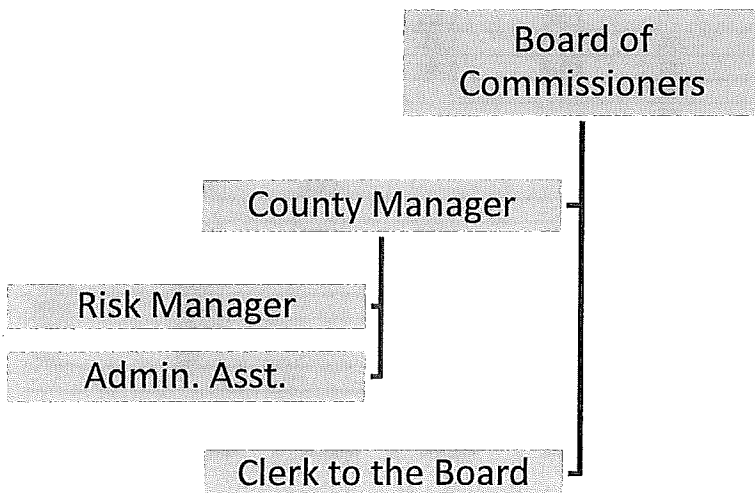
GOVERNING BOARD	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Personnel	\$ 126,486	\$ 129,407	\$ 129,407	\$ 129,960
Benefits	9,721	10,057	10,057	10,127
Operating	626,960	232,600	232,600	251,465
Capital Outlay	472,606	0	0	0
Total	\$ 1,235,773	\$ 372,064	\$ 372,064	\$ 391,552

GOVERNING BOARD

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
BOARD SALARY	\$ 102,421	\$ 87,416	\$ 112,686	\$ 115,607	\$ 115,607	\$ 115,607	\$ 116,160	\$ 116,160
BOARD TRAVEL ALLOWANCE	13,800	21,260	13,800	13,800	13,800	13,800	13,800	13,800
FICA 6.2%	6,578	7,407	7,776	8,023	8,023	8,023	8,060	8,060
HOSPITALIZATION-EMPLOYEE	5,300	1,792	-	-	-	-	-	-
MEDICARE 1.45%	1,539	1,733	1,818	1,852	1,852	1,852	1,885	1,885
LIFE INSURANCE-EMPLOYEE	159	136	127	182	182	182	182	182
WORKERS COMPENSATION INSURANCE	-	424	507	600	600	600	800	800
PROF.SERVICE-AUDIT/ACCOUNTING	-	-	72,083	-	-	-	-	-
PROFESSIONAL SERVICE-LEGAL	-	-	106,683	94,000	94,000	94,000	94,000	94,000
PROFESSIONAL SERVICES-ENGINEER	-	-	37,600	-	-	-	-	-
PROF. SERVICES-ADMINISTRATIVE	-	-	-	40,000	44,000	44,000	44,000	44,000
VIDEO/AUDIO SERVICES	30,450	28,128	28,680	27,000	27,000	27,000	28,000	28,000
FOOD AND PROVISIONS	-	-	2,995	2,000	2,000	2,000	2,500	2,500
OFFICE SUPPLIES	2,855	8,329	2,198	2,000	2,000	2,000	1,000	1,000
APPRECIATION LUNCHEON-EMP.	3,959	4,578	3,840	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	18,847	34,967	33,428	35,000	31,000	31,000	31,000	31,000
POSTAGE	-	64	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	-	-	82,479	-	-	-	600	600
LEGAL ADVERTISING	-	-	789	1,000	1,000	1,000	1,000	1,000
VIDEO/AUDIO EQUIPMENT	-	2,660	2,240	-	-	-	-	-
INSURANCE AND BONDS	-	-	240,034	-	-	-	-	-
DUES & SUBSCRIPTIONS	6,562	6,994	13,303	31,000	31,000	31,000	41,000	42,065
MIS FEES	-	-	100	-	-	-	-	-
LAND PURCHASE	-	-	472,606	-	-	-	-	-
CONTRACT SERVICES							6,500	6,500
	\$ 192,470	\$ 205,888	\$ 1,235,773	\$ 372,064	\$ 372,064	\$ 372,064	\$ 390,487	\$ 391,552

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

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

FULL-TIME POSITIONS AUTHORIZED

FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18 Recommended
3	3	4	4	4

ADMINISTRATION	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Personnel	\$ 245,602	\$ 327,303	\$ 327,303	\$ 320,190
Benefits	56,115	77,675	77,675	78,608
Operating	93,187	50,000	56,962	56,025
Capital Outlay	0	0	0	0
Total	\$ 394,904	\$ 454,978	\$ 461,940	\$ 454,823

COUNTY MANAGER

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
SALARIES	\$ 254,974	\$ 292,550	\$ 236,859	\$ 320,303	\$ 320,303	\$ 299,605	\$ 312,190	\$ 312,190
SALARIES-OVERTIME	1,881	6,858	2,744	1,000	1,000	2,500	2,000	2,000
TRAVEL ALLOWANCE (CO. MANAGER)	6,000	4,240	6,000	6,000	6,000	6,000	6,000	6,000
FICA 6.2%	15,525	17,984	14,723	20,293	20,293	19,105	19,480	19,480
LOC. GOV. EMP. RETIREMENT	18,160	17,087	16,173	23,294	23,294	22,340	23,564	23,564
HOSPITALIZATION-EMPLOYEE	26,492	26,440	16,907	22,812	22,812	21,780	24,620	24,620
MEDICARE 1.45%	3,737	4,263	3,443	4,746	4,746	4,470	4,556	4,556
LIFE INSURANCE-EMPLOYEE	116	105	76	104	104	95	104	104
WORKERS COMPENSATION INSURANCE	-	(10,325)	1,268	1,800	1,422	1,422	1,500	1,500
401(K) EMPLOYER CONTRIBUTION	3,853	3,625	4,792	6,426	6,426	6,035	6,284	6,284
PROF.SERVICE-AUDIT/ACCOUNTING	48,687	51,337	-	-	-	-	-	-
PROFESSIONAL SERVICE-DRUG TEST	1,855	2,985	-	-	-	-	-	-
PROFESSIONAL SERVICE-ARCH/ENG	25,787	18,150	-	-	-	-	-	-
PROF. SERVICES-ADMINISTRATIVE	27,180	42,792	50,554	15,000	21,962	12,000	12,000	12,000
OFFICE SUPPLIES	8,761	7,832	3,472	5,000	5,000	3,000	3,500	3,500
SERVICE AWARDS/EMPLOYEE FAIRS	1,440	1,779	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	42,236	29,462	8,101	8,000	8,000	8,000	8,000	8,000
TRAVEL-FUEL	623	103	93	200	200	100	100	100
TELEPHONE	14,111	10,686	6,349	10,500	10,500	10,000	10,000	10,000
POSTAGE	9,807	(6,472)	16,999	-	-	100	-	-
PRINTING	839	-	-	1,500	1,226	500	500	500
MAINT/REPAIR-EQUIPMENT	105	2,355	276	1,000	1,000	500	500	500
ADVERTISING	525	1,100	180	1,000	1,000	-	-	-
COMPUTER SOFTWARE/SUPPORT	80,851	75,759	942	-	-	-	500	500
LEGAL ADVERTISING	1,150	5,048	26	-	-	-	-	-
TEMPORARY EMP.SERVICES	1,944	3,933	759	-	652	800	-	-
EQUIPMENT PURCHASE	9,497	2,956	1,517	3,000	3,000	2,087	3,000	3,000
CONTRACTS-MAINTENANCE	-	-	-	-	-	3,200	3,600	3,600
INSURANCE AND BONDS	262,992	247,336	-	-	-	-	-	-
DUES & SUBSCRIPTIONS	9,634	7,080	2,650	3,000	3,000	3,000	3,000	3,000
SAEFETY SUPPLIES	-	-	-	-	-	-	100	100
SAFETY TESTING	-	-	-	-	-	-	3,000	3,000
SAFETY TRAINING	-	-	-	-	-	-	3,000	3,000
SAFETY EQUIPMENT	-	-	-	-	-	-	3,500	3,500
SAFETY DUES	-	-	-	-	-	-	225	225
CAPITAL OUTLAY-EQUIPMENT	12,437	7,431	-	-	-	-	-	-
CAPITAL OUTLAY-ADMIN-117 W 3RD	-	23,391	-	-	-	-	-	-
	\$ 891,197	\$ 897,869	\$ 394,904	\$ 454,978	\$ 461,940	\$ 426,639	\$ 454,823	\$ 454,823

FINANCE

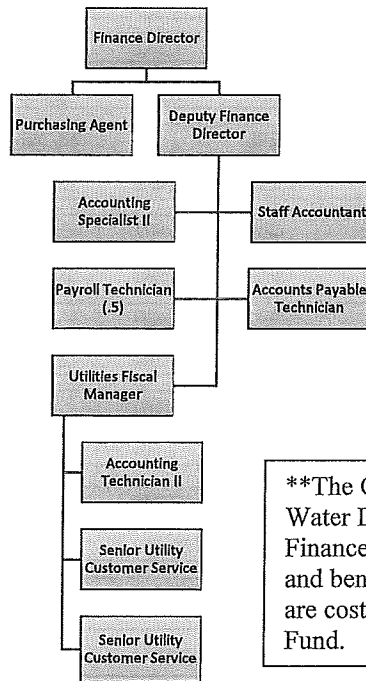
The County Finance Department is committed to efficiently and effectively administering the fiscal affairs of the County in compliance with Federal, State, and Local regulations, policies, and practices while adhering to generally accepted accounting principles. The Department provides management with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

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

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.



**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 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18 Recommended
5	5	7	7	11**

FINANCE	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Personnel	\$ 344,188	\$ 406,395	\$ 411,395	\$ 409,874
Benefits	84,005	108,247	100,673	118,574
Operating	87,567	91,615	94,189	78,910
Capital Outlay	0	0	0	0
Total	\$ 515,760	\$ 606,257	\$ 606,257	\$ 607,358

FINANCE DEPARTMENT

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
SALARIES	\$ 259,912	\$ 256,164	\$ 325,111	\$ 400,595	\$ 355,595	\$ 331,900	\$ 395,874	\$ 395,874
SALARIES-OVERTIME	3,352	13,900	2,544	2,500	2,500	5,000	2,500	2,500
SALARIES-PART TIME	-	4,081	16,534	3,300	53,300	48,000	11,500	11,500
FICA 6.2%	15,162	16,315	20,280	25,196	24,622	23,865	25,412	25,412
LOC. GOV. EMP. RETIREMENT	18,613	19,094	22,117	29,043	27,043	24,430	29,880	29,880
HOSPITALIZATION-EMPLOYEE	26,277	24,633	30,183	39,921	34,921	36,140	49,240	49,240
MEDICARE 1.45%	3,546	3,816	4,743	5,893	5,893	5,585	5,943	5,943
UNEMPLOYMENT INS-ALL CO.EX.DSS	104,918	20,210	13,044	-	-	-	-	-
LIFE INSURANCE-EMPLOYEE	144	119	140	182	182	130	182	182
WORKERS COMPENSATION INSURANCE	-	1,171	1,522	1,560	1,799	1,799	1,960	1,960
401(K) EMPLOYER CONTRIBUTION	3,949	4,039	6,544	8,012	8,012	6,710	7,917	7,917
PROF.SERVICE-AUDIT/ACCOUNTING	46,175	48,398	-	55,000	55,000	55,000	55,000	55,000
OFFICE SUPPLIES	4,937	5,330	6,453	5,000	5,000	6,500	5,000	5,000
PROFESSIONAL DEVELOPMENT	3,212	600	1,475	5,000	5,000	4,200	5,000	5,000
TELEPHONE	-	269	2,854	3,805	3,805	2,200	2,200	2,200
POSTAGE	1,891	5,891	2,827	-	-	-	-	-
PRINTING	1,397	-	154	1,200	1,200	1,060	1,200	1,200
MAINT/REPAIR-EQUIPMENT	12,366	15,265	12,661	-	-	23	-	-
ADVERTISING	-	459	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	5,196	788	2,348	2,000	2,000	1,588	2,000	2,000
MUNIS-ASP	35,900	48,152	29,553	-	-	-	-	-
TEMPORARY EMP.SERVICES	-	4,727	12,144	-	2,335	2,335	-	-
EQUIPMENT PURCHASE	-	-	2,271	3,000	3,000	5,872	1,500	1,500
CONTRACT SERVICES	-	-	-	14,950	14,950	5,000	5,000	5,000
DUES & SUBSCRIPTIONS	95	-	260	100	100	50	50	50
	\$ 547,044	\$ 493,418	\$ 515,760	\$ 606,257	\$ 606,257	\$ 567,387	\$ 607,358	\$ 607,358

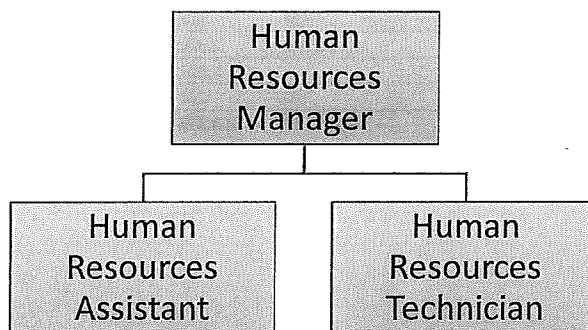
HUMAN RESOURCES

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
 Kathy Dickinson, Human Resources Assistant
 Vacant – Human Resources Technician

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 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18 Recommended
1	2	3	3	3

Note: ½ Position remains currently under Finance Budget, established in July 1998, but performs as Health Benefit Representative and assists with other HR functions.

HUMAN RESOURCES	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Personnel	\$ 96,132	\$ 134,994	\$ 134,994	\$ 136,884
Benefits	26,570	40,001	40,001	42,029
Operating	24,954	19,700	19,700	23,650
Capital Outlay	0	0	0	0
Total	\$ 147,656	\$ 194,695	\$ 194,695	\$ 202,563

HUMAN RESOURCES

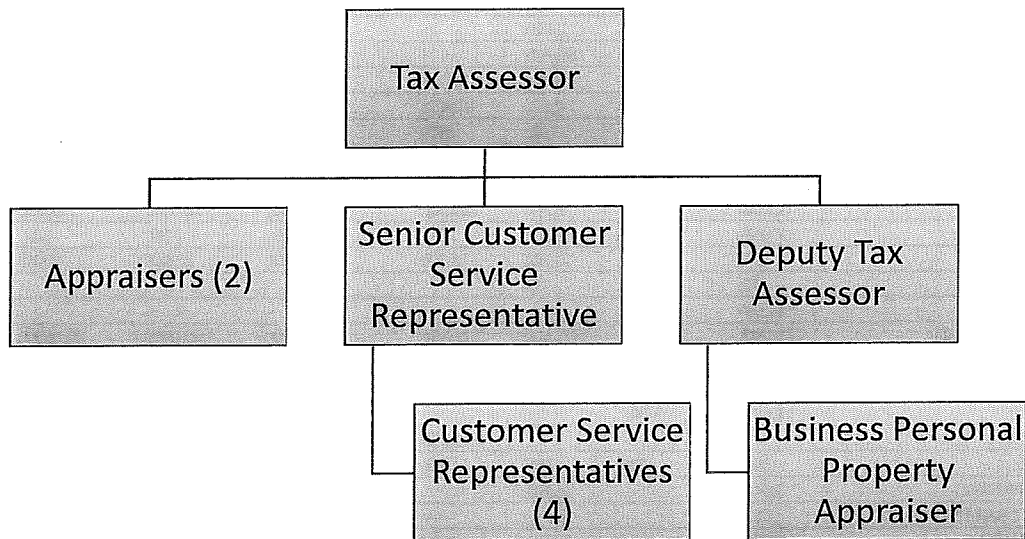
	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
SALARIES	\$ -	\$ -	\$ 93,617	\$ 134,794	\$ 134,794	\$ -98,000	\$ 136,684	\$ 136,684
SALARIES-OVERTIME	-	-	2,515	200	200	350	200	200
FICA 6.2%	-	-	5,781	8,370	8,370	6,000	8,487	8,487
LOC. GOV. EMP. RETIREMENT	-	-	6,489	9,787	9,787	7,500	10,266	10,266
HOSPITALIZATION-EMPLOYEE	-	-	10,973	17,109	17,109	11,350	18,465	18,465
MEDICARE 1.45%	-	-	1,352	1,957	1,957	1,500	1,985	1,985
LIFE INSURANCE-EMPLOYEE	-	-	52	78	78	52	78	78
WORKERS COMPENSATION INSURANCE	-	-	846	900	900	598	1,300	1,300
401(K) EMPLOYER CONTRIBUTION	-	-	1,923	2,700	2,700	2,000	2,748	2,748
PROFESSIONAL SERVICE-MEDICAL	-	-	5,280	3,000	3,000	3,800	5,400	5,400
PROFESSIONAL SERVICES=ENGINEER	-	-	6,970	5,000	5,000	5,000	5,600	5,600
OFFICE SUPPLIES	-	-	1,242	500	500	800	1,200	1,200
SERVICE AWARDS/EMPLOYEE FAIRS	-	-	1,640	2,400	2,400	2,400	2,400	2,400
PROFESSIONAL DEVELOPMENT	-	-	39	1,500	1,500	200	1,500	1,500
TELEPHONE	-	-	1,015	600	600	1,181	1,100	1,100
POSTAGE	-	-	124	-	-	-	-	-
PRINTING	-	-	-	100	100	-	100	100
ADVERTISING	-	-	5,238	2,000	2,000	5,000	2,000	2,000
COMPUTER SOFTWARE/SUPPORT	-	-	408	500	500	500	500	500
EQUIPMENT PURCHASE	-	-	1,963	1,500	1,500	1,800	1,300	1,300
CONTRACT SERVICES	-	-	-	1,500	1,500	1,000	1,000	1,000
DUES & SUBSCRIPTIONS	-	-	190	200	200	200	250	250
	\$ -	\$ -	\$ 147,656	\$ 194,695	\$ 194,695	\$ 149,231	\$ 202,563	\$ 202,563

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.

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

TAX ASSESSOR	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Personnel	\$ 378,306	\$ 410,712	\$ 410,712	\$ 415,738
Benefits	110,385	126,700	126,700	133,111
Operating	497,310	210,478	210,478	146,600
Capital Outlay	0	0	0	0
Total	\$ 986,001	\$ 747,890	\$ 747,890	\$ 695,449

TAX ASSESSOR

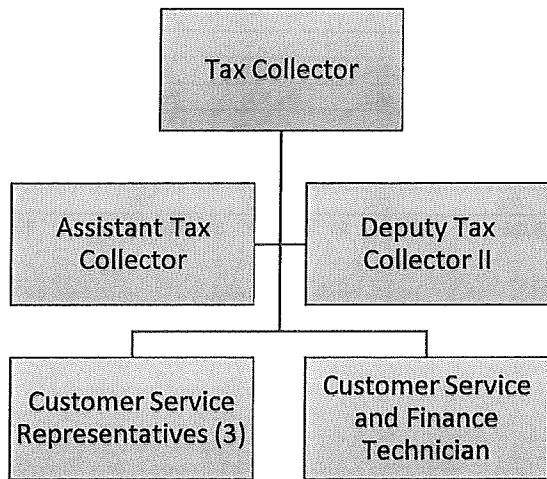
	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
SALARIES	\$ 647,190	\$ 671,102	\$ 366,257	\$ 400,712	\$ 400,712	\$ 396,229	\$ 405,738	\$ 405,738
SALARIES-OVERTIME	11,585	18,500	10,599	10,000	10,000	8,500	8,500	10,000
SALARIES-PART TIME	2,328	6,200	1,450	-	-	-	-	-
FICA 6.2%	38,747	42,884	22,475	25,464	25,464	25,093	25,683	25,776
LOC. GOV. EMP. RETIREMENT	46,575	42,138	25,438	29,777	29,777	29,343	31,068	31,180
HOSPITALIZATION-EMPLOYEE	83,504	73,716	49,753	57,030	57,030	55,357	61,550	61,550
MEDICARE 1.45%	9,062	8,141	5,256	5,955	5,955	5,869	6,006	6,030
LIFE INSURANCE-EMPLOYEE	451	377	206	260	260	222	260	260
WORKERS COMPENSATION INSURANCE	-	4,599	5,328	5,328	5,328	1,818	1,818	2,000
401(K) EMPLOYER CONTRIBUTION	9,269	8,313	7,256	8,214	8,214	7,928	8,285	8,315
AUDIT RECOVERY SERVICES	20,401	5,558	-	5,000	5,000	-	-	-
PROFESSIONAL SERVICE-LEGAL	93,184	145,754	-	-	-	-	-	-
DMV COLLECTION FEES	67,590	99,281	-	-	-	-	-	-
REAPPRAISAL SERVICES	-	-	150	-	-	-	-	-
DEBT SETOFF PROGRAM IMPLEMENT.	10,427	7,894	-	-	-	-	-	-
TELECHECK SERVICES	9,838	9,836	1,411	-	-	-	-	-
TAX-FORECLOSURES	10,909	54,391	34,495	-	-	-	-	-
OFFICE SUPPLIES	10,966	14,195	3,856	3,000	3,000	3,000	3,000	4,000
PROFESSIONAL DEVELOPMENT	15,671	10,561	7,871	10,000	10,000	10,000	10,000	10,000
TRAVEL-FUEL	2,138	1,234	621	800	800	600	800	600
TELEPHONE	9,670	22,021	3,498	1,000	1,000	1,800	1,000	1,800
POSTAGE	28,284	38,965	22,786	25,000	25,000	22,000	22,000	20,000
PRINTING	10,752	5,692	9,947	10,000	10,000	10,000	10,000	10,000
MAINT/REPAIR-EQUIPMENT	17,088	9,532	8,427	200	200	200	200	200
MAINT/REPAIR-VEHICLE	140	2,113	2,302	2,500	2,500	2,500	2,500	2,500
FREIGHT	925	128	63	-	-	-	-	-
ADVERTISING	31,597	23,760	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	215,500	324,060	371,211	132,500	132,500	115,000	150,000	85,000
LEGAL ADVERTISING	633	3,534	3,939	4,000	4,000	4,000	4,000	3,500
TEMPORARY EMP.SERVICES	93,478	89,124	14,352	-	-	-	-	-
EQUIPMENT PURCHASE	13,478	5,787	-	-	-	-	-	1,500
CONTRACT SERVICES	-	-	-	10,650	10,650	5,000	5,000	5,000
DUES & SUBSCRIPTIONS	340	470	245	500	500	500	500	500
TAX REFUNDS-BCBC APPROVAL	3,448	-	6,810	-	-	-	-	-
REFUND DEBT SETOFF CHARGES	135	-	-	-	-	-	-	-
CAPITAL OUTLAY-EQUIPMENT	12,787	-	-	-	-	-	-	-
	\$ 1,528,090	\$ 1,749,860	\$ 986,001	\$ 747,890	\$ 747,890	\$ 704,959	\$ 757,908	\$ 695,449

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, 2016 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 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18 Recommended
6	6	7	7	7

TAX COLLECTOR	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Personnel	\$ 242,470	\$ 260,044	\$ 260,044	\$ 264,005
Benefits	75,696	84,051	84,051	88,544
Operating	235,368	243,100	243,100	264,800
Capital Outlay	0	0	0	0
Total	\$ 553,533	\$ 587,195	\$ 587,195	\$ 617,349

TAX COLLECTOR

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
SALARIES	\$ -	\$ -	\$ 240,868	\$ 258,044	\$ 258,044	\$ 258,044	\$ 263,005	\$ 263,005
SALARIES-OVERTIME	-	-	1,602	2,000	2,000	2,000	2,000	1,000
FICA 6.2%	-	-	13,712	16,123	16,123	16,123	16,430	16,369
LOC. GOV. EMP. RETIREMENT	-	-	16,367	18,853	18,853	18,853	19,875	19,800
HOSPITALIZATION-EMPLOYEE	-	-	37,674	39,921	39,921	39,921	43,085	43,085
MEDICARE 1.45%	-	-	3,207	3,771	3,771	3,771	3,843	3,828
LIFE INSURANCE-EMPLOYEE	-	-	171	182	182	182	182	182
WORKERS COMPENSATION INSURANCE	-	-	-	1,500	1,500	1,500	1,500	1,200
401(K) EMPLOYER CONTRIBUTION	-	-	4,564	5,201	5,201	5,201	5,300	5,280
DMV COLLECTION FEES	-	-	98,240	97,000	97,000	104,500	97,000	105,000
TAX-FORECLOSURES	-	-	87,580	90,000	90,000	105,000	105,000	105,000
OFFICE SUPPLIES	-	-	6,507	7,500	7,500	3,500	7,500	3,500
TRAVEL REIMBURSEMENT	-	-	4,028	5,000	5,000	5,000	5,000	4,000
TRAVEL-FUEL	-	-	193	100	100	100	100	100
TELEPHONE	-	-	345	500	500	1,400	800	1,400
POSTAGE	-	-	5,050	5,000	5,000	500	5,000	500
PRINTING	-	-	-	2,000	2,000	2,000	2,000	3,800
MAINT/REPAIR-EQUIPMENT	-	-	3,523	-	-	-	-	-
ADVERTISING	-	-	25,161	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	-	-	1,428	2,000	2,000	2,000	2,000	2,000
LEGAL ADVERTISING	-	-	-	25,000	25,000	25,704	29,000	26,000
TEMPORARY EMP.SERVICES	-	-	3,312	-	-	-	-	-
EQUIPMENT PURCHASE	-	-	-	2,000	2,000	2,000	2,000	1,500
CONTRACT SERVICES	-	-	-	5,300	5,300	10,700	9,000	10,700
DUES & SUBSCRIPTIONS	-	-	-	200	200	200	200	100
	\$ -	\$ -	\$ 553,533	\$ 587,195	\$ 587,195	\$ 608,199	\$ 619,820	\$ 617,349

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 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Personnel	\$ 0	\$ 0	\$ 0	\$ 0
Benefits	0	0	0	0
Operating	189,435	327,200	327,200	297,700
Capital Outlay	38,000	0	80,838	0
Total	\$ 227,435	\$ 327,200	\$ 408,038	\$ 297,700

COURT FACILITIES

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
JURY COMMISSION	\$ -	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
ADMINISTRATIVE SERVICES	-	-	58,241	-	-	-	-	-
OFFICE SUPPLIES	531	356	671	-	-	-	800	800
COURTHOUSE OPERATIONS	-	-	-	12,500	12,500	11,000	12,500	12,500
UTILITIES-COURTHOUSE (2/3)	88,883	91,617	87,338	83,000	83,000	94,600	94,600	93,000
MAINT/REPAIR-COURTHOUSE	1,400	712	5,293	50,000	50,000	38,400	50,000	10,000
EQUIPMENT PURCHASE	5,796	983	13,592	-	-	-	-	-
OFFICE RENT	31,800	40,200	24,300	32,700	32,700	32,400	32,400	32,400
CONTRACT SERVICES	-	-	-	145,000	145,000	145,000	145,000	145,000
CAPITAL OUTLAY-EQUIPMENT	-	-	38,000	-	80,838	81,282	-	-
	\$ 128,411	\$ 133,867	\$ 227,435	\$ 327,200	\$ 408,038	\$ 406,682	\$ 339,300	\$ 297,700

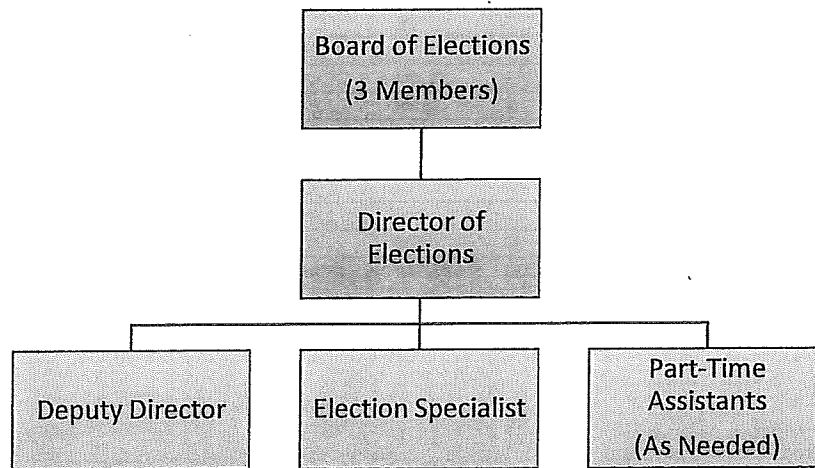
BOARD OF ELECTIONS

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
 Scott Sheppard, 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 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18 Recommended
2	2	3	3	3

BOARD OF ELECTIONS	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Personnel	\$ 136,495	\$ 153,316	\$ 153,316	\$ 175,895
Benefits	37,709	41,171	41,171	45,102
Operating	157,988	120,995	145,995	171,080
Capital Outlay	0	0	0	0
Total	\$ 332,192	\$ 315,482	\$ 340,482	\$ 392,777

BOARD OF ELECTIONS

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
SALARIES	\$ 90,611	\$ 118,195	\$ 123,470	\$ 126,476	\$ 126,476	\$ 126,476	\$ 125,939	\$ 125,939
SALARIES-OVERTIME	4,038	6,505	6,540	6,000	6,000	9,900	12,000	12,000
SALARIES-PART TIME	24,348	8,527	6,486	20,840	20,840	5,000	37,956	37,956
FICA 6.2%	7,034	7,905	8,065	9,506	9,506	9,506	10,905	10,905
LOC. GOV. EMP. RETIREMENT	6,557	8,582	8,750	9,605	9,605	9,605	10,345	10,345
HOSPITALIZATION-EMPLOYEE	10,600	15,236	16,459	17,109	17,109	17,109	18,465	18,465
MEDICARE 1.45%	1,645	1,849	1,886	2,223	2,223	2,223	2,550	2,550
LIFE INSURANCE-EMPLOYEE	58	73	79	78	78	78	78	78
WORKERS COMPENSATION INSURANCE	121	386	448	450	450	450	679	700
401(K) EMPLOYER CONTRIBUTION	822	1,243	2,470	2,650	2,650	2,650	2,759	2,759
PROFESSIONAL SERVICE-LEGAL	-	-	1,345	1,500	26,500	26,500	2,500	2,500
ELECTION WORKERS/POLL HOLDERS	27,054	47,288	51,570	26,250	26,250	43,325	43,400	44,960
OFFICE SUPPLIES	4,221	3,570	5,276	5,000	5,000	5,500	7,000	7,000
PROFESSIONAL DEVELOPMENT	8,568	10,056	12,942	12,000	12,000	14,000	21,800	21,800
TRAVEL-FUEL	99	192	97	200	200	60	300	300
TELEPHONE	3,624	4,011	5,108	2,910	2,910	3,630	5,400	3,780
POSTAGE	1,358	5,845	1,367	6,000	6,000	5,000	6,000	1,000
PRINTING	18,910	11,348	16,698	12,705	12,705	12,705	21,740	21,740
MAINT/REPAIR-EQUIPMENT	13,008	11,595	16,288	7,200	6,300	6,300	12,300	3,100
FREIGHT	-	-	75	-	-	-	350	-
ADVERTISING	-	-	-	700	700	-	700	-
COMPUTER SOFTWARE/SUPPORT	23,481	25,267	25,724	26,450	26,450	27,969	28,350	37,550
LEGAL ADVERTISING	1,626	536	3,949	3,000	3,000	1,000	4,360	4,360
EQUIPMENT PURCHASE	1,708	8,840	11,635	12,000	12,900	12,899	12,000	12,000
RENT-OFFICE SPACE	1,736	5,151	5,793	1,460	1,460	2,296	3,550	3,550
RENTAL EQUIPMENT	-	-	-	1,000	1,000	-	2,800	2,800
CONTRACT SERVICES	-	-	-	2,300	2,300	4,320	4,320	4,320
DUES & SUBSCRIPTIONS	150	30	120	320	320	320	320	320
	\$ 251,377	\$ 302,231	\$ 332,640	\$ 315,932	\$ 340,932	\$ 348,821	\$ 398,866	\$ 392,777

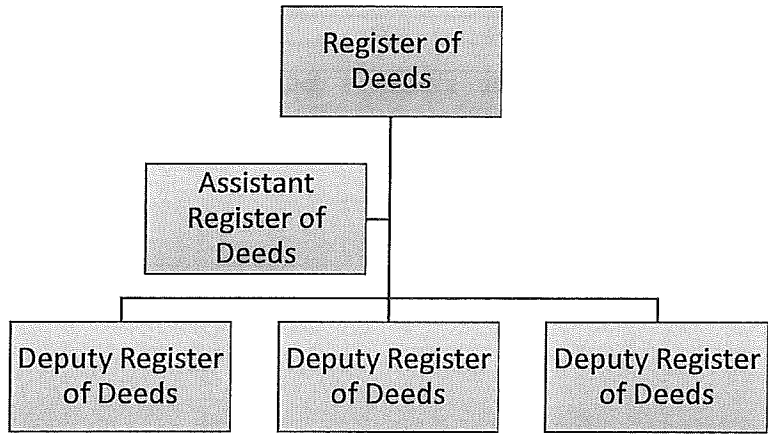
REGISTER OF DEEDS OFFICE

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 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18 Recommended
5	5	5	5	5

REGISTER OF DEEDS	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Personnel	\$ 182,261	\$ 189,708	\$ 189,708	\$ 189,909
Benefits	58,732	64,506	64,506	67,274
Operating	131,101	62,582	62,582	83,426
Capital Outlay	0	0	0	0
Total	\$ 372,094	\$ 316,796	\$ 316,796	\$ 340,609

REGISTER OF DEEDS

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
SALARIES	\$ 183,479	\$ 186,231	\$ 182,061	\$ 189,408	\$ 189,408	\$ 189,489	\$ 189,409	\$ 189,409
SALARIES-OVERTIME	132	129	201	300	300	300	500	500
R.O.D.-SUPP. RET.- GS 161-50.2	3,685	3,054	4,015	3,800	3,800	3,800	3,800	3,800
FICA 6.2%	10,716	10,916	10,543	11,762	11,762	11,762	11,774	11,774
LOC. GOV. EMP. RETIREMENT	12,981	13,176	12,303	13,754	13,754	13,754	14,243	14,243
HOSPITALIZATION-EMPLOYEE	26,501	26,887	26,087	28,515	28,515	28,515	30,775	30,775
MEDICARE 1.45%	2,506	2,553	2,466	2,751	2,751	2,751	2,754	2,754
LIFE INSURANCE-EMPLOYEE	146	137	118	130	130	130	130	130
WORKERS COMPENSATION INSURANCE	-	781	909	1,000	930	930	930	850
401(K) EMPLOYER CONTRIBUTION	2,497	2,534	3,201	3,794	3,794	3,794	3,798	3,798
OFFICE SUPPLIES	12,757	14,763	9,614	15,000	15,000	15,000	16,000	15,000
PROFESSIONAL DEVELOPMENT	1,763	1,656	1,331	2,300	2,370	3,000	2,500	2,500
TELEPHONE	1,243	1,152	1,148	1,200	1,200	1,200	1,200	1,200
POSTAGE	1,206	897	314	1,000	1,000	-	1,000	100
RECORDS MANAGEMENT-MICROFILM	2,380	1,216	1,012	3,000	3,000	3,000	3,000	1,500
AUTOMATION/RESTORATION 10%	37,726	34,845	75,327	-	-	10,100	10,100	10,300
MAINT/REPAIR-EQUIPMENT	2,163	2,032	896	1,500	1,500	1,000	1,000	1,000
COMPUTER SOFTWARE/SUPPORT	30,081	31,257	33,170	34,257	34,257	34,257	38,500	38,500
EQUIPMENT PURCHASE	-	-	4,561	-	-	-	-	-
CONTRACT SERVICES	2,220	1,841	2,493	3,000	3,000	10,100	5,000	12,151
DUES & SUBSCRIPTIONS	400	325	325	325	325	325	325	325
EQUIPMENT LEASE	-	-	-	-	-	-	7,600	-
	\$ 334,580	\$ 336,381	\$ 372,094	\$ 316,796	\$ 316,796	\$ 333,207	\$ 344,338	\$ 340,609

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.

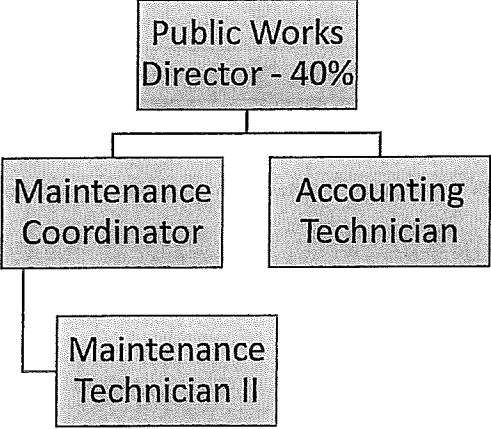
Christina Smith, Public Works Director
 Les Woolard, Maintenance Coordinator
 Annette Clemmons, Accounting Technician
 Randy Moore, Maintenance Technician

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

Planned major capital improvement projects proposed to be financed for 10 years, include the following:

- Generator at Seaboard Building (est. \$115,000)
- First Bank Building – remodel (est. \$490,300)
- Courthouse – other improvements (est. \$500,000)
- Communication Tower – reinforce (est. \$100,000)
- Courthouse Annex – complete roof replacement (est. \$195,000)
- Old Jail Building – partial roof replacement (est. \$90,000)
- Oakland Building – roof replacement of low slope sectors (est. \$105,000)
- Seaboard Building – complete roof replacement (est. \$418,000)
- Pave parking lot at Tideland Building (est. \$105,000)
- Pave County Attorney parking lot (est. \$24,000)
- Modular unit at landfill (est. \$33,000)



FULL-TIME POSITIONS AUTHORIZED

FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18 Recommended
1.4	2.4	2.4	3.4	3.4

MAINTENANCE

	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Personnel	\$ 119,765	\$ 152,641	\$ 152,641	\$ 156,531
Benefits	32,227	45,274	45,274	47,785
Operating	1,089,490	1,129,050	1,297,044	1,072,750
Capital Outlay	0	23,146	24,117	0
Capital Outlay – Financed	0	0	0	2,175,300
Total	\$ 1,241,482	\$ 1,350,111	\$ 1,519,076	\$ 3,452,366

MAINTENANCE, BUILDINGS & GROUNDS

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
SALARIES	\$ 69,870	\$ 115,168	\$ 118,237	\$ 150,641	\$ 148,641	\$ 134,882	\$ 152,731	\$ 152,731
SALARIES-OVERTIME	-	4,749	1,528	2,000	4,000	4,719	3,800	3,800
FICA 6.2%	4,284	7,335	7,199	9,464	9,464	8,299	9,705	9,705
LOC. GOV. EMP. RETIREMENT	4,940	8,478	8,084	11,067	11,067	10,233	11,740	11,740
HOSPITALIZATION-EMPLOYEE	7,420	12,906	13,167	19,390	19,390	16,166	20,927	20,927
MEDICARE 1.45%	1,002	1,715	1,684	2,213	2,213	1,941	2,270	2,270
LIFE INSURANCE-EMPLOYEE	41	63	63	88	88	71	88	88
WORKERS COMPENSATION INSURANCE	-	4,395	5,074	5,200	5,200	3,659	3,850	3,500
401(K) EMPLOYER CONTRIBUTION	696	1,441	2,030	3,052	3,052	2,418	3,131	3,055
PROFESSIONAL SERVICE-MEDICAL	-	-	19,700	-	21,800	21,800	-	-
ENGINEERING	-	-	-	20,000	20,000	10,750	15,000	43,000
JANITORIAL SUPPLIES	22,900	20,760	24,531	26,000	26,000	20,606	27,000	25,000
UNIFORMS	-	-	-	-	1,700	750	1,200	1,200
OFFICE SUPPLIES	1,480	1,428	1,606	1,500	1,500	899	1,000	1,000
SUPPLIES - SMALL TOOLS	-	-	-	1,000	1,000	1,000	4,500	1,000
PROFESSIONAL DEVELOPMENT	111	48	207	4,500	3,329	1,000	4,500	3,000
TRAVEL-FUEL	411	1,300	866	1,000	1,000	1,100	2,100	1,800
TELEPHONE	1,269	1,580	1,749	1,800	1,800	2,481	3,000	2,500
POSTAGE	100	14	3	50	50	50	100	50
UTILITIES - ALL COUNTY BUILDINGS	283,971	309,507	271,984	318,000	317,000	353,108	382,400	345,200
PRINTING	907	-	-	100	100	-	100	-
MAINT/REPAIR-BUILDINGS	432,206	273,916	306,017	327,000	473,665	449,228	341,000	184,000
MAINT/REPAIR-EQUIPMENT	4,989	11,505	5,185	6,500	6,500	5,500	6,500	6,500
MAINT/REPAIR-HVAC	86,846	149,713	134,874	150,000	150,000	177,713	170,000	150,000
MAINT/REPAIR-VEHICLE	493	118	94	500	500	500	500	500
MAINT/REPAIR-LANDFILL	875	-	44	-	-	-	-	-
FREIGHT	270	109	85	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	-	-	-	-	-	-	3,000	-
LEGAL ADVERTISING	-	-	114	-	-	-	1,000	-
EQUIPMENT PURCHASE	-	279	3,133	-	-	-	-	4,500
CONTRACTS-MAINTENANCE	341,358	324,712	314,223	265,900	265,900	275,000	393,000	300,000
CAPITAL OUTLAY-EQUIPMENT	-	-	-	-	-	-	115,000	-
CAPITAL OUTLAY-VEHICLES	-	-	-	23,146	24,117	23,400	-	-
	\$ 1,266,436	\$ 1,251,239	\$ 1,241,482	\$ 1,350,111	\$ 1,519,076	\$ 1,527,273	\$ 1,679,142	\$ 1,277,066

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, 2016 the County had a legal debt margin of \$443,753,161.**

Percentage of tax supported debt to Appraised Value of Property is .38%
 Total G/F Debt per Capita as of June 30, 2017 **\$463**
 G/F GO Debt per Capita as of June 30, 2017 **\$361**

- **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 2017-2018 for the General Fund.

Category of Debt	Principal	Interest
Schools	\$ 1,667,000	\$ 542,569
BCCC Allied Health Building	71,862	103,857
Energy Savings Equipment Installment Purchase Contracts	150,000	34,987
3rd Street Building Installment Purchase Contract	12,396	7,650
Proposed 2017-2018 Installment Financing	261,190	86,810
Total G/F Debt Service 2017-2018	\$ 2,162,448	\$ 775,873

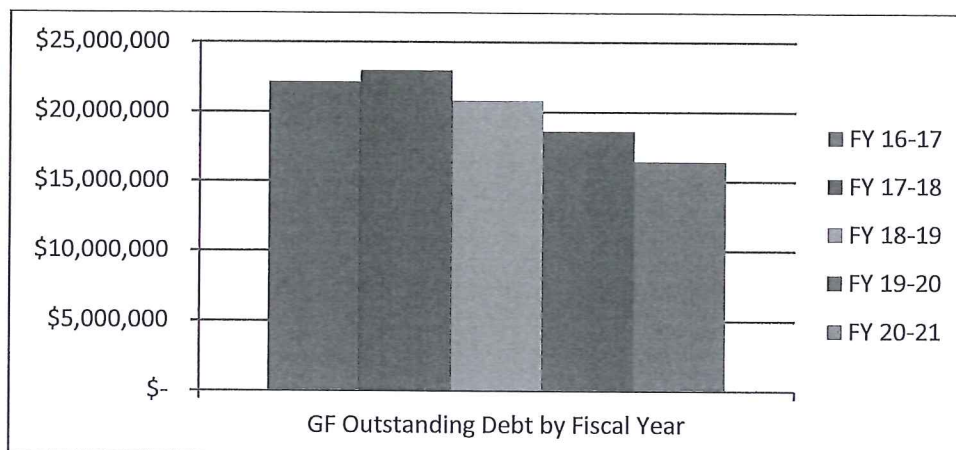
DEBT SERVICE – GENERAL FUND

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 6/30/2017	6/30/2018	6/30/2019	6/30/2020	6/30/2021
GO School Bonds – Series 2006	\$ 450,000	\$ 0	\$ 0	\$ 0	\$ 0
GO School Bonds – Series 2008	3,850,000	3,500,000	3,150,000	2,800,000	2,450,000
Refunded GO School Bonds – Series 2012	8,745,000	7,920,000	7,100,000	6,280,000	5,480,000
Refunded GO School Bonds – Series 2015	4,205,000	4,163,000	3,673,000	3,189,000	2,712,000
Installment Purchase – 2015 Energy Contract	1,707,000	1,557,000	1,398,000	1,231,000	1,055,000
USDA Installment Purchase – Health Bldg.	2,967,333	2,895,471	2,821,095	2,744,115	2,664,441
Installment Purchase – 117 W. 3 rd Street Bldg.	194,297	181,901	168,993	155,552	141,555
Installment Purchase – Major Capital	0	2,738,809	2,469,674	2,192,354	1,906,598
Total Outstanding G/F Debt	\$22,118,630	\$22,956,181	\$20,780,762	\$18,592,021	\$ 16,409,594



DEBT SERVICE REQUIRMENTS – GENERAL FUND

Debt Service Requirements

Issue Year	Final Pay Date	Debt Description	Actual Fiscal Year 2016-2017	Budget Fiscal Year 2017-2018	Budget Fiscal Year 2018-2019	Interest Rate	Type
Nov 2006	Nov 2017	GO School Bonds – Series 2006	\$ 475,425	\$ 458,213	\$ 0	3.65%-4.0%	GO Bond
Feb 2008	Feb 2028	GO School Bonds – Series 2008	495,600	485,100	473,900	3.0%-3.7%	GO Bond
Aug 2012	April 2028	Refunded GO School Bonds – Series 2012	1,164,200	1,134,300	1,104,550	2.0%-5.0%	GO Bond
Nov 2015	Nov 2027	Refunded GO School Bonds – Series 2015	131,848	131,956	574,237	2.15%	GO Bond
Nov 2015	Aug 2026	Installment Purchase – 2015 Energy Contract	181,134	184,987	190,652	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	20,047	20,048	4%	Installment
2017	2027	Installment Purchase – Major Capital	0	348,000	348,000	Unknown	Installment
		Total Payments by Fiscal Year	\$ 2,643,972	\$ 2,938,321	\$ 2,887,105		

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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. The expenditures below show zero expense in FY 15/16 because the costs have historically been placed in various divisions within the General Fund in the past.

	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
State Unemployment Insurance	\$ 0	\$ 20,000	\$ 44,630	\$ 50,000
FLSA Law Impact	0	67,390	21,890	25,000
Employee Assistance Program	0	6,606	6,606	6,325
Insurance & Bonds	0	235,000	208,916	200,000
IT Support/Software	0	123,000	123,000	120,500
Postage	0	30,000	30,000	32,000
Employee Luncheon	0	4,000	4,254	5,000
Phone System Study	0	0	0	15,000
Total	\$ 0	\$ 485,996	\$ 439,296	\$ 453,825

NON-DEPARTMENTAL

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
UNEMPLOYMENT INS-NON-DEPARTMNT	\$ -	\$ -	\$ -	\$ 20,000	\$ 44,630	\$ 44,630	\$ 50,000	\$ 50,000
FLSA LAW IMPACT	-	-	-	67,390	21,890	25,320	25,000	25,000
EMPLOYEE ASSISTANCE PROGRAM	-	-	-	6,606	6,606	6,138	6,325	6,325
APPRECIATION LUNCHEON-EMP.	-	-	-	4,000	4,254	4,254	5,000	5,000
POSTAGE	-	-	-	30,000	30,000	31,500	32,000	32,000
IT-COMPUTER SOFTWARE/SUPPORT	-	-	-	123,000	123,000	118,000	120,500	120,500
PHONE SYSTEM STUDY	-	-	-	-	-	-	15,000	15,000
INSURANCE AND BONDS	-	-	-	235,000	208,916	185,931	200,000	200,000
HURRICANE MATTHEW EXPENSES	-	-	-	-	-	45,816	-	-
	\$ -	\$ -	\$ -	\$ 485,996	\$ 439,296	\$ 461,589	\$ 453,825	\$ 453,825

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. 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.

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 17/18 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.

	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Transfer to Tax Revaluation	\$ 149,500	\$ 149,500	\$ 149,500	\$ 162,050
Transfer to Economic Dev.	256,449	0	0	80,000
Transfer to Capital Projects	224,255	376,775	2,287,850	0
Transfer to Special Revenue Funds	0	0	68,324	0
Total	\$ 630,204	\$ 526,275	\$ 2,505,674	\$ 242,050

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 Statute (N.C.G.S. 159-13(b)(3) restricts the “contingencies” to 5% of all other appropriations in the fund, or approximately \$2,967,534 based on the recommended budget. The amount recommended for contingency in FY 2017-2018 is well below the limit.

During Fiscal-Year 2016-2017, the Board amended the contingency appropriations as shown in the table below:

Shown as of May 1, 2017:

General Contingency

Date	Description/Action	Amount	Balance
7/1/2016	Beginning Balance		\$25,000
5/1/2017	Animal Control Truck Replacement	(25,000)	\$ 0

Contingency Summary

Actual Contingency Utilized during FY 2015-2016	Original Budget 2016-2017	Total 2016-2017 Contingency Amendments	Remaining 2016-2017 Contingency Budget	Recommended Budget 2017-2018
\$25,000	\$25,000	\$(25,000)	\$0	\$25,000

HUMAN SERVICES

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.

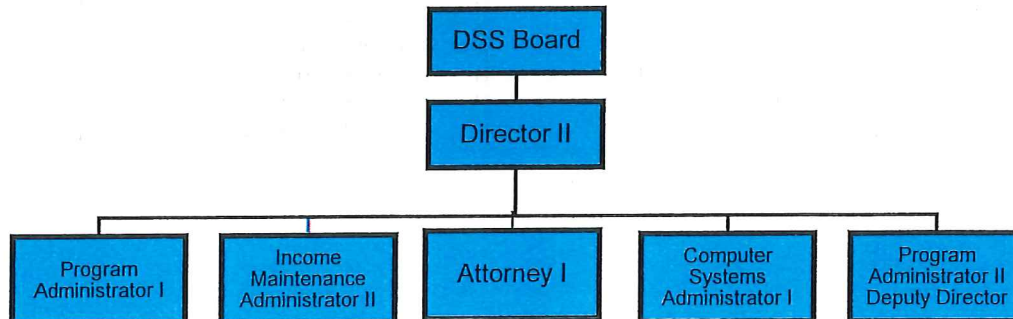
Sonya A. Toman, MSW
Director

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: sonya.toman@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 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Personnel	4,182,527	4,570,224	4,547,257	4,460,524
Benefits	1,315,352	1,536,092	1,526,341	1,531,588
Operating	6,847,209	7,273,795	7,911,975	6,280,492
Capital Outlay	0	0	0	0
Total	12,345,088	13,380,111	13,985,573	12,272,604



The Department of Social Services achievements for each Fiscal Year are defined by our Leading by Results Goals. Below are the Fiscal Year 2016 Leading by Results achievements:

Goal I: Children and Families will be safe and healthy in stable environments				
Goal/Indicators	Current Data '16-17	15-16	Data Story	Data Source
<p>1.1 The agency will make Child Protective Services assessment case decisions in line with policy, with a goal of 70% of investigative assessments completed over 30 days and 50% of the family assessments completed over 45 days.</p>	<p>93%IA 46%FA</p>	<p>66% IA 59.7% FA</p>	<p>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 30 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 63% completed in over 30 days and for family assessments, 37.6% completed in over 45 days.</p>	<p>CYA-004</p>
<p>1.2 The agency will provide 95% timeliness in processing for all Medicaid and/or NC Health Choice applications.</p>	<p>97%</p>	<p>91%</p>	<p>Workers are working diligently to ensure applications are processed within processing time standards. Overdue cases that show up on the overdue reports are due to problem cases with NCFAST tickets, clients are over the resource limit and time must be allotted for reduction of resources, and incorrect due date calculations within NCFAST. In addition, NCFAST does not recognize weekends when considering due dates for applications. Many glitches have been improved within the system to improve percentages but counties are unable to meet 100% at this time.</p>	<p>Daily Reports Available within NCFAST and a manual tracking log developed by the agency.</p>

<p>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.</p>	<p>100%</p>	<p>100%</p>	<p>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.</p>	<p>UNC Website, Child Welfare in North Carolina (Current CFSSR Measures, Round 2 data).</p>
<p>1.4 The aim of the Agency is to provide child care to 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.</p>	<p>We will have a 100% spending co-efficient in all our daycare funds.</p>	<p>We will have a 97% spending co-efficient in all our daycare funds.</p>	<p>The outcome is limited by available funding. We are continuing to work through the waiting list with 24 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.</p>	<p>Reimbursement Summary Report</p>
<p>1.5 Of the cases receiving prevention services, less than 30% will be involved in CPS service within a six-month period following the end of prevention services.</p>	<p>35%</p>	<p>New Goal</p>	<p>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.</p>	<p>Prevention Worker's Case Log and CPS Intake List, Manually Tracked and Reviewed.</p>

<p>1.6 The agency will ensure 90% accuracy of all Medicaid applications and recertifications for Medicaid and Health Choice.</p>	<p>88%</p>	<p>New Goal</p>	<p>Workers have faced many challenges with the implementation of NCFAST. In addition to NCFAST, the addition of policy changes has allowed workers to face additional challenges in determining eligibility. The implementation of the Affordable Care Act has also, complicated the processing which can lead workers to question eligibility decisions within NCFAST. The Modified Adjusted Gross Income (MAGI) methodology which is used to determine countable household income has caused barriers in determining eligibility. 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.</p>	<p>Second Party in House Reviews.</p>
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Goal II: Children in the agency's custody will achieve safety, permanence and success as adults				
Goal/Indicators	Current Data '16-17	15-16	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.	52%	69.57%	This is an area that we are putting a lot of focus on. The National percentile is 75.2% or more, NC is performing at 59.26% and Beaufort County is at 52%. This data is greatly impacted by our court partners in that that sometimes continuances occur that are beyond our control. This delays permanence in reunification for our children.	UNC Website, Child Welfare in North Carolina (Current CFSR Measures, Round 2 data, Measure C1-1).
2.2 Of all the children who were discharged from foster care to a finalized adoption in the year, the agency will have 35% of all the children who were discharged in less than 24 months from the date of the latest removal from the home.	36%	Our final number for the year is 22.2%. This number would be higher if not for appeals in court that involve sibling groups. We have been at 55% in the past.	The national standard for "Adoption within 24 Months" is 36.6% or more. Currently NC is performing at 35.45% and Beaufort County is at 22.2%. 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 2015-2016, the children's services section finalized 17 special needs 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.	UNC Website, Child Welfare in North Carolina (Current CFSR Measures, Round 2 data, Measure C2-1).

2.3 50% of eligible youth in DSS custody will sign a CARS agreement.	50%	New Goal	When children in DSS custody turn 18, they can sign an agreement with the agency, a Contractual Agreement for Residential Services (CARS). 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	Will be tracked in house.
Goal III: Economically Disadvantaged Children, Families, and Adults will become appropriately self-sufficient				
Goal/Indicators	Current Data '16-17	15-16	Data Story	Data Source
3.1 The agency will assist 16 Work First participants in obtaining employment.	23	17	In FY 2015-2016 the goal was to have 11 individuals begin employment which occurred. Based on this success we have increased this number to 16. Success will be based on individuals that apply for services and because of participation in the program could obtain sustainable employment.	NCXPTR Work First Participant Progress Report- Data Warehouse
3.2 The agency will refer 100% of Work First participants who do not have a high school diploma or GED to BCCC for assessing their readiness and ability to successfully complete these tasks.	100%	100%	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.	Family Support Services Monthly Activities Report

<p>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%.</p>	<p>8%</p>	<p>Data is currently unavailable</p>	<p>This data can be pulled from Data Warehouse. Currently BCDSS is showing around 8% recidivism rate</p>	<p>Data Warehouse Report</p>
<p>3.4 The Agency will provide 95% timeliness processing for all Food & Nutrition Services Cases.</p>	<p>99%</p>	<p>97%</p>	<p>Cases are being processed within processing guidelines. Supervisors are utilizing reports available within NCFAST daily to ensure timely processing. Overdue cases that show up as overdue are due to cases that are pending beyond 25 days and information has not been provided by the client. In addition, NCFAST does not recognize weekends when considering due dates for applications. Many glitches have been improved within the system to improve percentages as well as improving county processes but counties are unable to meet 100% at this time. The requirement by USDA is 95%.</p>	<p>Weekly Reports provided by NC FAST</p>
<p>3.5 The Agency will provide clients with satisfactory customer service in a timely manner, as well as treat clients with dignity and respect.</p>	<p>90%</p>	<p>80%</p>	<p>Clients should be served in a timely manner to meet their needs and concerns.</p>	<p>Client Complaints and Customer satisfaction survey</p>
<p>3.6 The agency will approve 50% of Food and Nutrition Services applications the same day that the application is taken.</p>	<p>32%</p>	<p>New Goal</p>	<p>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.</p>	<p>Worker Detail Report in NC FAST</p>

Goal IV: Aged and Disabled adults will be safe, healthy, and live in stable and least restrictive settings				
Goal/Indicators	Current Data '16-17	15-16	Data Story	Data Source
<p>4.1 The agency will have less than 15% aged and/or disabled adults who are repeat victims of confirmed abuse, neglect, or exploitation.</p>	18%	16%	<p>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 can 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.</p>	<p>Abuse and neglect log - Report No. APS180-1</p>
<p>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.</p>	100%	96.40%	<p>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.</p>	<p>Report No. APS 120-1</p>
<p>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.</p>	94%	90%	<p>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 are referred by personal care agencies, skilled nursing agencies, hospitals and medical providers, nursing facilities, community partners, and family or friends of the recipient.</p>	<p>Aging/Adult monthly report</p>

<p>4.4 Adult services will complete psychological evaluations on 20% of disabled adults in our custody to assess their candidacy for restoration.</p>	<p>11%</p>	<p>New Goal</p>	<p>The adult services unit currently has 25 adult wards. The adult and aging unit works as a team to support these adult wards 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 can 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 ward demonstrates their ability to make appropriate decisions and a psychological evaluation states that the client's is mentally competent, the agency the petitions the court for restoration of competency.</p>	<p>Aging/Adult monthly report</p>
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Goal V: The agency will efficiently use resources while maintaining the highest fiscal integrity

Goal/Indicators	Current Data '16-17	15-16	Data Story	Data Source
<p>5.1 The agency will draw down 100% of its budgeted federal and state funds.</p>	<p>100%</p>	<p>100%</p>	<p>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 adjust as needed.</p>	<p>RPT XS 335 and XS337, XS 411</p>
<p>5.2 The agency will collect \$60,000 of its substantiated overpayment claims enforced by the Program Integrity Investigator.</p>	<p>\$92,410 as of March 31, 2017</p>	<p>\$145,082.68 as of June 2016</p>	<p>We continue to see issues with our EPICS system and glitches as it related to the interception of tax monies. We saw a comparable number for FY 16 compared to FY 15 despite having this position vacant for three months. The person hired in this position also had to receive training prior to working cases.</p>	<p>EPICS collections report in NCXPTR</p>
<p>5.3 The agency will experience less than 20% employee turnover during the FY</p>	<p>4% - as of April 26, 2017</p>	<p>4% - as of May 16, 2016</p>	<p>We strive to create a positive work environment. Employees have opportunity to participate in establishing agency goals. (Track Retirement Separately) - 4 Retirements</p>	<p>Internal Personnel Database</p>

<p>5.4 The agency will ensure that there are no major/significant findings from the single county audit of our agency.</p>	<p>100%</p>	<p>99%</p>	<p>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.</p>	<p>Auditors' Report</p>
<p>5.5 The IT Department will schedule 100% of system upgrades and maintenance during non-working hours.</p>	<p>100%</p>	<p>New Goal</p>	<p>Multiple applications need to be updated or upgraded periodically. Most of these upgrades require restart of servers and other network devices which would force the disconnection of users for undetermined lengths of time. Upgrades are provided by outside vendors, and in some cases, are performed 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.</p>	<p>Internal Log Report Email Correspondence s Outlook Calendar Appointments</p>
<p>5.6 The IT Department will follow a 5-year maximum rotation schedule for Computers and Laptops for the employees of Beaufort County Department of Social Services.</p>	<p>22 computers have been replaced this year all the replacements have been less than 5 years' old</p>	<p>New Goal</p>	<p>In past years, we have followed a 5-year rotation schedule for our computers and laptops. With the changes and advancements in technology, this has been a good practice that has alleviated issues with compatibility and performance. This was proven with the implementation of NC FAST in 2014, when we did not have to deal with compatibility issues as did many others in the State of NC. With our paperless processes, it's essential to have the proper equipment and system resources for our employees to be productive and efficient.</p>	<p>Internal IT Access Database</p>

<p>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 BCDSS IT.</p>	<p>100%</p>	<p>New Goal</p>	<p>When a computer hardware or software fails, the computer will be repaired or the employee will be given a replacement. We keep older computers, as replacements if they are compatible with the programs used by our employees. With our paperless document management system, along with other online programs, it is essential for productivity that our users 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.</p>	<p>Internal Problem Log Spreadsheet</p>
<p>Goal VI: The agency will contribute to the development of effective community partnerships to identify and understand social issues and prevent social problems.</p>				
<p>6.1 The agency will ensure 100% active staff participation on all interagency teams, committees, workgroups, etc.</p>	<p>100%</p>	<p>100%</p>	<p>As we receive requests from workgroups and committees staff are assigned or volunteer to serve.</p>	

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 '17 goals.

DSS – INFORMATION AND TECHNOLOGY SERVICES

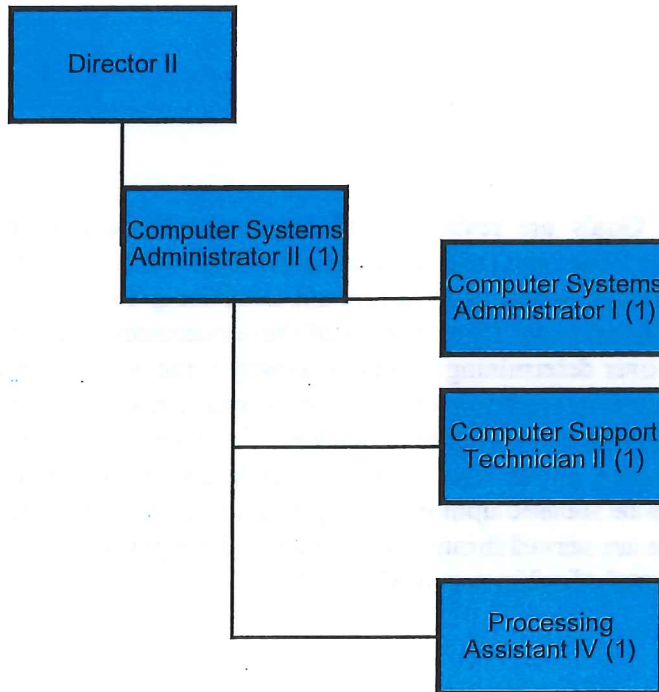
The IT department is responsible for the operation of all agency servers, computers, hardware, network systems, and applications for DSS and Child Support. IT staff provides all employees with technical assistance and access to multiple systems, local and state; as well as, provides training for staff 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.

Lucinda Roebuck, Computer Systems Administrator II

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 Email: lucinda.roebuck@beaufordss.com

FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
4	4	4	4	4



Projects & Accomplishments

- Cloud Backup Solution: The Barracuda Backup installation was completed in February 2016. We have retention policies set to control what is backed up, where it is backed up, and how long it is retained. Daily and weekly backups are stored on the appliance on-site. Monthly and yearly backups are stored in the cloud.
- VPN – Virtual Private Network: The VPN installation was completed April 2016. Prior to the install, NC ITS managed our VPN and we relied on them to add our users for VPN access. That was a long process and took days and sometimes weeks. Now we give VPN access to users very quickly.
- Compass Reporting: Compass Reporting installation was completed March 2016. This reporting tool produces reports generated from Compass that are helpful for supervisors, management and IT staff. Shortly after the install, we partnered with a Northwoods manager and software engineer to improve the reports and added quite a few reports.
- Digital Signage for the lobby: The digital signage was setup and installed May 2016. This technology is being used to deliver important and current information to the clients regarding program assistance, program availability and many other areas.

DSS – MANAGEMENT, ADMINISTRATIVE, LEGAL, AND FISCAL

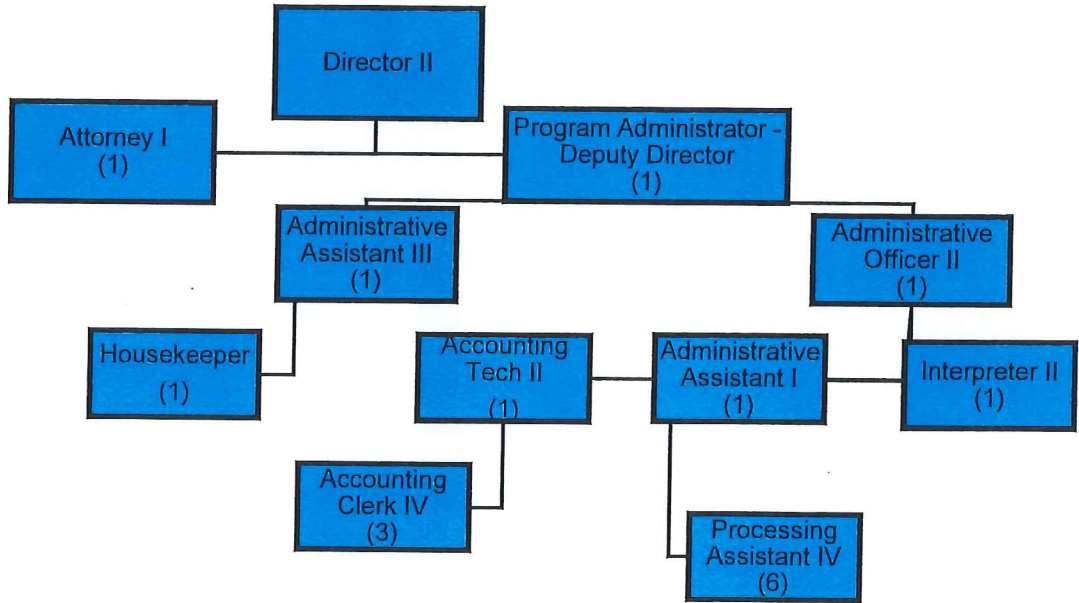
This division is comprised of the following units: The legal unit handles all legal matters for the agency. The obligations primarily fall in the realm of adult and child protective services. The Fiscal Unit monitors and distributes finances and maintains internal controls of the agency. The Administrative 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.

Sonya A. Toman, MSW
 Director

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FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
18	18	18	19	18



Projects & Accomplishments

- Reimbursement System: Beaufort County was chosen by our Local Business Liaison with the State of North Carolina Department of Health and Human Services to be one of ten counties across the state to pilot the new North Carolina County Reimbursement Ledger Suite which has taken the place of the Maximus Ledger Suite. The pilot counties are assisting the State in turning this outdated program into a web based live data system. We are providing input at the ground level on system recommendations.
- MOE Revenue: We obtained \$209,643 in Work First Cash as additional revenue and project this number to be higher for FY 16-17. 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 for not meeting Maintenance of Effort.
- Child Care: A total of \$2,236,031 in Child Care revenues were disbursed to Beaufort County. Roughly 90% of these funds remain in Beaufort County for job creation in Child Care Centers and support families to retain employment.
- Food and Nutrition Revenue: Approximately \$14,439,160 in Food and Nutrition benefits were distributed to citizens of Beaufort County. These benefits remain in the local economy and help to support business and jobs. Benefits in the amount of \$12,948,240 have been disbursed thus far in FY '17.
- Medicaid Revenue: Approximately \$70,550,800 in Medicaid benefits were distributed to citizens of Beaufort County. Local Non-Emergency Medical Transportation vendors provided 34,561 trips reimbursed by Medicaid in the amount of \$597,815. These funds remain in the local economy and help support medical facilities, local medical providers, transportation providers, and assist in the creation of jobs in the community as well as ensure the health and well-being of individuals within Beaufort County.
- Custodian/Housekeeper: The addition of this staff member has helped insure that our building is safe and clean for our clients and employees, limiting the chance of accidents caused by maintenance issues. This leads to greater client and employee satisfaction, helping to meet goals.

DSS – PUBLIC ASSISTANCE SERVICES AND PROGRAM INTEGRITY

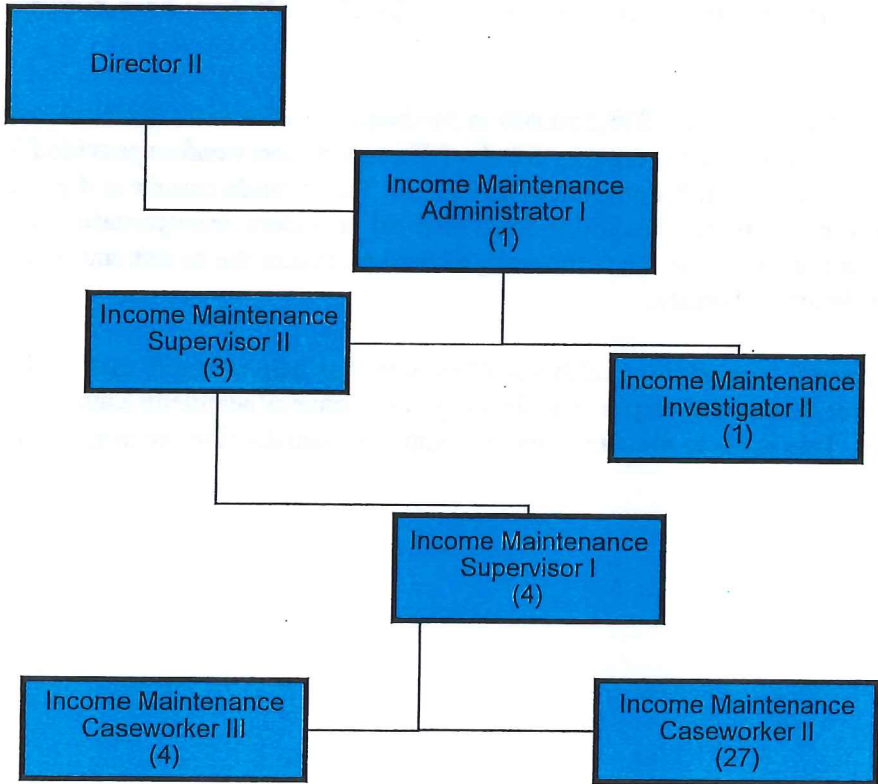
The Beaufort County Department of Social Services provides public assistance to low income families. Types of public assistance that are available include, Food and Nutrition Services, Medicaid, Non-Emergency Medical Transportation, Crisis intervention, Work First Family Assistance and Low Income Energy 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

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FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
40	40	38	39	40



Projects & Accomplishments

- **USDA Requirements:**

North Carolina has worked very hard during the last year to accomplish the USDA requirement of processing Food and Nutrition Services applications within the required 95% timeliness rate. The state could have faced penalties and loss of funding without reaching this goal. Below you will find the timeliness rate for North Carolina as of December 30, 2016. Although the state has met the goal they are continuing to monitor counties by providing weekly reports of applications processed timely. Beaufort County continues to work hard by monitoring reports daily to ensure applications are processed timely within USDA requirements.

- **Hurricane Matthew:**

Following Hurricane Matthew, Beaufort County was declared a disaster county. A total of 2,169 applications were taken over a 5-day period. Disaster Food and Nutrition Services were only for individuals that were not already receiving Food and Nutrition Services.

Due to Hurricane Matthew, many Food and Nutrition Services recipients lost electricity which caused food that was purchased with their EBT card to be lost. There were 2,414 individuals who requested replacement benefits, all benefits were keyed by Supervisors within a week.

- **North Carolina Families Accessing Services through Technology (NCFAST):**

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 additional programs will be implemented within NCFAST, such as Childcare as well as Energy Programs, which is the Crisis Intervention Program and the Low-Income Energy Assistance Program. In previous years, the implementation of new programs within the system has caused new glitches, with programs already implemented.

We are continuously looking at ways to improve our agency processes to prepare for these challenges. We strive to continue to provide services to the citizens of Beaufort County in a timely manner as well as focusing on accuracy as well.

DSS – ADULT, CHILD AND FAMILY SUPPORT SERVICES

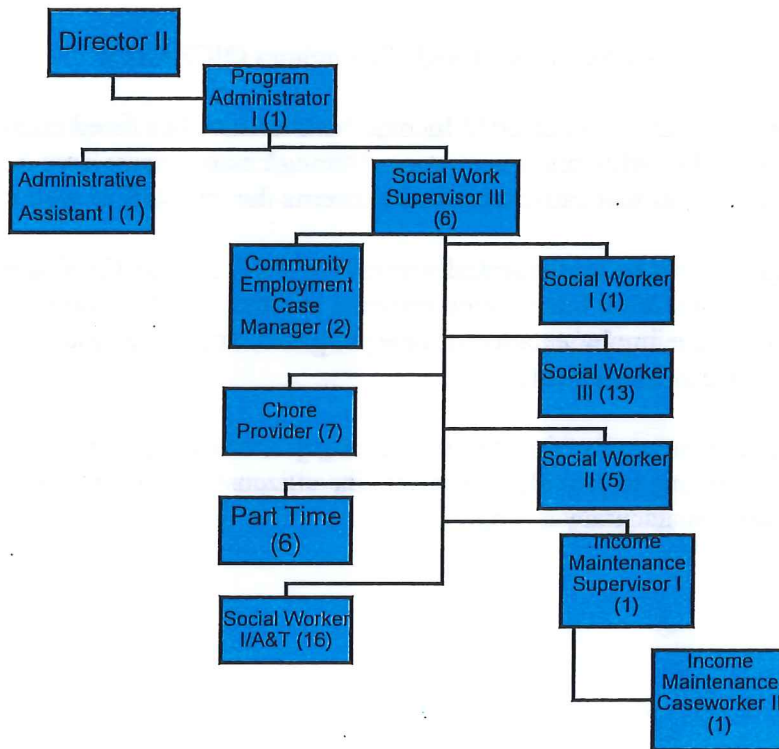
The Adult, Child, and Family Support Services Section provides services to individuals and families in need of basic support to ensure the safety and well-being of all Beaufort County residents. This is accomplished by working with adults, children, and families to provide supportive services to keep 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 I

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FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
48	49	56	60	60



Projects & Accomplishments

- Preparation for NC Fast for Child Care and Child Welfare: Training for staff and supporting providers as we move into this system has been essential to ensure success as we prepare for this conversion. Child Care has begun the transition and our agency is well-prepared. The child care providers will be entering the information previously submitted to DSS in paper form directly to the state via NC Tracks. Child Welfare is scheduled to be implemented into NC Fast in 2018 and we have been participating in meetings and seminars to help build the product for use by the state's social workers.
- Traverse Project with Northwoods: Our staff worked with Northwoods to design a product that can analyze a case for specific detailed data. This system provides a snapshot of information related to a person, case or topic in a matter of seconds for high level overview of the case or cases. Because of our participation in this, the product is available to Beaufort County DSS free of charge for this fiscal year.
- Child Welfare Services: Our agency is surpassing federal outcome measures in the areas of recurrence of maltreatment, maltreatment in foster care, reunification in less than 12 months, re-entry into foster care, and placement stability. We currently have 35 licensed foster homes and have finalized 8 adoptions.
- Our waiting list for Child Care is currently 95 and we are serving 597 children.
- Adult & Aging: Beaufort County DSS has encountered several complex cases this fiscal year in the Adult and Aging Division. We continue to face challenges dealing with the young mentally ill clients. Building relationships with these clients require special skills that are very different from the frail elderly clients that traditionally are served in adult services. Many of these young adults are homeless and lack family support. The social workers rely on creative solutions to help create stability for these young adults.

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SOCIAL SERVICES

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
SOCIAL SERVICES-ADMINISTRATION								
SALARIES	\$ 3,581,198	\$ 3,750,640	\$ 3,860,917	\$ 4,225,561	\$ 4,202,592	\$ 4,113,126	\$ 4,229,000	\$ 4,229,000
SALARIES-OVERTIME	92,987	79,332	66,931	90,000	90,000	144,918	90,000	90,000
SALARIES-OVERTIME-HURRICANE	-	-	-	-	22,969	22,969	-	-
SALARIES-PART TIME	8,939	8,808	9,196	10,200	10,200	9,436	10,200	10,200
BOARD SALARY	2,254	2,549	2,587	5,000	5,000	3,300	5,000	5,000
FICA 6.2%	213,477	222,227	226,320	268,500	268,500	248,550	262,477	262,477
LOC. GOV. EMP. RETIREMENT	259,768	270,778	265,131	313,418	313,418	300,510	317,188	317,188
HOSPITALIZATION-EMPLOYEE	534,031	548,597	563,452	638,736	638,736	594,062	683,205	683,205
MEDICARE 1.45%	49,926	51,972	52,929	62,795	62,795	58,129	61,408	61,408
LIFE INSURANCE-EMPLOYEE	2,704	2,559	2,577	3,071	3,071	2,596	2,834	2,834
WORKERS COMPENSATION INSURANCE	54,903	75,630	70,174	76,758	76,758	70,000	61,323	61,323
401(K) EMPLOYER CONTRIBUTION	42,393	44,969	68,535	86,534	86,534	77,271	84,584	84,584
PROFESSIONAL SERVICE-LEGAL	57,124	7,848	7,123	10,000	7,500	7,419	7,000	7,000
ADMINISTRATIVE SERVICES	-	-	8,030	38,000	24,000	24,861	25,000	25,000
VOLUNTEER RECEPTION	885	950	488	1,500	1,500	1,500	1,500	1,500
OFFICE SUPPLIES	9,726	15,736	11,267	23,000	23,000	23,000	22,000	22,000
DSS MISC.-DONATED FUNDS	-	-	-	-	-	388	-	-
PROFESSIONAL DEVELOPMENT	14,844	24,272	26,273	28,000	31,000	28,365	28,000	28,000
TRAVEL-CLIENT TRANSPORTATION	140,573	151,284	159,322	155,000	166,000	157,055	160,000	160,000
TELEPHONE	52,442	50,326	80,765	92,354	92,354	90,943	94,400	94,400
POSTAGE	28,689	14,940	22,515	30,000	22,500	24,373	28,500	28,500
UTILITIES-SOCIAL SERVICES	50,137	50,062	53,764	60,452	60,452	49,470	65,000	65,000
PRINTING	858	1,153	1,279	1,500	1,500	1,540	1,500	1,500
RECORDS MANAGEMENT-MICROFILM	7,633	9,548	7,294	10,790	6,790	3,910	8,000	8,000
MAINT/REPAIR-BUILDINGS	34	23,814	44,644	49,500	49,500	49,500	45,500	45,500
MAINT/REPAIR-EQUIPMENT	734	-	104	3,000	3,000	84	1,200	1,200
FREIGHT	134	1,217	1,092	1,500	1,500	-	-	-
COMPUTER SOFTWARE/SUPPORT	248,921	209,366	267,155	230,767	230,767	230,767	240,000	240,000
LEGAL ADVERTISING	438	1,514	3,147	7,000	7,000	6,000	6,000	6,000
TEMPORARY EMP. SERVICES	101,035	164,946	82,573	40,000	40,000	36,000	72,109	72,109
INTERPRETER-LANGUAGE LINE	-	-	233	5,500	5,500	1,147	3,000	3,000
PRE-SCHOOL COSTS	10,816	18,152	20,609	29,500	29,500	16,386	20,000	20,000
ACT-FOOD STAMP ISSUANCE	12,672	15,361	14,912	16,500	16,500	15,000	15,000	15,000
EQUIPMENT PURCHASE	121,367	23,968	154,290	89,315	89,315	89,315	109,695	109,695
RENTAL EQUIPMENT	49,765	38,105	28,128	28,000	28,000	15,505	19,200	19,200
DUES & SUBSCRIPTIONS	1,865	1,545	1,824	3,300	3,300	3,058	2,300	2,300
BANK SERVICE FEES	16,298	15,053	14,600	20,000	20,000	12,829	15,000	15,000
CAPITAL OUTLAY-EQUIPMENT	-	-	27,427	-	-	-	-	-
	\$ 5,769,572	\$ 5,897,221	\$ 6,227,607	\$ 6,755,051	\$ 6,741,051	\$ 6,533,282	\$ 6,797,123	\$ 6,797,123
STATE IN-HOME/AGING SERVICES								
SALARIES	\$ 147,433	\$ 142,552	\$ 144,692	\$ 171,013	\$ 148,046	\$ 151,869	\$ 103,074	\$ 103,074
SALARIES-OVERTIME	-	-	-	-	100	165	300	300
SALARIES-OVERTIME-HURRICANE	-	-	-	-	600	1,026	-	-
SALARIES-PART TIME	7,812	16,223	15,400	22,950	22,250	14,000	22,950	22,950
FICA 6.2%	9,332	9,554	9,569	12,501	11,077	9,752	7,832	7,832
LOC. GOV. EMP. RETIREMENT	10,424	10,078	9,767	14,617	12,952	11,220	9,474	9,474
HOSPITALIZATION-EMPLOYEE	44,667	43,293	41,609	45,624	39,921	37,000	31,775	31,775
MEDICARE 1.45%	2,182	2,234	2,238	2,924	2,591	2,281	1,832	1,832
LIFE INSURANCE-EMPLOYEE	185	157	157	356	330	144	130	130
WORKERS COMPENSATION INSURANCE	-	4,570	-	6,225	6,225	6,225	5,000	5,000
401(K) EMPLOYER CONTRIBUTION	2,019	2,088	2,894	4,033	3,433	3,061	2,526	2,526
MEDICAL-CARE MGMT/AIDE IMMUN.	510	670	830	1,500	1,500	874	1,500	1,500
PROF. SERVICES MEDICAL-AGING	-	985	609	15,000	15,000	8,271	8,000	8,000
PROF. SERV.-GUARDIANSHIP	12,425	19,190	15,580	20,000	20,000	12,000	20,000	20,000
PURCHASED MEALS	86,484	70,112	122,837	172,000	172,000	106,816	130,000	130,000
MEDICAL SUPPLIES	62,869	41,102	25,151	50,000	50,000	1,761	25,000	25,000
TRAVEL-CLIENT TRANSPORTATION	29,983	4,554	22,389	30,000	29,500	23,551	30,000	30,000
ELDERLY TRANSPORTATION-ETAP	35,182	55,523	58,720	50,000	56,422	77,896	50,000	50,000
FREIGHT	-	129	-	-	-	-	-	-
SPECIAL PROJECTS	361	294	297	500	500	489	500	500
CONTRACTS-MAINTENANCE	-	-	-	-	32,718	18,066	86,000	86,000
WASHINGTON SENIOR CENTER	32,000	5,292	-	12,000	-	-	-	-
	\$ 483,868	\$ 428,602	\$ 472,739	\$ 631,243	\$ 625,165	\$ 486,467	\$ 535,893	\$ 535,893
WORK FIRST								
PROF SERVICES DRUG/MENTAL TEST	\$ -	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ -	\$ 1,500	\$ 1,500
SERVICES-COUNSEL/ASSESSMENT	-	-	-	2,000	2,000	-	1,000	1,000
PROFESSIONAL DEVELOPMENT	10,368	7,290	8,221	25,000	25,000	8,615	10,500	10,500
OTHER SUPPORTIVE SERVICES	652	824	1,990	10,000	10,000	3,689	5,000	5,000
CHILD ONLY SUPPORTIVE SERVICES	1,007	500	781	25,000	25,000	-	10,000	10,000
FS E&T	-	-	-	2,500	2,500	-	-	-
ESC CONTRACT-WORK FIRST	32,000	32,000	32,000	32,000	32,000	54,857	35,000	35,000

JOB PREP/EDUC/TRAINING	60	-	-	1,500	1,500	1,500	1,500	1,500
	\$ 44,087	\$ 40,614	\$ 42,992	\$ 101,000	\$ 101,000	\$ 68,661	\$ 64,500	\$ 64,500
IV-D CHILD SUPPORT ENFORCEMENT								
PROF.SERVICE-IV-D CONTRACT	\$ 793,229	\$ 820,992	\$ 850,102	\$ 879,901	\$ 879,901	\$ 869,109	\$ 907,722	\$ 907,722
	\$ 793,229	\$ 820,992	\$ 850,102	\$ 879,901	\$ 879,901	\$ 869,109	\$ 907,722	\$ 907,722
SPECIAL ASSISTANCE								
COUNTY SHARE OF ASSISTANCE	\$ 565,983	\$ 544,935	\$ 582,853	\$ 577,051	\$ 577,051	\$ 576,680	\$ 640,000	\$ 640,000
	\$ 565,983	\$ 544,935	\$ 582,853	\$ 577,051	\$ 577,051	\$ 576,680	\$ 640,000	\$ 640,000
FOSTER CARE								
DRUG TEST	\$ 4,802	\$ 5,509	\$ 7,075	\$ 5,500	\$ 5,500	\$ 5,500	\$ 7,200	\$ 7,200
MEDICAL (FOSTER CARE)	2,209	814	1,743	10,000	10,000	5,709	6,600	6,600
GENERAL ASSISTANCE	18,116	19,321	18,659	20,500	20,500	14,284	20,500	20,500
INDEPENDENT LIVING	9,274	4,323	805	15,177	15,177	15,177	16,646	16,646
ADOPTION ASSISTANCE IV-B	54,775	67,007	62,166	94,621	94,621	70,183	87,500	87,500
FOSTER CARE-STATE	103,055	64,120	96,922	94,438	108,438	111,304	114,000	114,000
FOSTER CARE-IV-E/TEA	192,298	143,437	228,980	213,801	253,801	240,844	325,000	325,000
ADOPT.ASSIST.IV-E & VENDOR PMT	41,897	109,767	131,407	124,316	124,316	128,478	145,000	145,000
SPECIAL ADOPTION INCENT. FUND	35,913	23,040	22,183	5,000	93,177	30,495	50,000	50,000
	\$ 462,339	\$ 437,338	\$ 569,941	\$ 583,353	\$ 725,530	\$ 621,974	\$ 772,446	\$ 772,446
MEDICAL ASSISTANCE								
TRAVEL-CLIENT TRANSPORTATION	\$ 513,644	\$ 557,677	\$ 608,261	\$ 600,000	\$ 600,000	\$ 581,152	\$ 400,000	\$ 400,000
CO. SHARE OF ASSIST./MEDICAID	1,278	19,577	1,140	35,000	35,000	35,000	35,000	35,000
	\$ 514,923	\$ 577,254	\$ 609,402	\$ 635,000	\$ 635,000	\$ 616,152	\$ 435,000	\$ 435,000
ENERGY ASSISTANCE								
AFDC-EA (ENERGY ASSISTANCE)	\$ -	\$ 2,356	\$ 16,753	\$ 3,500	\$ -	\$ -	\$ -	\$ -
CIP-CRISIS INTERVENTION PROG.	215,290	208,242	166,654	236,170	221,964	221,964	219,865	219,865
PROGRESS ENERGY-FORMERLY CP&L	3,677	7,880	7,819	11,848	11,848	11,848	9,603	9,603
SHARE THE WARMTH	-	-	-	92	92	92	92	92
ENERGY ASSISTANCE-LIEAP	339,942	304,400	241,465	236,170	221,964	221,964	219,865	219,865
ENERGY ASSISTANCE-TANF	20,331	29,282	37,667	45,000	45,000	30,000	45,000	45,000
	\$ 579,239	\$ 552,160	\$ 470,358	\$ 532,780	\$ 500,868	\$ 485,868	\$ 494,425	\$ 494,425
ALL COUNTY FUNDS								
GENERAL ASSISTANCE	\$ 5,918	\$ 5,699	\$ 6,911	\$ 6,000	\$ 6,000	\$ 6,000	\$ 8,000	\$ 8,000
	\$ 5,918	\$ 5,699	\$ 6,911	\$ 6,000	\$ 6,000	\$ 6,000	\$ 8,000	\$ 8,000
HCCBG-AGING								
Contributions - Home Delivered Meals	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ -	\$ 2,500	\$ 2,500
Contributions - Congregate Meals	-	-	-	-	2,500	-	2,500	2,500
Contributions - Travel	-	-	-	-	1,000	-	1,000	1,000
Contributions - Aide	-	-	-	-	200	-	200	200
AID TO THE BLIND								
County Share of Assistance_Blind	\$ 6,835	\$ 6,835	\$ 6,495	\$ 6,495	\$ 6,495	\$ 6,495	\$ 6,495	\$ 6,495
Blind Center	4,000	-	-	4,000	4,000	-	4,000	4,000
CHILD DAY CARE								
FSA	\$ 1,882,774	\$ 2,211,923	\$ 2,246,123	\$ 2,293,237	\$ 2,793,757	\$ 2,701,601	\$ 1,350,800	\$ 1,350,800
NON-FSA	5,551	152,817	1,076	125,000	125,000	80,000	125,000	125,000
SMART START	254,200	257,056	258,490	250,000	258,555	250,000	125,000	125,000
	\$ 2,142,525	\$ 2,621,796	\$ 2,505,689	\$ 2,668,237	\$ 3,177,312	\$ 3,031,601	\$ 1,600,800	\$ 1,600,800
TOTALS	\$ 11,372,517	\$ 11,933,445	\$ 12,345,088	\$ 13,380,111	\$ 13,985,573	\$ 13,302,289	\$ 12,272,604	\$ 12,272,604

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 and Environmental Health.

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 43% of the Public Health Department's total proposed budget of \$3,944,122. The rest of the Department's budget is from billable services and State and Federal sources.

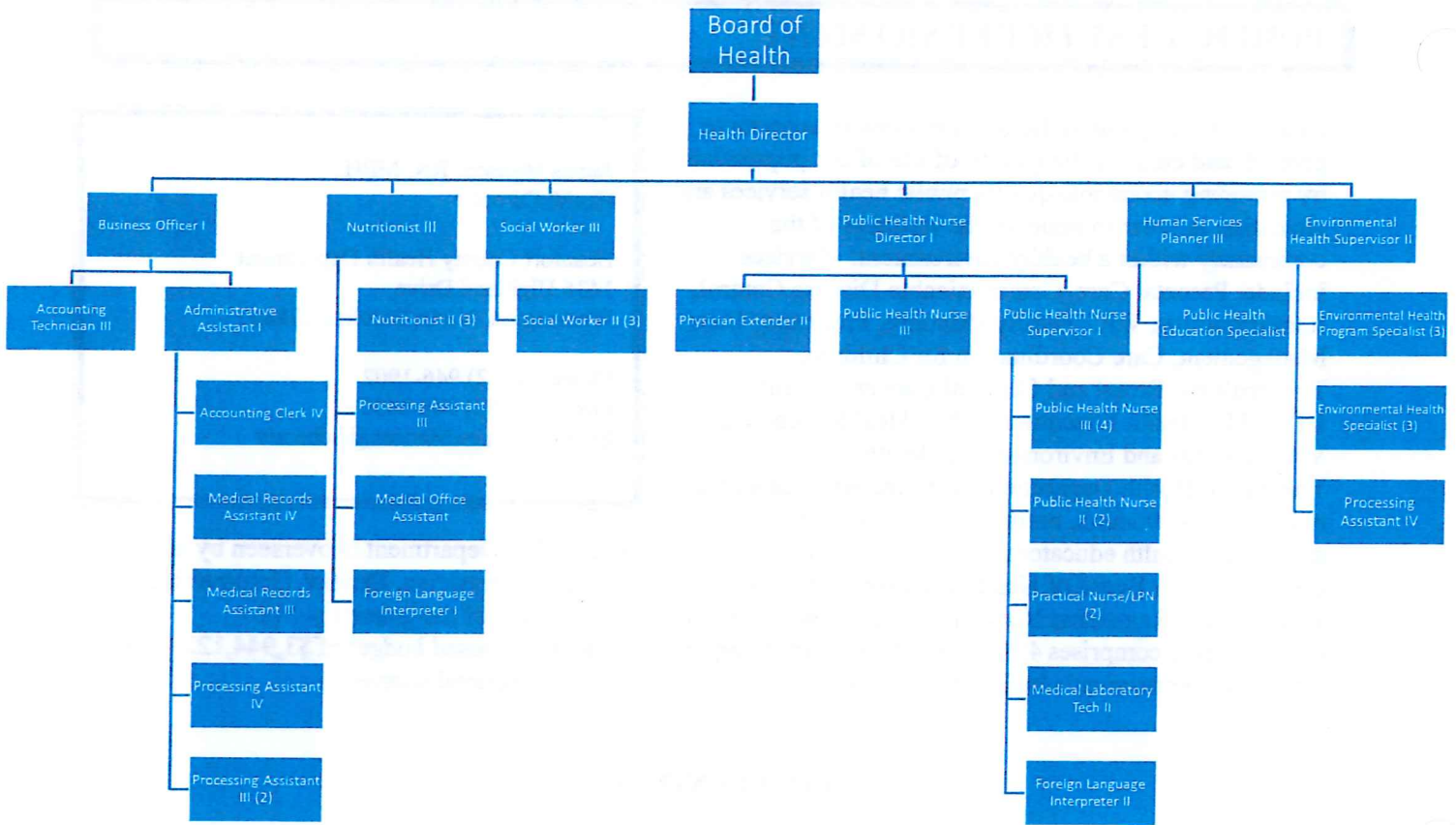
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COST CENTERS

Cost Center Name	Customer Group	Revenues
General Administration	Administrative Support for Dept.	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 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18 Recommended
41	41	41	41	44

PUBLIC HEALTH REVENUES	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
State Health	854,598	804,240	984,836	807,443
Federal Health	999,665	926,322	927,466	996,615
Sales and Service	250,125	255,548	255,698	437,873
Miscellaneous	36,075	22,486	32,400	15,631
County	1,232,285	1,519,601	1,513,118	1,686,560
Total	3,372,748	3,528,197	3,713,518	3,944,122

PUBLIC HEALTH EXPENDITURES	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Personnel	1,821,486	1,892,422	1,892,496	2,019,292
Benefits	518,115	569,929	569,929	628,645
Operating	1,033,147	1,065,846	1,251,093	1,296,185
Capital Outlay	0	0	0	0
Total	3,372,748	3,528,197	3,713,518	3,944,122

PUBLIC HEALTH

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
HEALTH-GENERAL								
SALARIES	\$ 6,667	\$ 7,200	\$ 7,872	\$ 8,052	\$ 8,052	\$ 9,123	\$ 8,089	\$ 8,089
BOARD SALARY	1800	1450	1275	2200	2200	1350	2200	2200
FICA 6.2%	391	420	456	500	500	530	501	501
LOC. GOV. EMP. RETIREMENT	465	505	528	585	585	665	607	607
HOSPITALIZATION-EMPLOYEE	364	426	663	1077	1077	1625	1137	1137
MEDICARE 1.45%	91	98	107	116	116	79	117	117
LIFE INSURANCE-EMPLOYEE	4	4	5	0	0	5	5	5
WORKERS COMPENSATION INSURANCE	34525	35068	28034	28034	28034	25411	25500	25500
401(K) EMPLOYER CONTRIBUTION	84	95	144	161	161	161	162	162
PROFESSIONAL SERVICE-MEDICAL	8583	8755	8930	9109	9109	9109	9291	9291
PROFESSIONAL SERVICE	0	128	75	0	0	0	0	0
EDUCATIONAL SUPPLIES	430	96	267	0	0	0	0	0
MEDICAL SUPPLIES	3639	2862	3278	3658	3658	3600	5022	5022
OFFICE SUPPLIES	10835	8073	9630	9480	9480	9480	9480	9480
HEALTH ACCREDITATION	2750	2750	2750	2750	2750	2750	2750	2750
TRAVEL REIMBURSEMENT	6399	7678	9154	9060	9060	8500	8610	8610
TRAVEL-FUEL	1034	853	778	2000	1000	700	1500	1000
TELEPHONE	16459	16658	18056	17889	19889	19889	21560	23360
POSTAGE	5266	4600	5535	6900	5900	5200	6900	5900
UTILITIES-HEALTH DEPT.	30381	35494	29884	35000	35000	37500	37000	36000
PRINTING	1946	745	211	750	750	500	600	600
BUILDINGS MAINT/REPAIR	0	0	3340	0	0	0	0	0
MAINT/REPAIR-EQUIPMENT	1929	1205	1247	2000	2000	2000	2175	2175
MAINT/REPAIR-VEHICLE	1004	877	2747	2000	2000	950	2000	1500
FREIGHT	161	248	216	0	0	0	0	0
ADVERTISING	4326	0	750	500	500	100	500	500
COMPUTER SOFTWARE/SUPPORT	82783	50007	55487	54533	54533	54533	56884	56884
TEMPORARY EMP.SERVICES	3585	4050	5055	6000	6000	5340	6000	6000
INTERPRETER-LANGUAGE LINE	450	633	361	600	600	150	360	360
EQUIPMENT PURCHASE	84	12722	0	0	0	0	0	0
INFRASTRUCTURE EQUIP./SUPPLIES	0	0	0	0	85429	85429	0	0
RENTAL EQUIPMENT	6452	5607	4615	4743	4743	4743	4743	4743
CONTRACT SERVICES	1518	1511	1141	924	924	924	924	924
INSURANCE AND BONDS	5141	5508	5320	5587	5587	5586	6145	6145
DUES & SUBSCRIPTIONS	7141	6822	7300	9977	9977	8000	9692	9692
	\$ 246,688	\$ 223,150	\$ 215,209	\$ 224,185	\$ 309,614	\$ 303,932	\$ 230,454	\$ 229,254

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
HEALTH-IMMUNIZATION								
SALARIES	\$ 132,231	\$ 124,369	\$ 124,533	\$ 132,949	\$ 132,949	\$ 147,904	\$ 129,816	\$ 129,816
SALARIES-PART TIME	2411	2450	2864	2590	2590	2247	2712	2712
FICA 6.2%	7896	7407	7376	8404	8404	8726	8217	8217
LOC. GOV. EMP. RETIREMENT	9384	8899	8538	9639	9639	10937	9736	9736
HOSPITALIZATION-EMPLOYEE	17918	16103	16195	17816	17816	18847	18791	18791
MEDICARE 1.45%	1847	1732	1725	1966	1966	2041	1922	1922
LIFE INSURANCE-EMPLOYEE	91	79	76	78	78	79	78	78
401(K) EMPLOYER CONTRIBUTION	1700	1675	2330	2659	2659	2646	2596	2596
EDUCATIONAL SUPPLIES	0	10092	0	105	105	0	105	105
MEDICAL SUPPLIES	53729	82150	109738	130314	130314	129000	132114	132114
OFFICE SUPPLIES	211	147	233	240	240	181	240	240
TRAVEL REIMBURSEMENT	529	0	615	36	36	9	623	623
	\$ 227,947	\$ 255,104	\$ 274,224	\$ 306,796	\$ 306,796	\$ 322,617	\$ 306,950	\$ 306,950

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
HIV - STD								
SALARIES	\$ 120,465	\$ 130,164	\$ 146,651	\$ 146,618	\$ 146,618	\$ 121,071	\$ 150,511	\$ 150,511
SALARIES-OVERTIME	90	0	0	0	0	0	0	0
SALARIES-PART TIME	1807	1849	2308	2343	2343	2022	2343	2343
FICA 6.2%	7172	7704	8619	9235	9235	7149	9477	9477
LOC. GOV. EMP. RETIREMENT	8528	9268	9982	10629	10629	8966	11288	11288
HOSPITALIZATION-EMPLOYEE	16281	16827	19002	19648	19648	15440	20723	20723
MEDICARE 1.45%	1677	1802	2016	2159	2159	1672	2216	2216
LIFE INSURANCE-EMPLOYEE	82	82	88	84	84	65	84	84
401(K) EMPLOYER CONTRIBUTION	1548	1747	2723	2933	2933	2173	3010	3010
PROFESSIONAL SERVICE-MEDICAL	2100	10930	11771	18291	21291	14000	15231	15231
EDUCATIONAL SUPPLIES	167	1037	2000	76	76	0	84	84
MEDICAL SUPPLIES	5164	7726	6721	10095	10095	7800	10091	10091
OFFICE SUPPLIES	211	633	468	240	240	181	240	240
TRAVEL REIMBURSEMENT	643	591	1022	864	994	441	1892	1892
	\$ 165,935	\$ 190,360	\$ 213,371	\$ 223,215	\$ 226,345	\$ 180,979	\$ 227,190	\$ 227,190

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
HEALTH-T.B.								
SALARIES	\$ 50,641	\$ 42,651	\$ 45,262	\$ 44,004	\$ 44,004	\$ 40,756	\$ 47,223	\$ 47,223
SALARIES-PART TIME	1249	1004	1115	1110	1110	854	1110	1110
FICA 6.2%	3041	2548	2683	2797	2797	2416	2997	2997
LOC. GOV. EMP. RETIREMENT	3616	3064	3108	3191	3191	3031	3542	3542
HOSPITALIZATION-EMPLOYEE	6906	5561	5918	5897	5897	4726	6220	6220
MEDICARE 1.45%	711	596	628	655	655	565	701	701
LIFE INSURANCE-EMPLOYEE	35	27	27	26	26	22	26	26
401(K) EMPLOYER CONTRIBUTION	656	577	848	880	880	735	944	944
PROFESSIONAL SERVICE-MEDICAL	773	1508	1220	1910	1910	926	2868	2868
EDUCATIONAL SUPPLIES	0	0	177	0	0	0	97	97
MEDICAL SUPPLIES	1122	3055	2645	3222	3222	2200	4275	4275
OFFICE SUPPLIES	211	147	216	240	240	181	240	240
TRAVEL REIMBURSEMENT	597	1648	1570	2067	2067	584	2236	2236
TELEPHONE	484	287	0	0	0	0	0	0
DUES & SUBSCRIPTIONS	0	0	60	60	60	60	60	60
	\$ 70,041	\$ 62,674	\$ 65,477	\$ 66,059	\$ 66,059	\$ 57,056	\$ 72,539	\$ 72,539

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
HEALTH-PREPAREDNESS & RESPONSE								
SALARIES	\$ 45,501	\$ 41,501	\$ 47,227	\$ 41,196	\$ 41,196	\$ 42,913	\$ 44,777	\$ 44,777
FICA 6.2%	2667	2422	2735	2554	2554	2493	2776	2776
LOC. GOV. EMP. RETIREMENT	3171	2913	3165	2987	2987	3126	3358	3358
HOSPITALIZATION-EMPLOYEE	6053	5288	6013	5521	5521	5387	5823	5823
MEDICARE 1.45%	624	567	640	598	598	583	649	649
LIFE INSURANCE-EMPLOYEE	31	26	28	26	26	23	26	26
401(K) EMPLOYER CONTRIBUTION	576	549	864	824	824	757	896	896
EDUCATIONAL SUPPLIES	0	580	595	360	360	360	500	500
OFFICE SUPPLIES	0	0	1238	1250	1229	1200	1250	1250
EBOLA SUPPLIES	0	0	1005	0	5000	5000	0	0
TRAVEL REIMBURSEMENT	0	1584	440	528	549	549	528	528
FREIGHT	0	85	38	0	0	0	0	0
EBOLA EQUIPMENT	0	0	5817	0	0	0	0	0
	\$ 58,621	\$ 55,516	\$ 69,803	\$ 55,844	\$ 60,844	\$ 62,391	\$ 60,583	\$ 60,583

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
BREAST/CERVICAL CANCER PREV.								
SALARIES	\$ 34,886	\$ 29,254	\$ 24,533	\$ 27,151	\$ 27,151	\$ 30,484	\$ 25,210	\$ 25,210
SALARIES-OVERTIME	387	0	0	0	0	0	0	0
SALARIES-PART TIME	250	187	233	123	123	213	247	247
FICA 6.2%	2084	1718	1434	1691	1691	1784	1578	1578
LOC. GOV. EMP. RETIREMENT	2476	2067	1660	1969	1969	2236	1891	1891
HOSPITALIZATION-EMPLOYEE	4751	3752	3154	3639	3639	3854	3838	3838
MEDICARE 1.45%	487	402	335	395	395	417	369	369
LIFE INSURANCE-EMPLOYEE	24	18	15	17	17	16	17	17
401(K) EMPLOYER CONTRIBUTION	448	390	453	543	543	541	504	504
PROFESSIONAL SERVICE-MEDICAL	26821	36849	21504	34170	43170	43170	11475	11475
EDUCATIONAL SUPPLIES	199	197	194	300	300	300	300	300
MEDICAL SUPPLIES	0	39	21	0	0	0	0	0
OFFICE SUPPLIES	105	74	108	120	120	91	120	120
TRAVEL REIMBURSEMENT	647	429	113	195	195	195	637	637
DUES & SUBSCRIPTIONS	0	60	0	60	60	60	60	60
	\$ 73,567	\$ 75,436	\$ 53,755	\$ 70,373	\$ 79,373	\$ 83,361	\$ 46,246	\$ 46,246

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
ADULT HEALTH SERVICES								
SALARIES	\$ 42,565	\$ 56,917	\$ 80,168	\$ 84,263	\$ 84,263	\$ 76,347	\$ 83,534	\$ 83,534
SALARIES-OVERTIME	0	0	0	0	74	16	0	0
SALARIES-PART TIME	1136	1047	1184	1233	1233	761	863	863
FICA 6.2%	2562	3378	4709	5301	5301	4483	5233	5233
LOC. GOV. EMP. RETIREMENT	3045	4070	5452	6109	6109	5623	6265	6265
HOSPITALIZATION-EMPLOYEE	5828	7405	10376	11292	11292	9702	11910	11910
MEDICARE 1.45%	599	790	1101	1240	1240	1048	1224	1224
LIFE INSURANCE-EMPLOYEE	30	36	48	46	46	41	45	45
401(K) EMPLOYER CONTRIBUTION	552	769	1487	1685	1685	1363	1671	1671
PROFESSIONAL SERVICE-MEDICAL	74	552	292	201	794	428	547	547
PROFESSIONAL SERVICES-DSS TEST	0	1220	4192	4210	4210	4210	5750	5750
EDUCATIONAL SUPPLIES	0	0	300	0	0	0	0	0
MEDICAL SUPPLIES	783	1378	831	2079	1679	700	2051	2051
OFFICE SUPPLIES	211	147	216	240	240	181	240	240
MISC GRANT SUPPLIES	0	0	0	0	150	150	0	0
TRAVEL REIMBURSEMENT	0	0	1314	1566	1566	1300	1273	1273
DUES & SUBSCRIPTIONS	0	0	0	60	60	60	60	60
	\$ 57,383	\$ 77,709	\$ 111,669	\$ 119,525	\$ 119,942	\$ 106,413	\$ 120,666	\$ 120,666

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
HEALTH DISASTER								
SALARIES	\$ 405	\$ 836	\$ -	\$ -	\$ -	\$ 7,641	\$ -	\$ -
SALARIES-OVERTIME	1737	1621	0	0	0	12503	0	0
FICA 6.2%	125	144	0	0	0	1172	0	0
LOC. GOV. EMP. RETIREMENT	150	173	0	0	0	1465	0	0
HOSPITALIZATION-EMPLOYEE	273	315	0	0	0	2427	0	0
MEDICARE 1.45%	29	34	0	0	0	274	0	0
LIFE INSURANCE-EMPLOYEE	1	2	0	0	0	10	0	0
401(K) EMPLOYER CONTRIBUTION	28	32	0	0	0	352	0	0
	\$ 2,748	\$ 3,157	\$ -	\$ -	\$ -	\$ 25,845	\$ -	\$ -

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
HEALTH PROMOTION								
SALARIES	\$ 5,986	\$ 15,426	\$ 21,818	\$ 18,913	\$ 18,913	\$ 18,992	\$ 22,389	\$ 22,389
SALARIES-OVERTIME	0	0	29	0	0	0	0	0
SALARIES-PART TIME	0	47	48	0	0	0	49	49
FICA 6.2%	351	902	1266	1173	1173	1103	1391	1391
LOC. GOV. EMP. RETIREMENT	417	1086	1467	1371	1371	1383	1679	1679
HOSPITALIZATION-EMPLOYEE	786	1973	2798	2534	2534	2383	2673	2673
MEDICARE 1.45%	82	211	296	274	274	258	325	325
LIFE INSURANCE-EMPLOYEE	4	10	13	9	9	10	8	8
401(K) EMPLOYER CONTRIBUTION	75	205	400	378	378	335	448	448
PROJECT LAZARUS	0	0	4952	0	0	0	0	0
EDUCATIONAL SUPPLIES	7751	3020	6432	875	585	549	1000	1000
MISC GRANT ED. SUPPLIES		2444	2037	0	8893	8893	11000	11000
OFFICE SUPPLIES	75	74	149	355	355	325	355	355
SUPPLIES-H. PROMOTION GRANTS	0	2499	2500	0	0	0	0	0
EDUCATIONAL SUPPLIES GRANT	2625	0	0	3000	0	0	0	0
TRAVEL REIMBURSEMENT	379	1023	281	300	300	149	409	409
FREIGHT	69	247	122	0	0	0	0	0
ADVERTISING	0	4650	10000	13000	7397	7397	8174	8174
TEMP HEALTHY CAROLINIANS	21406	0	0	0	0	0	0	0
EQUIPMENT PURCHASE	4037	10504	6017	0	0	0	0	0
	\$ 44,044	\$ 44,320	\$ 60,625	\$ 42,182	\$ 42,182	\$ 41,778	\$ 49,900	\$ 49,900

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
CHILD HEALTH								
SALARIES	\$ 9,186	\$ 7,133	\$ 15,333	\$ 7,864	\$ 7,864	\$ 10,447	\$ 14,487	\$ 14,487
FICA 6.2%	538	416	886	488	488	607	898	898
LOC. GOV. EMP. RETIREMENT	640	501	1027	570	570	761	1087	1087
HOSPITALIZATION-EMPLOYEE	1212	909	1965	1054	1054	1314	1112	1112
MEDICARE 1.45%	126	97	207	114	114	142	210	210
LIFE INSURANCE-EMPLOYEE	6	4	9	8	8	6	7	7
401(K) EMPLOYER CONTRIBUTION	116	94	280	157	157	184	290	290
PRO SERVICES-SCHL NURSE GRANT	250000	250000	250000	250000	250000	250000	250000	250000
FC-PROFESSIONAL SERVICES	0	79438	72301	69854	69854	35403	0	0
CHILD FATALITY PREVENTION TEAM	408	427	454	558	558	558	565	565
HEALTHY BEGINNINGS	0	0	0	0	72382	72382	72268	72268
EDUCATIONAL SUPPLIES	45	259	0	0	0	0	0	0
FC-EDUCATIONAL SUPPLIES	5181	0	928	3401	3401	1794	0	0
MEDICAL SUPPLIES	0	0	0	0	100	75	0	0
FC-COMPUTER SOFTWARE SUPPORT	299	1042	735	729	729	729	0	0
FC-OFFICE SUPPLIES	499	500	1940	2000	2000	1947	0	0
FC-TRAVEL	213	4104	3939	2310	2310	1409	0	0
TELEPHONE	0	54	0	0	0	0	0	0
FC-TELEPHONE	117	2416	595	650	650	249	0	0
FC-MAINT/REPAIR BUILDING	14272	687	0	0	0	0	0	0
FC-EQUIPMENT	7877	0	0	0	0	0	0	0
	\$ 290,736	\$ 348,082	\$ 350,600	\$ 339,757	\$ 412,239	\$ 378,005	\$ 340,924	\$ 340,924

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
MATERNAL HEALTH								
SALARIES	\$ 230,101	\$ 215,979	\$ 221,918	\$ 234,065	\$ 234,065	\$ 228,924	\$ 231,222	\$ 231,222
SALARIES-OVERTIME	0	122	0	0	0	0	0	0
SALARIES-PART TIME	2644	1902	2175	1973	1973	1649	1985	1985
FICA 6.2%	13642	12723	12968	14634	14634	13398	14459	14459
LOC. GOV. EMP. RETIREMENT	16220	15304	15018	16970	16970	16797	17342	17342
HOSPITALIZATION-EMPLOYEE	30957	27791	28592	31367	31367	28957	33083	33083
MEDICARE 1.45%	3190	2976	3033	3422	3422	3133	3382	3382
LIFE INSURANCE-EMPLOYEE	157	135	132	134	134	122	134	134
401(K) EMPLOYER CONTRIBUTION	2943	2884	4097	4682	4682	4067	4624	4624
PROFESSIONAL SERVICE-MEDICAL	30287	30758	29076	33772	33772	27200	33188	33188
EDUCATIONAL SUPPLIES	221	189	418	193	193	184	193	193
TARGETED INFANT MORTALITY	0	0	54380	43771	47271	47271	47248	47248
MEDICAL SUPPLIES	9531	7938	7774	10775	12372	8200	9455	9455
OFFICE SUPPLIES	1018	513	648	720	720	545	720	720
TRAVEL REIMBURSEMENT	431	799	717	1210	1210	740	1626	1626
PRINTING	28	0	0	0	0	0	0	0
FREIGHT	18	37	10	0	0	0	0	0
EQUIPMENT	0	0	1568	0	920	753	0	0
DUES & SUBSCRIPTIONS	225	160	155	270	270	170	340	340
	\$ 341,612	\$ 320,211	\$ 382,680	\$ 397,958	\$ 403,975	\$ 382,108	\$ 399,001	\$ 399,001

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
HEALTH-FAMILY PLANNING								
SALARIES	\$ 217,253	\$ 211,578	\$ 208,841	\$ 220,956	\$ 220,956	\$ 215,797	\$ 217,676	\$ 217,676
SALARIES-OVERTIME	51	0	0	0	0	0	0	0
SALARIES-PART TIME	3028	2869	3187	2960	2960	2878	3021	3021
FICA 6.2%	12914	12514	12270	13883	13883	12705	13683	13683
LOC. GOV. EMP. RETIREMENT	15355	15055	14209	16019	16019	15929	16326	16326
HOSPITALIZATION-EMPLOYEE	29303	27335	27045	29610	29610	27466	31230	31230
MEDICARE 1.45%	2765	2927	2870	3247	3247	2971	3201	3201
LIFE INSURANCE-EMPLOYEE	148	133	125	132	132	116	132	132
401(K) EMPLOYER CONTRIBUTION	2787	2838	3876	4419	4419	3858	4354	4354
PROFESSIONAL SERVICE-MEDICAL	11733	11419	10622	12178	12178	10100	10931	10931
EDUCATIONAL SUPPLIES	150	82	353	526	526	207	427	427
MEDICAL SUPPLIES	56315	34229	54444	53250	52611	41000	52403	52403
OFFICE SUPPLIES	634	472	648	720	720	545	720	720
PRINTING	26	0	0	0	0	0	0	0
FREIGHT	23	10	45	0	0	0	0	0
EQUIPMENT	0	0	0	0	2169	2169	0	0
DUES & SUBSCRIPTIONS	72	0	0	0	0	0	0	0
	\$ 352,558	\$ 321,460	\$ 338,536	\$ 357,900	\$ 359,430	\$ 335,742	\$ 354,104	\$ 354,104

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
JAIL HEALTH								
SALARIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	70,800	\$ 70,800
FICA 6.2%	0	0	0	0	0	0	4390	4390
LOC. GOV. EMP. RETIREMENT	0	0	0	0	0	0	5310	5310
HOSPITALIZATION-EMPLOYEE	0	0	0	0	0	0	11079	11079
MEDICARE 1.45%	0	0	0	0	0	0	1027	1027
LIFE INSURANCE-EMPLOYEE	0	0	0	0	0	0	47	47
401(K) EMPLOYER CONTRIBUTION	0	0	0	0	0	0	1416	1416
PROFESSIONAL SERVICE-MEDICAL	0	0	0	0	0	0	26000	26000
MEDICAL SUPPLIES	0	0	0	0	0	0	18000	18000
TELEPHONE	0	0	0	0	0	0	1800	1800
COMPUTER SOFTWARE/SUPPORT	0	0	0	0	0	0	752	752
INSURANCE AND BONDS	0	0	0	0	0	0	1451	1451
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	142,072	\$ 142,072

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
HEALTHY LIVING CLINIC								
SALARIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	47,200	\$ 47,200
FICA 6.2%	0	0	0	0	0	0	2927	2927
LOC. GOV. EMP. RETIREMENT	0	0	0	0	0	0	3540	3540
HOSPITALIZATION-EMPLOYEE	0	0	0	0	0	0	7386	7386
MEDICARE 1.45%	0	0	0	0	0	0	684	684
LIFE INSURANCE-EMPLOYEE	0	0	0	0	0	0	31	31
401(K) EMPLOYER CONTRIBUTION	0	0	0	0	0	0	944	944
PROFESSIONAL SERVICE-MEDICAL	0	0	0	0	0	0	187200	187200
MEDICAL SUPPLIES	0	0	0	0	0	0	12000	12000
INSURANCE AND BONDS	0	0	0	0	0	0	1329	1329
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	263,241	\$ 263,241

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
HEALTH-WIC								
SALARIES	\$ 246,420	\$ 257,130	\$ 263,409	\$ 266,409	\$ 266,409	\$ 271,855	\$ 263,394	\$ 263,394
SALARIES-OVERTIME	149	326	56	50	50	38	0	0
SALARIES-PART TIME	12744	0	0	0	0	0	0	0
FICA 6.2%	15200	15028	15247	16521	16521	15796	16330	16330
LOC. GOV. EMP. RETIREMENT	18070	18073	17656	19318	19318	19806	19755	19755
HOSPITALIZATION-EMPLOYEE	34453	32799	33612	35708	35708	34131	37662	37662
MEDICARE 1.45%	3555	3515	3566	3864	3864	3694	3819	3819
LIFE INSURANCE-EMPLOYEE	175	160	156	154	154	144	154	154
401(K) EMPLOYER CONTRIBUTION	3279	3405	4816	5330	5330	4796	5268	5268
BREASTFEEDING SERVICES	477	536	625	750	750	750	650	650
EDUCATIONAL SUPPLIES	1003	565	515	750	750	750	800	800
MEDICAL SUPPLIES	4580	5972	1954	4550	4550	4550	4500	4500
OFFICE SUPPLIES	2735	2809	2173	3400	3400	3400	3000	3000
TRAVEL REIMBURSEMENT	806	3380	2041	2200	2200	1900	1350	1350
TELEPHONE	853	868	748	842	842	842	944	944
POSTAGE	1151	409	284	500	500	250	1000	1000
PRINTING	225	125	101	290	290	140	250	250
MAINT/REPAIR-BUILDINGS	1933	0	1415	0	0	0	0	0
FREIGHT	213	348	138	0	0	0	0	0
ADVERTISING	0	124	0	0	0	0	0	0
COMPUTER SOFTWARE/SUPPORT	5188	5245	6238	5829	5829	5829	6167	6167
TEMPORARY EMP.SERVICES	0	12879	11403	11960	13104	13104	13104	13104
RENTAL EQUIPMENT	736	736	61	0	0	0	0	0
CONTRACT SERVICES	243	233	291	180	180	180	180	180
DUES & SUBSCRIPTIONS	326	340	380	400	400	370	400	400
	\$ 354,512	\$ 365,002	\$ 366,883	\$ 379,005	\$ 380,149	\$ 382,325	\$ 378,727	\$ 378,727

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
PREGNANCY CARE MANAGEMENT								
SALARIES	\$ 89,259	\$ 91,712	\$ 102,396	\$ 117,594	\$ 117,594	\$ 107,904	\$ 109,121	\$ 109,121
SALARIES-OVERTIME	0	14	587	0	0	0	0	0
FICA 6.2%	5233	5353	5957	7291	7291	6271	6766	6766
LOC. GOV. EMP. RETIREMENT	6346	6439	6901	8525	8525	7862	8184	8184
HOSPITALIZATION-EMPLOYEE	11902	11699	13177	15759	15759	13539	16621	16621
MEDICARE 1.45%	1480	1252	1393	1705	1705	1467	1582	1582
LIFE INSURANCE-EMPLOYEE	60	57	60	61	61	57	61	61
401(K) EMPLOYER CONTRIBUTION	1166	1214	1883	2352	2352	1903	2182	2182
EDUCATIONAL SUPPLIES	130	0	0	0	0	0	0	0
OFFICE SUPPLIES	378	1502	0	175	175	175	175	175
TRAVEL REIMBURSEMENT	323	2156	312	584	584	412	625	625
TRAVEL-FUEL	228	114	76	150	150	126	150	150
TELEPHONE	1070	0	0	0	0	0	0	0
COMPUTER SOFTWARE/SUPPORT	2575	3476	4142	4642	4642	4642	1927	1927
EQUIPMENT PURCHASE	0	2179	0	0	0	0	0	0
	\$ 120,150	\$ 127,166	\$ 136,884	\$ 158,838	\$ 158,838	\$ 144,358	\$ 147,394	\$ 147,394

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
CARE COORDINATION FOR CHILDREN								
SALARIES	\$ 84,435	\$ 83,227	\$ 72,763	\$ 72,279	\$ 72,279	\$ 70,900	\$ 73,374	\$ 73,374
SALARIES-OVERTIME	0	77	0	0	0	0	0	0
FICA 6.2%	4949	4863	4211	4481	4481	4119	4549	4549
LOC. GOV. EMP. RETIREMENT	5884	5848	4876	5240	5240	5165	5503	5503
HOSPITALIZATION-EMPLOYEE	11229	10619	9278	9686	9686	8898	10216	10216
MEDICARE 1.45%	1157	1137	985	1048	1048	963	1064	1064
LIFE INSURANCE-EMPLOYEE	57	52	43	50	50	38	50	50
401(K) EMPLOYER CONTRIBUTION	1068	1102	1331	1445	1445	1251	1467	1467
EDUCATIONAL SUPPLIES	75	0	0	0	0	0	0	0
OFFICE SUPPLIES	316	270	0	175	175	175	175	175
TRAVEL REIMBURSEMENT	162	188	542	584	584	70	842	842
TRAVEL-FUEL	228	114	76	150	150	126	150	150
TELEPHONE	673	0	0	0	0	0	0	0
COMPUTER SOFTWARE/SUPPORT	1281	1272	1410	1093	1093	1093	1157	1157
EQUIPMENT	0	1280	0	0	0	0	0	0
	\$ 111,514	\$ 110,047	\$ 95,516	\$ 96,231	\$ 96,231	\$ 92,797	\$ 98,547	\$ 98,547

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
ENVIRONMENTAL HEALTH								
SALARIES	\$ 390,510	\$ 399,667	\$ 390,345	\$ 416,634	\$ 416,634	\$ 401,547	\$ 426,887	\$ 426,887
SALARIES-OVERTIME	205	199	868	1,000	1,000	1,000	1,000	1,000
SALARIES-PART TIME	34	1,180	-	4,375	4,375	2,000	4,375	4,375
FICA 6.2%	22,905	23,409	22,640	26,165	26,165	23,453	26,800	26,800
LOC. GOV. EMP. RETIREMENT	27,230	28,152	26,216	30,281	30,281	29,403	32,090	32,090
HOSPITALIZATION-EMPLOYEE	51,986	51,087	49,875	55,832	55,832	50,660	58,888	58,888
MEDICARE 1.45%	5,357	5,475	5,295	6,120	6,120	5,485	6,268	6,268
LIFE INSURANCE-EMPLOYEE	263	249	231	242	242	214	244	244
WORKERS COMPENSATION INSURANCE	13,171	13,172	13,365	13,365	13,365	1,868	13,365	13,000
401(K) EMPLOYER CONTRIBUTION	4,941	5,304	7,152	8,353	8,353	7,118	8,558	8,558
EDUCATIONAL SUPPLIES	747	180	1,985	3,092	3,092	3,050	3,092	3,092
OFFICE SUPPLIES	3,308	3,482	2,784	2,439	2,439	2,430	2,439	2,439
FIELD SUPPLIES	1,576	2,504	1,439	2,674	3,845	3,845	2,674	2,674
MOSQUITO SUPPLIES	9,239	11,318	4,789	11,700	6,100	4,100	9,700	9,700
TRAVEL REIMBURSEMENT	4,931	3,567	2,778	4,850	4,850	4,850	4,850	4,850
TRAVEL-FUEL	10,123	8,141	5,519	8,500	8,500	6,365	8,500	8,500
TELEPHONE	5,777	5,851	5,653	6,122	6,122	6,122	6,122	6,122
POSTAGE	683	688	687	682	682	682	682	682
PRINTING	499	300	262	300	300	300	300	300
BUILDINGS MAINT/REPAIR	-	-	4,236	-	-	-	-	-
MAINT/REPAIR-EQUIPMENT	1,000	1,158	522	1,000	1,000	1,000	1,000	1,000
MAINT/REPAIR-VEHICLE	5,574	4,808	7,886	5,993	5,993	4,993	5,993	5,993
MOSQUITO CONTROL-OPERATING EXP	1,517	506	20	3,510	3,510	2,000	3,510	3,510
FREIGHT	130	200	278	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	23,910	24,846	25,354	25,602	25,602	25,602	25,602	25,602
EQUIPMENT PURCHASE	3,813	859	6,827	-	5,600	5,600	-	-
RENTAL EQUIPMENT	2,428	2,423	3,047	3,216	3,216	3,216	3,216	3,216
CONTRACT SERVICES	374	382	253	180	180	180	180	180
DUES & SUBSCRIPTIONS	500	500	500	550	550	550	550	550
CAPITAL OUTLAY-VEHICLES	-	24,839	-	-	-	-	-	-
	\$ 592,731	\$ 624,445	\$ 590,807	\$ 642,777	\$ 643,948	\$ 597,634	\$ 656,885	\$ 656,520

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
HEALTH-AIDS CONTROL								
SALARIES	\$ 33,569	\$ 33,978	\$ 32,487	\$ 33,518	\$ 33,518	\$ 32,562	\$ 33,677	\$ 33,677
FICA 6.2%	1,968	1,984	1,880	2,078	2,078	1,892	2,088	2,088
LOC. GOV. EMP. RETIREMENT	2,212	2,385	2,177	2,430	2,430	2,372	2,526	2,526
HOSPITALIZATION-EMPLOYEE	4,476	4,329	4,146	4,492	4,492	4,087	4,738	4,738
MEDICARE 1.45%	460	464	440	486	486	442	488	488
LIFE INSURANCE-EMPLOYEE	23	21	19	21	21	17	21	21
401(K) EMPLOYER CONTRIBUTION	385	449	594	670	670	574	674	674
EDUCATIONAL SUPPLIES	2,100	1,820	2,099	1,110	1,110	1,100	1,045	1,045
MEDICAL SUPPLIES	2,199	1,524	2,071	2,000	2,000	2,000	4,172	4,172
OFFICE SUPPLIES	200	193	197	200	200	200	345	345
TRAVEL REIMBURSEMENT	403	249	278	475	475	300	418	418
FREIGHT	86	82	273	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	-	42	45	72	72	72	72	72
	\$ 48,082	\$ 47,520	\$ 46,709	\$ 47,552	\$ 47,552	\$ 45,619	\$ 50,264	\$ 50,264

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Veteran's 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 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18 Recommended
1	1	1	1	1

VETERAN'S SERVICES	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended Budget
Personnel	\$ 42,754	\$ 43,609	\$ 43,609	\$ 43,609
Benefits	11,630	12,227	12,227	12,788
Operating	1,628	2,432	2,432	3,137
Capital Outlay	0	0	0	0
Total	\$ 56,013	\$ 58,268	\$ 58,268	\$ 59,534

VETERANS' SERVICES

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
SALARIES	\$ 41,297	\$ 41,916	\$ 42,754	\$ 43,609	\$ 43,609	\$ 43,609	\$ 43,609	\$ 43,609
FICA 6.2%	2,521	2,567	2,619	2,704	2,704	2,704	2,704	2,704
LOC. GOV. EMP. RETIREMENT	2,920	2,964	2,886	3,162	3,162	3,162	3,271	3,271
HOSPITALIZATION-EMPLOYEE	5,300	5,377	5,486	5,703	5,703	5,703	6,155	6,155
MEDICARE 1.45%	590	600	612	632	632	632	632	632
LIFE INSURANCE-EMPLOYEE	29	27	26	26	26	26	26	26
WORKERS COMPENSATION INSURANCE	-	176	203	225	225	193	200	200
401(K) EMPLOYER CONTRIBUTION	206	210	427	872	872	412	872	872
OFFICE SUPPLIES	203	289	632	840	840	300	300	300
PROFESSIONAL DEVELOPMENT	-	-	-	325	325	150	150	500
POSTAGE	-	869	366	120	120	325	325	-
DUES & SUBSCRIPTIONS	-	-	-	50	50	50	50	50
COMPUTER/SOFTWARE SUPPORT	-	-	-	-	-	-	-	300
CONTRACT SERVICES	-	-	-	-	-	-	-	915
	\$ 53,066	\$ 54,995	\$ 56,013	\$ 58,268	\$ 58,268	\$ 57,266	\$ 58,294	\$ 59,534

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 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
BATS	\$ 73,750	\$ 88,750	\$ 88,750	\$ 141,250
BC Developmental Ctr.	55,000	55,000	55,000	55,000
BCDC Elderly/Handicap	24,902	25,000	25,000	27,983
NCDOT Rural Grant	71,252	65,000	65,000	80,196
Trillium Health	156,599	157,000	157,000	157,000
Alcohol Treatment	17,000	17,000	17,000	19,200
CJP – Passages	0	62,000	62,000	65,000
Total	\$ 398,503	\$ 469,750	\$ 469,750	\$ 545,629

AREA MENTAL HEALTH & TRANSPORTATION

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 RECOMMENDED
BEAUFORT AREA TRAN.SYSTEM-BATS	\$ 50,000	\$ 73,750	\$ 73,750	\$ 88,750	\$ 88,750	\$ 88,750	\$ 141,250
BC DEVELOPMENTAL CENTER	55,000	55,000	55,000	55,000	55,000	55,000	55,000
BCDC-NC ELDERLY/HAND.TRANS.	26,405	24,818	24,902	25,000	25,000	24,902	27,983
NC DOT-RURAL GENERAL PUBLIC	81,219	62,067	71,252	65,000	65,000	71,252	80,196
CJP - PASSAGES	-	-	-	62,000	62,000	62,000	65,000
E.C. BEHAVIORAL HEALTH	156,599	156,599	156,599	-	-	-	-
E.C.B.H.-ALCOHOL TREATMENT	17,000	17,000	17,000	17,000	17,000	19,200	19,200
TRILLIUM HEALTH RESOURCES	-	-	-	157,000	157,000	157,000	157,000
	\$ 386,223	\$ 389,234	\$ 398,503	\$ 469,750	\$ 469,750	\$ 478,104	\$ 545,629

COMMUNITY SERVICES

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:

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 publically-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.

Rod Gurganus, Extension Director

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

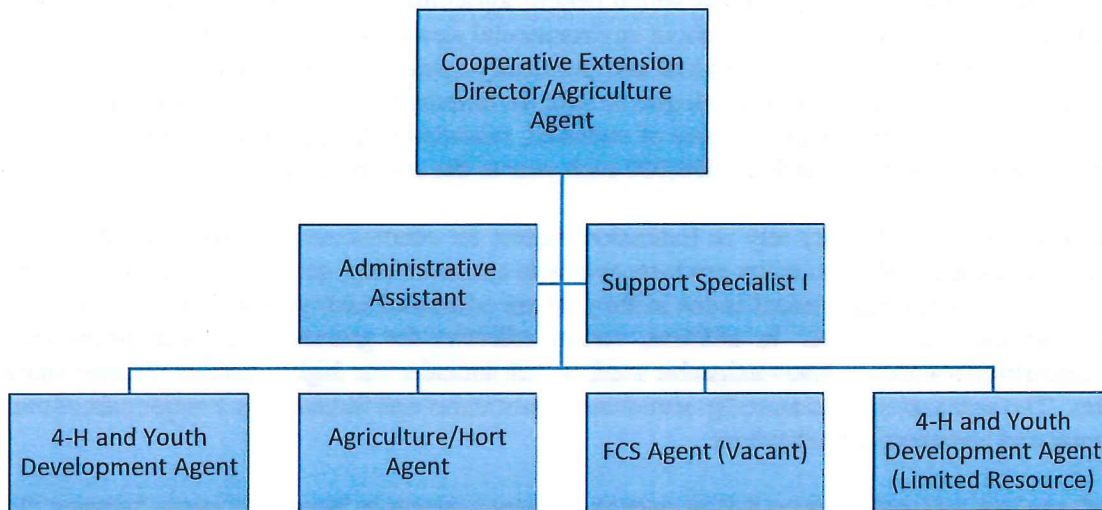
Phone: (252) 946-0111

Fax: (252) 975-5887

Email: rod_gurganus@ncsu.edu

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 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Personnel	\$ 0	\$ 0	\$ 0	\$ 0
Benefits	0	0	0	0
Operating	217,660	236,570	236,668	252,450
Capital Outlay	0	60,000	60,903	0
Total	\$ 217,660	\$ 296,571	\$ 297,571	\$ 252,450

COOPERATIVE EXTENSION

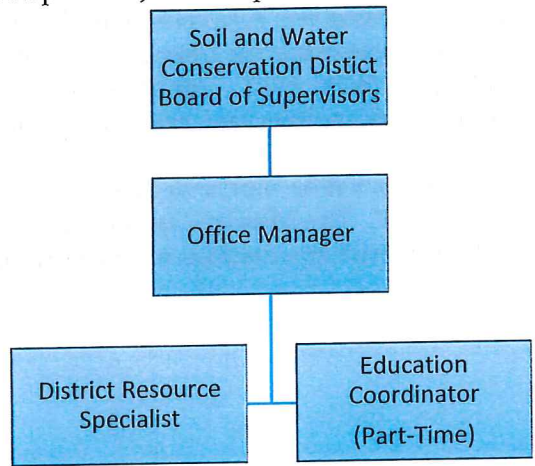
	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
NCSU-PERSONNEL CONTRACT	\$ 161,566	\$ 134,203	\$ 180,352	\$ 199,100	\$ 199,100	\$ 209,960	\$ 214,000	\$ 214,000
OFFICE SUPPLIES	4,577	6,103	4,867	6,000	6,000	5,000	6,000	5,000
PROFESSIONAL DEVELOPMENT	5,894	4,282	6,560	5,821	5,821	5,821	7,000	7,000
TRAVEL-FUEL	107	-	95	2,500	2,292	1,500	3,000	2,000
TELEPHONE	3,912	4,159	2,720	2,600	2,600	2,600	2,600	2,600
MAINT/REPAIR-FARM SERV. BLDG	-	-	-	2,000	1,863	1,863	2,000	2,000
MAINT/REPAIR-EQUIPMENT	2,421	3,262	4,403	2,000	3,000	2,085	2,000	2,000
MAINT/REPAIR-VEHICLE	-	-	-	2,500	1,505	2,500	2,500	2,500
FREIGHT	151	87	-	-	-	-	-	-
TEMPORARY EMP.SERVICES	-	9,988	4,214	-	200	192	200	200
VOLUNTARY AG DISTRICT	169	52	-	100	100	26	100	100
4-H PROGRAM SUPPORT	-	-	3,258	3,250	3,250	3,250	3,250	3,250
EQUIPMENT PURCHASE	3,732	6,338	-	-	-	-	3,200	-
RENTAL EQUIPMENT	6,620	10,554	10,461	1,400	1,500	1,500	2,460	3,660
CONTRACT SERVICES	-	-	-	8,500	8,500	9,087	7,200	7,200
LIAB.INS.-AGENTS	100	100	100	170	170	170	170	170
DUES & SUBSCRIPTIONS	680	570	630	630	767	687	770	770
CAPITAL OUTLAY-EQUIPMENT	-	25,327	-	-	-	-	-	-
CAPITAL OUTLAY-VEHICLES	-	-	-	60,000	60,903	60,903	-	-
	\$ 189,930	\$ 205,026	\$ 217,660	\$ 296,571	\$ 297,571	\$ 307,144	\$ 256,450	\$ 252,450

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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 as recommended by the District's Board of Supervisors. The District's Board of Supervisors meets monthly, excluding July and August, on the third Monday at 7:00 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 101
 Fax: None
 Email: ann.williams@co.beaufort.nc.us



FULL-TIME POSITIONS AUTHORIZED

FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18 Recommended
2	2	2	2	2

SOIL AND WATER	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Personnel	\$ 61,529	\$ 90,099	\$ 90,099	\$ 90,200
Benefits	16,505	25,515	25,515	26,724
Operating	22,630	31,914	33,265	27,098
Capital Outlay	0	0	0	0
Total	\$ 100,664	\$ 147,528	\$ 148,879	\$ 144,022

SOIL AND WATER CONSERVATION DISTRICT

For Fiscal Year 2017: The District was allocated \$61,970 through its Agriculture Cost Share Program (ACSP). Thirteen applications were received for various best management practices. Six of those applications were approved for contracts assisting local landowners/operators with the removal of lagoon biosolids, water control structures, livestock exclusion, land smoothing, conservation tillage, and cover crops. The District was also allocated \$8,944 through the Agricultural Water Resources Assistance Program (AgWRAP). Three applications were received requesting assistance with the purchase and installation of water wells for irrigation and livestock watering. Two landowners/operators were approved for contracts for irrigation wells. The District will support a project administered through NC State University with \$2,500 provided through the Agricultural Input Management Program (AIM). The nutrient recycling trial and demonstration will take place on a Beaufort County farm. The North Carolina General Assembly passed the Disaster Recovery Act of 2016 on December 15, 2016. The Disaster Recovery Program was established to assist landowners who suffered devastating impacts from Hurricane Matthew, Tropical Storms Julia and Hermine, and the western wildfires. Applications were submitted by the District to assist local Drainage Districts with the removal of vegetative stream debris. The District was awarded \$224,997 to assist four of the Drainage Districts. One landowner was assisted with the closure of four inactive swine lagoons with grant funds awarded to the District by the NC Foundation for Soil and Water Conservation through the Environmental Enhancement Grants Program. The District's Annual Dan Windley Environmental Field Days event was held November 1-4, 2016 for the county's fifth grade students. Poster and Essay contests for the County's third through sixth graders have been completed. The Coastal Envirothon competition was held on March 21, 2017. Eleven middle school and high school teams from Beaufort County represented the District. Six teams qualified for competition at the North Carolina Envirothon held April 28-29, 2017. The Resource Conservation Workshop will be held June 25-30, 2017. Two Beaufort County students have been selected for attendance.

The District's FY 2018 goals and objectives will be similar to those accomplished in FY 2017. Program allocations are anticipated after July 1, 2017. The District's revision of their FY 2018 Strategy Plan and FY 2018 Business Plan has begun. Educational opportunities will be provided as well.

SOIL AND WATER CONSERVATION

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
SALARIES	\$ 67,434	\$ 68,446	\$ 50,131	\$ 78,849	\$ 78,849	\$ 78,624	\$ 78,625	\$ 78,625
SALARIES-OVERTIME	212	75	250	-	-	57	-	100
SALARIES-PART TIME	11,683	11,865	11,149	11,250	11,250	11,475	11,475	11,475
FICA 6.2%	4,829	4,891	3,746	5,586	5,586	5,586	5,586	5,586
LOC. GOV. EMP. RETIREMENT	4,783	4,844	3,401	5,588	5,588	5,588	5,897	5,897
HOSPITALIZATION-EMPLOYEE	10,600	10,755	7,774	11,406	11,406	11,406	12,310	12,310
MEDICARE 1.45%	1,129	1,144	876	1,306	1,306	1,306	1,306	1,306
LIFE INSURANCE-EMPLOYEE	58	55	35	52	52	52	52	52
WORKERS COMPENSATION INSURANCE	-	1,158	1,332	1,400	1,400	1,400	1,400	450
401(K) EMPLOYER CONTRIBUTION	694	702	674	1,577	1,577	1,577	1,573	1,573
OFFICE SUPPLIES	2,028	1,608	2,827	2,000	2,000	2,000	2,000	2,000
PROFESSIONAL DEVELOPMENT	2,937	1,270	2,908	12,500	12,500	9,000	8,948	6,000
TRAVEL-FUEL	697	653	258	500	500	500	500	500
TELEPHONE	1,374	1,404	1,454	1,500	1,500	2,163	2,832	2,700
POSTAGE	-	711	226	-	-	-	-	-
PRINTING	1,776	1,694	1,539	900	900	500	500	400
MAINT/REPAIR-EQUIPMENT	-	58	114	500	500	-	500	300
MAINT/REPAIR-VEHICLE	-	-	-	500	500	500	1,145	500
FREIGHT	91	143	105	-	-	-	-	-
ADVERTISING	-	79	30	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	1,674	565	450	460	460	-	-	450
LEGAL ADVERTISING	-	-	504	200	200	105	200	100
INFORMATION/EDUCATION COSTS	5,885	6,510	6,408	5,000	5,000	5,000	8,900	6,500
EQUIPMENT PURCHASE	995	2,590	200	800	2,151	2,151	-	1,500
CONTRACT SERVICES	2,301	2,416	2,536	2,854	2,854	3,018	3,496	3,300
DUES & SUBSCRIPTIONS	1,788	1,778	1,741	1,800	1,800	1,671	1,898	1,898
COUNTY BEAVER BOUNTY PROGRAM	-	240	-	1,000	1,000	240	1,000	500
	\$ 122,967	\$ 125,652	\$ 100,664	\$ 147,528	\$ 148,879	\$ 143,919	\$ 150,143	\$ 144,022

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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 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
JCPC Program	\$ 183,243	\$ 167,628	\$ 167,628	\$ 167,628
Boys & Girls Club	40,000	45,000	45,000	40,000
Pamlico Pals	2,000	2,000	2,000	2,000
Total	\$ 225,243	\$ 214,628	\$ 214,628	\$ 209,628

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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 17-18.

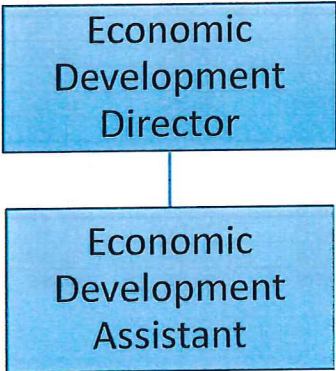
OUTSIDE AGENCIES	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Appropriations	\$ 414,595	\$ 433,970	\$ 435,870	\$ 424,370

OUTSIDE AGENCIES

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
AURORA RECREATION	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500
BATH RECREATION	4,271	4,271	4,271	6,000	6,000	6,000	6,000	6,000
BELHAVEN RECREATION	10,800	10,800	-	10,800	10,800	10,800	10,800	10,800
CHOCOWINITY RECREATION	7,200	7,200	7,200	10,000	10,000	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	580,554	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	281,282	7,800
BELHAVEN LIBRARY (BHM)	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
AURORA FOSSIL MUSEUM	2,000	-	2,000	2,000	2,000	2,000	40,000	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	800	800	-	-
WASHINGTON SENIOR CENTER	-	-	-	20,000	20,000	20,000	130,147	20,000
WASHINGTON CHAMBER OF COMMERCE	1,500	1,500	1,500	1,500	1,500	1,500	-	-
BELHAVEN CHAMBER OF COMMERCE	-	1,000	1,000	1,000	1,000	1,000	10,000	-
AURORA CHAMBER OF COMMERCE	-	-	1,000	1,000	1,000	1,000	-	-
ARTS OF THE PAMLICO	10,000	10,000	20,000	20,000	20,000	20,000	34,000	20,000
B-H-M LIBRARY	201,500	201,500	202,500	202,500	202,500	202,500	212,000	202,500
LITERACY VOLUNTEERS	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
HWY 17 TRANSPORTATION ASSOC.	20,000	20,000	23,000	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	5,000	2,000
RUTHS HOUSE	-	2,500	2,500	5,000	5,000	5,000	15,000	2,500
NC ESTUARIUM	-	35,000	35,000	35,000	35,000	35,000	35,000	35,000
PUNGO HOSPITAL CAUSE	-	9,728	-	-	-	-	-	-
CORNERSTONE	-	-	5,000	5,000	5,000	5,000	5,000	5,000
TOURISM PROMOTION	-	-	18,100	15,000	16,900	15,000	15,000	15,000
PANTEGO ACADEMY HIST. MUSEUM	-	-	1,000	1,000	1,000	1,000	3,500	1,000
HIGHER HEIGHTS HUMAN SVS	-	-	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
VOA SITE (UTILITIES)	-	14,880	16,922	-	-	-	-	-
SENIOR CLUB OF BELHAVEN	-	-	-	-	-	-	2,500	-
CITY OF WASHINGTON AQUATIC CTR.	-	-	-	-	-	-	211,709	-
HISTORIC BATH FOUNDATION	-	-	-	-	-	-	75,000	-
BEAUFORT COUNTY PALS	-	-	-	-	-	-	35,000	-
FOOD BANK OF THE ALBEMARLE	-	-	-	-	-	-	2,500	-
WASHINGTON HARBOR DISTRICT ALLIANCE	-	-	-	-	-	-	12,000	-
AGAPE	-	-	-	-	-	-	150,000	-
	\$ 282,641	\$ 359,481	\$ 414,595	\$ 433,970	\$ 435,870	\$ 431,170	\$ 1,952,762	\$ 424,370

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
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 Washington, North Carolina 27889

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FULL-TIME POSITIONS AUTHORIZED

FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18 Recommended
2	2	2	2	2

ECONOMIC DEVELOPMENT	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Personnel	\$ 133,605	\$ 131,993	\$ 131,993	\$ 131,993
Benefits	31,827	33,303	33,303	34,524
Operating	123,003	115,987	118,313	114,694
Capital Outlay	7,968	0	8,000	0
Total	\$ 296,403	\$ 281,283	\$ 283,609	\$ 281,211

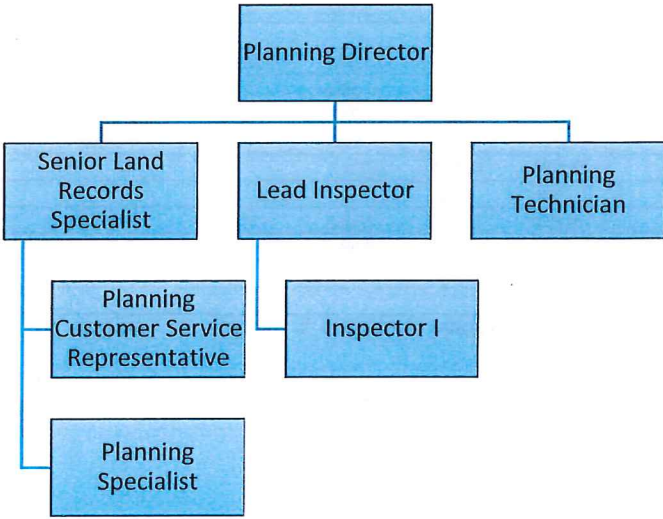
ECONOMIC DEVELOPMENT

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
SALARIES	\$ 133,096	\$ 103,290	\$ 124,380	\$ 126,993	\$ 126,993	\$ 126,993	\$ 126,993	\$ 126,993
SALARIES - PART-TIME	-	-	4,225	-	-	-	-	-
TRAVEL ALLOWANCE	6,000	3,958	5,000	5,000	5,000	5,000	5,000	5,000
FICA 6.2%	8,121	6,482	8,038	8,184	8,184	8,184	8,184	8,184
LOC. GOV. EMP. RETIREMENT	9,410	7,303	8,396	9,207	9,207	9,207	9,524	9,524
HOSPITALIZATION-EMPLOYEE	10,152	9,859	10,973	11,406	11,406	11,406	12,310	12,310
MEDICARE 1.45%	1,899	1,516	1,880	1,914	1,914	1,914	1,914	1,914
LIFE INSURANCE-EMPLOYEE	58	46	52	52	52	52	52	52
WORKERS COMPENSATION INSURANCE	746	695	1,175	1,200	1,200	1,200	1,200	600
401(K) EMPLOYER CONTRIBUTION	1,997	1,549	2,488	2,540	2,540	2,540	2,540	2,540
PROFESSIONAL SERVICES	16,000	-	2,513	-	-	-	-	5,000
OFFICE SUPPLIES	2,180	1,286	2,012	1,000	2,079	2,079	2,079	2,000
PROFESSIONAL DEVELOPMENT	3,527	3,574	11,394	12,168	13,415	13,415	13,415	-
PROFESSIONAL DEVELOPMENT	-	-	-	2,500	2,500	2,500	2,500	4,500
TELEPHONE	1,432	1,080	4,276	6,540	6,540	6,540	5,340	6,200
POSTAGE	1,352	737	512	300	300	300	300	200
PRINTING	8,566	8,975	9,639	750	750	750	3,750	750
ADVERTISING/PROMOTIONS	5,531	25,392	7,607	10,021	10,021	10,021	12,521	10,000
COMPUTER SOFTWARE/SUPPORT	6,506	10,529	4,840	1,500	1,500	1,500	2,136	2,136
CONTRACTS-MAINTENANCE	6,713	13,119	6,110	20,000	20,000	20,000	20,000	15,000
DUES & SUBSCRIPTIONS	1,916	1,325	1,666	1,200	1,200	1,200	1,500	1,500
CAPITAL OUTLAY	-	-	7,968	-	-	-	-	-
ECONOMIC DEVELOPMENT INCENTIVES	-	-	-	-	-	-	-	8,000
SKILLS CENTER - RENT	21,708	21,708	21,708	21,708	21,708	21,708	21,708	21,708
SKILLS CENTER - MAINTENANCE	9,720	4,555	25,037	15,000	15,000	15,000	15,000	15,000
SKILLS CENTER - UTILITIES	20,801	23,846	24,514	22,100	22,100	22,100	22,100	22,100
	\$ 277,432	\$ 250,825	\$ 296,403	\$ 281,283	\$ 283,609	\$ 283,609	\$ 290,066	\$ 281,211

PLANNING

The Planning Department is comprised of the County Planner, Building Inspections, and Land Records. The county planner 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. Planning Department 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. Land Records staff provides a wide range of services related to property ownership and mapping including: management of the County's cadastral and geographic information system (GIS) mapping programs and databases, interpretation of legal property ownership documents such as wills, deeds, etc. in administering tax listings, producing GIS maps for county agencies and the public, and aid the general public and professional community with inquiries, record reviews, and date requests.

Seth M. Laughlin, Director
 220 N. Market Street
 Washington, North Carolina 27889
 Phone: (252) 946-7182
 Fax: (252) 940-6154
 Email: seth.laughlin@co.beaufort.nc.us



FULL-TIME POSITIONS AUTHORIZED

FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18 Recommended
0	7	7	7	7

PLANNING	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Personnel	\$ 310,595	\$ 306,820	\$ 306,820	\$ 306,821
Benefits	86,056	91,955	91,955	95,887
Operating	102,282	69,740	69,740	56,450
Capital Outlay	28,534	0	0	0
Total	\$ 527,468	\$ 468,515	\$ 468,515	\$ 459,158

PLANNING

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
SALARIES	\$ -	\$ 65,000	\$ 310,595	\$ 306,820	\$ 306,820	\$ 306,820	\$ 306,621	\$ 306,621
SALARIES-OVERTIME	-	-	-	-	-	701	200	200
FICA 6.2%	-	4,030	18,251	19,023	19,023	19,023	19,023	19,023
LOC. GOV. EMP. RETIREMENT	-	4,596	20,965	22,244	22,244	22,244	23,012	23,012
HOSPITALIZATION-EMPLOYEE	-	5,592	36,612	39,921	39,921	39,921	43,085	43,085
MEDICARE 1.45%	-	943	4,268	4,449	4,449	4,449	4,449	4,449
LIFE INSURANCE-EMPLOYEE	-	29	171	182	182	182	182	182
WORKERS COMPENSATION INSURANCE	-	273	3,383	3,400	3,400	3,400	3,400	1,400
401(K) EMPLOYER CONTRIBUTION	-	975	5,788	6,136	6,136	6,136	6,136	6,136
PROF SERV MIDEAST PLANNING	63,745	30,625	17,513	-	-	-	-	-
911 ADDRESSING CONTRACT	147,000	8,500	-	-	-	-	-	-
PROFESSIONAL SERVICE-GRANT	-	1,900	2,000	-	-	-	-	-
ADMINISTRATIVE SERVICES	-	-	-	5,000	5,000	-	5,000	-
UNIFORMS	-	-	-	800	800	800	800	300
OFFICE SUPPLIES	-	953	4,218	4,800	4,800	4,800	4,800	3,700
PROFESSIONAL DEVELOPMENT	-	-	1,610	5,000	5,000	5,000	5,000	4,500
TRAVEL-FUEL	-	-	4,197	4,200	4,200	5,000	4,200	5,000
TELEPHONE	-	1,358	21,763	16,640	16,640	16,640	16,640	2,500
POSTAGE	-	31	63	-	-	-	-	-
PRINTING	-	-	-	100	100	100	100	100
MAINT/REPAIR-VEHICLE	-	-	1,118	2,000	2,000	2,000	2,000	1,500
ADVERTISING	-	319	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	-	11,835	13,102	16,100	16,100	16,100	18,300	20,000
LEGAL ADVERTISING	-	1,624	582	500	500	500	500	250
EQUIPMENT PURCHASE	-	5,111	3,918	1,000	1,000	1,000	1,000	1,000
DUES & SUBSCRIPTIONS	-	50	340	200	200	200	200	200
MID-EAST COMMISSION	18,975	40,458	19,312	-	-	-	-	-
SOUTHERN ALBEMARLE ASSOCIATION	800	800	-	-	-	-	-	-
B.C.ROAD SIGN MAINTENANCE	4,010	7,104	9,162	10,000	10,000	10,000	10,000	10,000
LAND PURCHASE	-	-	28,534	-	-	-	-	-
ECON. DEV. COMMISSION	228,646	258,300	-	-	-	-	-	-
CONTRACT SERVICES	-	-	-	-	-	-	-	6,000
	\$ 463,175	\$ 450,404	\$ 527,468	\$ 468,515	\$ 468,515	\$ 465,016	\$ 474,648	\$ 459,158

EDUCATION

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:

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.

Mr. Terry Williams, Chairman of the Board
Dr. Don Phipps, Superintendent

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

Phone: (252) 946-6593
Email: dhipps@beaufort.k12.nc.us

BEAUFORT COUNTY SCHOOL SYSTEM	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Current Expense	\$ 13,233,163	\$ 14,300,984	\$ 14,354,523	\$ 14,587,005
Capital Outlay - Cash	1,800,000	990,639	937,100	330,995
Capital Outlay - Financed	0	0	0	659,700
Total	\$ 15,033,163	\$ 15,291,623	\$ 15,291,623	\$ 15,577,700

Beaufort County Schools
Proposed Local Budget
for Fiscal Year 2018

Estimated Expenditures:

FY '17 Current Budget

Current Budget

14,906,044.00

Proposed Budget

14,906,044.00

Additional Request for FY '18

Instructional Initiatives

Career & College Promise Textbooks

Instructional Personnel ELA Coach - HS

NON - Instructional Initiatives

Coaching Supplement Increase

Local Impact of Legislative Actions:

5% Local Salary Increase

10 % Increase in Health Insurance Costs

Class Size Reduction (5)

TOTAL PROJECTED EXPENDITURES:

365,522.00
 69,042.00
 250,000.00

14,906,044.00

15,747,098.00

684,564.00

Projected Revenues:

County Appropriation

Fund Balance Appropriation

Fines & Forfeitures

TOTAL PROJECTED REVENUES:

14,906,044.00

15,747,098.00

14,300,984.00

339,044.00

266,016.00

15,372,098.00

100,000.00

275,000.00

FY '18 Proposed Budget:

FY '17 Original Budget:

Proposed Increase:

Proposed % Increase:

15,747,098.00

14,906,044.00

841,054.00

5.6%

Beaufort County Schools
Prior Year Budget RESOLUTION Comparisons
for Fiscal Year 2018

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
Current Expense:								
County Appropriation	12,435,150.00	11,995,150.00	12,195,150.00	12,469,417.02	12,669,163.31	13,233,163.00	14,300,984.00	15,372,098.00
Fines & Forfeitures	373,063.67	350,330.87	320,165.00	323,251.00	419,704.00	326,016.00	266,016.00	275,000.00
Other Sources	-	115,765.86	25,000.00	13,865.00	16,316.70	13,283.00	-	-
RESTRICTED Fund Balance	214,339.86	201,893.97	53,007.18	27.38	200.00	-	-	-
Fund Balance Appropriation	25,000.00	28,389.00	946,155.00	786,088.96	753,223.00	1,085,813.18	339,044.21	100,000.00
	13,047,553.53	12,691,529.70	13,539,477.18	13,592,649.36	13,858,607.01	14,658,275.18	14,906,044.21	15,747,098.00

BCS's Portion LESS Charter Schools:

County Appropriation	12,435,150.00	11,995,150.00	12,195,150.00	12,469,417.02	12,669,163.31	13,233,163.00	14,300,984.00	15,372,098.00
Fines & Forfeitures	373,063.67	350,330.87	320,165.00	323,251.00	419,704.00	326,016.00	266,016.00	275,000.00
Charter School Payments	(366,106.80)	(392,727.25)	(449,406.20)	(452,793.00)	(497,835.93)	(603,204.59)	(809,163.97)	(869,160.98)
	12,442,106.87	11,952,753.62	12,065,908.80	12,339,875.02	12,591,031.38	12,955,974.41	13,757,836.03	14,777,937.02

*** are projections on Total Pupils 7111. 395 are Charter Schools

Capital Outlay:

County Appropriation	1,503,066.00	476,060.00	476,000.00	1,100,000.00	2,253,742.25	1,800,000.00	937,100.00	2,143,420.00
Lottery Proceeds	-	488,664.00	486,060.00	-	-	-	-	-
Fund Balance Appropriation	92,188.44	166,315.90	328,767.70	674,679.77	-	1,839,703.10	1,378,983.16	900,000.00
	1,595,254.44	1,131,039.90	1,290,827.70	1,774,679.77	2,253,742.25	3,639,703.10	2,316,083.16	3,043,420.00

Summary of County Appropriations:

Current Expense	12,808,213.67	12,345,480.87	12,515,315.00	12,792,668.02	13,088,867.31	13,559,179.00	14,567,000.00	15,647,098.00
Capital Outlay	1,503,066.00	964,724.00	962,060.00	1,100,000.00	2,253,742.25	1,800,000.00	937,100.00	2,143,420.00
TOTAL	14,311,279.67	13,310,204.87	13,477,375.00	13,892,668.02	15,342,609.56	15,359,179.00	15,504,100.00	17,790,518.00

Change from PRIOR Year:

	(1,001,074.80)	167,170.13	415,293.02	1,449,941.54	16,569.44	144,921.00	2,286,418.00
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Increases in Charter Schools Payments:

	(26,620.45)	(56,678.95)	(3,386.80)	(45,042.93)	(105,368.66)	(205,959.38)	(59,997.01)
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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.

Laura Staton, Board of Trustees Chair
Dr. Barbara Tansey, President

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

Phone: (252) 940-6201

Email: Barbara.Tansey@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 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Current Expense	\$ 2,373,126	\$ 2,373,126	\$ 2,464,126	\$ 2,515,000
Capital Outlay – Cash	851,043	140,000	49,000	118,000
Capital Outlay – Financed	0	0	0	165,000
Total	\$ 3,224,169	\$ 2,513,126	\$ 2,513,126	\$ 2,798,000

Beaufort County Community College

County Budget Request for Fiscal Year 2018

Summary with Prior Year Approved Budgets:

Year	Current	Capital	Total	Variance	Percent Change
2015	\$ 2,270,934	\$ 605,578	\$ 2,876,512	\$ 387,109	15.6%
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%

- We are requesting a (11.3%) increase or \$284,874 more than our previous year's approved budget. The increase is associated with both our Current (\$50,874) and Capital (\$234,000) budget.
- A more detailed breakdown of this projection is shown on the next three pages.

PUBLIC SAFETY

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

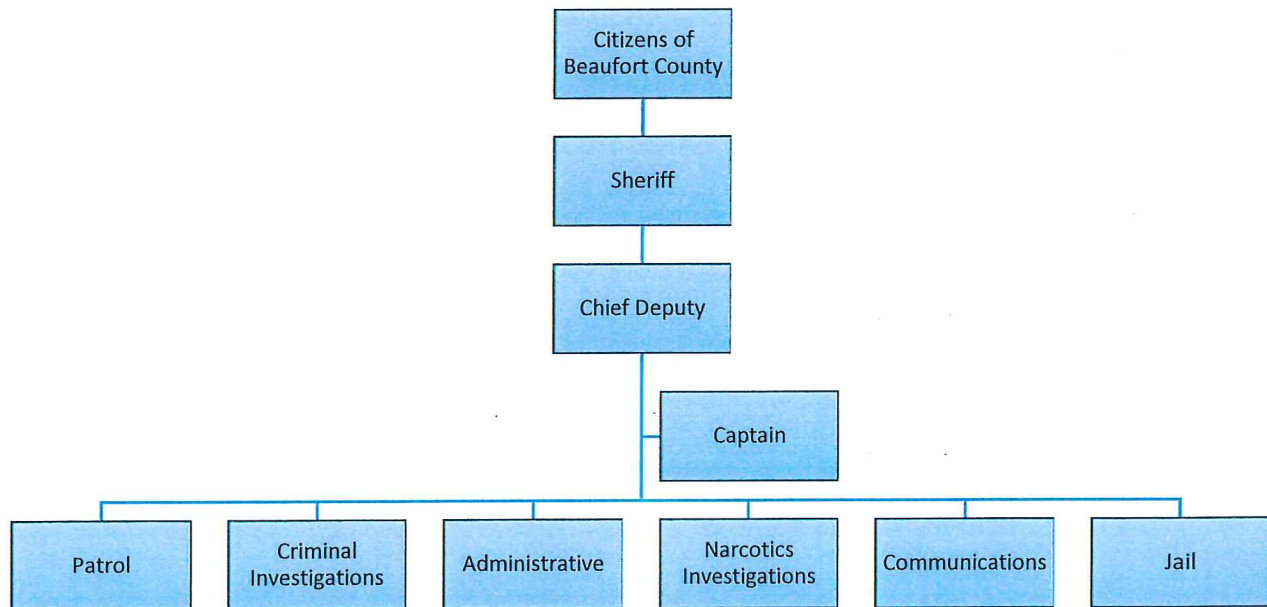
Beaufort County Sheriff's Office
 210 North Market St.
 Washington, North Carolina 27889

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 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18 Rec.
86	90	92	97	97

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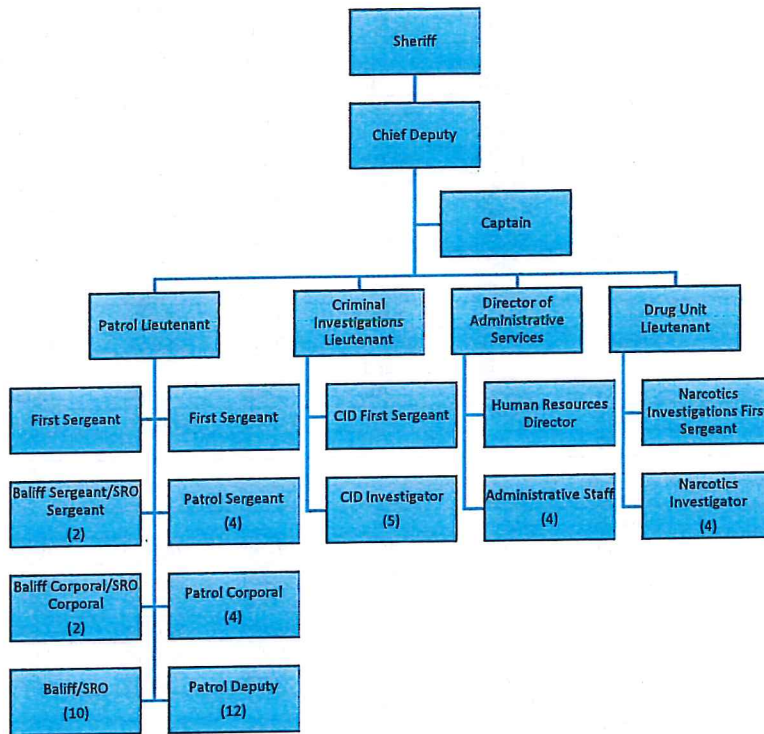
SHERIFF'S OFFICE – ADMINISTRATIVE AND OPERATIONS

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 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18 Rec.
53	57	59	59	59

SHERIFF'S OFFICE	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Personnel	\$ 2,667,546	\$ 2,772,275	\$ 2,772,275	\$ 2,799,295
Benefits	937,595	998,819	998,819	995,743
Operating	877,910	998,804	998,804	1,015,643
Capital Outlay	393,988	242,211	242,211	360,000
Total	\$ 4,877,039	\$ 5,012,109	\$ 5,012,109	\$ 5,170,681

SHERIFF - ADMINISTRATIVE AND OPERATIONS

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
SALARIES	\$ 2,265,447	\$ 2,284,278	\$ 2,388,474	\$ 2,537,275	\$ 2,537,275	\$ 2,537,275	\$ 2,554,295	\$ 2,554,295
SALARIES-OVERTIME	197,719	200,438	233,508	200,000	200,000	275,000	200,000	200,000
FITNESS INCENTIVE	-	-	-	20,000	20,000	11,000	15,000	-
SALARIES-PART TIME	35,262	44,038	45,564	35,000	35,000	42,000	50,000	45,000
LEO SEPARATION ALLOWANCE	66,316	100,546	104,706	80,750	80,750	80,750	75,334	75,334
401(K) 5% LEO EMPLR SUPP. RET.	114,154	113,646	121,171	125,862	125,862	125,862	116,010	116,010
FICA 6.2%	150,857	155,563	163,456	176,888	176,888	176,888	178,537	178,227
LOC. GOV. EMP. RETIREMENT	12,733	14,941	13,404	15,952	15,952	15,952	17,558	17,558
RETIREMENT-LEO 4.78% LOC. GOV.	166,207	168,145	173,273	204,180	204,180	204,180	191,416	191,416
HOSPITALIZATION-EMPLOYEE	283,007	292,577	318,036	347,883	347,883	347,883	369,300	369,300
MEDICARE 1.45%	35,281	36,382	38,228	41,369	41,369	41,369	41,755	41,682
LIFE INSURANCE-EMPLOYEE	1,570	1,405	1,465	1,534	1,534	1,570	1,534	1,534
WORKERS COMPENSATION INSURANCE	126,342	113,790	116,275	120,000	120,000	120,000	126,342	110,000
401(K) EMPLOYER CONTRIBUTION	2,602	3,052	3,855	4,401	4,401	4,401	4,682	4,682
ELECTRONIC HOUSE ARREST	16,588	29,431	33,598	30,000	30,000	38,669	40,000	35,000
K-9 KENNEL CARE SUPPLIES	-	-	-	2,860	2,860	2,000	2,000	2,000
UNIFORMS	53,871	64,757	73,923	70,000	70,000	60,000	70,000	70,000
EDUCATION/PROMOTION	-	-	-	4,450	4,450	4,000	4,000	4,000
VEHICLE TAGS (RENEW/REPLACE)	120	132	162	150	150	150	156	156
OFFICE SUPPLIES	10,003	12,799	15,481	10,500	10,500	12,500	12,500	12,500
BENEVOLENT DONATIONS-EXPENSE	3,164	1,373	2,754	-	-	3,500	5,000	5,000
LAW ENFORCEMENT SUPPLIES	38,649	43,008	36,094	40,000	40,000	35,000	40,000	40,000
PROFESSIONAL DEVELOPMENT	19,023	14,856	14,185	30,000	30,000	25,000	30,000	15,000
TRAVEL-FUEL	180,715	127,283	74,875	75,000	75,000	118,000	100,000	120,000
TELEPHONE	57,358	49,140	46,004	55,000	55,000	52,000	50,000	50,000
POSTAGE	2,748	3,608	1,184	3,500	3,500	500	1,000	500
PRINTING	394	2,060	1,162	1,000	1,000	500	1,000	1,000
MAINT/REPAIR-EQUIPMENT	15,429	3,526	1,402	2,500	2,500	3,000	3,000	3,000
MAINT/REPAIR-VEHICLE	140,369	173,955	200,046	150,000	150,000	180,000	180,000	150,000
FREIGHT	-	18	260	-	-	20	-	-
ADVERTISING	423	2,319	364	1,000	1,000	1,000	1,000	1,000
COMPUTER SOFTWARE/SUPPORT	23,286	17,832	75,865	100,000	100,000	60,000	105,000	85,000
LEGAL ADVERTISING	50	-	-	-	-	-	-	-
TEMPORARY EMP.SERVICES	-	-	-	-	-	8,000	-	-
TRAINING/SCHOOL COSTS	15,784	15,325	13,348	-	-	-	-	-
FITNESS INCENTIVE	16,568	19,764	14,470	-	-	-	-	12,000
LAW ENFORCEMENT INFORMATION	70,000	43,125	67,126	70,000	70,000	70,000	125,000	125,000
EQUIPMENT PURCHASE	51,673	28,920	26,919	90,000	90,000	90,000	90,000	90,000
STORAGE RENT	13,775	13,775	13,775	27,000	27,000	25,000	26,882	26,882
RENTAL EQUIPMENT	24,705	24,826	31,170	30,000	30,000	22,500	25,000	15,000
CONTRACTS-MAINTENANCE	48,233	62,153	15,560	62,000	62,000	71,000	31,000	31,000
DUES & SUBSCRIPTIONS	5,013	723	1,907	3,844	3,844	3,800	1,605	1,605
CAPITAL OUTLAY-EQUIPMENT	-	79,308	17,695	-	-	-	-	-
CAPITAL OUTLAY-VEHICLES	71,257	247,256	376,294	242,211	242,211	278,000	360,000	360,000
LAW ENFORCEMENT TRANSPORTS	-	-	-	-	-	-	-	10,000
	\$ 4,336,692	\$ 4,610,074	\$ 4,877,039	\$ 5,012,109	\$ 5,012,109	\$ 5,148,269	\$ 5,245,906	\$ 5,170,681

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.

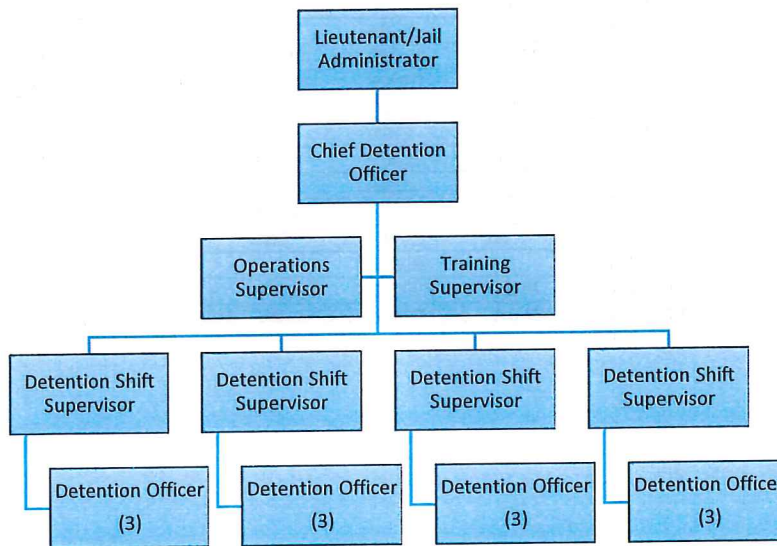
Beaufort County Sheriff's Office
 Ernie Coleman, Sheriff
 Charlie Rose, Chief Deputy
 Kathryn Bryan, Lieutenant/ Jail Administrator

210 North Market St.
 Washington, North Carolina 27889

Phone: (252) 946-7111
 Fax: (252) 946-0993
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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 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18 Rec.
21	20	20	20	20

JAIL	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Personnel	\$ 759,954	\$ 804,993	\$ 804,993	\$ 841,953
Benefits	232,670	260,022	258,022	279,138
Operating	705,097	797,870	799,870	709,266
Capital Outlay	80,146	0	0	0
Total	\$ 1,777,867	\$ 1,862,885	\$ 1,862,885	\$ 1,830,357

SHERIFF - JAIL

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
SALARIES	\$ 655,006	\$ 671,958	\$ 707,523	\$ 744,993	\$ 744,993	\$ 740,000	\$ 766,953	\$ 766,953
SALARIES-OVERTIME	59,308	31,973	52,431	35,000	35,000	87,000	50,000	50,000
FITNESS INCENTIVE	-	-	1,314	7,000	5,000	4,600	5,000	-
SALARIES-PART TIME	-	-	-	25,000	25,000	-	25,000	25,000
401(K) 5% LEO EMPLR SUPP. RET.	1,548	1,269	5,737	-	-	3,054	3,060	3,060
FICA 6.2%	42,723	41,771	45,371	49,910	49,910	49,910	52,201	52,201
LOC. GOV. EMP. RETIREMENT	48,313	47,973	43,553	53,711	53,711	53,711	58,556	61,730
RETIREMENT-LEO 4.78% LOC. GOV.	2,254	1,876	8,203	-	-	5,000	5,049	5,049
HOSPITALIZATION-EMPLOYEE	98,802	101,864	106,077	119,763	119,763	120,000	129,255	129,255
MEDICARE 1.45%	9,991	9,769	10,611	11,672	11,672	11,672	12,208	12,208
LIFE INSURANCE-EMPLOYEE	511	478	481	520	520	520	520	520
WORKERS COMPENSATION INSURANCE	45,509	44,209	38,054	40,000	40,000	40,000	40,000	35,000
401(K) EMPLOYER CONTRIBUTION	8,718	8,672	11,323	17,446	17,446	17,446	15,115	15,115
PROFESSIONAL SERVICE-MEDICAL	241,574	197,464	189,149	260,000	260,000	260,000	153,000	153,000
JANITORIAL SUPPLIES	39,909	59,710	35,458	48,000	48,000	43,500	48,000	48,000
UNIFORMS	8,322	7,754	9,436	12,000	12,000	10,000	12,000	12,000
INMATE MEALS	238,687	257,679	217,662	236,520	236,520	236,520	225,000	200,000
SUPPLIES	30,423	15,587	20,904	15,000	15,000	18,000	20,000	20,000
PROFESSIONAL DEVELOPMENT	3,883	3,888	2,785	13,000	13,000	6,000	20,000	20,000
TELEPHONE	1,647	1,544	1,567	1,600	1,600	2,500	2,500	2,500
POSTAGE-INMATE	1,200	1,121	326	700	700	-	500	500
PRINTING	784	733	1,205	-	-	-	-	-
MAINT/REPAIR-JAIL	114,116	33,427	27,244	10,000	8,500	1,500	10,000	10,000
MAINT/REPAIR-EQUIPMENT	9,377	1,109	10,669	15,000	6,900	1,500	40,000	20,000
TRAINING/SCHOOL COSTS	7,009	2,633	2,876	-	-	-	-	-
FITNESS INCENTIVE	1,649	-	1,787	-	-	-	-	5,000
EQUIPMENT PURCHASE	1,825	2,947	14,467	9,000	15,500	17,000	31,216	31,216
RENTAL EQUIPMENT	1,599	1,395	1,523	-	-	-	1,750	1,750
CONTRACT SERVICES	-	-	-	1,750	6,850	8,000	-	-
DUES & SUBSCRIPTIONS	195	96	25	300	300	300	300	300
CAPITAL OUTLAY-EQUIPMENT	2,066	-	80,146	-	-	-	-	-
INMATE SAFEKEEPING	607,477	78,131	129,961	135,000	135,000	300,000	150,000	150,000
	\$ 2,284,424	\$ 1,627,031	\$ 1,777,867	\$ 1,862,885	\$ 1,862,885	\$ 2,037,733	\$ 1,877,183	\$ 1,830,357

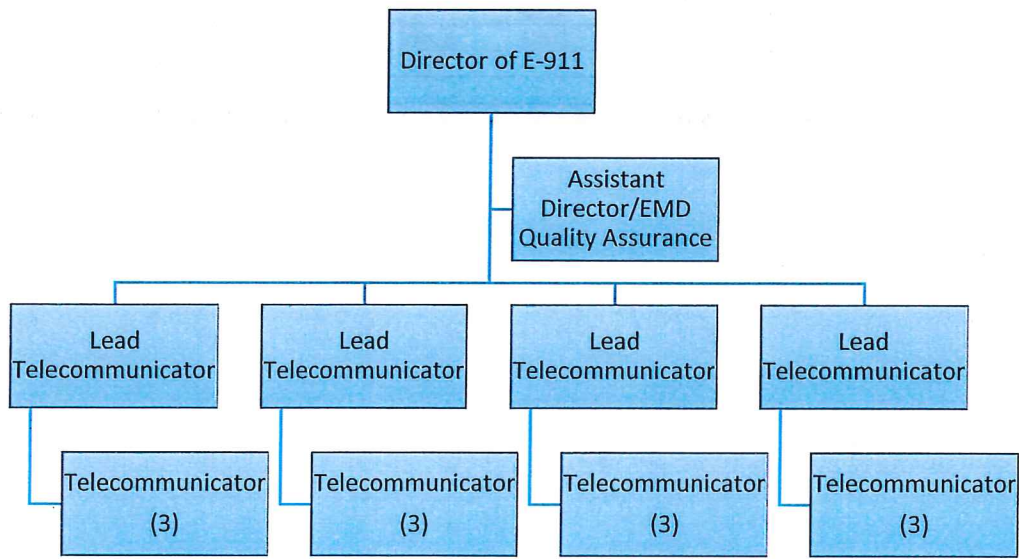
SHERIFF'S OFFICE - COMMUNICATIONS

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 Center also provides emergency medical dispatch (EMD). EMD is a systematic program of handling medical calls. Trained telecommunicators, using approved EMD protocols, quickly and properly determine the nature and priority of the call, dispatch the appropriate response, then give the caller instructions to help treat the patient until the responding EMS unit arrives. 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 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18 Rec.
12	13	13	18	18

COMMUNICATIONS	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Personnel	\$ 626,865	\$ 810,773	\$ 810,184	\$ 799,758
Benefits	174,740	228,767	228,767	240,321
Operating	56,655	148,800	149,389	145,312
Capital Outlay	0	0	0	0
Total	\$ 858,261	\$ 1,188,340	\$ 1,188,340	\$ 1,185,391

SHERIFF - COMMUNICATIONS

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
SALARIES	\$ 360,553	\$ 398,521	\$ 484,477	\$ 660,773	\$ 660,184	\$ 504,000	\$ 649,758	\$ 649,758
SALARIES-OVERTIME	80,895	82,366	130,828	125,000	125,000	145,500	125,000	125,000
SALARIES-PART TIME	8,629	2,375	11,561	25,000	25,000	5,000	25,000	25,000
FICA 6.2%	26,537	28,504	37,789	50,268	50,268	50,268	49,585	49,585
LOC. GOV. EMP. RETIREMENT	31,205	33,999	41,405	47,906	47,906	47,906	48,732	48,732
HOSPITALIZATION-EMPLOYEE	57,894	62,737	74,522	102,654	102,654	102,654	116,945	116,945
MEDICARE 1.45%	6,206	6,666	8,838	11,756	11,756	11,756	11,596	11,596
LIFE INSURANCE-EMPLOYEE	321	285	347	468	468	468	468	468
WORKERS COMPENSATION INSURANCE	-	1,729	1,996	3,000	3,589	3,589	3,589	4,000
401(K) EMPLOYER CONTRIBUTION	5,659	5,710	11,839	15,715	15,715	15,715	12,995	12,995
UNIFORMS	3,169	6,227	1,863	10,000	10,000	10,000	10,000	8,000
OFFICE SUPPLIES	3,175	1,478	2,143	5,000	5,000	5,000	5,000	4,000
PROFESSIONAL DEVELOPMENT	1,123	1,725	3,456	20,500	20,500	13,800	20,500	15,000
TELEPHONE	6,751	5,918	5,688	8,800	8,800	7,050	24,750	24,750
MAINT/REPAIR-EQUIPMENT	326	460	433	5,000	5,000	1,000	5,000	2,500
FREIGHT	-	-	15	-	-	-	-	-
TRAINING/SCHOOL COSTS	1,625	2,712	1,030	-	-	-	-	-
FITNESS INCENTIVE	1,453	416	456	5,000	5,000	1,200	5,000	2,000
RENTAL EQUIPMENT	3,390	3,585	4,153	-	-	1,000	-	-
CONTRACT SERVICES	2,829	3,226	35,423	86,000	86,000	86,000	82,362	82,362
DUES & SUBSCRIPTIONS	-	-	-	5,500	5,500	5,500	2,700	2,700
SOFTWARE MAINTENANCE							24,100	-
	\$ 601,738	\$ 648,638	\$ 858,261	\$ 1,188,340	\$ 1,188,340	\$ 1,017,406	\$ 1,223,080	\$ 1,185,391

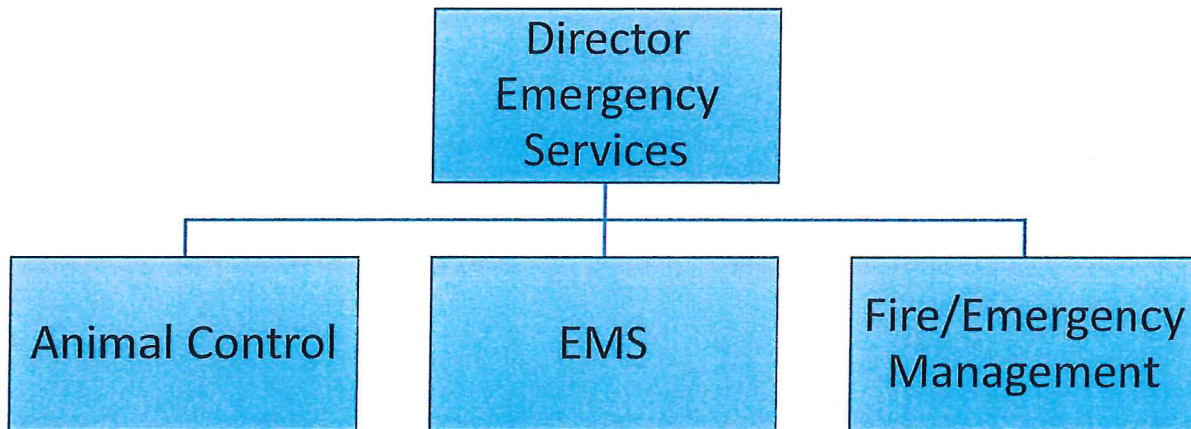
EMERGENCY SERVICES

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 Chief
Vacant, Fire/Emergency Management Operations Chief

Beaufort County Emergency Management
1420 Highland Drive
Washington, NC 27889

Phone: 252-946-2046
Email: carnie.hedgepeth@co.beaufort.nc.us





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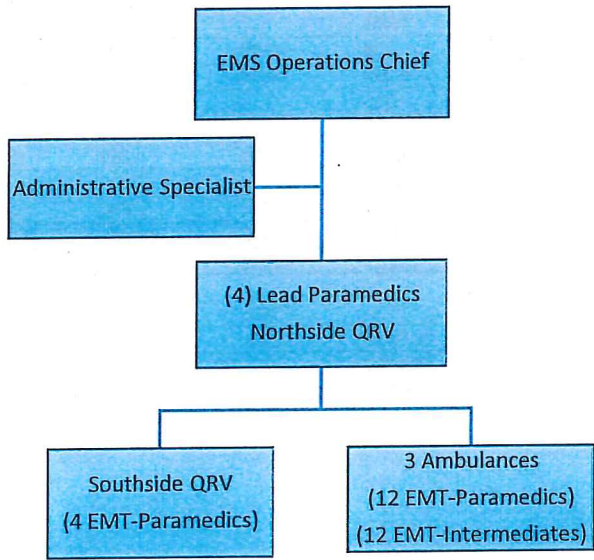
EMERGENCY MEDICAL SERVICES (EMS)

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 Chief
 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 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18 Recommended
0	1	27	27	34

EMS	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Personnel	\$ 359,984	\$ 1,121,748	\$ 1,121,748	\$ 1,330,086
Benefits	106,537	355,716	339,216	433,763
Operating	120,842	302,750	321,250	366,685
Capital Outlay	308,877	7,500	5,500	106,500
Total	\$ 896,239	\$ 1,787,714	\$ 1,787,714	\$ 2,237,034

EMERGENCY MEDICAL SERVICES

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
SALARIES	\$ -	\$ 10,476	\$ 312,436	\$ 891,748	\$ 891,748	\$ 851,000	\$ 1,075,086	\$ 1,075,086
SALARIES-OVERTIME	-	-	44,375	190,000	190,000	230,000	190,000	225,000
SALARIES-PART TIME	-	-	3,172	40,000	40,000	33,000	18,000	30,000
FICA 6.2%	-	648	21,331	69,548	69,548	69,548	79,551	82,465
LOC. GOV. EMP. RETIREMENT	-	741	23,929	81,327	81,327	81,327	96,231	99,756
HOSPITALIZATION-EMPLOYEE	-	896	49,072	165,387	148,887	130,000	209,270	209,270
MEDICARE 1.45%	-	152	4,989	16,265	16,265	16,265	18,605	19,286
LIFE INSURANCE-EMPLOYEE	-	2	154	754	754	754	884	884
WORKERS COMPENSATION INSURANCE	-	-	2,537	85,000	54,000	54,000	54,000	75,000
401(K) EMPLOYER CONTRIBUTION	-	157	7,063	22,435	22,435	22,435	25,662	22,102
PROFESSIONAL SERVICE-MEDICAL	-	-	-	10,000	10,000	-	-	500
UNIFORMS	-	-	6,697	3,250	3,250	3,250	10,000	10,000
MEDICAL SUPPLIES	-	-	29,343	55,000	55,000	55,000	60,000	70,000
OFFICE SUPPLIES	-	-	13,799	4,500	4,500	3,300	4,500	3,500
PROFESSIONAL DEVELOPMENT	-	-	698	8,000	3,600	-	6,000	6,000
TRAVEL-FUEL	-	-	4,997	10,500	20,500	22,000	30,000	30,000
TELEPHONE	-	60	4,826	5,250	5,250	5,250	6,000	6,000
POSTAGE	-	-	302	-	-	-	-	-
UTILITIES	-	-	-	14,700	14,700	17,000	17,000	10,000
PRINTING	-	-	-	-	2,604	1,500	2,604	500
MAINT/REPAIR-BUILDINGS	-	-	2,661	-	-	400	1,000	1,000
MAINT/REPAIR-EQUIPMENT	-	-	28	4,000	4,000	8,000	8,000	8,000
MAINT/REPAIR-VEHICLE	-	-	5,274	4,000	10,400	12,400	16,000	16,000
FREIGHT	-	-	116	-	-	-	-	-
ADVERTISING	-	-	57	-	500	500	500	500
COMPUTER SOFTWARE/SUPPORT	-	204	3,675	1,500	4,200	3,200	4,200	3,200
TEMPORARY EMP.SERVICES	-	-	10,046	-	-	-	10,000	-
EQUIPMENT PURCHASE	-	-	5,196	15,000	8,696	10,000	10,000	4,200
OFFICE RENT	-	-	6,962	32,400	32,400	42,500	42,500	38,785
RENTAL EQUIPMENT	-	-	23,629	49,200	49,200	49,200	55,000	50,000
CONTRACTS-MAINTENANCE	-	-	-	-	37,500	50,000	50,000	31,500
DUES & SUBSCRIPTIONS	-	-	-	450	950	950	950	2,000
CAPITAL OUTLAY-EQUIPMENT	-	-	100,000	7,500	5,500	7,500	10,000	6,500
CAPITAL OUTLAY-VEHICLES	-	-	208,877	-	-	110,000	110,000	100,000
	\$ -	\$ 13,335	\$ 896,239	\$ 1,787,714	\$ 1,787,714	\$ 1,890,279	\$ 2,221,543	\$ 2,237,034

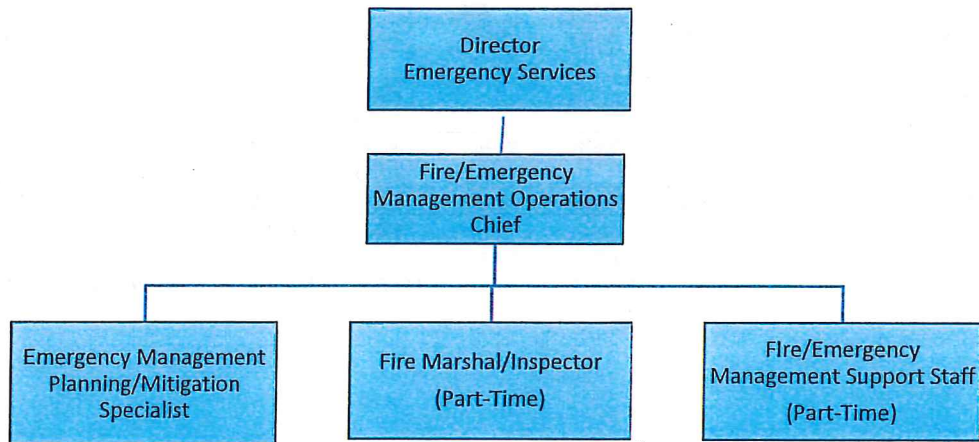
EMERGENCY MANAGEMENT

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
 Vacant, Fire/Emergency Management Operations Chief
 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 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18 Recommended
2	2	2	2	3

EMERGENCY MANAGEMENT	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Personnel	\$ 114,783	\$ 113,580	\$ 113,580	\$ 216,184
Benefits	26,123	30,680	30,680	59,839
Operating	78,588	69,580	69,333	50,950
Capital Outlay	31,085	8,200	8,200	12,200
Total	\$ 250,579	\$ 222,310	\$ 221,793	\$ 339,173

EMERGENCY MANAGEMENT

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
SALARIES	\$ 110,206	\$ 108,545	\$ 113,345	\$ 84,959	\$ 84,959	\$ 112,167	\$ 199,184	\$ 199,184
SALARIES-OVERTIME	3,982	1,217	1,438	2,000	2,000	6,000	1,500	1,500
SALARIES-PART TIME	2,415	-	-	26,621	26,621	9,000	15,500	15,500
FICA 6.2%	6,566	5,968	6,246	7,042	7,042	7,042	12,969	12,969
LOC. GOV. EMP. RETIREMENT	5,875	5,820	5,681	8,235	8,235	8,235	15,089	15,089
HOSPITALIZATION-EMPLOYEE	10,600	10,755	10,973	11,406	11,406	11,406	24,620	24,620
MEDICARE 1.45%	1,536	1,396	1,461	1,647	1,647	1,647	3,033	3,033
LIFE INSURANCE-EMPLOYEE	69	82	79	78	78	78	104	104
WORKERS COMPENSATION INSURANCE	-	4,663	5,370	5,500	5,500	5,500	-	1,000
401(K) EMPLOYER CONTRIBUTION	1,246	1,235	1,683	2,272	2,272	2,272	4,024	4,024
OFFICE SUPPLIES	4,212	3,706	4,005	3,450	3,450	3,105	3,450	3,450
PROFESSIONAL DEVELOPMENT	1,523	2,363	4,384	3,500	3,500	3,500	3,500	3,500
TRAVEL-FUEL	4,525	3,910	3,594	4,300	4,300	4,300	4,300	4,300
TELEPHONE	14,845	14,984	14,776	5,100	5,100	5,218	5,318	5,300
POSTAGE	450	581	220	-	-	138	100	100
PRINTING	3,620	2,866	3,459	1,000	1,000	900	900	500
MAINT/REPAIR-BUILDINGS	304	-	4,438	200	200	200	200	200
MAINT/REPAIR-EQUIPMENT	7,235	21,786	8,319	10,000	10,000	-	7,000	4,000
MAINT/REPAIR-VEHICLE	2,849	2,179	2,932	2,500	2,500	2,500	2,500	2,000
FREIGHT	-	327	25	-	-	-	-	-
ADVERTISING	391	1,163	876	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	4,075	5,410	3,574	6,800	6,800	-	6,800	6,800
LEGAL ADVERTISING	-	-	-	-	-	500	1,500	500
TEMPORARY EMP.SERVICES	-	-	-	3,000	3,000	-	3,000	-
FEMA APPLICATIONS	-	-	-	1,200	1,200	-	-	-
EQUIPMENT PURCHASE	-	9,644	21,037	8,000	7,483	7,500	7,500	4,000
CONTRACT SERVICES	-	-	-	13,500	13,500	13,500	13,500	13,500
DUES & SUBSCRIPTIONS	2,690	109	1,580	1,800	1,800	1,800	1,800	1,800
CAPITAL OUTLAY-EQUIPMENT	14,497	-	-	8,200	8,200	8,200	12,200	12,200
CAPITAL OUTLAY-VEHICLES	-	27,054	31,085	-	-	-	-	-
	\$ 203,713	\$ 235,762	\$ 250,579	\$ 222,310	\$ 221,793	\$ 214,708	\$ 349,591	\$ 339,173

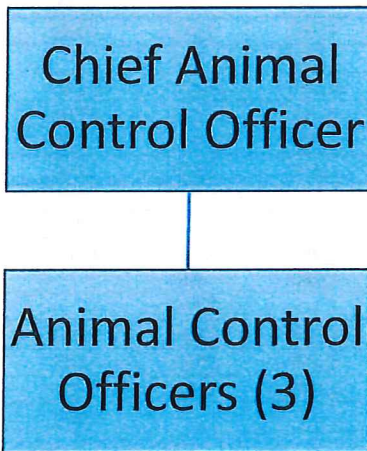
ANIMAL CONTROL

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



FULL-TIME POSITIONS AUTHORIZED

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

ANIMAL CONTROL	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Personnel	\$ 155,143	\$ 161,248	\$ 161,248	\$ 172,055
Benefits	42,676	50,166	50,166	54,266
Operating	118,348	104,700	104,700	112,550
Capital Outlay	0	0	0	0
Total	\$ 316,167	\$ 316,114	\$ 316,114	\$ 338,871

ANIMAL CONTROL

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
SALARIES	\$ 118,700	\$ 110,484	\$ 108,618	\$ 125,748	\$ 125,748	\$ 120,190	\$ 123,255	\$ 123,255
SALARIES-OVERTIME	22,616	22,183	21,224	23,000	23,000	23,800	23,200	23,000
SALARIES-PART TIME	20,684	29,086	25,300	12,500	12,500	19,700	25,800	25,800
FICA 6.2%	9,835	9,827	9,453	9,997	9,997	10,148	10,680	10,680
LOC. GOV. EMP. RETIREMENT	9,987	9,347	8,756	11,690	11,690	10,440	12,919	12,919
HOSPITALIZATION-EMPLOYEE	21,201	17,029	19,627	22,812	22,812	19,140	24,620	24,620
MEDICARE 1.45%	2,300	2,298	2,211	2,338	2,338	2,375	2,498	2,498
LIFE INSURANCE-EMPLOYEE	116	84	81	104	104	94	104	104
WORKERS COMPENSATION INSURANCE	-	2,034	2,339	4,000	6,820	6,820	6,820	9,100
401(K) EMPLOYER CONTRIBUTION	1,810	1,849	2,548	3,225	3,225	2,405	3,445	3,445
PROFESSIONAL SERVICE-VETERINAR	1,681	116	64	500	1,065	2,000	2,000	1,500
SNIP	-	-	-	-	-	-	-	5,000
SHELTER KENNEL CARE SUPPLIES	7,069	7,159	3,977	7,000	7,000	6,000	7,200	6,000
UNIFORMS	2,749	3,151	1,614	2,500	2,500	2,500	2,500	2,500
MEDICAL SUPPLIES	8,647	15,050	18,721	17,000	17,000	18,000	18,000	19,000
OFFICE SUPPLIES	8,200	5,802	2,443	3,000	3,000	2,200	2,500	2,500
PROFESSIONAL DEVELOPMENT	1,060	1,294	877	4,000	4,000	3,500	4,000	4,000
TRAVEL-FUEL	13,436	9,051	7,444	9,000	9,000	7,500	9,000	7,000
TELEPHONE	4,912	7,331	6,046	7,000	7,000	4,800	5,000	6,000
POSTAGE	-	122	163	-	-	-	-	-
UTILITIES-ANIMAL CONTROL	38,009	32,955	26,071	26,000	26,000	30,300	30,300	30,000
MAINT/REPAIR-BUILDINGS	1,437	6,667	16,822	8,000	4,615	2,500	3,000	2,500
MAINT/REPAIR-EQUIPMENT	3,375	2,327	1,743	500	500	500	500	500
MAINT/REPAIR-VEHICLE	4,664	1,163	2,909	3,000	3,000	2,500	3,000	3,000
FREIGHT	69	-	-	-	-	-	-	-
ADVERTISING	-	-	-	100	100	-	100	100
COMPUTER SOFTWARE/SUPPORT	3,046	988	5,748	1,000	1,000	-	-	-
LEGAL ADVERTISING	-	1,280	366	-	-	-	-	-
TEMPORARY EMP.SERVICES	-	-	12,278	-	-	-	-	-
EQUIPMENT PURCHASE	5,576	5,986	4,180	5,000	5,000	5,000	7,400	5,500
DUMPSTER RENTAL	3,819	3,646	3,545	3,800	3,800	4,450	4,450	4,750
RENTAL EQUIPMENT	1,239	1,073	1,000	500	500	985	1,000	1,000
CONTRACT SERVICES	-	-	-	2,800	2,800	2,500	2,500	2,600
CAPITAL OUTLAY	-	-	-	-	-	-	30,000	-
	\$ 316,236	\$ 309,383	\$ 316,167	\$ 316,114	\$ 316,114	\$ 310,347	\$ 365,791	\$ 338,871

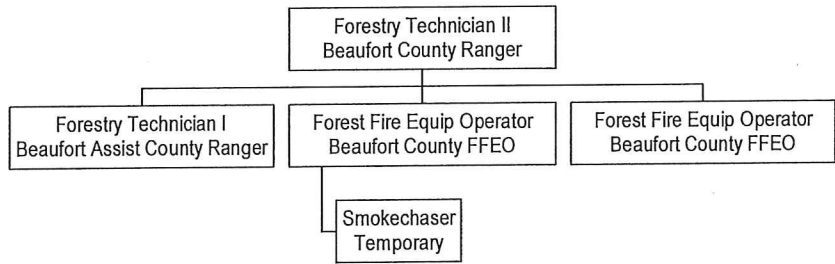
FORESTRY ADMINISTRATION

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

FORESTRY	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Personnel	\$ 0	\$ 0	\$ 0	\$ 0
Benefits	0	0	0	0
Operating	125,405	151,715	116,715	151,715
Capital Outlay	0	0	0	0
Total	\$ 125,405	\$ 151,715	\$ 116,715	\$ 151,715

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.

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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 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
City of Washington	\$ 151,149	\$ 154,172	\$ 154,172	\$ 0
White Oak Ambulance	600,000	0	0	0
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	58,650	34,000	52,000	40,000
Total	\$ 823,299	\$ 201,672	\$ 219,672	\$ 53,500

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SPECIAL REVENUE

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.

SPECIAL REVENUES	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
E-911 Revenues				
E-911 Surcharge	145,497	156,668	156,668	189,185
E-911 State Grant	0	1,005,615	1,005,615	0
E-911 FB Appropriated	0	575,000	575,000	322,381
E-911 Total Revenues	145,497	1,737,283	1,737,283	511,566
Seized Funds Revenues				
Unauthorized Substance Tax	10,286	7,500	7,500	10,400
Miscellaneous Income	7,953	8,000	8,000	8,000
Appropriated Fund Balance	0	0	0	150,000
Seized Funds Total Revenues	18,239	15,500	15,500	168,400
Fire Tax District Revenues				
Richlands Fire/Rescue Tax	534,860	600,000	600,000	540,500
Chocowinity Fire Tax	239,480	240,000	240,000	243,000
Northside Fire Tax	700,932	700,000	700,000	738,000
Total Fire Tax Revenues	1,475,272	1,540,000	1,540,000	1,521,500
EMS Tax District Revenues				
Bath Township EMS Tax	111,215	418,384	418,384	424,750
Chocowinity Township EMS Tax	316,962	315,000	315,000	326,300
Chocowinity Municipal EMS Tax	24,200	24,000	24,000	25,060
Long Acre Township EMS Tax	300,202	300,000	300,000	305,540
Washington Township EMS Tax	150,567	157,000	157,000	190,850
Pantego Township EMS Tax	216,096	139,000	139,000	165,850
Total EMS Tax Revenues	1,119,242	1,353,384	1,353,384	1,438,350
Tax Revaluation Fund Revenues				
Transfer from General Fund	149,500	149,500	149,500	162,050
Appropriated Fund Balance	747,500	0	0	0
Total Revaluation Fund Revenues	897,000	149,500	149,500	162,050
Economic Development Fund Revenues				
Transfer from General Fund	0	0	0	80,000

SPECIAL REVENUE EXPENDITURES	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
E-911 Expenditures				
Training	5,578	0	0	0
E-911 Services	65,060	52,500	52,500	82,700
Telephone	25,416	60,208	60,208	80,080
Software Maintenance	70,598	114,193	114,193	46,146
Hardware Maintenance	20,271	1,510,382	1,510,382	2,244
Furniture	0	0	0	3,237
Capital	67,196	0	0	297,159
E-911 Total Exp.	254,119	1,737,283	1,737,283	511,566
Seized Funds Expenditures				
Seized Funds – Equipment	7,687	15,500	15,500	168,400
Transfer to General Fund	0	0	0	0
Seized Funds Total Exp.	7,687	15,500	15,500	168,400
Fire Tax District Expenditures				
Richlands Fire/Rescue Tax	534,446	600,000	600,000	540,000
Chocowinity Fire Tax	238,535	240,000	240,000	242,000
Northside Fire Tax	698,142	700,000	700,000	735,000
DMV Collection Fees (All Districts)	4,149	0	0	4,500
Total Fire Tax Exp.	1,475,272	1,540,000	1,540,000	1,521,500
EMS Tax District Expenditures				
Pamlico Beach EMS	33,144	35,000	35,000	35,000
Bath Community EMS to GF	77,337	383,384	383,384	389,000
Chocowinity Township EMS	315,692	315,000	315,000	325,000
Chocowinity Municipal EMS	24,148	24,000	24,000	25,000
Broad Creek EMS	229,393	230,000	230,000	232,000
Pinetown EMS	69,296	70,000	70,000	72,000
Washington Township EMS to GF	149,748	157,000	157,000	190,000
Pantego Township EMS to GF	216,269	139,000	139,000	165,000
DMV Collection Fees (All Districts)	4,215	0	0	5,350
Total EMS Tax Exp.	1,119,242	1,353,384	1,353,384	1,438,350
Tax Revaluation Fund Expenditures				
Transfer to Revaluation Project Fund	897,000	149,500	149,500	18,400
To Fund Balance for 2026 Reval	0	0	0	143,650
Total Reval Fund Exp.	897,000	149,500	149,500	162,050
Economic Development Fund Expenditures				
Committee of 100 – Industry Ready Bldg. Payment	0	0	0	35,000
Airport Grant – City of Washington	0	0	0	45,000
Total Economic Development Exp.	0	0	0	80,000

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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 back-plan deadline was extended to July 01, 2017. Currently I have an email for the approval of our back up plan. We're now tweaking the plan due to additional information on how will do the back up for CAD and save quite a bit of money. Were on track baring no delays by the NC 9-1-1 Board staff to have our plane implemented by the July 01,2017 required date.

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.

E-911

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATE	2018 REQUESTED	2018 RECOMMENDED
E911 SURCHARGE	\$ 211,232	\$ 187,867	\$ 145,497	\$ 156,668	\$ 156,668	\$ 161,761	\$ 189,185	\$ 189,185
E911 GRANT	-	-	-	1,005,615	1,005,615	-	-	-
APPROPRIATED FUND BALANCE	-	-	-		575,000	179,001	322,381	322,381
EMERGENCY PHONE SYSTEM	\$ 211,232	\$ 187,867	\$ 145,497	\$ 1,162,283	\$ 1,737,283	\$ 340,762	\$ 511,566	\$ 511,566
IMPLEMENTAL FUNCTIONS	\$ 20,067	\$ 20,269	\$ 79	\$ -	\$ -	\$ -	\$ -	\$ -
TELEPHONE	25,441	63,376	25,417	60,208	60,208	60,208	80,080	80,080
E911 SERVICES	66,983	67,120	65,060	52,500	52,500	5,000	82,700	82,700
HARDWARE MAINTENANCE	58,905	5,479	20,271	1,510,382	1,510,382	15,000	2,244	2,244
SOFTWARE MAINTENANCE	24,127	14,704	70,598	114,193	112,193	112,193	46,146	46,146
TRAINING/SCHOOL COSTS	1,440	5,170	5,499	-	2,000	2,728	-	-
FURNITURE	-	4,592	-	-	-	-	3,237	3,237
CAPITAL OUTLAY-EQUIPMENT	-	-	67,196	-	-	145,633	297,159	297,159
EMERGENCY PHONE SYSTEM	\$ 196,963	\$ 180,710	\$ 254,119	\$ 1,737,283	\$ 1,737,283	\$ 340,762	\$ 511,566	\$ 511,566

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WATER

WATER

The Beaufort County Water Department (BCWD) consists of seven independent water districts. These Districts were formed at different times with the first created in 1989. Each District is a separate legal entity; however, they are all governed by the Beaufort County Board of Commissioners. The water districts currently serve approximately 12,000 customers. On the north side of the river, majority of the water is purchased from the City of Washington. On the south side of the river, BCWD operates two water treatment plants.

While each district must have a separate budget, day to day operations are managed as one business unit. The salaries, utility costs, vehicles costs, and other operational costs are divided among the seven districts based on customer allocation.

In the past few years, BCWD has concentrated on repairing and maintaining existing equipment. Much time and effort has been invested into identifying, reviewing, and documenting the System's strengths and weaknesses. It is BCWD's goal to establish procedures and systems that will improve the overall operation of the System.

As previously presented, the debt service for the seven water districts increases greatly each year from 2015 to 2018. In order to service the debt and meet other financial obligations of the water districts, a 3% rate adjustment is recommended as part of the FY 17/18 budget. Other fees such as tap fees, service fees, and required customer deposit amounts are also recommended to increase to recoup actual costs of service and keep fees in line with neighboring water systems. Details on these recommended changes can be found in the appendixes.

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FULL-TIME POSITIONS AUTHORIZED

FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18 Recommended
25.6	25.6	27.6	28.6	24.6**

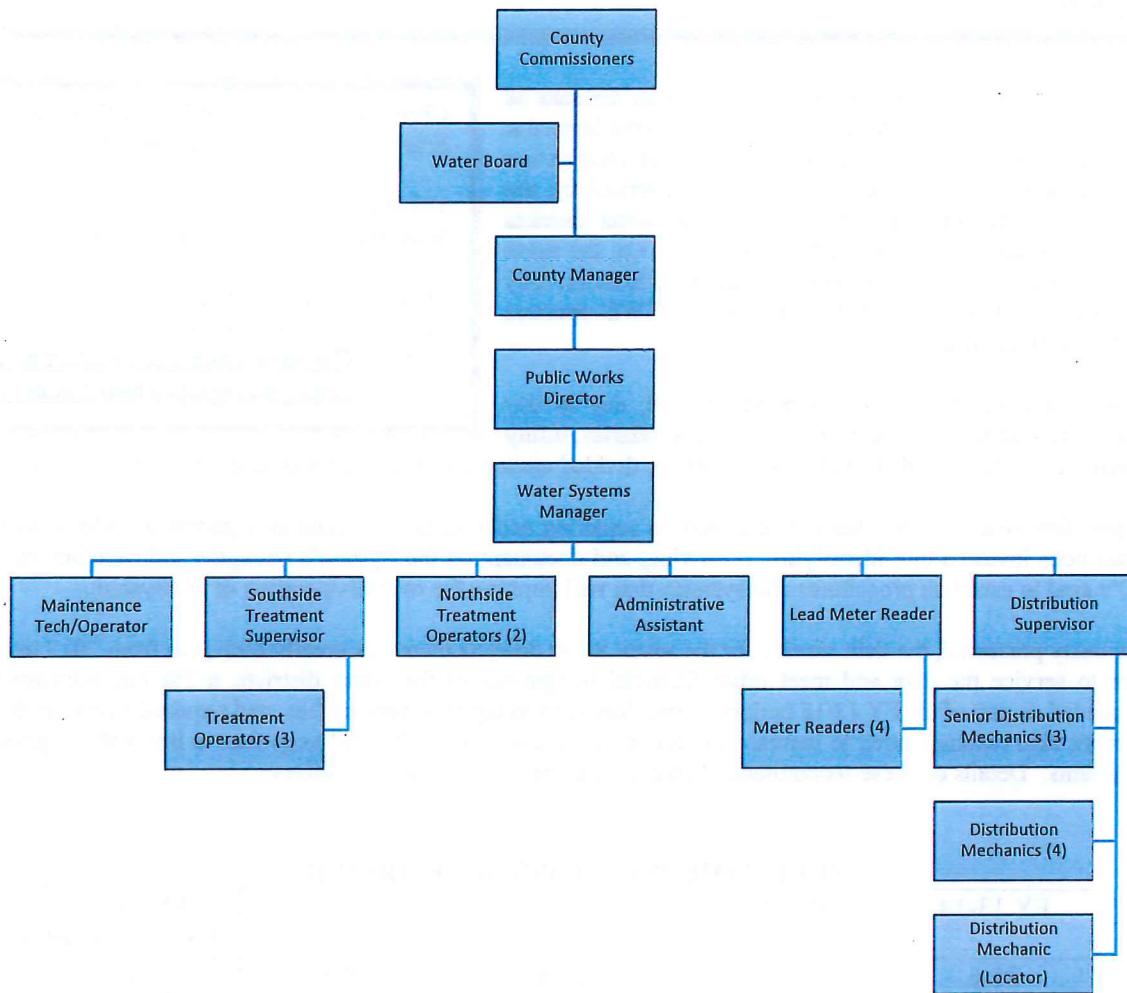
** The Customer Service division of the Water Department is now part of the Finance Department; however, the salary and benefit expenses for these positions are cost allocated directly to the Water Fund.

WATER REVENUES

	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Water District I	\$ 814,510	\$ 844,137	\$ 844,137	\$ 934,297
Water District II	897,502	948,763	948,763	1,024,986
Water District III	1,038,061	1,092,690	1,092,690	1,173,627
Water District IV	1,157,834	1,244,733	1,244,733	1,312,386
Water District V	509,456	538,799	538,799	593,182
Water District VI	1,311,844	1,666,102	1,666,102	1,504,539
Water District VII	651,245	801,827	801,827	788,777
Total	\$ 6,380,452	\$ 7,137,051	\$7,137,051	\$ 7,331,794

WATER EXPENSES

	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Personnel	\$ 872,700	\$ 970,073	970,073	1,001,434
Benefits	270,599	327,776	327,776	362,063
Operating	2,063,907	2,308,799	2,308,799	2,390,448
Debt Service	1,925,064	2,289,471	2,289,471	2,713,161
Fund Balance Reserve	0	353,426	389,037	530,187
Capital Outlay	27,436	887,506	851,895	334,500
Total	\$ 5,159,705	\$ 7,137,051	\$ 7,137,051	\$ 7,331,794



BEAUFORT COUNTY WATER DISTRICTS
ADDITIONAL FY2018 BUDGET INFORMATION

Debt Payment Summary

Year	District I	District II	District III	District IV	District V	District VI	District VII	Total	Increase
2015	\$ 190,262.75	\$ 138,150.00	\$ 204,323.63	\$ 279,450.00	\$ 165,050.74	\$ 544,731.26	\$ 194,175.00	\$ 1,716,143.38	\$ -
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	\$ 375,062.50	\$ 319,200.00	\$ 377,300.00	\$ 476,250.00	\$ 227,131.26	\$ 647,581.26	\$ 342,975.00	\$ 2,765,500.02	\$ 20,600.00

Decision was made during FY2016 Budget Workshop to increase rates 3% until 2018.

A 3% rate increase in all districts. Approximately \$1.00 per bill for the first 2,000 gallons.

	2014 Rate	2015 Increase	2015 Rate	2016 Increase	2016 Rate	2017 Increase	Current Rate 2017	2018 Increase	2018 Rate
District I	32.00	2.00%	32.64	3.00%	33.62	3.00%	34.63	3.00%	35.67
District II	25.08	0.00%	25.08	3.00%	25.83	3.00%	26.61	3.00%	27.40
District III	27.84	1.25%	28.19	3.00%	29.03	3.00%	29.90	3.00%	30.81
District IV	33.20	1.75%	33.78	3.00%	34.79	3.00%	35.84	3.00%	36.91
District V	34.92	1.25%	35.36	3.00%	36.42	3.00%	37.51	3.00%	38.64
District VI	27.84	1.25%	28.19	3.00%	29.03	3.00%	29.90	3.00%	30.81
District VII	32.00	0.00%	32.00	3.00%	32.96	3.00%	33.95	3.00%	34.97

Revenue Summary

	Actual			Estimated	
	2014 Revenue	2015 Revenue	2016 Revenue	2017 Est. Revenue	2018 Increase
<i>Rate Change</i>	---	<i>Various</i>	<i>3%</i>	<i>3%</i>	<i>3% and Fee Increases</i>
District I	\$ 764,772.98	\$ 790,125.88	\$ 814,509.71	\$ 845,881.83	\$ 934,296.54
District II	\$ 912,806.06	\$ 884,100.66	\$ 897,501.60	\$ 930,966.64	\$ 1,024,986.42
District III	\$ 1,023,606.58	\$ 1,006,865.38	\$ 1,038,060.63	\$ 1,076,736.76	\$ 1,173,626.68
District IV	\$ 1,111,871.73	\$ 1,117,238.67	\$ 1,157,834.33	\$ 1,209,175.25	\$ 1,312,386.08
District V	\$ 510,895.88	\$ 505,313.73	\$ 509,456.12	\$ 544,000.41	\$ 593,181.83
District VI	\$ 1,197,461.17	\$ 1,218,416.45	\$ 1,311,844.30	\$ 1,296,223.51	\$ 1,504,539.16
District VII	\$ 649,370.53	\$ 656,952.69	\$ 651,245.00	\$ 701,204.19	\$ 788,776.96
TOTAL	\$ 6,170,784.93	\$ 6,179,013.46	\$ 6,380,451.69	\$ 6,604,188.59	\$ 7,331,793.67
Increase		\$ 8,228.53	\$ 201,438.23	\$ 223,736.90	\$ 727,605.08

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WATER DISTRICTS

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
DISTRICT I:								
SALARIES	\$ 83,609	\$ 82,292	\$ 81,729	\$ 102,366	\$ 102,366	\$ 94,414	\$ 107,163	\$ 107,163
SALARIES-OVERTIME	10,443	11,546	11,381	9,195	9,195	12,203	9,304	9,304
SALARIES-PART TIME	-	-	1,763	772	772	-	-	-
FICA 6.2%	5,461	5,534	5,536	6,965	6,965	6,200	7,221	7,221
LOC. GOV. EMP. RETIREMENT	6,530	6,547	6,281	8,145	8,145	7,815	8,735	8,735
HOSPITALIZATION-EMPLOYEE	12,832	12,821	13,103	18,888	18,888	15,712	22,906	22,050
MEDICARE 1.45%	1,277	1,294	1,295	1,618	1,618	1,450	1,689	1,689
UNEMPLOYMENT INS-WATER DEPT.	804	-	-	886	886	-	-	-
LIFE INSURANCE-EMPLOYEE	71	65	60	82	82	72	83	83
WORKERS COMPENSATION INSURANCE	5,356	5,454	4,784	6,612	4,162	4,162	6,663	4,421
401(K) EMPLOYER CONTRIBUTION	1,267	1,271	1,742	2,247	2,247	1,921	2,329	2,329
PROF.SERVICE-AUDIT/ACCOUNTING	1,131	-	199	1,448	948	405	1,570	407
PROFESSIONAL SERVICE-ENG/TEST	1,446	21,970	9,549	3,474	3,474	579	1,279	1,279
UNIFORMS	234	409	1,483	2,652	2,652	2,652	2,717	2,717
SUPPLIES-MAINT./REPAIR	29,537	4,249	2,623	2,316	2,316	2,316	2,326	2,326
VEHICLE TAGS (RENEW/REPLACE)	-	-	90	-	-	-	-	-
OFFICE SUPPLIES	892	3,687	726	463	463	463	465	465
SUPPLIES-TREATMENT	-	9,448	14,462	2,710	10,210	7,883	8,277	8,277
SUPPLIES-DISTRIBUTION	-	9,826	11,738	11,580	10,080	11,580	12,159	12,159
WATER PURCHASE	110,002	114,339	112,589	87,600	87,600	112,893	127,290	122,810
TRAVEL REIMBURSEMENT	466	366	447	1,737	1,737	1,266	1,745	1,745
TRAVEL-FUEL	9,882	8,157	6,053	6,369	6,369	6,369	7,560	7,560
TELEPHONE	3,351	3,593	4,382	5,524	4,724	4,724	5,234	5,234
POSTAGE	6,859	7,015	7,348	7,874	7,874	8,138	7,908	7,908
UTILITIES-W.D. I	11,643	12,510	15,306	16,880	13,484	11,727	13,000	13,000
PRINTING	157	169	62	58	87	87	116	116
MAINT/REPAIR-BUILDINGS	8,824	884	4,034	3,821	3,363	3,253	4,000	4,000
MAINT/REPAIR-TREATMENT	-	347	2,055	5,790	5,790	2,029	5,000	5,000
MAINT/REPAIR-DISTRIBUTION	-	-	9,556	-	-	-	-	-
MAINT/REPAIR-SCADA	-	-	-	6,323	6,323	1,737	930	1,512
MAINT/REPAIR-WATER TANKS	-	707	-	18,528	18,528	6,685	18,608	18,608
MAINT/REPAIR-EQUIPMENT	3,239	1,257	728	-	1,031	1,320	1,396	1,396
MAINT/REPAIR-VEHICLE	-	3,175	5,535	3,821	3,821	4,516	3,402	3,402
FREIGHT	133	146	159	-	-	-	-	-
ADVERTISING	68	-	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	9,989	9,322	8,286	9,727	9,727	8,774	13,491	10,020
LEGAL ADVERTISING	222	142	(723)	151	151	151	174	174
TEMPORARY EMP.SERVICES	-	787	2,435	-	-	-	-	-
TRAINING/SCHOOL COSTS	-	186	340	-	-	-	-	-
WATER BILLING SERVICE	1,981	1,994	2,036	2,316	2,316	2,949	3,140	3,140
EQUIPMENT PURCHASE	6,258	1,097	1,285	2,606	2,606	2,606	2,326	2,326
EQUIPMENT PURCHASE-TREATMENT	-	993	54	600	600	172	600	600
EQUIPMENT PURCHASE-DISTRIBUTIO	-	226	143	-	-	-	-	-
RENTAL EQUIPMENT	-	2,285	2,742	4,076	4,076	3,474	4,094	4,094
CONTRACTS-MAINTENANCE	17,370	2,319	869	6,952	6,952	5,008	5,815	10,756
CONTRACTS-LANDSCAPE	-	3,037	4,308	4,748	4,748	5,679	6,513	6,120
CONTRACTS-TESTING SERVICES	-	2,710	2,818	4,111	3,311	3,357	3,000	3,000
CONTRACTS-BORING SERVICES	-	2,878	4,684	2,316	2,316	2,300	2,300	2,300
PERMITS	432	427	531	637	637	520	520	520
INSURANCE AND BONDS	4,200	9,313	8,922	9,611	8,477	8,477	9,537	9,249
CREDIT CARD FEES (BANK CHARGE)	747	1,712	2,713	2,432	6,068	4,637	4,885	4,885
DEPRECIATION EXPENSE	-	-	-	-	-	-	-	-
AMORTIZATION EXPENSE	-	-	-	-	-	-	-	-
DUES & SUBSCRIPTIONS	-	202	201	581	581	389	465	465
CAPITAL OUTLAY-EQUIPMENT	-	-	-	161,709	161,709	75,778	109,027	23,793
CAPITAL OUTLAY-VEHICLES	-	4,918	2,985	5,501	5,501	5,750	15,119	15,119
PRINCIPAL-BOND	-	-	-	-	-	-	125,000	125,000
PRINCIPAL H-LRX-F-11-1735	-	-	55,000	55,000	55,000	55,000	55,000	55,000
INTEREST-BOND	178,476	190,263	190,263	190,263	190,263	190,263	190,263	190,263
NCDOT RELOCATION PROJECTS	-	-	-	1,158	-	-	930	930
TO WATER DISTRICT FUND BALANCE	-	-	-	27,109	27,109	27,109	-	80,893
HURRICANE MATTHEW EXPENSES	-	-	-	-	-	223	-	-
CONTINGENCY	-	-	-	5,789	5,789	-	5,815	2,734
	\$ 535,189	\$ 563,886	\$ 626,690	\$ 844,137	\$ 844,137	\$ 739,187	\$ 949,089	\$ 934,297

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
DISTRICT II:								
SALARIES	125,316	123,344	122,748	139,847	139,847	132,891	144,481	144,481
SALARIES-OVERTIME	15,645	17,298	17,253	12,561	12,561	16,888	12,544	12,544
SALARIES-PART TIME	-	-	2,641	1,055	1,055	-	-	-
FICA 6.2%	8,185	8,302	8,325	9,515	9,515	8,721	9,736	9,736
LOC. GOV. EMP. RETIREMENT	9,785	9,814	9,431	11,126	11,126	10,979	11,777	11,777
HOSPITALIZATION-EMPLOYEE	20,016	32,438	32,567	25,803	25,803	37,262	30,883	29,729
MEDICARE 1.45%	1,914	1,942	1,947	2,225	2,225	2,040	2,277	2,277
UNEMPLOYMENT INS-WATER DEPT.	1,204	-	-	1,210	1,210	-	-	-
LIFE INSURANCE-EMPLOYEE	113	127	105	110	110	96	113	113
WORKERS COMPENSATION INSURANCE	8,024	8,171	7,168	9,033	5,686	5,686	8,983	5,959
401(K) EMPLOYER CONTRIBUTION	1,899	1,904	2,614	3,069	3,069	2,704	3,140	3,140
PROF.SERVICE-AUDIT/ACCOUNTING	1,696	-	298	1,978	1,978	554	2,117	549
PROFESSIONAL SERVICE-ENG/TEST	1,668	32,745	14,306	4,746	4,746	791	1,725	1,725
UNIFORMS	351	612	2,221	3,623	3,623	3,623	3,663	3,663
SUPPLIES-MAINT./REPAIR	44,252	6,365	3,930	3,164	3,164	3,164	3,136	3,136
VEHICLE TAGS (RENEW/REPLACE)	-	-	135	-	-	-	-	-
OFFICE SUPPLIES	1,337	5,523	1,088	633	633	633	627	627
SUPPLIES-TREATMENT	-	14,155	20,454	3,702	3,702	2,761	2,899	2,899
SUPPLIES-DISTRIBUTION	-	14,721	17,584	15,820	15,820	15,820	16,611	16,611
WATER PURCHASE	172,260	179,050	176,311	172,865	172,865	176,786	171,558	165,519
TRAVEL REIMBURSEMENT	698	548	670	2,373	2,373	1,745	2,352	2,352
TRAVEL-FUEL	14,805	12,221	9,071	8,701	8,701	8,701	10,192	10,192
TELEPHONE	5,021	5,516	6,558	7,546	6,446	6,446	7,056	7,056
POSTAGE	10,276	10,510	11,624	10,758	10,758	11,058	10,662	10,662
UTILITIES-W.D. II	17,555	18,287	18,939	19,360	17,860	17,047	18,000	18,000
PRINTING	235	253	93	79	119	118	157	157
MAINT/REPAIR-BUILDINGS	13,221	561	6,257	5,221	5,221	5,337	4,000	4,000
MAINT/REPAIR-TREATMENT	-	520	710	7,910	7,910	625	5,000	5,000
MAINT/REPAIR-DISTRIBUTION	-	-	4,683	-	-	-	-	-
MAINT/REPAIR-SCADA	-	-	-	8,638	8,638	2,373	1,254	2,038
MAINT/REPAIR-WATER TANKS	-	1,060	-	25,312	25,312	11,865	25,088	25,088
MAINT/REPAIR-EQUIPMENT	4,853	1,839	12,048	-	1,409	1,803	1,882	1,882
MAINT/REPAIR-VEHICLE	-	4,756	8,292	5,221	5,221	6,171	4,586	4,586
FREIGHT	199	218	253	-	-	-	-	-
ADVERTISING	101	-	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	14,965	13,967	12,413	13,289	13,289	12,035	18,189	13,504
LEGAL ADVERTISING	332	213	205	206	206	206	235	235
TEMPORARY EMP.SERVICES	-	1,179	3,649	-	-	-	-	-
TRAINING/SCHOOL COSTS	-	278	510	-	-	-	-	-
WATER BILLING SERVICE	2,968	2,987	3,050	3,164	3,164	3,491	4,234	4,234
EQUIPMENT PURCHASE	9,375	1,644	1,926	3,560	3,560	3,560	3,136	3,136
EQUIPMENT PURCHASE-TREATMENT	-	1,488	81	600	600	180	600	600
EQUIPMENT PURCHASE-DISTRIBUTIO	-	338	214	-	-	-	-	-
RENTAL EQUIPMENT	-	3,423	4,108	5,569	5,569	4,746	5,519	5,519
CONTRACTS-MAINTENANCE	26,023	3,474	1,302	9,495	9,495	7,592	7,840	11,019
CONTRACTS-LANDSCAPE	-	4,550	6,454	6,486	6,486	7,758	8,781	8,248
CONTRACTS-TESTING SERVICES	-	4,061	4,222	5,616	5,616	4,242	3,100	3,100
CONTRACTS-BORING SERVICES	-	342	1,114	3,164	3,164	2,000	2,600	2,600
PERMITS	627	644	536	870	870	520	520	520
INSURANCE AND BONDS	6,292	13,953	13,366	13,131	12,700	12,700	12,858	12,466
CREDIT CARD FEES (BANK CHARGE)	1,120	2,564	4,065	3,322	8,292	6,335	6,586	6,586
DEPRECIATION EXPENSE	-	-	-	-	-	-	-	-
AMORTIZATION EXPENSE	-	-	-	-	-	-	-	-
DUES & SUBSCRIPTIONS	-	302	301	792	792	532	627	627
CAPITAL OUTLAY-EQUIPMENT	-	-	-	37,968	37,968	103,524	146,954	32,067
CAPITAL OUTLAY-VEHICLES	-	7,368	4,472	7,514	7,514	7,855	20,384	20,384
PRINCIPAL-BOND	-	-	15,000	15,000	15,000	15,000	140,000	140,000
INTEREST-BOND	121,391	138,150	138,150	137,850	137,850	137,850	137,400	137,400
NC DOT RELOCATION/PROJECTS	-	-	-	1,582	1,541	-	1,254	1,254
TO WATER DISTRICT FUND BALANCE	-	-	-	148,474	148,474	148,474	-	112,304
HURRICANE MATTHEW EXPENSES	-	-	-	-	-	265	-	-
CONTINGENCY	-	-	-	7,907	7,907	-	7,840	3,685
	\$ 663,721	\$ 713,726	\$ 735,461	\$ 948,763	\$ 948,763	\$ 973,553	\$ 1,045,156	\$ 1,024,986

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
DISTRICT III:								
SALARIES	\$ 126,161	\$ 124,170	\$ 123,321	\$ 144,885	\$ 144,885	\$ 134,607	\$ 150,747	\$ 150,747
SALARIES-OVERTIME	15,770	17,436	17,188	13,013	13,013	17,427	13,088	13,088
SALARIES-PART TIME	-	-	2,662	1,093	1,093	-	-	-
FICA 6.2%	8,241	8,358	8,354	9,858	9,858	8,842	10,158	10,158
LOC. GOV. EMP. RETIREMENT	9,852	9,881	9,479	11,527	11,527	11,144	12,288	12,288
HOSPITALIZATION-EMPLOYEE	19,511	19,040	19,781	26,733	26,733	22,355	32,223	31,019
MEDICARE 1.45%	1,927	1,955	1,953	2,306	2,306	2,068	2,376	2,376
UNEMPLOYMENT INS-WATER DEPT.	1,213	-	-	1,254	1,254	-	-	-
LIFE INSURANCE-EMPLOYEE	109	102	95	114	114	99	117	117
WORKERS COMPENSATION INSURANCE	8,088	8,236	7,225	9,359	5,890	5,890	9,372	6,217
401(K) EMPLOYER CONTRIBUTION	1,912	1,917	2,629	3,197	3,197	2,740	3,277	3,277
PROF.SERVICE-AUDIT/ACCOUNTING	1,709	-	301	2,049	2,049	574	2,209	573
PROFESSIONAL SERVICE-ENG/TEST	1,674	33,007	14,420	4,917	4,917	820	1,800	1,800
UNIFORMS	353	617	2,239	3,753	3,753	3,753	3,822	3,822
SUPPLIES-MAINT./REPAIR	44,605	6,416	3,961	3,278	3,278	3,278	3,272	3,272
VEHICLE TAGS (RENEW/REPLACE)	-	-	136	-	-	-	-	-
OFFICE SUPPLIES	1,348	5,567	1,096	656	656	656	654	654
SUPPLIES-TREATMENT	-	14,268	20,501	3,838	3,838	2,882	3,026	3,026
SUPPLIES-DISTRIBUTION	-	14,838	18,808	16,390	16,390	16,390	17,210	17,210
WATER PURCHASE	168,632	175,279	172,597	179,205	179,205	173,062	178,992	172,691
TRAVEL REIMBURSEMENT	704	552	676	2,459	2,459	1,803	2,454	2,454
TRAVEL-FUEL	14,923	12,318	9,134	9,015	9,015	9,015	10,634	10,634
TELEPHONE	5,061	5,425	6,612	7,818	6,618	6,618	7,362	7,362
POSTAGE	10,358	10,594	11,114	11,145	11,145	11,502	11,125	11,125
UTILITIES-W.D. III	17,374	17,974	21,681	21,025	21,025	26,578	28,000	28,000
PRINTING	237	255	94	82	123	123	164	164
MAINT/REPAIR-BUILDINGS	13,326	1,255	6,170	5,409	5,409	4,623	4,000	4,000
MAINT/REPAIR-TREATMENT	-	525	631	8,195	8,195	784	5,000	5,000
MAINT/REPAIR-DISTRIBUTION	-	-	4,690	-	-	-	-	-
MAINT/REPAIR-SCADA	-	-	-	8,949	8,949	2,459	1,309	2,127
MAINT/REPAIR-WATER TANKS	-	1,068	-	26,224	26,224	12,293	26,176	26,176
MAINT/REPAIR-EQUIPMENT	4,892	1,855	1,100	-	1,459	1,868	1,963	1,963
MAINT/REPAIR-VEHICLE	-	4,794	8,358	5,409	5,409	6,393	4,785	4,785
FREIGHT	200	220	265	-	-	-	-	-
ADVERTISING	102	-	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	15,084	14,078	12,512	13,768	13,768	12,453	18,978	14,089
LEGAL ADVERTISING	335	215	206	213	213	213	245	245
TEMPORARY EMP.SERVICES	-	1,189	3,678	-	-	-	-	-
TRAINING/SCHOOL COSTS	-	280	514	-	-	-	-	-
WATER BILLING SERVICE	2,992	3,010	3,075	3,278	3,278	5,491	4,417	4,417
EQUIPMENT PURCHASE	9,450	1,657	1,941	3,688	3,688	3,688	3,272	3,272
EQUIPMENT PURCHASE-TREATMENT	-	1,499	82	600	600	181	600	600
EQUIPMENT PURCHASE-DISTRIBUTIO	-	341	215	-	-	-	-	-
RENTAL EQUIPMENT	-	3,450	4,140	5,769	5,769	4,917	5,759	5,759
CONTRACTS-MAINTENANCE	26,231	4,302	1,312	9,841	9,841	7,089	8,180	11,063
CONTRACTS-LANDSCAPE	-	4,586	6,505	6,720	6,720	8,037	9,162	8,605
CONTRACTS-TESTING SERVICES	-	4,093	4,255	5,818	5,818	4,556	3,500	3,500
CONTRACTS-BORING SERVICES	-	1,245	2,270	3,278	3,278	3,200	3,500	3,500
PERMITS	614	638	536	901	901	520	520	520
INSURANCE AND BONDS	6,342	14,064	13,473	13,604	12,801	12,801	13,415	13,006
CREDIT CARD FEES (BANK CHARGE)	1,129	2,585	4,097	3,442	8,592	6,563	6,871	6,871
DEPRECIATION EXPENSE	-	-	-	-	-	-	-	-
AMORTIZATION EXPENSE	-	-	-	-	-	-	-	-
DUES & SUBSCRIPTIONS	-	305	303	823	823	551	654	654
CAPITAL OUTLAY-EQUIPMENT	-	-	-	74,947	39,336	107,254	153,323	33,456
CAPITAL OUTLAY-VEHICLES	-	7,427	4,508	7,785	7,785	8,138	21,268	21,268
PRINCIPAL-BOND	5,000	10,000	15,000	15,000	15,000	15,000	165,000	165,000
PRINCIPAL-CLEANWATER LOAN	24,300	24,300	24,300	24,300	24,300	24,300	-	-
INTEREST-BOND	288,682	31,025	168,050	167,750	167,750	167,750	167,300	167,300
INTEREST-CLEANWATER LOAN	3,174	1,774	335	335	335	335	-	-
NC DOT RELOCATION/PROJECTS	-	22,000	-	1,639	461	-	1,309	1,309
TO WATER DISTRICT FUND BALANCE	-	-	-	177,843	213,454	213,454	-	169,224
HURRICANE MATTHEW EXPENSES	-	-	-	-	-	237	-	-
CONTINGENCY	-	-	-	8,193	8,193	-	8,180	3,845
	\$ 861,612	\$ 651,985	\$ 768,579	\$ 1,092,690	\$ 1,092,690	\$ 1,097,374	\$ 1,143,056	\$ 1,173,627

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
DISTRICT IV:								
SALARIES	\$ 130,106	\$ 128,060	\$ 127,188	\$ 155,758	\$ 155,758	\$ 144,124	\$ 162,172	\$ 162,172
SALARIES-OVERTIME	16,240	17,956	17,700	13,995	13,995	18,623	14,080	14,080
SALARIES-PART TIME	-	-	2,741	1,175	1,175	-	-	-
FICA 6.2%	8,497	8,619	8,615	10,598	10,598	9,465	10,928	10,928
LOC. GOV. EMP. RETIREMENT	10,159	10,189	9,775	12,392	12,392	11,929	13,219	13,219
HOSPITALIZATION-EMPLOYEE	20,105	19,620	20,384	28,740	28,740	23,958	34,665	33,370
MEDICARE 1.45%	1,987	2,016	2,015	2,479	2,479	2,213	2,556	2,556
UNEMPLOYMENT INS-WATER DEPT.	1,250	-	-	1,348	1,348	-	-	-
LIFE INSURANCE-EMPLOYEE	112	103	98	122	122	107	126	126
WORKERS COMPENSATION INSURANCE	8,329	8,482	7,440	10,061	10,061	6,332	10,083	6,687
401(K) EMPLOYER CONTRIBUTION	1,972	1,977	2,712	3,420	3,420	2,932	3,525	3,525
PROF.SERVICE-AUDIT/ACCOUNTING	1,760	-	310	2,203	2,203	617	2,376	616
PROFESSIONAL SERVICE-ENG/TEST	1,694	33,991	18,025	5,286	5,286	881	1,936	1,936
UNIFORMS	364	635	2,305	4,036	4,036	4,036	4,111	4,111
SUPPLIES-MAINT./REPAIR	45,935	6,607	4,079	3,524	3,524	3,524	3,520	3,520
VEHICLE TAGS (RENEW/REPLACE)	-	-	140	-	-	-	-	-
OFFICE SUPPLIES	1,388	5,733	1,129	705	705	705	704	704
SUPPLIES-TREATMENT	-	14,694	21,355	4,125	4,125	4,125	4,331	4,331
SUPPLIES-DISTRIBUTION	-	15,281	18,254	17,620	17,620	17,620	18,501	18,501
WATER PURCHASE	175,960	182,896	180,098	192,640	192,640	180,583	192,523	185,745
TRAVEL REIMBURSEMENT	725	569	696	2,643	2,643	1,931	2,640	2,640
TRAVEL-FUEL	15,368	12,686	8,542	9,691	9,691	9,691	11,440	11,440
TELEPHONE	5,212	5,587	6,812	8,405	7,130	7,130	7,920	7,920
POSTAGE	10,667	10,910	11,067	11,982	11,982	12,419	11,968	11,968
UTILITIES-W.D. IV	18,181	18,809	14,783	16,425	11,993	9,295	10,000	10,000
PRINTING	244	262	97	88	132	132	176	176
MAINT/REPAIR-BUILDINGS	13,724	5,657	6,232	5,815	5,815	4,968	4,000	4,000
MAINT/REPAIR-TREATMENT	-	540	614	8,810	8,810	1,376	5,000	5,000
MAINT/REPAIR-DISTRIBUTION	-	-	861	-	-	-	-	-
MAINT/REPAIR-SCADA	-	-	-	9,621	9,621	2,643	1,408	2,288
MAINT/REPAIR-WATER TANKS	-	1,100	-	28,192	28,192	13,215	28,160	28,160
MAINT/REPAIR-EQUIPMENT	5,038	2,081	1,133	-	1,569	2,009	2,112	2,112
MAINT/REPAIR-VEHICLE	-	4,937	8,608	5,815	5,815	6,872	5,148	5,148
FREIGHT	206	227	248	-	-	-	-	-
ADVERTISING	105	-	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	15,534	14,498	12,885	14,801	14,801	13,363	20,416	15,154
LEGAL ADVERTISING	345	221	210	229	229	229	264	264
TEMPORARY EMP.SERVICES	-	1,224	3,787	-	-	-	-	-
TRAINING/SCHOOL COSTS	-	289	529	-	-	-	-	-
WATER BILLING SERVICE	3,081	3,100	3,166	3,524	3,524	4,691	4,752	4,752
EQUIPMENT PURCHASE	9,731	1,707	1,999	3,965	3,965	3,965	3,520	3,520
EQUIPMENT PURCHASE-TREATMENT	-	1,544	1,385	600	600	183	600	600
EQUIPMENT PURCHASE-DISTRIBUTIO	-	351	222	-	-	-	-	-
RENTAL EQUIPMENT	-	3,553	4,264	6,202	6,202	5,286	6,195	6,195
CONTRACTS-MAINTENANCE	27,013	3,606	1,352	10,579	10,579	7,621	8,800	11,144
CONTRACTS-LANDSCAPE	-	4,723	6,699	7,224	7,224	8,640	9,856	9,256
CONTRACTS-TESTING SERVICES	-	4,215	4,382	6,255	6,255	4,672	3,000	3,000
CONTRACTS-BORING SERVICES	-	1,155	2,223	3,524	3,524	3,500	4,000	4,000
PERMITS	699	667	537	969	969	520	520	520
INSURANCE AND BONDS	6,531	14,484	13,874	14,625	13,183	13,183	14,432	13,989
CREDIT CARD FEES (BANK CHARGE)	1,162	2,662	4,220	3,700	9,236	7,055	7,392	7,392
DEPRECIATION EXPENSE	-	-	-	-	-	-	-	-
AMORTIZATION EXPENSE	-	-	-	-	-	-	-	-
DUES & SUBSCRIPTIONS	-	314	312	853	853	592	704	704
CAPITAL OUTLAY-EQUIPMENT	-	-	-	106,677	106,677	115,303	164,920	35,985
CAPITAL OUTLAY-VEHICLES	-	7,649	4,642	8,373	8,373	8,748	22,880	22,880
PRINCIPAL-BOND	-	5,000	20,000	190,000	190,000	190,000	210,000	210,000
INTEREST-BOND	119,828	411,675	274,350	274,350	274,350	274,350	268,250	268,250
NC DOT RELOCATION/PROJECTS	-	-	-	1,762	1,762	-	1,408	1,408
TO WATER DISTRICT FUND BALANCE	-	-	-	-	-	-	-	132,258
HURRICANE MATTHEW EXPENSES	-	-	-	-	-	218	-	-
CONTINGENCY	-	-	-	8,807	8,807	-	8,800	4,135
	\$ 679,251	\$ 1,002,861	\$ 864,892	\$ 1,244,733	\$ 1,244,733	\$ 1,165,574	\$ 1,330,037	\$ 1,312,386

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
DISTRICT V:								
SALARIES	\$ 56,378	\$ 55,497	\$ 55,123	\$ 61,265	\$ 61,265	\$ 57,555	\$ 63,763	\$ 63,763
SALARIES-OVERTIME	7,016	7,758	7,647	5,502	5,502	7,424	5,536	5,536
SALARIES-PART TIME	-	-	1,184	462	462	-	-	-
FICA 6.2%	3,681	3,734	3,732	4,168	4,168	3,780	4,297	4,297
LOC. GOV. EMP. RETIREMENT	4,401	4,414	4,235	4,875	4,875	4,763	5,197	5,197
HOSPITALIZATION-EMPLOYEE	8,696	8,488	8,818	11,304	11,304	-	13,630	13,120
MEDICARE 1.45%	861	873	873	975	975	-	1,005	1,005
UNEMPLOYMENT INS-WATER DEPT.	540	-	-	530	530	884	989	-
LIFE INSURANCE-EMPLOYEE	47	43	42	48	48	41	50	50
WORKERS COMPENSATION INSURANCE	3,599	3,665	3,214	3,957	3,957	2,491	3,964	2,631
401(K) EMPLOYER CONTRIBUTION	855	857	1,175	1,345	1,345	1,172	1,386	1,386
PROF.SERVICE-AUDIT/ACCOUNTING	761	-	134	866	866	243	934	242
PROFESSIONAL SERVICE-ENG/TEST	1,300	14,685	9,693	2,079	2,079	347	761	761
UNIFORMS	157	274	996	1,588	1,588	1,588	1,617	1,617
SUPPLIES-MAINT./REPAIR	19,845	2,855	1,762	1,386	1,386	1,386	1,384	1,384
VEHICLE TAGS (RENEW/REPLACE)	-	-	61	-	-	-	-	-
OFFICE SUPPLIES	600	2,477	488	277	277	277	277	277
SUPPLIES-TREATMENT	-	6,348	9,324	1,625	1,625	1,625	1,706	1,706
SUPPLIES-DISTRIBUTION	-	7,249	7,886	6,930	6,930	6,930	7,277	7,277
WATER PURCHASE	76,987	80,022	78,798	75,790	75,790	79,010	75,756	73,089
TRAVEL REIMBURSEMENT	313	246	301	1,040	1,040	766	1,038	1,038
TRAVEL-FUEL	6,640	5,481	4,946	3,812	3,812	3,812	4,498	4,498
TELEPHONE	2,251	2,659	2,940	3,306	2,806	2,806	3,114	3,114
POSTAGE	4,608	4,714	5,415	4,712	4,712	4,824	4,706	4,706
UTILITIES-W.D. V	7,970	8,245	6,991	7,700	5,307	5,221	6,000	6,000
PRINTING	105	113	42	35	52	52	69	69
MAINT/REPAIR-BUILDINGS	5,929	2,553	3,469	2,287	2,287	1,946	6,000	6,000
MAINT/REPAIR-TREATMENT	-	233	511	3,465	3,465	331	5,000	5,000
MAINT/REPAIR-DISTRIBUTION	-	-	1,040	-	-	-	-	-
MAINT/REPAIR-SCADA	-	-	-	3,784	3,784	1,040	554	900
MAINT/REPAIR-WATER TANKS	-	475	-	11,088	11,088	5,198	11,072	11,072
MAINT/REPAIR-EQUIPMENT	2,176	819	489	-	617	790	830	830
MAINT/REPAIR-VEHICLE	-	2,133	3,719	2,287	2,287	2,703	2,024	2,024
FREIGHT	89	98	126	-	-	-	-	-
ADVERTISING	45	-	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	6,711	6,264	5,567	5,821	5,821	5,278	8,027	5,963
LEGAL ADVERTISING	149	96	131	90	90	90	104	104
TEMPORARY EMP.SERVICES	-	529	1,636	-	-	-	-	-
TRAINING/SCHOOL COSTS	-	125	229	-	-	-	-	-
WATER BILLING SERVICE	1,331	1,339	1,368	1,386	1,386	1,390	1,868	1,868
EQUIPMENT PURCHASE	4,204	737	864	1,559	1,559	1,559	1,384	1,384
EQUIPMENT PURCHASE-TREATMENT	-	667	37	600	600	163	600	600
EQUIPMENT PURCHASE-DISTRIBUTIO	-	152	96	-	-	-	-	-
RENTAL EQUIPMENT	-	1,535	1,842	2,439	2,439	2,079	2,436	2,436
CONTRACTS-MAINTENANCE	11,671	1,558	584	4,161	4,161	2,997	3,460	10,450
CONTRACTS-LANDSCAPE	-	2,041	2,894	2,841	2,841	3,398	3,875	3,642
CONTRACTS-TESTING SERVICES	-	1,821	1,893	2,460	2,460	2,709	3,000	3,000
CONTRACTS-BORING SERVICES	-	154	1,777	1,386	1,386	1,200	1,300	1,300
PERMITS	229	292	527	381	520	520	520	520
INSURANCE AND BONDS	2,822	1,409	5,994	5,752	5,695	5,695	5,674	5,505
CREDIT CARD FEES (BANK CHARGE)	502	1,150	1,823	1,455	3,632	2,775	2,906	2,906
DEPRECIATION EXPENSE	-	-	-	-	-	-	-	-
AMORTIZATION EXPENSE	-	-	-	-	-	-	-	-
DUES & SUBSCRIPTIONS	-	136	135	347	347	233	277	277
CAPITAL OUTLAY-EQUIPMENT	-	-	-	16,632	16,632	45,349	64,884	14,160
CAPITAL OUTLAY-VEHICLES	-	3,304	2,006	3,292	3,292	3,441	8,996	8,996
PRINCIPAL-BOND	-	-	15,000	95,000	95,000	95,000	105,000	105,000
PRINCIPAL-CLEANWATER LOAN	0	32,226	32,226	32,226	32,226	32,226	32,225	32,225
INTEREST-BOND	121,165	128,681	128,681	128,681	128,681	128,681	125,531	125,531
INTEREST-CLEANWATER LOAN	5,180	4,144	3,108	3,109	3,109	3,109	1,036	1,036
NC DOT RELOCATION/PROJECTS	-	-	-	693	693	-	554	554
TO WATER DISTRICT FUND BALANCE	-	-	-	-	-	-	-	35,508
HURRICANE MATTHEW EXPENSES	-	-	-	-	-	86	-	-
CONTINGENCY	-	-	-	-	-	-	3,460	1,627
	\$ 369,816	\$ 415,367	\$ 433,593	\$ 538,799	\$ 538,799	\$ 536,983	\$ 611,551	\$ 593,182

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
DISTRICT VI:								
SALARIES	\$ 154,314	\$ 151,884	\$ 150,847	\$ 185,550	\$ 185,550	\$ 171,514	\$ 192,948	\$ 192,948
SALARIES-OVERTIME	19,273	21,309	21,006	16,667	16,667	22,173	16,752	16,752
SALARIES-PART TIME	-	-	3,253	1,400	1,400	-	-	-
FICA 6.2%	10,079	10,223	10,217	12,625	12,625	11,263	13,001	13,001
LOC. GOV. EMP. RETIREMENT	12,050	12,086	11,593	14,765	14,765	14,197	15,728	15,728
HOSPITALIZATION-EMPLOYEE	23,855	23,279	24,183	34,236	34,236	28,525	41,243	39,702
MEDICARE 1.45%	2,357	2,391	2,390	2,952	2,952	2,634	3,041	3,041
UNEMPLOYMENT INS-WATER DEPT.	1,483	-	-	1,606	1,606	-	-	-
LIFE INSURANCE-EMPLOYEE	134	124	116	145	145	128	150	150
WORKERS COMPENSATION INSURANCE	9,885	10,066	8,830	11,985	7,544	7,544	11,996	7,957
401(K) EMPLOYER CONTRIBUTION	2,339	2,345	3,216	4,075	4,075	3,490	4,194	4,194
PROF.SERVICE-AUDIT/ACCOUNTING	2,088	-	367	2,624	2,624	735	2,827	733
PROFESSIONAL SERVICE-ENG/TEST	52,049	40,339	18,749	6,297	6,297	1,050	9,303	9,303
UNIFORMS	432	754	2,736	4,807	4,807	4,807	4,892	4,892
SUPPLIES-MAINT./REPAIR	54,513	7,841	4,842	4,198	4,198	4,198	4,188	4,188
VEHICLE TAGS (RENEW/REPLACE)	-	-	166	-	-	-	-	-
OFFICE SUPPLIES	1,646	6,803	1,340	840	840	840	838	838
SUPPLIES-TREATMENT	-	17,780	25,643	70,000	85,426	107,591	112,971	112,971
SUPPLIES-DISTRIBUTION	-	18,134	21,662	20,990	20,690	20,690	21,725	21,725
WATER PURCHASE	21,768	22,626	22,280	21,900	21,900	22,340	20,881	20,146
TRAVEL REIMBURSEMENT	860	675	826	3,149	3,149	2,299	3,141	3,141
TRAVEL-FUEL	18,239	15,055	11,213	11,545	9,573	11,545	13,611	13,611
TELEPHONE	6,185	6,630	8,038	10,012	8,487	7,487	9,423	9,423
POSTAGE	12,659	12,947	13,712	14,273	14,273	12,669	14,239	14,239
UTILITIES-W.D. VI	60,986	62,316	67,627	74,270	68,270	65,539	68,000	68,000
PRINTING	565	312	115	105	157	157	209	209
MAINT/REPAIR-BUILDINGS	16,286	776	10,122	6,927	4,927	5,896	7,000	7,000
MAINT/REPAIR-TREATMENT	-	641	23,853	10,495	10,495	4,210	40,000	40,000
MAINT/REPAIR-DISTRIBUTION	-	-	1,022	-	-	-	-	-
MAINT/REPAIR-SCADA	-	-	-	11,461	6,843	3,149	1,675	2,722
MAINT/REPAIR-WATER TANKS	-	1,305	-	33,584	33,584	15,743	33,504	33,504
MAINT/REPAIR-EQUIPMENT	5,978	12,115	1,579	-	1,869	2,393	2,513	2,513
MAINT/REPAIR-VEHICLE	-	5,859	10,215	6,927	6,927	8,186	6,125	6,125
FREIGHT	245	269	323	-	-	-	-	-
ADVERTISING	125	-	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	18,435	17,205	15,292	17,632	17,632	16,596	24,290	18,034
LEGAL ADVERTISING	409	263	313	273	273	273	314	314
TEMPORARY EMP.SERVICES	-	1,453	4,495	-	-	-	-	-
TRAINING/SCHOOL COSTS	-	343	628	-	-	-	-	-
WATER BILLING SERVICE	3,656	3,679	3,758	4,198	4,198	5,280	5,654	5,654
EQUIPMENT PURCHASE	11,549	2,025	2,244	4,723	4,723	4,006	4,188	4,188
EQUIPMENT PURCHASE-TREATMENT	-	1,832	14,528	12,500	12,500	2,489	15,500	15,500
EQUIPMENT PURCHASE-DISTRIBUTIO	-	417	263	-	-	-	-	-
RENTAL EQUIPMENT	-	4,217	5,060	7,388	7,388	6,297	7,371	7,371
CONTRACTS-MAINTENANCE	32,058	4,280	1,604	12,599	12,599	9,078	10,470	11,361
CONTRACTS-LANDSCAPE	-	5,605	7,950	8,606	8,606	10,293	13,326	11,015
CONTRACTS-TESTING SERVICES	-	5,002	5,201	7,451	7,451	6,861	8,200	8,200
CONTRACTS-BORING SERVICES	-	2,072	5,379	4,198	4,198	2,000	3,500	3,500
PERMITS	1,033	3,048	1,053	1,154	1,943	1,943	1,943	1,943
INSURANCE AND BONDS	7,751	17,188	16,466	17,422	15,645	15,645	17,171	16,648
CREDIT CARD FEES (BANK CHARGE)	1,379	3,159	5,008	4,408	11,004	8,405	8,795	8,795
DEPRECIATION EXPENSE	-	-	-	-	-	-	-	-
AMORTIZATION EXPENSE	-	-	-	-	-	-	-	-
DUES & SUBSCRIPTIONS	-	372	370	1,055	1,055	705	838	838
CAPITAL OUTLAY-EQUIPMENT	-	-	-	293,091	293,091	137,356	42,718	42,823
CAPITAL OUTLAY-VEHICLES	-	9,077	5,509	9,970	9,970	10,422	27,222	27,222
PRINCIPAL-BOND	-	165,000	210,000	215,000	215,000	215,000	225,000	225,000
PRINCIPAL H-LRX-F-11-1741	-	-	55,000	55,000	55,000	55,000	55,000	55,000
INTEREST-BOND	359,085	379,731	376,426	376,432	376,432	376,432	365,781	365,781
NC DOT RELOCATION/PROJECTS	-	-	-	2,099	-	-	1,675	1,675
HURRICANE MATTHEW EXPENSES	-	-	-	-	-	260	-	-
CONTINGENCY	-	-	-	10,493	10,493	-	10,470	4,921
	925,749	1,092,852	1,218,629	1,666,102	1,666,102	1,447,333	1,525,544	1,504,539

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
DISTRICT VII:								
SALARIES	\$ 92,817	\$ 91,355	\$ 90,731	\$ 94,325	\$ 94,325	\$ 89,140	\$ 100,160	\$ 100,160
SALARIES-OVERTIME	11,595	12,820	12,637	8,475	8,475	11,555	8,696	8,696
SALARIES-PART TIME	-	-	1,957	712	712	-	-	-
FICA 6.2%	6,062	6,149	6,145	6,420	6,420	5,858	6,749	6,749
LOC. GOV. EMP. RETIREMENT	7,249	7,269	6,973	7,505	7,505	7,381	8,164	8,164
HOSPITALIZATION-EMPLOYEE	14,351	14,005	14,550	17,405	17,405	14,720	21,410	20,610
MEDICARE 1.45%	1,418	1,438	1,437	1,505	1,505	1,370	1,578	1,578
UNEMPLOYMENT INS-WATER DEPT.	892	-	-	816	-	-	-	-
LIFE INSURANCE-EMPLOYEE	81	75	71	74	74	65	78	78
WORKERS COMPENSATION INSURANCE	5,947	6,056	5,312	6,093	3,835	3,835	6,227	4,128
401(K) EMPLOYER CONTRIBUTION	1,407	1,411	1,934	2,075	2,075	1,816	2,177	2,177
PROF.SERVICE-AUDIT/ACCOUNTING	1,256	-	221	1,334	1,334	373	1,467	380
PROFESSIONAL SERVICE-ENG/TEST	1,495	24,268	10,722	3,201	3,201	534	13,196	13,196
UNIFORMS	260	454	1,646	2,444	2,444	2,444	2,539	2,539
SUPPLIES-MAINT./REPAIR	32,793	4,717	2,912	2,134	2,134	2,134	2,174	2,174
VEHICLE TAGS (RENEW/REPLACE)	-	-	100	-	-	-	-	-
OFFICE SUPPLIES	1,001	4,094	806	427	427	427	435	435
SUPPLIES-TREATMENT	-	10,491	15,552	25,000	33,034	33,534	35,211	35,211
SUPPLIES-DISTRIBUTION	-	10,910	13,032	10,670	9,312	10,312	10,828	10,828
TRAVEL REIMBURSEMENT	517	406	497	1,601	1,601	1,188	1,631	1,631
TRAVEL-FUEL	10,972	9,360	6,727	5,869	4,369	5,869	7,066	7,066
TELEPHONE	3,721	3,988	4,902	5,090	3,590	3,590	4,892	4,892
POSTAGE	7,421	7,790	7,255	7,256	7,256	6,389	7,392	7,392
UTILITIES-W.D. VII	35,755	32,008	30,712	30,200	30,200	31,672	33,000	33,000
PRINTING	174	187	69	53	79	80	109	109
MAINT/REPAIR-BUILDINGS	9,798	697	9,152	3,521	2,021	3,021	4,000	4,000
MAINT/REPAIR-TREATMENT	-	5,074	6,136	5,335	3,835	3,830	24,900	24,900
MAINT/REPAIR-DISTRIBUTION	-	-	615	-	-	-	-	-
MAINT/REPAIR-SCADA	-	-	-	5,826	-	1,601	870	1,412
MAINT/REPAIR-WATER TANKS	-	785	734	17,072	17,072	8,003	17,392	17,392
MAINT/REPAIR-EQUIPMENT	3,597	1,827	1,606	-	950	1,216	1,304	1,304
MAINT/REPAIR-VEHICLE	-	3,525	6,146	3,521	3,521	4,161	3,179	3,179
FREIGHT	147	162	220	-	-	-	-	-
ADVERTISING	75	-	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	11,090	10,351	9,199	8,963	8,963	8,501	12,609	9,356
LEGAL ADVERTISING	246	158	(485)	139	139	139	163	163
TEMPORARY EMP.SERVICES	-	273	2,704	-	-	-	-	-
TRAINING/SCHOOL COSTS	-	206	378	-	-	-	-	-
WATER BILLING SERVICE	2,200	2,214	2,261	2,134	2,134	2,642	2,935	2,935
EQUIPMENT PURCHASE	6,948	1,219	1,471	2,401	2,401	2,401	2,174	2,174
EQUIPMENT PURCHASE-TREATMENT	-	1,102	17	6,000	6,000	20,020	20,000	20,000
EQUIPMENT PURCHASE-DISTRIBUTIO	-	251	158	-	-	-	-	-
RENTAL EQUIPMENT	-	2,537	3,044	3,756	3,756	3,201	3,826	3,826
CONTRACTS-MAINTENANCE	19,285	2,575	965	6,407	4,392	4,615	5,435	10,706
CONTRACTS-LANDSCAPE	-	3,372	4,783	4,375	4,375	5,232	6,087	5,714
CONTRACTS-TESTING SERVICES	-	3,009	3,129	3,788	7,788	5,602	8,200	8,200
CONTRACTS-BORING SERVICES	-	954	1,053	2,134	2,134	1,200	1,600	1,600
PERMITS	1,033	2,489	1,045	587	1,943	1,943	1,943	1,943
INSURANCE AND BONDS	4,663	10,340	9,906	8,856	9,412	9,412	8,913	8,636
CREDIT CARD FEES (BANK CHARGE)	830	1,900	3,013	2,241	5,592	4,272	4,565	4,565
DEPRECIATION EXPENSE	-	-	-	-	-	-	-	-
AMORTIZATION EXPENSE	-	-	-	-	-	-	-	-
DUES & SUBSCRIPTIONS	-	825	223	534	534	358	435	435
CAPITAL OUTLAY-EQUIPMENT	-	-	-	148,976	148,976	69,823	22,175	22,216
CAPITAL OUTLAY-VEHICLES	-	5,461	3,314	5,071	5,071	5,298	14,131	14,131
PRINCIPAL-BOND	-	-	10,000	120,000	120,000	120,000	155,000	155,000
INTEREST-BOND	181,755	194,174	194,175	194,175	194,175	194,175	190,375	190,375
NC DOT RELOCATION/P/PROJECTS	-	-	-	-	-	-	870	870
HURRICANE MATTHEW EXPENSES	-	-	-	-	-	132	-	-
CONTINGENCY	-	-	-	5,331	5,331	-	5,435	2,553
	\$ 478,850	\$ 504,730	\$ 511,862	\$ 801,827	\$ 801,827	\$ 715,084	\$ 793,695	\$ 788,777

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SOLID WASTE

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; however personnel costs historically have not been contained in the Solid Waste budget.

SOLID WASTE REVENUES	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Solid Waste Fee	\$ 1,958,569	\$ 3,093,285	\$ 3,093,285	\$ 3,121,500
Scrap Disposal Tax	129,194	88,000	88,000	66,000
White Goods Tax	30,600	26,000	26,000	21,000
G/F Transfer - Subsidy	1,189,488	0	0	0
Scrap Disposal Grant	0	0	0	17,394
Total	\$ 3,307,851	\$ 3,207,285	\$ 3,207,285	\$ 3,225,894

SOLID WASTE EXPENSES	FY 15-16 Actual	FY 16-17 Original	FY 16-17 Amended	FY 17-18 Recommended
Personnel	\$ 0	\$ 0	\$ 0	\$ 0
Benefits	0	0	0	0
Operating	3,132,909	3,207,285	3,207,285	3,221,460
Capital Outlay	0	0	0	0
Contingency	0	0	0	4,434
Total	\$ 3,132,909	\$ 3,207,285	\$ 3,207,285	\$ 3,225,894

SOLID WASTE

	2014 ACTUALS	2015 ACTUALS	2016 ACTUALS	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2017 ESTIMATES	2018 REQUESTED	2018 RECOMMENDED
SOLID WASTE-LANDFILL CONTRACT	\$ 54,038	\$ 44,000	\$ 48,400	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
TELEPHONE	604	557	558	600	600	560	600	565
MAINT/REPAIR-BUILDINGS	4,250	-	-	60,000	60,000	-	20,000	11,000
MAINT/REPAIR-EQUIPMENT	-	646	-	2,500	2,500	-	-	500
MAINT/REPAIR-LANDFILL	98,108	42,510	45,460	50,000	50,000	42,000	68,000	68,000
SOLID WASTE TRANSFER/STATION	580,565	585,582	650,475	600,000	600,000	661,500	681,345	657,600
SOLID WASTE IN-COUNTY TRANSFER	720,883	710,937	690,794	695,000	695,000	695,000	699,000	690,795
SCRAP TIRE DISPOSAL	100,973	100,120	95,480	95,000	95,000	96,500	102,000	98,000
COMPUTER SOFTWARE/SUPPORT	1,169	1,115	5,000	2,500	2,500	2,500	2,500	2,500
REGIONAL LANDFILL	912,502	930,784	1,008,536	985,000	985,000	1,026,000	1,057,000	1,019,650
CONVENIENCE SITES - SSS	438,225	453,671	462,735	462,000	462,000	469,500	467,000	467,000
RECYCLING-AVOIDANCE FEES	110,194	125,617	102,577	122,625	122,625	141,900	145,000	145,000
WHITE GOODS DISPOSAL	26,600	28,361	22,894	30,000	30,000	6,500	7,000	7,000
TRANSFER TO GF - DEBT SERVICE	-	-	-	-	-	-	-	3,850
CONTINGENCY	-	-	-	52,060	52,060	-	-	4,434
	\$ 3,048,111	\$ 3,023,900	\$ 3,132,909	\$ 3,207,285	\$ 3,207,285	\$ 3,191,960	\$ 3,299,445	\$ 3,225,894

EXPANSION

SUMMARY OF REQUESTED SERVICE EXPANSIONS

GENERAL FUND REVENUE	County Manager Recommends
Amount Available fro 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 = \$600,000

REQUESTS

Page	Department	Title	Estimated Initial Cost	Estimated Annual Revenue Offset	Estimated Initial Net Cost	Estimated Annual Recurring Cost	Comments
171	Outside Agency	Metropolitan Community Health Services (Agape)	\$150,000	\$0	\$150,000	\$150,000	New funding request
176	Outside Agency	Arts of the Pamlico	\$14,000	\$0	\$14,000	\$14,000	Additional funds requested by agency
190	Outside Agency	Aurora Fossil Museum	\$38,000	\$0	\$38,000	\$0	Additional funds requested by agency
196	Outside Agency	Beaufort County Police Activities League - BCPAL	\$35,000	\$0	\$35,000	\$0	New funding request
211	Outside Agency	Belhaven Community Chamber of Commerce	\$9,000	\$0	\$9,000	\$9,000	Additional funds requested by agency
218	Outside Agency	B-H-M Library	\$9,500	\$0	\$9,500	\$9,500	Additional funds requested by agency
226	Outside Agency	Boys and Girls Club	\$10,000	\$0	\$10,000	\$10,000	Additional funds requested by agency
250	Outside Agency	Citizens on Southside Together	\$1,000	\$0	\$1,000	\$1,000	Additional funds requested by agency
256	Outside Agency	City of Washington Recreation	\$560,554	\$0	\$560,554	\$560,554	Additional funds requested by agency
260	Outside Agency	City of Washington Brown Library	\$273,482	\$0	\$273,482	\$273,482	Additional funds requested by agency
264	Outside Agency	City of Washington Senior Center	\$110,147	\$0	\$110,147	\$110,147	Additional funds requested by agency
268	Outside Agency	City of Washington Aquatic Center	\$211,709	\$0	\$211,709	\$211,709	New funding request
272	Outside Agency	Eagles Wings Food Pantry	\$3,000	\$0	\$3,000	\$3,000	Additional funds requested by agency
277	Outside Agency	Food Bank of the Albemarle	\$2,500	\$0	\$2,500	\$2,500	New funding request
283	Outside Agency	Highway 17 Association	\$5,000	\$0	\$5,000	\$5,000	Additional funds requested by agency
303	Outside Agency	Historic Bath Foundation	\$75,000	\$0	\$75,000	\$75,000	New funding request
329	Outside Agency	Pantego Academy Historical Museum	\$2,500	\$0	\$2,500	\$2,500	Additional funds requested by agency
341	Outside Agency	Ruth's House	\$10,000	\$0	\$10,000	\$0	Additional funds requested by agency
345	Outside Agency	Senior Club of Belhaven	\$2,500	\$0	\$2,500	\$2,500	New funding request
359	Outside Agency	Washington Harbor District Alliance	\$12,000	\$0	\$12,000	\$12,000	New funding request
363	Emergency Medical Services	Rescue Tax District Increase	\$0	\$139,843	\$0	\$0	Chocowinity Township EMS

REQUESTS

Page	Department	Title	Estimated Initial Cost	Estimated Annual Revenue Offset	Estimated Initial Net Cost	Estimated Annual Recurring Cost	Comments
366	Fire Services	Fire Tax District Increase	\$0	\$216,310	\$0	\$0	Northside Fire Tax District
379	Fire Services	Fire Tax District Increase	\$0	\$93,462	\$0	\$0	Chocowinity Fire Department
381	Fire and Rescue Services	Fire/Rescue Tax District Increase	\$0	\$339,545	\$0	\$0	Richlands Fire/EMS Tax District
390	Fire Services	Blounts Creek VFD Tax Distribution	TBD	\$0	TBD	TBD	Distribution Reallocation
396	General Fund	1% COLA	\$152,564	\$0	\$152,564	\$152,564	Amt. shown here is GF portion only
397	General Fund	2% COLA	\$305,127	\$0	\$305,127	\$305,127	Amt. shown here is GF portion only
398	Board of Commissioners	Strategic Planning	\$20,000	\$0	\$20,000	\$20,000	New strategic plan
399	Board of Elections	Capital Reserve Fund - Voting System Purchase	\$55,000	\$0	\$275,000	\$55,000	Establish capital reserve fund for future purchase (\$55,000/year for 5 years)
400	Emergency Management	Overhead Cover for Emergency Services Equipment	\$9,934	\$0	\$9,934	\$0	Protect equipment
401	Animal Control	Animal Control Field Officer	\$70,008	\$0	\$70,008	\$40,008	New position requested
402	Emergency Medical Services	EMS Pay for Certification	\$31,000	\$0	\$31,000	\$31,000	Increase Pay for increase in level of certification
403	Emergency Medical Services	EMS Vehicle Locator Modems	\$25,880	\$0	\$25,880	\$0	Mobile data and vehicle tracking
404	DSS	Social Worker II	\$60,709	\$15,910	\$44,799	\$44,799	New position
Total of all General Fund Service Expansion Request (Just 2% COLA is in total)			\$2,112,550	\$805,070	\$2,316,640	\$1,947,826	

Request for Service Expansion

Title of Service Expansion: Metropolitan Community Health Service (Agape)

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	\$150,000.00	New funding request
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$150,000.00</i>	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Metropolitan Community Health

Amount Requesting \$ 150,000.00

	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimated Actual Expenses	FY 2017-18 Budget Request
REVENUES:				
Requested from Beaufort County				
Federal	N/A	N/A	N/A	N/A
State	N/A	N/A	N/A	N/A
Cities/Towns	N/A	N/A	N/A	N/A
United Way	N/A	N/A	N/A	N/A
Other Counties excluding Beaufort County	N/A	N/A	N/A	N/A
Other:	N/A	N/A	N/A	N/A
Donations/ Fundraisers				
Fees Dues	N/A	N/A	N/A	N/A
Sales	N/A	N/A	N/A	N/A
Miscellaneous	N/A	N/A	N/A	N/A
Benning Balance (Deficit)	N/A	N/A	N/A	N/A
TOTAL:				\$150,000.00
EXPENSES:				
Salaries and Benefits	150,000.00	275,000.00	150,000.00	\$ 150,000.00
Program Services				
Contractual Services				
Fundraisers				
Capital				
Other				
TOTAL:				\$150,000.00

Organizational Data:

President:	Rev. David Moore, MS
Executive Director	Mr. Michael McDuffie, MSM
Treasure	Miss Shanea Parker, MS
Other Officers:	Dr. David Dillard, DDS, Chief Dentist

Completed by: _____

Date: 3/06/2017

Carol Taylor
Dental Director

Phone: 252-789-0926

Beaufort County, North Carolina

PROGRAM PARTICIPANTS STATISTIC

Budget Form 2

Agency: Metropolitan Community Health Service__

1. WHOM DO YOU SERVICE?	Fiscal 2015-16 Last Yr. Actual	Fiscal 2016-17 This Year Estimated	Fiscal 2017-18 Next Yr. Projected
Unduplicated count of individuals served (<i>if family, please count individual members</i>) TOTAL:	2800	4600	4800 or More
1a. Total continuing from previous fiscal year	2199	2800	2800
1b. Total new for the year	1200	2600	2600
1c. Total terminated during the year	-0-	-0-	-0-
2. RESIDENCE OF PARTICIPATIONS TOTAL	2800	4600	4800
2a. Washington	1020	2040	3010
2b. Washington Park	196	210	250
2c. Chocowinity	380	600	740
2d. Bath	50	75	80
2e. Belhaven	62	80	80
2f. Aurora	20	60	85
2g. Pantego	47	52	70
2h. Pinetown	40	55	55
2i. Outside Beaufort County or Unknown	985	1428	452
3. AGE GROUP TOTAL:	2800	4600	4800
3a. Infants through 4 years of age	45	146	146
3b. 5 through 12 years of age	110	1076	1127
3c. 13 through 17 years of age	600	1076	1127
3d. 18 through 29 years of age	985	1126	1165
3e. 30 through 64 years of age	1050	1126	1165
3f. 65 and older	10	50	70
3g. Not known or not applicable	0	0	0
4. INCOME OF PARTICIPANTS TOTAL:	2800	4600	4800
4a. Below official poverty level (12,000)	2010	3259	3100
4b. At or near poverty level	700	1009	1100
4c. Middle income (\$30,000)	60	232	450
4d. Upper income (60,000)	30	100	150
4e. Not known or not applicable	0	0	
5. SEX TOTAL:	1800	4600	4800
5a. Male	805	1617	1541
5b. Female	1995	2983	3259
5c. Not recorded	0	0	0

Beaufort County

Request for County Appropriation

Budget Form 3

Agency: Metropolitan Community Health Dental Services.

Contact Information: 120 W Martin Luther King Dr.
Washington, North Carolina 27889

Amount Requested: \$ 150,000.00

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 on the top of each sheet.

Metropolitan Community Health Services, proudly serves the communities of Eastern North Carolina and the surrounding areas by providing low cost dental care to the residents and families of Beaufort County.

MCHS, is working diligently on building a strong community, through healthcare, by having easy and affordable access to dental care. MCHS, works hard in recruiting and training professional employees who will carry out our mission.

The request of county appropriations will allow Agape Dental Clinic in Beaufort County, to offer and hire a full-time General Dentist, which will allow us to provide more hours of operation and with these additional funds this will afford us to increase our services to the Beaufort County Residents. The present MCHS dental clinic hours of operation are part-time and we would extend our hours to full-time.

The mission of MCHS is to provide high quality, comprehensive, coordinated, primary health care and supportive services to the low-wealth community, and improve the health of persons and communities with effective health interventions, patient education, and chronic disease management.

MCHS has worked countless hours to only offer Medical, Dental, Pharmacy, and Behavior Health. In addition, we have added Substance Abuse, Medication Assisted Treatment (MAT), and monthly diabetic classes to serve the community.

Completed By: Carol Taylor, Dental Director

Carol Taylor, MS CDA, EFDA
Metropolitan Community Health Services

Date: 03/07/2017

**Metropolitan Community Health Services
Washington Dental
Statement of Revenue and Expenses
For Month Ended January 31, 2017**

Revenue:	Dental 3rd Party	836.60
	Dental Medicaid	4,577.60
	Dental Self Pay	4,025.50
Total Revenue:		9,439.70

Expenses:		
	Dental Payroll	12,821.12
	Dental Payroll Taxes	980.82
	Medical Insurance	901.26
	Life Insurance	181.70
	Dental Office Expenses	1,300.22
	Dental Tel/Comm	2,800.51
	Dental Bank Fees	27.54
	Dental Supplies	1,576.14
	Dental Software	16,622.14
	Dental Lab	259.50
	Utilities	1,652.11
	Advertising	163.33
	Maint/Supplies/Repairs	876.85
Total Expenses	\$	40,163.24
Net Loss		(30,723.54)

Request for Service Expansion

Title of Service Expansion: Arts of the Pamlico

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	\$14,000.00	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>\$14,000.00</i>	



Arts of the Pamlico
PO Box 634/150 West Main Street
Washington, NC 27889

www.artsofthepamlico.org
info@artsofthepamlico.org
Phone 252.946.2504

April 19, 2017

To: Brian Alligood, County Manager

Re: Request for Funding – amended

The Beaufort County Arts Council, dba Arts of the Pamlico (AOP) is requesting funding from Beaufort County for fiscal year 2017-18 in the amount of \$34,000.

AOP is grateful for the support of Beaufort County for as many years as this ED can remember. We consider the County to be a partner in the services we offer to our community in our flagship location at the Turnage Theatre.

To date, minimal resources have limited AOP reaching out across the county to reach residents and families throughout Beaufort County. In this fiscal year, AOP proposes to partner with community groups and organizations to increase the reach and availability of arts and cultural events in Bath, Belhaven and Aurora as well as in Washington.

Attached please find the funding request to support arts across our county and below additional notes on the submitted budget forms.

Regarding Budget Form 2 – AOP does not track this date for accurate reporting here. However, we can state accurately that we contribute to approximately 30,000 visitors coming to downtown Washington. Of the total, approximately 20% of these visitors are estimated to be from outside of Beaufort County. Our programming is diverse in type, art form, price (low cost to no cost), availability and length to reflect the demographics and economics of the county.

Regarding Budget Form 3 - Of the \$34,000 requested from Beaufort County for fiscal year 2017-18, \$10,000 of the funds will be designated for arts and cultural programs in Bath, Belhaven and Aurora, which will be offered in partnership with community groups and organizations. Programs that will be supported in these communities include support for children's art community programs for county residents, arts and cultural events across the county and art exhibits of local and regional artists across the county.

Thank you for considering this request.

Best,

Debra Torrence, Executive Director
d.torrenceaop@gmail.com

Beaufort County, North Carolina

PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Beaufort County Arts Council, dba Arts of the Pamlico

See attached addendum for Budget Form 2

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:		16,250	18,250
1a. Total continuing from previous fiscal year		12,750	16,250
1b. Total new for the year		3,500	2,000
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:		100%	100%
2a. Washington		50%	50%
2b. Washington Park		5%	5%
2c. Chocowinity		20%	20%
2d. Bath		5%	5%
2e. Belhaven		5%	5%
2f. Aurora			
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown		15%	15%
3. AGE GROUP TOTAL:		16,250	18,250
3a. Infants through 4 years of age		250	500
3b. 5 through 12 years of age		3,500	3,750
3c. 13 through 17 years of age		500	1,450
3d. 18 through 29 years of age		1,500	1,250
3e. 30 through 64 years of age		7,500	8,150
3f. 65 and over		3,000	3,150
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS TOTAL:		100%	100%
4a. Below official poverty level (\$ 9,084)			
4b. At or near poverty level			
4c. Middle income (\$ 30,280)			
4d. Upper income (\$ 55,999+)			
4e. Not known or not applicable		100%	100%
5. SEX TOTAL:			
5a. Male			
5b. Female			
5c. Not recorded		100%	100%

Beaufort County
Request for County Appropriation
Budget Form 3 - FY 17/18

AGENCY: Beaufort County Arts Council, dba Arts of the Pamlico

Contact Information: Debra Torrence

252.946.2504 d.torrenceaop@gmail.com

Amount Requested: \$34,000

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.

Funding requested will be used by the Arts of the Pamlico in fiscal year 2017-18 to offer the following arts and cultural activities for Beaufort County residents.

1. Children's Community Theatre - Summer/Fall 2017

AOP will offer four, two-hour children's theatre workshops for up to 10 youth at no charge to the children's families living in Beaufort County culminating in a public performance by participating children.

- *Make A Move!* is a theatrical movement based workshop that teaches children about the importance of communicating through body language on stage. Children will explore fun character movements such as animals, mythical creatures, and original creations.
- *It's A Musical!* is a workshop where children will learn a group number with choreography and also some solo excerpts. In this workshop children will experience what it is like to perform in a musical and how to sharpen their theatrical and musical skills if they have experience acting or performing.
- *Backstage Secrets!* is all about the technology behind the theatre curtain. This workshop helps children build confidence in presenting themselves, develop their speaking skills while focusing on the tech side of theatre -- the secrets of lighting, stage set, props for performances and costumes.
- *The Art of Rehearsal* is a scene work based workshop. Children in this workshop work in groups with scenes from a play then act out the play in a mock performance.
- One free, public youth performance for up to 400 people.

Resources Requested: \$1,500

Anticipated Impact: 10 children and 300 adults living in Beaufort County

2. 2nd Annual Hands on Arts Festival - Fall 2017

The inaugural Hands-on Fall Arts Festival held in September 2016 provided a free day of art activities and education for families, residents, and visitors at the Turnage Theatre. Activities included painting a piano, participating in storybook theatre, playing instruments and observing more than 20 artists and craftsmen at work and trying their hand at creating art. In 2017, if County funding is approved, the festival will be expanded to include outdoor art opportunities for kids and up to 50 artisan booths set up at the Washington Waterfront Park on September 30, 2017. Funds will pay for event publicity and partially support staffing costs for the festival.

Resources Requested: \$1,000
Anticipated Impact: 200 children, 300 adults, 50 local artists

3. Art Break for Youth - Winter 2017/Spring 2018

AOP's School Holiday Art Break Series provides youth grades K-8 with a full day, weeklong opportunity that engages them in a variety of hands-on art activities from painting, to dancing to storytelling to movies on the big screen! This experience will be offered to 10 youth grades K-8 living in Washington with support provided partially by County funding.

Resources Requested: \$500
Anticipated Impact: 10 youth living in/attending school in Beaufort County

4. Students of the Pamlico Art Exhibit - Spring 2018

Young artists from across the region participate in AOP's annual Student Art Exhibit each year. The exhibit is on display for one month and may result in the sale of their work as budding art entrepreneurs. Funding will be used to create outreach materials and publicize the opportunity for our county's youth and support staffing a public exhibit in the Turnage Theatre for one month in spring 2018. Funding will be used to create outreach materials and publicize the opportunity for our County's youth and support staffing a public exhibit in the Turnage Theatre for one month in spring 2018.

Resources Requested: \$500
Anticipated Impact: 200 youth living in or attending school in Beaufort County

5. Summer Camps for Kids - Summer 2018

AOP will offer 3 weeks of art, theatre and music camps (3 hours each), Monday - Friday for youth in the Town of Bath for area children. AOP will partner with the Beaufort County Summer Feeding Program to offer children a free breakfast and lunch at no cost to the County.

Resources Requested: \$4,000
Anticipated Impact: 40 children per week who live in Beaufort County

6. Pirate Hall Gallery - Bath (Year Round)

Funds will support AOP staffing and managing Pirate Hall, a small art and event venue in the Bath High School complex. With support from the County and private rental fees the venue will be open every Saturday from 10 AM - 3 PM. During the fiscal year the venue will host up to 6 adult art exhibits, monthly children's art workshops and two children's art exhibits and staff receptions.

Resources Requested: \$5,000
Anticipated Impacted: 500 Beaufort County Residents

7. River District Arts - Belhaven & Aurora

AOP will work with artists, art groups and community organizations in Belhaven and Aurora to support the implementation of a children's poetry contest, A Festival of Trees and art competition and festival.

Resources Requested: \$4,000
Anticipated Impacted: 500 Beaufort County Residents living in Bath & Aurora

8. Film Festivals - Fall 2017 & Spring 2018

AOP will launch two film festivals in 2017. Funds requested will support the implementation of two film festivals open to youth: Marquee on Main Film Festival in September 2017 and the Glass Tulip Film Festival in April 2018. Students living in or attending school in Beaufort County will be invited to submit short films created on the device of their choice at no charge. Funding will support outreach, AOP staffing and participants who submitted a film or video to participate in two workshops with videographers and producers and attend the film festivals for free.

Resources Requested: \$1,000
Anticipated Impact: 150 high school youth attending school in Beaufort County

9. Blues & Jazz Festival - Fall 2018

AOP will launch its first Blues & Jazz Festival in October 2017. Funds requested will support publicizing and staffing the festival. Funds will be supplemented by private sponsorships and tickets sales. Funding will also allow the festival to be offered at a low ticket price for Beaufort County residents.

Resources Requested: \$1,500
Anticipated Impact: 150 high school youth attending school in Beaufort County

10. Operating Support - FY 17/18

Funds will be used to support administrative expenses including facility maintenance, utilities and other operating expenditures as are deemed appropriate. Funds are used to support the County's historic theatre and performance venue.

Resources Requested: \$15,000

Completed By: Debra Torrence Executive Director
 Printed Name Position

_____ **Signature**

_____ **Date**

BEAUFORT COUNTY ARTS COUNCIL
WASHINGTON, NORTH CAROLINA
STATEMENT OF FINANCIAL POSITION
JUNE 30, 2016

Exhibit A

ASSETS

CURRENTS ASSETS:		
Cash on Hand and in Banks	\$	38,004
Other Cash (See Note 16)		106,915
Accounts Receivable - (Note 1-H)		60,667
Inventory		2,954
Prepaid Expense		-
Net Current Assets		208,540
FIXED ASSETS: (Note 1-D)		
Buildings		252,439
Equipment		49,354
Less: Accumulated Depreciation		(59,658)
Net Fixed Assets		242,135
OTHER ASSETS:		
People's Choice Endowment		19,437
Endowment - NC Community Foundation (Note 1-F)		34,658
Net Other Assets		54,095
TOTAL ASSETS	\$	504,770
LIABILITIES AND NET ASSETS		
LIABILITIES:		
Accounts Payable - (Note 1-I)	\$	1,755
Payroll Taxes Withheld		6,189
Accrued Liabilities		21,020
Total Current Liabilities		28,964
LONG-TERM DEBT		
Note Payable- First South Bank		139,679
Note Payable- BC Committee of 100		25,000
Total Long-Term Debt		164,679
TOTAL LIABILITIES		193,643
NET ASSETS:		
Unrestricted		150,117
Temporarily Restricted (Note 17)		106,915
Permanently Restricted		54,095
Total Net Assets		311,127
TOTAL LIABILITIES AND NET ASSETS	\$	504,770

See Accompanying Notes to the Financial Statements.

BEAUFORT COUNTY ARTS COUNCIL
WASHINGTON, NORTH CAROLINA
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2016

				<u>Exhibit B</u>
	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total</u>
REVENUES, GAINS AND OTHER SUPPORT:				
NCAC	\$ 40,396	\$	\$	\$ 40,396
Craft Exhibits	2,345			2,345
City Appropriation	14,400			14,400
County Appropriation	20,000			20,000
Other Grants	15,490			15,490
Memberships	54,951			54,951
Major Gifts Campaign	112,597			112,597
Fine Arts Show	7,894			7,894
Gallery Sales	14,971			14,971
Programs	48,904			48,904
Interest & Dividends	49			49
Rent	22,390			22,390
Net Unrealized and Realized				
Losses on Long-term				
Investments	-	(3,138)	(3,297)	(6,435)
Reclassification of				
Unrestricted Assets	29,941	(28,081)	(1,860)	
Total Revenues, Gains, and				
Other Support	<u>384,328</u>	<u>(31,219)</u>	<u>(5,157)</u>	<u>347,952</u>
EXPENSES AND LOSSES:				
Program Services	237,752	-	-	237,752
Fund Raising	118,710	-	-	118,710
Management and General	118,710	-	-	118,710
Total Expenses	<u>475,172</u>	<u>-</u>	<u>-</u>	<u>475,172</u>
Change in Net Assets	(90,844)	(31,219)	(5,157)	(127,220)
Net Assets at Beginning of Year	<u>240,961</u>	<u>138,134</u>	<u>59,252</u>	<u>438,347</u>
Reclassification of Restricted Assets				
Net Assets at End of Year	<u>\$ 150,117</u>	<u>\$ 106,915</u>	<u>\$ 54,095</u>	<u>\$ 311,127</u>

See Accompanying Notes to Financial Statements.

BEAUFORT COUNTY ARTS COUNCIL
WASHINGTON, NORTH CAROLINA
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2016

Exhibit C

CASH FLOWS FROM OPERATING ACTIVITIES:

Cash Received from Government Sources	\$ 90,286
Cash Received from Program Activities	74,114
Cash Received from Miscellaneous Sources	21,052
Cash Received from Memberships	54,951
Cash Received from Major Gifts	190,138
Cash Received from Interest	49
Cash Received from Operating Activities	430,590

LESS:

Cash Paid for Operating Expenses	468,085
Net Cash Flows from Operating Activities	(37,495)

CASH FLOWS FROM FINANCING ACTIVITIES

Loan Proceeds	-
Principal Payments on Loans	(41,473)
Net Cash Flows From Financing Activities	(41,473)

CASH FLOWS FROM INVESTING ACTIVITIES

Capital Purchases	(7,067)
Net Cash Flows From Investing Activities	(7,067)

NET INCREASE (DECREASE) IN CASH

(86,035)

Cash at Beginning of Period

230,954

Cash at End of Period

144,919

**RECONCILIATION OF CHANGE IN NET ASSETS TO NET CASH
USED BY OPERATING ACTIVITIES:**

Change in Net Assets	(127,220)
Adjustments to Reconcile Change in Net Assets to Net Cash Used by Operating Activities:	
Depreciation	7,986
Unrealized Loss Long-term Investments	(6,495)
Net Increase in Receivables, Inventory, Prepaids & Payables	88,234

Net Cash Used by Operating Activities \$ (37,495)

See Accompanying Notes to Financial Statements.

BEAUFORT COUNTY ARTS COUNCIL
WASHINGTON, NORTH CAROLINA
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2016

	Program Services	Fund Raising	Management and General	<u>Exhibit D</u> Total
Staff Salary & Fringe Benefits	\$ 100,925	\$ 50,463	\$ 50,463	\$ 201,851
Staff Travel	5,508	2,754	2,754	11,016
Printing & Postage	18,066	9,033	9,033	36,132
Contract Services	55,248	27,624	27,624	110,496
Occupancy Costs	30,420	15,210	15,210	60,840
Programs	23,008	11,504	11,504	46,016
Miscellaneous	585	125	125	835
Total Expenses Before Depreciation	233,760	116,713	116,713	467,186
Depreciation of Buildings and Equipment	3,992	1,997	1,997	7,986
Total Expenses	\$ <u>237,752</u>	\$ <u>118,710</u>	\$ <u>118,710</u>	\$ <u>475,172</u>

See Accompanying Notes to Financial Statements

Arts of the Pamlico

PROFIT AND LOSS

July 2015 - June 2016

	TOTAL
INCOME	
40000 Revenues	971.54
42000 Membership Dues	54,950.50
43300 Direct Public Grants	
43310 Corporate and Business Grants	3,000.00
Total 43300 Direct Public Grants	3,000.00
43400 Direct Public Support	
43410 Business Contributions	19,962.96
43420 Individual Contributions	72,617.12
43460 Non Cash Contributions	749.50
Total 43400 Direct Public Support	93,329.58
44500 Govt Grants & Contributions	
44520 State Grants	37,895.96
44530 Agency (Government) Grants	2,500.00
44540 Local Government Grants	44,900.01
44550 Local Government Contributions	1,990.00
Total 44500 Govt Grants & Contributions	87,285.97
45000 Investments	
45020 Interest Income	48.50
45060 Gain/Loss in Investment Accounts	-1,032.41
Total 45000 Investments	-983.91
47200 Program Income	12,315.00
47300 Events Income	-547.34
47310 Ticket Sales	56,362.60
Total 47300 Events Income	55,815.26
47500 Rentals	22,390.00
49500 Gallery Sales	
49510 Non-Inventory Sales	15,817.13
49520 Inventory Sales	425.52
Total 49500 Gallery Sales	16,242.65
49600 Merchandise Sales	815.40
49610 Alcohol Sales	9,578.80
Total 49600 Merchandise Sales	10,394.20
49700 Discounts given	-2,087.55
Square Income	0.00
Total Income	\$353,623.24
COST OF GOODS SOLD	
50000 Cost of Goods Sold	1,597.33
50500 Cost of Sales - Non-inventory	11,069.24
50800 Cost of Sales - Ticketing Fees	2,550.51
50900 Cost of Sales - Alcohol	3,349.37
Total 50000 Cost of Goods Sold	18,566.45

	TOTAL
Total Cost of Goods Sold	\$18,566.45
GROSS PROFIT	\$335,056.79
EXPENSES	
60300 Awards and Grants	400.00
60320 Cash Awards and Grants	21,021.46
Total 60300 Awards and Grants	21,421.46
60900 Business Expenses	
60920 Business Registration Fees	836.00
Total 60900 Business Expenses	836.00
62100 Contract Services	
62110 Accounting Fees	4,032.82
62150 Outside Contract Services	106,462.85
Total 62100 Contract Services	110,495.67
62800 Facilities and Equipment	
62810 Depr and Amort - Allowable	7,986.00
62830 Building Repairs & Maintenance	13,575.04
62840 Equip Rental and Maintenance	1,323.68
62850 Janitorial Services	5,100.00
62860 Utilities	25,920.63
62870 Property Insurance	3,356.00
62890 Rent Expense	5,360.00
62895 Mortgage Interest	6,204.06
Total 62800 Facilities and Equipment	68,825.41
65000 Operations	
65010 Books, Subscriptions, Reference	3,602.32
65020 Postage, Mailing Service	1,702.79
65030 Printing and Copying	9,176.81
65040 Supplies	13,812.12
65050 Telephone, Telecommunications	3,288.31
65060 Website Maintenance	70.00
65070 Mileage Reimbursement	1,592.07
65080 Bank Fees	2,886.89
Total 65000 Operations	36,131.31
65100 Other Types of Expenses	60.00
65110 Advertising Expenses	7,914.73
65120 Insurance - Liability, D and O	14,170.00
65150 Memberships and Dues	274.00
65160 Other Costs	388.26
65175 Contributions	1,787.50
Total 65100 Other Types of Expenses	24,594.49
66000 Payroll Expenses	
66260 NC Unemployment Expense	132.23
Company Contributions	
Retirement	1,799.01
Total Company Contributions	1,799.01
Taxes	14,236.15
Wages	185,683.27
Total 66000 Payroll Expenses	201,850.66

	TOTAL
68300 Travel and Meetings	
68310 Conference, Convention, Meeting	2,364.64
68320 Travel	8,651.11
Total 68300 Travel and Meetings	11,015.75
Uncategorized Expense	0.00
Total Expenses	\$475,170.75
NET OPERATING INCOME	\$ -140,113.96
OTHER INCOME	
71000 Major Gifts Campaign	
71110 MGC Business Contributions	2,000.00
71120 MGC Individual Contributions	14,400.00
71130 Other Miscellaneous Income	1,956.13
Total 71000 Major Gifts Campaign	18,356.13
71600 Unrealized Gains and Losses	-5,462.95
Total Other Income	\$12,893.18
NET OTHER INCOME	\$12,893.18
NET INCOME	\$ -127,220.78

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	\$38,000.00	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>\$38,000.00</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 10, 2017

Dear Beaufort County Board of Commissioners,

The Aurora Fossil Museum will be celebrating its 40-year birthday in 2018. Over the past few years, the exposure level, visitor number, festival attendance, and outreach events have grown in interest. This level of exposure encourages people to visit the Aurora Fossil Museum and the town Aurora, which is in the southern, more rural region of Beaufort County. Due to it drawing visitors from all over the world, the Aurora Fossil Museum is considered an economic driver for the area, and it contributes greatly to the economy of Beaufort County. As the museum begins its 4th decade of service, the needs for funds to upgrade and enhance its grounds is imperative.

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 foundation of the Fossil Park, started in the early 1980's 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. Also, the Aurora Community Watch use the park for community activities, including Jams in the Park.

Over the years, the park has had its share of wear and tear with a great need for structures to be replaced. As the museum, a 501 (c)(3) nonprofit, continues to gain in notoriety and popularity, and with the Aurora Fossil Museum's upcoming 40th Birthday Year-Long Celebration the museum is anticipating increased media exposure on local, regional, and national scales. This funding proposal is to request that Beaufort County assist the Aurora Fossil Museum with needed funds to upgrade the park in anticipation of the museum's pending 40th Birthday Year-Long Celebration. 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 fulfilled.

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 FY2017-18 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 perimeter of back fossil dig pit	\$5,000	Capital
Develop, upgrade, and replace informational/educational signage in Fossil Park	\$10,000	Other
Develop educational signage in sheltered picnic area across from Fossil Park behind Learning Center (area is used as an outdoor classroom)	\$5,000	Other
Develop Phosphate Display to educate on Aurora's and Beaufort County's importance to the world	\$3,000	Other
TOTAL	\$40,000	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Aurora Fossil Museum Foundation, Inc.

Amount Requested \$ 40,000⁰⁰

	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimated Actual Expenses	FY 2017-18 Budget Request
REVENUES:				
Requested from Beaufort County	\$2,000. ⁰⁰	\$2,000. ⁰⁰	\$2,000. ⁰⁰	\$40,000. ⁰⁰
Federal				
State				
Cities/Towns				
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers				
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:			\$2,000. ⁰⁰	\$40,000. ⁰⁰
EXPENSES:				
Salaries and Benefits				
Program Services			\$2,000. ⁰⁰	
Contractual Services				
Commodities & Supplies				
Fundraisers				
Capital				\$22,000. ⁰⁰
Other				\$18,000. ⁰⁰
TOTAL:			\$2,000. ⁰⁰	\$40,000. ⁰⁰

Organizational Data

President/Chairman: Bruce Hargreaves

Executive Director: Cynthia Crane

Treasurer: Dan Furimsky

Other Officers: Rich Olsen, Dr. Steve Culver, Dr. Jay Goldberg, Maria Gerber, Catherine Tahaney, Clif Williams, Curtis Ormond, Jr.

Completed by: Cynthia D. Crane
(Signature)

Date: March 09, 2017

Cynthia D. Crane
(Name)

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 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:	18,382	19,000	20,000
1a. Total continuing from previous fiscal year			
1b. Total new for the year	18,382	19,000	20,000
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	88 NC Counties	87 NC Counties	90 NC Counties
2i. Outside Beaufort County or Unknown	All 50 States 25 Countries	All 50 States 30 Countries	All 50 States 35 Countries
3. AGE GROUP TOTAL:	All AGES	All AGES	All AGES
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	All AGES	All AGES	All AGES
4. INCOME OF PARTICIPANTS TOTAL:	18,382	19,000	20,000
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	18,382	19,000	20,000
5. SEX TOTAL:	18,382	19,000	20,000
5a. Male			
5b. Female			
5c. Not recorded	18,382	19,000	20,000

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: Aurora Fossil Museum Foundation, Inc.

Contact Information: Cynthia Crane
P.O. Box 352
Aurora, NC 27806-0352

Amount Requested: \$ 40,000.⁰⁰

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.

- SEE ATTACHED -

Completed By: Cynthia D. Crane, Director
Printed Name & Position

Cynthia D. Crane March 10, 2017
Signature & Date

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 funding. This is a new funding request.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$35,000.00	New funding request
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$35,000.00</i>	

Beaufort County Police Activities League
Statement of Financial Income and Expense
January through December 2015

	Jan - Dec 15
Ordinary Income/Expense	
Income	
43300 · Direct Public Grants	
43310 · Corporate and Business Grants	250.00
43330 · Foundation and Trust Grants	1,000.00
Total 43300 · Direct Public Grants	1,250.00
43400 · Direct Public Support	
43410 · Corporate Contributions	11,350.00
43450 · Individ, Business Contributions	2,787.84
43400 · Direct Public Support - Other	9,960.00
Total 43400 · Direct Public Support	24,097.84
44400 · Government Contracts	
44430 · Local Government Contracts	3,050.00
Total 44400 · Government Contracts	3,050.00
44800 · Indirect Public Support	
44810 · Affiliated Org. Contributions	180.00
44820 · United Way, CFC Contributions	5,688.47
Total 44800 · Indirect Public Support	5,868.47
Total Income	34,266.31
Gross Profit	34,266.31
Expense	
60300 · Awards and Grants	
60320 · Cash Awards and Grants	1,250.00
Total 60300 · Awards and Grants	1,250.00
60900 · Business Expenses	
60920 · Business Registration Fees	50.00
60900 · Business Expenses - Other	1,925.40
Total 60900 · Business Expenses	1,975.40
62100 · Contract Services	
62130 · Fundraising Fees	5,988.65
62150 · Outside Contract Services	
62151 · Independant Contractor	27,282.50
62150 · Outside Contract Services - Other	300.00
Total 62150 · Outside Contract Services	27,582.50
Total 62100 · Contract Services	33,571.15
65000 · Operations	
65020 · Postage, Mailing Service	37.60
65040 · Supplies	385.63
Total 65000 · Operations	423.23
65100 · Other Types of Expenses	
65110 · Advertising Expenses	300.00
65120 · Insurance - Liability, D and O	2,020.01
65150 · Memberships and Dues	100.00
65160 · Other Costs	184.98
65180 · Program Direct Costs	49,353.95
Total 65100 · Other Types of Expenses	51,958.94
68300 · Travel and Meetings	
68320 · Travel	180.00
68300 · Travel and Meetings - Other	319.27
Total 68300 · Travel and Meetings	499.27
Total Expense	89,677.99
Net Ordinary Income	-55,411.68
Net Income	-55,411.68

Beaufort County Police Activities League
Statement of Financial Income and Expense
January through December 2016

	<u>Jan - Dec 16</u>
Ordinary Income/Expense	
Income	
43300 · Direct Public Grants	
43310 · Corporate and Business Grants	
43330 · Foundation and Trust Grants	102,840.00
43340 · Nonprofit Organization Grants	1,900.00
Total 43300 · Direct Public Grants	104,740.00
43400 · Direct Public Support	
43410 · Corporate Contributions	11,000.00
43450 · Individ, Business Contributions	14,150.45
43400 · Direct Public Support - Other	15,477.00
Total 43400 · Direct Public Support	40,627.45
44400 · Government Contracts	
44430 · Local Government Contracts	900.00
Total 44400 · Government Contracts	900.00
44800 · Indirect Public Support	
44820 · United Way, CFC Contributions	11,250.00
Total 44800 · Indirect Public Support	11,250.00
49900 · Uncategorized Income	1,784.49
Total Income	159,301.94
Gross Profit	159,301.94
Expense	
60900 · Business Expenses	
60920 · Business Registration Fees	310.00
60900 · Business Expenses - Other	507.96
Total 60900 · Business Expenses	817.96
62100 · Contract Services	
62130 · Fundraising Fees	7,481.96
62140 · Legal Fees	100.00
62150 · Outside Contract Services	
62151 · Independant Contractor	19,640.00
62150 · Outside Contract Services - Other	222.15
Total 62150 · Outside Contract Services	19,862.15
Total 62100 · Contract Services	27,444.11
62800 · Facilities and Equipment	
62840 · Equipment	

Beaufort County Police Activities League
Statement of Financial Income and Expense
January through December 2016

	<u>Jan - Dec 16</u>
62870 · Property Insurance	1,803.23
62800 · Facilities and Equipment - Other	
Total 62800 · Facilities and Equipment	<u>1,803.23</u>
65000 · Operations	
65020 · Postage, Mailing Service	43.31
65030 · Printing and Copying	112.20
65040 · Supplies	236.52
65000 · Operations - Other	20.00
Total 65000 · Operations	<u>412.03</u>
65100 · Other Types of Expenses	
65110 · Advertising Expenses	1,299.00
65120 · Insurance - Liability, D and O	2,257.18
65150 · Memberships and Dues	621.36
65180 · Program Direct Costs	19,269.36
65100 · Other Types of Expenses - Other	0.00
Total 65100 · Other Types of Expenses	<u>23,446.90</u>
68300 · Travel and Meetings	
68310 · Conference, Convention, Meeting	886.37
Total 68300 · Travel and Meetings	<u>886.37</u>
Total Expense	<u>54,810.60</u>
Net Ordinary Income	<u>104,491.34</u>
Net Income	<u><u>104,491.34</u></u>

**Beaufort County Police Activities League
Statement of Financial Income and Expense
STEM Activities Building
January 2016 through February 2017**

	Jan '16 - Feb 17
Ordinary Income/Expense	
Income	
43300 · Direct Public Grants	
43310 · Corporate and Business Grants	75,000.00
43330 · Foundation and Trust Grants	58,500.00
Total 43300 · Direct Public Grants	133,500.00
43400 · Direct Public Support	
43410 · Corporate Contributions	24,000.00
43450 · Individ, Business Contributions	3,620.00
Total 43400 · Direct Public Support	27,620.00
49900 · Uncategorized Income	1,861.04
Total Income	162,981.04
Gross Profit	162,981.04
Expense	
62100 · Contract Services	
62140 · Legal Fees	100.00
Total 62100 · Contract Services	100.00
62800 · Facilities and Equipment	
62840 · Equipment	360.00
62870 · Property Insurance	1,118.00
62800 · Facilities and Equipment - Other	127,391.13
Total 62800 · Facilities and Equipment	128,869.13
Total Expense	128,969.13
Net Ordinary Income	34,011.91
Net Income	34,011.91

Note: This data is strictly income and expense for the STEM building to date. Not included in income is \$6,100.00 in the General Fund that could be utilized for the building, which brings income for the building closer to the \$170,000.00 budgeted amounts.

**Beaufort County Police Activities League
Budget Forecast Overview
January through December 2017**

	<u>Jan - Mar 17</u>	<u>Apr - Jun 17</u>	<u>Jul - Sep 17</u>	<u>Oct - Dec 17</u>	<u>TOTAL Jan - Dec 17</u>
Ordinary Income/Expense					
Income					
43300 · Direct Public Grants					
43310 · Corporate and Business Grants	0.00	100.00	0.00	0.00	100.00
43330 · Foundation and Trust Grants	50,920.00	0.00	175.00		51,095.00
43340 · Nonprofit Organization Grants	0.00	1,900.00	500.00	0.00	2,400.00
Total 43300 · Direct Public Grants	<u>50,920.00</u>	<u>2,000.00</u>	<u>675.00</u>	<u>0.00</u>	<u>53,595.00</u>
43400 · Direct Public Support					
43410 · Corporate Contributions	2,000.00	9,000.00	0.00	1,000.00	12,000.00
43450 · Individ, Business Contributions	0.00	0.00	100.00	2,000.00	2,100.00
43400 · Direct Public Support - Other	0.00	0.00	0.00	6,900.00	6,900.00
Total 43400 · Direct Public Support	<u>2,000.00</u>	<u>9,000.00</u>	<u>100.00</u>	<u>9,900.00</u>	<u>21,000.00</u>
44400 · Government Contracts					
44430 · Local Government Contracts	0.00	0.00	0.00	0.00	0.00
Total 44400 · Government Contracts	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
44800 · Indirect Public Support					
44820 · United Way, CFC Contributions	0.00	1,500.00	1,500.00	1,500.00	4,500.00
Total 44800 · Indirect Public Support	<u>0.00</u>	<u>1,500.00</u>	<u>1,500.00</u>	<u>1,500.00</u>	<u>4,500.00</u>
49000 · Special Events Income				2,000.00	2,000.00
Total Income	<u>52,920.00</u>	<u>12,500.00</u>	<u>2,275.00</u>	<u>13,400.00</u>	<u>81,095.00</u>
Gross Profit	52,920.00	12,500.00	2,275.00	13,400.00	81,095.00
Expense					
60900 · Business Expenses					
60920 · Business Registration Fees	350.00	50.00	100.00	0.00	500.00
Total 60900 · Business Expenses	<u>350.00</u>	<u>50.00</u>	<u>100.00</u>	<u>0.00</u>	<u>500.00</u>
62100 · Contract Services					
62130 · Fundraising Fees	0.00	100.00	100.00	100.00	300.00
62140 · Legal Fees	150.00	200.00	200.00	200.00	750.00
62150 · Outside Contract Services					
62151 · Independant Contractor	0.00	0.00	16,600.00	500.00	17,100.00
Total 62150 · Outside Contract Services	<u>0.00</u>	<u>0.00</u>	<u>16,600.00</u>	<u>500.00</u>	<u>17,100.00</u>
Total 62100 · Contract Services	150.00	300.00	16,900.00	800.00	18,150.00
62800 · Facilities and Equipment					

**Beaufort County Police Activities League
Budget Forecast Overview
January through December 2017**

	TOTAL				
	<u>Jan - Mar 17</u>	<u>Apr - Jun 17</u>	<u>Jul - Sep 17</u>	<u>Oct - Dec 17</u>	<u>Jan - Dec 17</u>
62840 · Equipment	0.00	0.00	0.00	500.00	500.00
Total 62800 · Facilities and Equipment	0.00	0.00	0.00	500.00	500.00
65000 · Operations					
65020 · Postage, Mailing Service	10.00	10.00	10.00	10.00	40.00
65030 · Printing and Copying	500.00	500.00	0.00	200.00	1,200.00
65040 · Supplies	0.00	0.00	75.00	250.00	325.00
Total 65000 · Operations	510.00	510.00	85.00	460.00	1,565.00
65100 · Other Types of Expenses					
65110 · Advertising Expenses	250.00	250.00	250.00	0.00	750.00
65120 · Insurance - Liability, D and O	0.00	2,300.00	0.00	0.00	2,300.00
65150 · Memberships and Dues	850.00	0.00	225.00	580.00	1,655.00
65160 · Other Costs	0.00	3,250.00	0.00	0.00	3,250.00
65180 · Program Direct Costs	7,300.00	2,100.00	2,300.00	8,000.00	19,700.00
Total 65100 · Other Types of Expenses	8,400.00	7,900.00	2,775.00	8,580.00	27,655.00
Total Expense	9,410.00	8,760.00	19,860.00	10,340.00	48,370.00
Net Ordinary Income	43,510.00	3,740.00	-17,585.00	3,060.00	32,725.00
Net Income	43,510.00	3,740.00	-17,585.00	3,060.00	32,725.00

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Beaufort County Police Activities League (BCPAL)

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:	270 (2015)	325 (2016)	340 (2017)
1a. Total continuing from previous fiscal year	4	5	7
1b. Total new for the year	266	320	333
1c. Total terminated during the year	3	2	None to date
2. RESIDENCE OF PARTICIPANTS TOTAL:			
2a. Washington	120	130	130
2b. Washington Park	20	20	20
2c. Chocowinity	40	50	60
2d. Bath	25	40	40
2e. Belhaven	20	30	35
2f. Aurora	40	45	45
2g. Pantego	5	10	10
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	60% (11-12)	60% (11-12)	60% (11-12)
3c. 13 through 17 years of age	40% (13-15)	40% (13-15)	40% (13-15)
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)	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. Nor known or not applicable			
5. SEX TOTAL:			
5a. Male	55%	45%	45%
5b. Female	45%	55%	55%
5c. Not recorded			

Note: Total participant number comprised of participants from the annual STEM Career Day at BCCC, Summer Aviation and Boating Camp and our after-school STEM program. (STEM; Science, Technology, Engineering and Math)

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: \$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.

The requested funds will be used to complete the construction of a “first of a kind “Aviation, Technology and Fitness: STEM (Science, Technology, Engineering and Math) Center for youth. The facility will be located at the Washington Warren Airport. Numerous student and first responder training activities will be conducted in this facility including our four or five-week summer Aviation and Boating STEM camp. The summer camp includes breakfast, lunch, swimming lessons and the STEM activities. Our program maximizes the leveraging of local resources by utilizing the City of Washington Aquatic Center swimming pool and collaborating with the Little Washington Sailing School during the summer camp program. The cost per student to attend this camp is \$1,700; however, thanks to a Burroughs Wellcome Fund grant, the camp is free to the participating students. The building will provide a dedicated and secure location to house over \$120,000 worth of educational and science based training equipment/materials. In addition, the Beaufort County Health Department (BCHD) will partner with BCPAL to explore ways to educate low income families about the important of fitness, diet and nutrition. A dedicated section of this facility will be used for that purpose noting that the Director of the BCHD is the Vice-President of BCPAL.

Specifically, the requested \$35,000 will be used to:

1. Complete the installation of the heating and air conditioning system; \$9,500
2. Complete the installation of the plumbing and electrical; \$8,500
3. Pay for the labor for the sheet rock and drop ceiling installation; \$5,500
4. Pay for the drywall, drop ceiling and interior doors; \$9,500
5. Pay Mitch St. Clair for the site excavation; \$2,000

Because of unanticipated excavation, weather and construction related issues, our Youth Center cost over-runs are approximately \$50,000. The requested funds will be used to help us address these cost over-runs and allow us to finish construction of the building in time for starting our 2017 summer camp program. When completed, this facility will be the first structure that corporate and general aviation visitors to Beaufort County will see when they exit the new general aviation terminal building front door.

BCPAL (continued)

This 6,000-square foot facility will be the home for one of the most unique youth science, technology, life-skills and fitness programs in the United States. The building is approximately 85% complete; \$50,000 is required to complete the interior construction and pay several contractors including the excavator. BCPAL is requesting \$35,000 from the County; BCPAL will raise the remaining \$15,000 through internal fund raising efforts. The \$50,000 in over-runs consist of the following:

1. \$25,000; site excavation, soil removal; 100 truckloads of sand and tree removal expense
2. \$15,000; changes in the key management personnel/subcontractors
3. \$7,000; incorrect material quote by a sales representative
4. \$3,000; unanticipated material costs

Since our formation in June 2012, our summer camp program has attracted middle school aged youth from different parts of Beaufort County, including Aurora. High school aged students have also participated in our programs as student mentors. We are currently conducting a “first-time” computer aided design (CAD) program at the Chocowinity Middle School. This program will teach the 5th-8th grade students basic engineering skills relative to using CAD software to create a vehicle exterior using a 3-D printer and test the aerodynamic efficiency of their vehicle design in a mini-wind tunnel. This type of program will also be offered at our new facility using a larger and more advanced wind tunnel during the summer program.

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 this unique facility. It was understood that BCPAL would raise the capital funds to construct this facility. The initial budget estimate was \$178,000 to construct this facility. To date, BCPAL has raised approximately \$175,000 from corporate, foundation and private donations to cover 98% of the original projected cost to build this facility.

Site excavation was started in October 2016. Unfortunately, during the site excavation, the subterranean soil was determined to be unsuitable to support the weight of our building. To correct this situation, the “bad” dirt had to be excavated and removed to a remote dump site. Approximately 100 truck-loads of sand were required to be brought in to replace the bad dirt before the concrete foundation could be poured after a special mesh fabric was installed. Hurricane Matthews was a contributing factor in this situation. Rain from the hurricane and poor drainage caused the soil to be saturated with water making construction impossible under the existing conditions. Plus, additional trees were removed. This situation resulted in a \$25,000 site excavation expense on the front end of the project.

Unexpected changes in key contractor personnel after the metal building was ordered required us to hire new personnel, more concrete was used than was anticipated, increases in material costs after Hurricane Matthews and an inaccurate material quote by a sales representative collectively contributed to an additional \$25,000 in unanticipated budget cost over-runs. There were no changes in the design of the building by BCPAL that contributed to any of the cost over-runs.

The income and expense information that is provided in this package reflects funds that have been obtained/donated strictly for the building construction project and grant/corporate funds that can only be used for STEM program operating expenses.

BCPAL (continued)

Included in this package is a summary of the youth and community service activities that BCPAL conducted during 2016 for Beaufort County youth. In addition, BCPAL was selected by the Beaufort County Chamber of Commerce as the "Nonprofit of the Year" in 2015 for its community service from 2012 through 2015.

Completed By: Alvin D Powell
Printed Name & Position

Alvin D Powell 3/01/2017
Signature & Date

BCPAL Accomplishments in 2016

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. A key component of the summer camp program is the partnership that BCPAL has established with the Little Washington Sailing School to set aside sailing school slots for the BCPAL students. The Noon Rotary helps fund the collaboration with the LWSS. Plus, we collaborated with the Rocking Horse Ranch to expose the students to horses.

The BCPAL STEM program is one of the only programs of its type in the United States and the only one in NC. 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 proprietary holistic interventional syllabus to integrate STEM concepts, life-skills and diet/nutrition awareness. The success of the BCPAL program is reason 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 and staff officer
2. Vice-President-James Madson; Director, Beaufort County Health Department and retired Lt. Colonel, US Army-Medical Officer
3. Secretary-Dr, Deborah Minor; PhD in Medicinal Chemistry and co-owner of the Bath Marina and Bed & Breakfast
4. Treasurer-Gary Robitaille; retired US Army Instructor Pilot and former Wing Commander-Vermont National Guard; sailboat owner/operator

The aforementioned officers are supported by a diverse Board of Directors that consist of representatives from the academic, legal, aviation, boating, banking, and technology communities. A cadre of Program Liaison Officers with terminal degrees and 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. However, I feel that their 2016 accomplishments are even more significant, especially in the fund-raising area for their new building and leveraging of program resources for the greatest impact. It is hard to imagine any other nonprofit accomplishing this much in the past year and forging partnerships with organizations within and outside of the county and state to bring positive attention to Beaufort County. It is because of the BCPAL partnership with the National Air and Space Administration (NASA) that NASA currently has a relationship with the Beaufort County School District.

The original BCPAL web page (<http://beaufortpal.tigersix.net/news>) administered by the National PAL organization crashed this year and all of the BCPAL uploaded data was lost. Considerable time and effort was spent reconstructing a new webpage and Facebook page for 2016. The new website

BCPAL (continued)

(www.beaufortpal.org) and our first Facebook page (<https://www.facebook.com/beaufortpal/>) documents the recent BCPAL activity that involved Beaufort County youth and the community.

During 2016 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 Burrough Wellcome Fund (BWF) grant funds to purchase high tech equipment. Most of the students that attended were selected by the Boys and Girls Club; the program received media coverage.
- February; Al Powell was selected by the ECU School of Allied Health and Sciences; to be one of three break-out session speakers at annual regional “Teenage Behavior Symposium.” Over 100 health care professionals from four-five states attended. Al was invited as a speaker because of the work that the BCPAL has been conducting in Beaufort County to proactively reach youth regarding positive behavior modification and the value of education.
- March; Al Powell was invited to be the keynote speaker at the annual Beaufort County NAACP Fund Raising Banquet. Al was selected to be the speaker because of the work that BCPAL has been doing in Beaufort County to promote understanding, trust and communication between youth and the community with law enforcement and other first responders.
- March; Coordinated a First Responder Goodwill Basketball Game with the Harlem Ambassadors-a professional basketball team at the Southside High School. The game was a sell-out with over 1,000 attending. A “free ticket” program was established to allow low income residents in the Aurora and Chocowinity area to attend. The event received local television and newspaper coverage. The Beaufort County Team consisted of members of the police departments, Sheriff’s Department, fire department, Beaufort County School teachers and the US Coast Guard; PotashCorp and Lee Chevrolet were key sponsors.
- June-July; Conducted a novel/improved FAA approved four-week aviation/boating summer camp using BWF grant funds; the program exposed the 15 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 \$1,600 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, USMC Harrier fighter jet and an USMC Intruder Electronic warfare jet, They toured the USMC Harrier Jet training school, climbed in the cockpit of a USAF 300,000 pound KC-135 tanker/cargo plane, 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 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.

BCPAL (continued)

- July; Grady-White provided BCPAL with \$1,000 for their summer STEM Aviation and Boating Camp.
- October to present; started construction on a unique 6,000-square foot Aviation, Technology and Fitness Center. The foundation is finished. Assembly of the actual building structure has commenced. This is the first time in Beaufort County for a construction project of this type, especially at the airport. Student capacity will double when the building is completed.
- November; Signed a historic Memo of Understanding (MOU) with the ECU AmeriCorp STEM East Program; BCPAL will sponsor four Community College students (three from BCCC and one from Pitt County Community College). In return for this sponsorship the students 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 Ed Tech Alternative School. In addition, a “first-time” STEM program using CAD software to design cars with 3-D printers and wind tunnels to test drag efficiency will be conducted at the Chocowinity Middle School for 20-24 students twice per week. We will implement the BCPAL program in collaboration with Bishop McIntyre’s Cornerstone Baptist Church after-school tutoring program. The AmeriCorp students will be used to help BCPAL staff the Chocowinity Middle School STEM program and the four-week (possibly expanding to five weeks) 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 x 3 to sponsor the three BCCC students. The Pitt County Community College student \$1,000 sponsorship fee is being paid by the Pitt County School System. BCPAL recruited this young lady into the program, so BCPAL is being allowed to leverage her time in our program at no cost to BCPAL. This is the first time this type of AmeriCorp leveraging has been done in this area.
- December; Burroughs Wellcome Fund (BWF) is the main source of funding for the BCPAL program. BWF is very excited about the historic collaboration between BCPAL and AmeriCorp STEM East to leverage program funds to save money in BCPAL program staffing fees. Plus, this arrangement will allow the four sponsored students to help in other Beaufort County community service projects at no cost to those organizations. This leveraging model that BCPAL has executed might set the standard for how some nonprofits in Tier I counties can reduce staffing expenses thus allowing them to purchase more materials and supplies.
- March-December; the BWF webpage which is online and accessible world-wide, features a one page write-up about the unique BCPAL STEM program.
- December; Coordinated a successful STEM Youth Career Day at BCCC for approximately 300 7th graders; Organizations that participated were NASA, PotashCorp, DSM, BCHD, Vidant Health and the Bunyan Fire Department. The East Care medi-vac helicopter landed in the front of the students. This was the largest program of this type conducted at BCCC.

BCPAL (continued)

- December; At the request of NASA representatives, coordinated a successful regional meeting taking place between representatives from BCS, NASA, ECU and BCCC and other state organizations to discuss liaisons/collaborations and educational training programs.
 - December; 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.
 - December; signed the lease with the City of Washington to lease the land that our Aviation, Technology and Fitness Center will be located. This is the first time in the history of Beaufort County that such a document has been signed.
 - December; To date, BCPAL has raised over \$175,000 in capital funds to construct their building;
 - December; Received approximately \$60,000 from the BWF grant; this is the final disbursement of a \$161,000 three-year STEM grant that was approved in December 2015. A new application will be submitted in 2017.
 - December; Negotiations with the NC Space Grant Program (funded by NASA) have resulted in a partnership with BCPAL wherein the ECU School of Engineering (supported by the NC Space grant program) will provide student instructors to staff a rocketry program during the summer Aviation and Boating STEM camp
 - December; BCPAL was awarded a \$5,000 grant from the United Way for the January-April 2017 after-school program at Chocowinity Middle School for program expenses.
-

Request for Service Expansion

Title of Service Expansion: Belhaven Community Chamber of Commerce

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	\$9,000.00	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>\$9,000.00</i>	

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: Belhaven Community Chamber of Commerce

Contact Information: DIANNE L. BOWEN, Pres 252-943-6182 (w)

DIANA G. Lambeth, Ex. Dir 252-943-3770 (office)

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.

Raleigh Spring Home Show, February 2017

Wilmington Boat Show, September 2017. Other shows that fit our target audience

Three new billboard signs for the existing 4'x8' billboards coming into Belhaven

Printing of Belhaven brochures

Expand the Crab Walk - printed material and paint

Develop and promote day trips to include Aurora Fossil Museum, Bath, and Belhaven and Pantego Museums. Target Stew Bern and Greenville senior living communities and clubs.

Completed By: DIANNE L. BOWEN, President
Printed Name & Position

Dianne L. Bowen March 8, 2017
Signature & Date

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Belhaven Community Chamber Commerce Amount Requested \$ 10,000

	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimated Actual Expenses	FY2017-18 Budget Request
REVENUES:				
Requested from Beaufort County				10,000
Federal				
State				
Cities/Towns				
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers		15,530		
Fees/Dues		12,930		
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:		28,460		
EXPENSES:				
Salaries and Benefits				
Program Services <i>Events</i>		1,600		
Contractual Services <i>Website</i>		5,000		
Commodities & Supplies				
Fundraisers/Promotional Expenses		8,400		
Capital				
Other				
TOTAL:		15,000		

Organizational Data

President: DIANNE L. BOWEN
 Executive Director: DIANA Q. LAMBETH
 Treasurer: ALLEN ROGERS
 Other Officers: JERRY STUBBERFIELD, VP

Completed by: *Deanni L. Bowen*
 (Signature)

Date: March 8, 2017

DIANNE L. BOWEN
 (Name)

President
 (Title)

Phone: 252-943-6182 (w)
943-8576 (c)

Beaufort County, North Carolina

PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: *Belhaven Community Chamber of Commerce*

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:			
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			
2b. Washington Park			
2c. Chocowinity			
2d. Bath	250		
2e. Belhaven	1602		
2f. Aurora			
2g. Pantego	177		
2h. Pinetown	155		
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			

please see attached

please see attached

please see attached

Belhaven Community District of Amherst & Commerce

Belhaven town, North Carolina

2015 Population Estimate
1,602
Source: Vintage 2015 Population Estimates: Population Estimates
Median Household Income
\$ 19,583
Source: 2011-2015 American Community Survey 5-Year Estimates
Persons in poverty, percent
39.6 %
Source: 2011-2015 American Community Survey 5-Year Profiles
Educational Attainment: Percent high school graduate or higher
70.1 %
Source: 2011-2015 American Community Survey 5-Year Profiles
Persons without health insurance, percent
21.8 %
Source: 2011-2015 American Community Survey 5-Year Profiles
Median Housing Value
\$ 77,400
Source: 2011-2015 American Community Survey 5-Year Estimates
Total Housing Units
1,073
Source: 2011-2015 American Community Survey 5-Year Estimates
Male Median Income
\$ 18,333
Source: 2011-2015 American Community Survey 5-Year Estimates
Female Median Income
\$ 11,579
Source: 2011-2015 American Community Survey 5-Year Estimates
Veterans
157
Source: 2011-2015 American Community Survey 5-Year Profiles

Bath town, North Carolina

2015 Population Estimate
250
Source: Vintage 2015 Population Estimates: Population Estimates
Median Household Income
\$ 55,000
Source: 2011-2015 American Community Survey 5-Year Estimates
Persons in poverty, percent
3.3 %
Source: 2011-2015 American Community Survey 5-Year Profiles
Educational Attainment: Percent high school graduate or higher
96.1 %
Source: 2011-2015 American Community Survey 5-Year Profiles
Persons without health insurance, percent
0.4 %
Source: 2011-2015 American Community Survey 5-Year Profiles
Median Housing Value
\$ 208,800
Source: 2011-2015 American Community Survey 5-Year Estimates
Total Housing Units
231
Source: 2011-2015 American Community Survey 5-Year Estimates
Male Median Income
\$ 36,607
Source: 2011-2015 American Community Survey 5-Year Estimates
Female Median Income
\$ 26,364
Source: 2011-2015 American Community Survey 5-Year Estimates
Veterans
29
Source: 2011-2015 American Community Survey 5-Year Profiles

Pantego town, North Carolina

2015 Population Estimate
177
Source: Vintage 2015 Population Estimates: Population Estimates
Median Household Income
\$ 35,536
Source: 2011-2015 American Community Survey 5-Year Estimates
Persons in poverty, percent
9.5 %
Source: 2011-2015 American Community Survey 5-Year Profiles
Educational Attainment: Percent high school graduate or higher
91.7 %
Source: 2011-2015 American Community Survey 5-Year Profiles
Persons without health insurance, percent
16.2 %
Source: 2011-2015 American Community Survey 5-Year Profiles
Median Housing Value
\$ 83,000
Source: 2011-2015 American Community Survey 5-Year Estimates
Total Housing Units
137
Source: 2011-2015 American Community Survey 5-Year Estimates
Veterans
28
Source: 2011-2015 American Community Survey 5-Year Profiles

Belhaven Community Chamber of Commerce

Belhaven township						
Subject	Total		Male		Female	
	Estimate	Margin of error	Estimate	Margin of error	Estimate	Margin of error
Under 5 years	4.40%	+/-2.6	5.80%	+/-4.7	3.30%	+/-2.1
5 to 9 years	4.30%	+/-2.5	5.40%	+/-4.0	3.40%	+/-2.5
10 to 14 years	8.10%	+/-3.6	9.20%	+/-4.0	7.10%	+/-4.6
15 to 19 years	6.00%	+/-2.7	4.50%	+/-3.6	7.10%	+/-4.1
20 to 24 years	5.80%	+/-2.5	5.10%	+/-3.5	6.30%	+/-3.1
25 to 29 years	2.70%	+/-1.6	3.00%	+/-2.2	2.40%	+/-1.9
30 to 34 years	4.80%	+/-3.0	4.80%	+/-3.9	4.70%	+/-3.9
35 to 39 years	2.40%	+/-1.7	3.20%	+/-2.9	1.80%	+/-1.5
40 to 44 years	5.70%	+/-2.3	2.80%	+/-2.3	7.90%	+/-3.3
45 to 49 years	5.90%	+/-3.1	8.50%	+/-5.4	3.90%	+/-2.7
50 to 54 years	7.40%	+/-2.8	8.50%	+/-5.7	6.40%	+/-2.8
55 to 59 years	6.90%	+/-3.1	9.90%	+/-4.9	4.60%	+/-2.4
60 to 64 years	8.40%	+/-3.4	9.90%	+/-5.2	7.20%	+/-3.9
65 to 69 years	11.40%	+/-3.3	8.80%	+/-3.3	13.30%	+/-4.5
70 to 74 years	3.70%	+/-1.8	5.40%	+/-3.4	2.40%	+/-1.5
75 to 79 years	4.80%	+/-2.3	3.50%	+/-2.3	5.70%	+/-3.2
80 to 84 years	4.90%	+/-2.3	0.30%	+/-0.6	8.30%	+/-3.9
85 years and over	2.90%	+/-1.6	1.20%	+/-1.0	4.10%	+/-2.6

Bath Township						
Subject	Total		Male		Female	
	Estimate	Margin of error	Estimate	Margin of error	Estimate	Margin of error
Under 5 years	1.50%	+/-1.8	0.80%	+/-1.6	2.10%	+/-2.7
5 to 9 years	1.50%	+/-1.9	1.60%	+/-2.6	1.40%	+/-2.4
10 to 14 years	1.90%	+/-1.9	2.40%	+/-3.0	1.40%	+/-2.2
15 to 19 years	4.10%	+/-3.3	4.00%	+/-3.7	4.10%	+/-4.0
20 to 24 years	6.30%	+/-5.0	6.40%	+/-6.8	6.20%	+/-7.2
25 to 29 years	8.50%	+/-6.2	12.80%	+/-11.4	4.80%	+/-5.0
30 to 34 years	2.60%	+/-2.7	1.60%	+/-2.4	3.40%	+/-3.6
35 to 39 years	1.10%	+/-1.4	0.00%	+/-22.6	2.10%	+/-2.6

Belhaven Community Bank of Commerce

40 to 44 years	2.60%	+/-2.6	4.80%	+/-4.9	0.70%	+/-1.4
45 to 49 years	4.80%	+/-2.9	2.40%	+/-3.2	6.90%	+/-5.0
50 to 54 years	5.20%	+/-3.2	3.20%	+/-3.6	6.90%	+/-5.2
55 to 59 years	8.10%	+/-4.9	7.20%	+/-5.5	9.00%	+/-6.1
60 to 64 years	8.50%	+/-5.4	6.40%	+/-6.8	10.30%	+/-7.7
65 to 69 years	14.80%	+/-6.9	17.60%	+/-10.0	12.40%	+/-8.0
70 to 74 years	8.90%	+/-4.3	11.20%	+/-7.5	6.90%	+/-4.4
75 to 79 years	5.90%	+/-3.9	9.60%	+/-7.1	2.80%	+/-3.0
80 to 84 years	6.30%	+/-5.1	3.20%	+/-4.5	9.00%	+/-7.7
85 years and over	7.40%	+/-5.0	4.80%	+/-7.5	9.70%	+/-6.

Pantego Township						
Subject	Total		Male		Female	
	Estimate	Margin of error	Estimate	Margin of error	Estimate	Margin of error
Under 5 years	3.20%	+/-4.7	6.10%	+/-8.8	0.00%	+/-25.5
5 to 9 years	6.80%	+/-5.7	2.60%	+/-6.9	11.10%	+/-10.9
10 to 14 years	7.70%	+/-5.0	7.90%	+/-8.1	7.40%	+/-5.9
15 to 19 years	7.70%	+/-5.0	9.60%	+/-8.3	5.60%	+/-5.7
20 to 24 years	4.10%	+/-3.7	1.80%	+/-4.0	6.50%	+/-6.2
25 to 29 years	6.30%	+/-4.8	5.30%	+/-5.1	7.40%	+/-7.4
30 to 34 years	1.40%	+/-1.9	0.90%	+/-3.0	1.90%	+/-3.1
35 to 39 years	5.00%	+/-5.3	5.30%	+/-6.9	4.60%	+/-7.4
40 to 44 years	9.50%	+/-8.2	15.80%	+/-15.1	2.80%	+/-3.3
45 to 49 years	4.10%	+/-3.8	1.80%	+/-2.0	6.50%	+/-7.3
50 to 54 years	5.00%	+/-3.8	1.80%	+/-3.4	8.30%	+/-7.5
55 to 59 years	4.10%	+/-3.2	6.10%	+/-5.6	1.90%	+/-2.9
60 to 64 years	9.50%	+/-7.7	14.90%	+/-12.6	3.70%	+/-4.7
65 to 69 years	13.50%	+/-9.2	10.50%	+/-10.0	16.70%	+/-12.7
70 to 74 years	9.00%	+/-5.3	4.40%	+/-5.7	13.90%	+/-9.2
75 to 79 years	2.70%	+/-3.3	5.30%	+/-6.3	0.00%	+/-25.5
80 to 84 years	0.00%	+/-13.6	0.00%	+/-24.4	0.00%	+/-25.5
85 years and over	0.90%	+/-1.7	0.00%	+/-24.4	1.90%	+/-3.7

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 \$202,500.
Capital Outlay		
Total Expenditures		

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

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT
Budget Form 1

Agency: Beaufort Hyde Martin Regional Library Amount Requested \$ 212,000

	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimated Actual Expenses	FY2017-18 Budget Request
REVENUES:	202,500	202,500	202,500	212,000
Requested from Beaufort County				
Federal	1,950	34,540	34,540	
State	304,479	302,832	302,832	
Cities/Towns	118,575	121,150	121,150	122,150
United Way	0	0	0	
Other Counties excluding Beaufort County	133,332	141,232	141,232	153,500
Other:				
Donations/Fundraisers				
Fees/Dues	11,684	12,000	12,000	
Sales				
Miscellaneous	104,723	45,746	45,746	
Beginning Balance (Deficit)				
TOTAL:	877,243	860,000	860,000	
EXPENSES:				
Salaries and Benefits	612,356	613,599	610,000	
Program Services				
Contractual Services				
Commodities & Supplies				
Fundraisers	0	0		
Capital	37,838			
Other	240,243	246,401	240,000	
TOTAL:	890,437		850,000	

Organizational Data

Board Chairman: Carol Cutler

Executive Director: Hannah Easley

Finance Officer: Amy Asby

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

Completed by:  Date: 3/2/2017

Hannah Easley
(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 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:			
1a. Total continuing from previous fiscal year	4,007	5,636	7,000
1b. Total new for the year		1,629	1,364
1c. Total terminated during the year		0	
2. RESIDENCE OF PARTICIPANTS TOTAL:			
2a. Washington	1,240	1,374	
2b. Washington Park			
2c. Chocowinity			
2d. Bath	850	1,047	
2e. Belhaven	1,435	2,561	
2f. Aurora	482	654	
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	575	1,260	
3c. 13 through 17 years of age	189	191	
3d. 18 through 29 years of age			
3e. 30 through 64 years of age	3243	4,409	
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	5,636	
5. SEX TOTAL:			
5a. Male			
5b. Female			
5c. Not recorded	4,007	5,636	

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:

	2015-2016	2016-2017 as of February
Library Visits:	42,491	25,175
Computer Users:	12,220	8,675
Adult Books Circulated	20,588	15,470
Children's Books Circulated	6,406	5,197
DVDs Circulated:	4,675	4,273
Adult Program Attendance:	510	297
Children's Program Attendance:	3,901	2,928

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: \$212,000

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: _____
Printed Name & Position

Signature & Date

BHM Regional Library, Inc.

158 N Market St.

Washington, NC 27889

(252) 946-6401



Brian Alligood
Beaufort County Manager
March 2, 2017

Dear Brian,

I am writing behalf of the BHM Regional Library to request an appropriation from Beaufort County for the fiscal year 2017-2018. 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 \$212,000.

The first part of our service expansion request is a \$4,000 increase to our children's book budget for Beaufort County. Currently, each of our four branches has an annual children's book budget of \$1,000. 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 users. We are currently working with Michele Oros at Beaufort County Schools to implement a project in 2018 where all Beaufort County students will be able to check out BHM books and access online resources using their student PIN. Through the NEST project, all students in Beaufort County would have immediate, fine-free access to library resources. In order to offer a great selection and experience for these students, we want to make sure that we have materials to encourage their love of reading and support their learning.

We are also requesting \$5,500 to fund rent for the Bath Community Library. Currently, the Bath Friends of the Library, a non-profit group that supports library services for the Bath community, funds the annual cost of rent and utilities for that branch. While we appreciate and encourage the support of the Friends, it's very unusual for private donations to cover basic expenses like rent and utilities for a public library. Because Friends groups tend to wax and wane in their support, the Bath Community Library is in danger of having insufficient funds to operate in years to come. Last year, the Town of Bath joined the regional agreement for the BHM Regional Library and began contributing funds to cover operational expenses for the branch. This year, we are requesting a service expansion from both the Town of Bath and Beaufort County to ensure that all building expenses for the Bath Community Library are secure for the future.

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

BHM Regional Library, Inc.

158 N Market St.

Washington, NC 27889

(252) 946-6401



support its libraries. We look forward to growing and continuing to provide excellent service to our community next year.

Sincerely,

A handwritten signature in blue ink that reads "Hannah Easley". The signature is fluid and cursive, with a long horizontal stroke at the end.

Hannah Easley

Director, BHM Regional Library

heasley@bhmlib.org

252-964-4501 ext. 3

**BHM REGIONAL LIBRARY
BEAUFORT COUNTY FUNDS
PRELIMINARY BUDGET 2017-2018**

INCOME

Beaufort County	4.7% increase	212,000
City of Washington		7,800
Town of Belhaven		7,100
Town of Bath		2,000
		228,900
TOTAL:		\$228,900

EXPENSES

\$153,766

Personnel:

Salaries & benefits for Aurora Library Branch Manager-full-time, 1 Library Assistant I-part-time, 1 Library Clerk-part-time; Bath Library Branch Manager part-time, 2 part-time Library Clerks, 1 Library Assistant 1 part-time; Belhaven Library Branch Manager full-time, 1 Library Clerk part-time, 1 Library Assistant part-time; Hdqs. Library 2 Library Clerks part-time, 1 Courier

128,070	Total Salaries
9,797	FICA
11,094	Health Insurance
115	Life Insurance
4,690	Retirement

8,000	Books - Bestseller lease plans for Aurora, Bath, Belhaven, and the HQ collection
8,000	Children's Books - Aurora, Bath, Belhaven & HQ
400	Magazines - Aurora, Bath, Belhaven
3,000	DVDs - Aurora, Belhaven
7,840	Internet and Phone - 100mb Ethernet for Aurora, Bath, Belhaven and HQ
1,055	Copier Contracts
15,035	Rent and Maintenance - HQ Library, Bath Library; PO Boxes - Aurora, Bath
1,000	Equipment
8,000	HQ Utilities
22,803	Regional Expenses

\$228,900 TOTAL EXPENSE

Beaufort County's per capita share of support for Regional expenses **\$22,803**

Regional Expenses are expenses shared by three counties, but not in the State Budget. Regional Expenses include salary and benefits for a System Administrator and equipment expenses.

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	Population figures US Census Bureau 2010
Hyde	5,721	\$ 2,746	
Martin	23,699	\$ 11,376	
	76,927	\$ 36,925	

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 current year 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 COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Boys & Girls Clubs of the Coastal Plain

Amount Requested \$50,000

	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimated Actual Expenses	FY2017-18 Budget Request
REVENUES:				
Requested from Beaufort County	40,000	40,000	45,000	50,000
Federal	13,934	15,000	15,387	0
State	26,562	26,623	26,407	0
Cities/Towns	51,340	39,700	35,540	34,330
United Way	8,171	11,500	15,000	10,000
Other Counties excluding Beaufort County	0	0	0	0
Other:				
Donations/Fundraisers	203,761	298,750	212,956	260,500
Fees/Dues	8,815	8,050	5,328	2,750
Sales	0	0	0	0
Miscellaneous	615	2,400	150	200
Beginning Balance (Deficit)				
TOTAL:	353,198	442,023	355,768	357,780
EXPENSES:				
Salaries and Benefits	185,047	160,685	146,204	143,515
Program Services	15,874	18,259	8,657	7,950
Contractual Services	0	3,000	2,577	2,400
Commodities & Supplies	2,533	2,150	1,309	1,700
Fundraisers	1,350	3,462	3,102	0
Capital	0	0	0	0
Other	155,253	151,461	158,407	173,766
TOTAL:	360,057	339,017	320,256	329,331

Organizational Data

President: Jamie Cooper

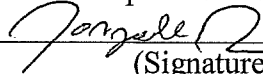
Executive Director: n/a

Treasurer: Paul Anderson

Other Officers: Jill Camnitz – Board Chair

 Bynum Satterwhite – Board Vice – Chair

 Steve Stephenson - Secretary

Completed by: 
 (Signature)

Date: 3/1/17

Donyell Jones
 (Name)

Executive Vice President
 (Title)

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 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:	266	269	280
1a. Total continuing from previous fiscal year	151	152	130
1b. Total new for the year	115	117	119
1c. Total terminated during the year	191	59	35
2. RESIDENCE OF PARTICIPANTS TOTAL:	266	269	280
2a. Washington	139	156	171
2b. Washington Park			
2c. Chocowinity	9	9	11
2d. Bath	0	1	1
2e. Belhaven	83	69	60
2f. Aurora	1	3	3
2g. Pantego	15	13	10
2h. Pinetown	0	2	5
2i. Outside Beaufort County or Unknown	19	16	19
3. AGE GROUP TOTAL:	266	269	280
3a. Infants through 4 years of age			
3b. 5 through 12 years of age	188	189	201
3c. 13 through 17 years of age	73	80	76
3d. 18 through 29 years of age	5	0	3
3e. 30 through 64 years of age			
3f. 65 and over			
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS TOTAL:	266	269	280
4a. Below official poverty level (\$12,000)	87	83	92
4b. At or near poverty level	163	169	170
4c. Middle income (\$30,000)	16	17	18
4d. Upper income (\$60,000)			
4e. Not known or not applicable			
5. SEX TOTAL:	266	269	280
5a. Male	132	135	141
5b. Female	134	134	139
5c. Not recorded			

Beaufort County
Request for County Appropriation
Budget Form 3

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

Contact Information: Theresa Gilmore, VP of Development & External Affairs
621 W. Fire Tower Road; Winterville, NC 28590
252-355-2345 x 205 theresa@bgccp.com

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 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 2017-2018 fiscal year to support general operating costs that allow us to keep the Clubs open and serving youth through high quality programming, 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 (\$143,515); program services (\$7,950); and supplies (\$1,700).

The Beaufort County Units have an annual enrollment of over 256 members, ages 6-18, and serve approximately 94 members daily. Of those members, 47% are female and 53% are male; 89.5% are African American, 5.5% are Bi-Racial, 3% are Caucasian, and 2% are Hispanic; 90% qualify for free or reduced school lunch; 63% live in single-parent households; and 76% live in a home with a household income below \$25,000.

The Unit located in Washington is open from 2:30pm – 7:00pm Monday through Friday during the school year and from 7:00am – 6:00pm during non-school days (teacher workdays, ½ school days, and some holidays) and summer.

The Unit located in Belhaven is open from 3:00 pm – 7:00pm Monday through Friday during the school year and from 9:00am – 6:00pm 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 of **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** – provides STEM opportunities to middle school Club members year-round, through various partnerships with organizations such as the Beaufort County Police Activities League and NC Estuarium,
- **Workforce Readiness** - programming opportunities will provide hard and soft skills to our middle school 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), Student Executive Institute (provides rising 9th graders with the opportunity to visit, tour, and learn more about the business and industries in their communities), and Keystone Club (affords teens an opportunity to gain valuable leadership and service experience by conducting activities in three areas: academic success, career exploration, and community service).

Healthy Lifestyles:

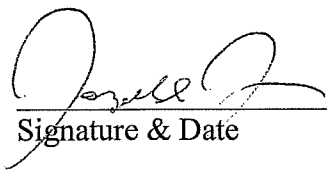
- **Child and Adult Care Food Program (CACFP)** – is a USDA funded program that provides reimbursement dollars to organizations that feed their selected population. Participating organizations must meet the USDA guidelines in regards to the types of food served, portion sizes, and serving times. All youth in the organization benefit from this program, with the ability to receive a snack and dinner daily. In 2017, an estimated 13,000 healthy meals and 4,200 healthy snacks will be served to Club members at the Washington Unit. In a county in which 27.4% 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 BGCA'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 a 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 lifestyle 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.

Through funding from Beaufort County, you will help Boys & Girls Clubs of the Coastal Plain continue to serve Beaufort County youth and fulfill our mission to enable all young people, especially those who need us most, to reach their full potential as productive, caring, responsible citizens.

Completed By: Donyell Jones, Executive Vice President
Printed Name & Position

 3/1/17
Signature & Date

ur Clubs

ck Minges Unit

1 W. Fire Tower Road
Winterville, NC 28590
(844) 440-2717 Ext: 8140

ady-White Boats/E.R.

ewis Family Unit
5 Belvoir Highway
Winterville, NC 27834
(844) 440-2717 Ext: 8150

avis Unit

0 S. Washington Street
Winterville, NC 27858
(844) 440-2717 Ext: 8130

rmville Unit

43 Park Street
Winterville, NC 27828
(844) 440-2717 Ext: 8120

: Ledyard E. Ross Unit

8 2nd Street
Winterville, NC 28513
(844) 440-2717 Ext: 8110

ashington Unit

89 N. Bridge Street
Winterville, NC 27889
(844) 440-2717 Ext: 8320

alhaven Unit

5 W. Pantego Street
Winterville, NC 27810
(844) 440-2717 Ext: 8310



Lenoir County Unit

1804 Old Snow Hill Road
Kinston, NC 28501
(844) 440-2717 Ext: 8210

Greene County Unit

614 Middle School Road
Snow Hill, NC 28580
(844) 440-2717 Ext: 8410

Robersonville Unit

1121 Third Street Ext.
Robersonville, NC 27871
(844) 440-2717 Ext: 8520

Williamston Unit

201 Andrews Street
Williamston, NC 27892
(844) 440-2717 Ext: 8510



BOYS & GIRLS CLUBS
OF THE COASTAL PLAIN



BOYS & GIRLS CLUBS
OF THE COASTAL PLAIN

Administrative Office

621 W. Fire Tower Road
Winterville, NC 28590
(844) 440-2717

www.bgcccp.com

LIKE US, FOLLOW US, SUPPORT US!



GREAT FUTURES START HERE

Mission

enable all young people, especially those who need it most, to reach their full potential as productive, thriving, responsible citizens.



Young People Who Need Us Most



Outcome-Driven Club Experience



Priority Outcomes



What We Do

Boys & Girls Clubs of the Coastal Plain offers young people 6 to 18 years of age what they want and need most: staff members who are role models who respect and listen to them; a safe environment where they can be themselves and have fun; and constructive activities to channel their youthful energy.



Who We Are

For over 45 years we have helped put young people on the path to great futures. Boys & Girls Clubs of the Coastal Plain annually serves over 2,600 youth, through membership and community outreach, in our Club's eleven facilities.



Our Clubs are designed to maximize opportunities for young people to acquire a sense of belonging, usefulness, influence, and competence. We

have computer learning centers, arts and crafts areas, gymnasiums, libraries, game and multi-purpose rooms, and outdoor play areas. All of our Units are staffed by trained professionals who truly care and are vested in realizing the full potential of each young person.

Programs We Offer

- Homework Assistance
- Computer Education
- Nutrition Education
- Keystone & Torch Clubs
- Youth of the Year
- Recreation Programs
- Gamesroom Activities
- Field Trips
- Guest Speakers
- Passport to Manhood
- SMART Moves
- SMART Girls
- Street SMART
- Teen Centers

Get Involved

There are many ways to be involved with Boys & Girls Clubs of the Coastal Plain. We always welcome new faces to help shape the future of our communities. If



you are looking to volunteer regularly, working with the kids in the Clubs is a great avenue. If you want to contribute but don't have time to volunteer regularly, consider donating your time to a program or a special event.

Invest in the Future

Thank you for considering a gift to Boys & Girls Clubs of the Coastal Plain. It costs our organization much more than the price of a membership to put one young person through our programs. Contributions by generous companies, organizations, foundations, and individuals are essential for providing great futures to our youth.

For more information visit www.bgccp.com

We offer five core areas of programming to help make a difference in the lives of our Club members.

- Education & Career Development
- Character & Leadership Development
- Health & Life Skills
- The Arts
- Sports & Recreation



Academic Success



Good Character & Citizenship



Healthy Lifestyles

What We Provide

- A safe place to learn and grow while having fun.
- A place where great futures start each and every day.
- An affordable place for young people to go during non-school hours and during the summer.
- A program that creates ongoing relationships with caring adults and new friends.
- Life-enhancing programs and character development experiences.
- A positive environment where a sense of belonging, personal accountability, influence, self-esteem, and community are all reinforced.

BOYS & GIRLS CLUBS OF THE
COASTAL PLAIN, INC.
FINANCIAL STATEMENTS
AS OF DECEMBER 31, 2015 and 2014

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

BOYS & GIRLS CLUBS OF THE COASTAL PLAIN, INC.
TABLE OF CONTENTS
FOR THE YEAR ENDED DECEMBER 31, 2015

	Page(s)
REPORT OF CERTIFIED PUBLIC ACCOUNTANT FINANCIAL STATEMENTS:	1 – 2
Statement of Financial Position	3 – 4
Statement of Activities	5
Statement of Cash Flows	6
Schedules of Functional Expenses	7 – 8
Notes to the Financial Statements	9 – 14

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.
GARY D. WILSON, 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, 2015 and 2014, 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, 2015 and 2014, 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 7, 2016

BOYS & GIRLS CLUBS OF THE COASTAL PLAIN, INC.
STATEMENTS OF FINANCIAL POSITION
AS OF DECEMBER 31, 2015 and 2014

ASSETS

	2015	2014
Current Assets		
Cash and Cash Equivalents	\$ 1,125,437	\$ 1,244,619
Prepaid Expenses	16,788	19,087
Sales Tax Refunds Receivable	4,964	3,879
Grant Income Receivable	169,437	96,064
Receivable – Other	41,653	-
Total Current Assets	1,358,279	1,363,649
Property and Equipment		
Land	1,148,375	1,148,375
Buildings	6,290,594	6,212,685
Vehicles	282,163	238,186
Furniture & Fixtures	43,466	77,340
Equipment	138,334	651,827
Computer Software	2,765	10,037
	7,905,697	8,338,450
Less: Accumulated Depreciation	(2,338,573)	(2,735,039)
Total Property and Equipment	5,567,124	5,603,411
Other Assets		
Cash Value – Life Insurance Policies	29,017	28,371
Total Other Assets	29,017	28,371
Total Assets	\$ 6,954,420	\$ 6,995,431

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, 2015 and 2014

LIABILITIES AND NET ASSETS

	2015	2014
Current Liabilities		
Accounts Payable	\$ 106,163	\$ 58,448
Payroll Taxes Payable	7,592	26,027
Other Withholdings Payable	-	403
Accrued Payroll	43,141	55,401
Loan from Foundation – Current Portion	-	14,000
Total Current Liabilities	156,896	154,279
Non-Current Liabilities		
Loan from Foundation	-	42,000
Total Liabilities	156,896	196,279
Net Assets		
Unrestricted Net Assets	6,032,951	5,935,243
Temporarily Restricted Net Assets	79,354	150,000
Permanently Restricted Net Assets	685,219	713,909
Total Net Assets	6,797,524	6,799,152
Total Liabilities and Net Assets	\$ 6,954,420	\$ 6,995,431

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, 2015 and 2014

	2015	2015	2015	2015	2014
	Unrestricted	Temporarily Restricted	Permanently Restricted	Total Net Assets	Total Net Assets
Net Assets					
Revenues and Gains					
Public Support:					
Contributions	\$ 1,434,503	\$	\$	\$ 1,434,503	\$ 1,023,737
Contributions – United Way	195,739			195,739	180,568
Contributions- In-Kind	50,000			50,000	45,000
	1,680,242	-	-	1,680,242	1,249,305
Revenue:					
Membership	135,402			135,402	147,344
Grants	382,310			382,310	369,833
Government Support	805,403			805,403	236,696
Facilities Rental	37,355			37,355	35,590
Miscellaneous Revenue	72,793			72,793	69,305
Fundraising Income	286,752			286,752	368,019
Released From Restrictions	99,336	(70,646)	(28,690)	-	-
	1,819,351	(70,646)	(28,690)	1,720,015	1,226,787
Total Revenues and Gains	3,499,593	-	-	3,400,257	2,476,09
Expenses					
Program Services	2,759,416	-	-	2,759,416	1,651,170
Supporting Services					
Management and General	314,346	-	-	314,346	298,980
Fundraising Expense	328,123	-	-	328,123	288,647
Total Expenses	3,401,885	-	-	3,401,885	2,238,797
Increase (Decrease) in Net Assets	97,708	(70,646)	(28,690)	(1,628)	237,295
Net Assets at Beginning of the Year	5,935,243	150,000	713,909	6,799,152	5,427,676
Adjustment for acquisition of BCBGC (note 6)	-	-	-	-	1,134,181
Net Assets at the End of the Year	\$ 6,032,951	\$ 79,354	\$ 685,219	\$ 6,797,524	\$ 6,799,152

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, 2015 and 2014

	2015	2014
Cash flows from operating activities:		
Cash received from donors	\$ 1,680,242	\$ 1,249,305
Cash received from service recipients (internal)	244,904	216,649
Cash received from service recipients (external)	805,403	272,286
Cash received from fundraisers	285,667	368,019
Cash grants received	308,937	343,691
Interest paid	(17)	(482)
Net effect of Beaufort County BGC operating activities	-	9,443
Cash paid to employees and suppliers (programs)	(2,524,314)	(1,616,813)
Cash paid to employees and suppliers (mgmt. & general)	(332,781)	(217,009)
Cash paid to employees and suppliers (fundraisers)	(340,383)	(212,865)
Net cash provided by operating activities	127,658	412,224
Cash flows from investing activities:		
Cash received from acquisition of Beaufort County BGC	-	420,506
Purchase of Fixed Assets	(190,840)	-
Net cash provided by investing activities	(190,840)	420,506
Cash flows from financing activities:		
Payments on note payable and line of credit	(56,000)	(113,100)
Net cash provided by financing activities	(56,000)	(113,100)
Net increase (decrease) in cash and cash equivalents	(119,182)	719,630
Cash and cash equivalents at beginning of year	1,244,619	524,989
Cash and cash equivalents at end of year	\$ 1,125,437	\$ 1,244,619
Reconciliation of change in net assets to net cash provided by operating activities:		
Change in net assets	\$ (1,628)	\$ 237,295
Adjustments to reconcile change in net assets to net cash used by operating activities:		
Depreciation	227,128	187,944
Net effect of Beaufort County BGC operating activities	-	(9,443)
(Increase) decrease in current assets	(81,225)	(37,341)
Increase (decrease) in current liabilities	(16,617)	33,769
Net cash provided by operating activities	\$ 127,658	\$ 412,224

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, 2015 and 2014

Page 1 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 Fees	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
	223,843	3,055	230	227,128
Total Expenses	\$ 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 COASTAL PLAIN, INC.
SCHEDULE OF FUNCTIONAL EXPENSES
FOR THE TWELVE MONTHS ENDED DECEMBER 31, 2015

Page 2 of 2

	Program Services	Mgmt. & General	Fundraising	2014 Total
Salaries & Wages	\$ 958,668	\$ 138,995	\$ 101,870	\$ 1,199,533
Employee Benefits – Other	8,212	6,816	4,060	19,087
Employee Health Insurance	43,278	10,311	9,646	63,235
Payroll Taxes	74,701	10,831	7,938	93,470
Total Cost of Employees	1,084,859	166,953	123,514	1,375,325
Dues & Subscriptions	250	1,216	8,860	10,326
Dues to Boys and Girls Clubs of America	6,297	913	669	7,879
Fundraising Expenses	-	-	109,533	109,533
Interest Expense	-	482	-	482
Miscellaneous	6,306	4,825	-	11,132
Occupancy	179,244	2,256	435	181,935
Office Supplies & Expense	51,305	13,717	4,572	69,594
Postage & Printing	-	5,444	9,682	15,126
Professional Development	20,544	6,561	6,138	33,243
Professional Services	-	66,608	1,519	68,127
Program Supplies & Expenses	71,427	-	-	71,427
Telephone	13,160	2,125	1,988	17,272
Vehicle Expense	21,125	23,061	20,561	64,747
Worker's Comp Insurance	11,764	1,765	1,176	14,705
	1,466,281	295,925	288,647	2,050,853
Depreciation Expense	184,889	3,055	-	187,944
Total Expenses	\$ 1,651,170	\$ 298,980	\$ 288,647	\$ 2,238,797

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, 2015 and 2014

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, 2015, The Boys & Girls Club 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 Club 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 Club 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.

BOYS & GIRLS CLUBS OF THE COASTAL PLAIN, INC.
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2015 and 2014

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.” Classifications of and amounts of Temporarily Restricted Net Assets at December 31, 2015.

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.

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.

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, 2015 and 2014, the Organization exceeded the insured amount by \$662,664 and \$744,172, respectively.

BOYS & GIRLS CLUBS OF THE COASTAL PLAIN, INC.
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2015 and 2014

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

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, 2015 and 2014 was \$227,128 and \$187,944, 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, 2015 and 2014.

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, 2015 and 2014, nor was there any unrelated business income for the year ended December 31, 2015 and 2014.

BOYS & GIRLS CLUBS OF THE COASTAL PLAIN, INC.
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2015 and 2014

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

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 2012, 2013, and 2014. 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, 2015.

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.

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, 2015 and 2014.

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, 2015 consist of the following:

	2015	2014
HHS Grant	\$ 85,310	\$ 83,781
21 st Century	22,843	12,283
USDA	49,450	-
OJP	5,400	-
CDBG	6,434	-
Total Grant Receivable	\$ <u>169,437</u>	\$ <u>96,064</u>

NOTE 3 - LONG-TERM DEBT

The Organization maintains a \$200,000 revolving line of credit with Branch Banking and Trust Company. Interest is based on the current prime rate and is payable monthly. Funds are secured by assets of the organization. The outstanding balance at December 31, 2015 and 2014 was \$0 with interest at 3.75%. Interest paid in 2015 and 2014 was \$0 and \$482, respectively.

BOYS & GIRLS CLUBS OF THE COASTAL PLAIN, INC.
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2015 and 2014

As stated in Note 6, the Organization received an interest-free, 60-month loan from the Boys and Girls Club of Pitt County Foundation in the amount of \$70,000. These funds were used as a direct payment against a portion of the BB&T Line of Credit balance. Balance at December 31, 2015 and 2014 was \$0 and \$56,000, respectively.

NOTE 4 – PENSION

The Organization participates in the Boys & Girls Clubs of America Master Pension Plan & Trust. The trust is a qualified defined contribution, money purchase pension plan available to full-time employees of the Organization. An employee is eligible to participate on his employment anniversary date when he is age 20 ½ and has completed twelve (12) months of employment. Employer contributions are 10% of the eligible employee's compensation, and are immediately and fully vested.

The retirement expense for the years ended December 31, 2015 and 2014 was \$14,729 and \$19,087, respectively.

NOTE 5 – 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 Club 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, 2015 and 2014, the Organization did not receive any cash financial support from the Foundation.

On March 28, 2013 the Organization received an interest-free, 60-month loan from the Foundation in the amount of \$70,000. These funds were used as a direct payment against a portion of the BB&T Line of Credit balance. Interest was calculated at a rate of 3.75% which was the same rate as the BB&T Line of Credit.

NOTE 6 – EXPANSION OF ACTIVITIES

In 2014 The Boys & Girls Clubs of the Coastal Plain, Inc. expanded its service to the youth of eastern North Carolina by adding facilities in Beaufort County.

On December 31, 2014 The Boys & Girls Clubs of the Coastal Plain, Inc. acquired the Boys & Girls Club of Beaufort County. The club has two locations in Washington and Belhaven, North Carolina and provides activities for approximately 370 children and youth. The Boys & Girls Club of the Coastal Plain, Inc. recorded the Beaufort County club's ending balances to integrate the acquired club's assets, liabilities, and year-to-date transactions.

BOYS & GIRLS CLUBS OF THE COASTAL PLAIN, INC.
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2015 and 2014

NOTE 6 – EXPANSION OF ACTIVITIES (continued)

Significant Beaufort County items added to The Boys & Girls Club of the Coastal Plain, Inc. are as follows:

Cash	\$	420,506
Grants Receivable		14,822
Fixed Assets (cost)		1,198,260
Unrestricted Net Assets		270,274
Restricted Assets		863,909

NOTE 7 – SUBSEQUENT EVENTS

These financial statements considered subsequent events through July 7, 2016, the date the financial statements were available to be issued.

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>	

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 County. By contributing to COST the year 2016 was a huge success for the children on Southside. Our goal is to continue empowering young people with life skills that promote positive values, in addition to providing a safe place for children to go and play and just have good clean fun.

Citizens on Southside Together Board of Directors has developed a plan that focuses on providing youth a safe, secure environment, in addition to providing positive role models and positive alternatives to delinquent behavior and options to children in distress to increase their chances of having a positive future.

During the last year and the years passed, with the Beaufort County Commissioners support we have purchase playground equipment, expanded the basketball court so we can now serve more families in the neighborhood.

COST is requesting \$3,000.00 to enable us to improve our Community Park. With your, continue support and partnership with other agencies and fundraising we propose to build and upgrade our shelter, install and upgrade our playground equipment and other items needed for families to enjoy in the park area. In an age when violence is too often seen and heard about we need to look at new strategies for more peaceful communities. Our community park was designed as a preventive positive behavior support to all the communities on Southside Beaufort County. The goal is to enable the number of families using the park, we have seen measurable success and we are now seeking to expand to meet the needs. We have also seen with the children being able to play cooperatively in the park, the school have seen that this teaches them to work cooperatively in the class room as well. If we are funded the \$3,000.00 we could provide a better organized playground that involves children in a variety of activities that reduce conflict while motivating them to be physically active. It also helps develop motor skills, and social skills though the various games and activities in addition to decreasing bullying.

We appreciate the Beaufort County Board of Commissioners taking an interest in helping us expanded the Southside Park to fulfill the increase and meet the need. Again, we believe that our 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 9, 2017
Signature & Date

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:				
Requested from Beaufort County	\$2,000.00	\$2,000.00	\$1,200.00	\$3,000.00
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:	\$2,500.00	\$3,000.00	\$1,850.00	\$3,000.00
Donations/Fundraisers				
Fees/Dues	\$400.00	\$500.00	\$400.00	\$500.00
Sales				
PotashCorp			\$600.00	\$600.00
PotashCorp Contractors			\$800.00	\$800.00
Beginning Balance (Deficit)				
TOTAL:	\$5,400.00	\$6,000.00	\$4,350.00	\$9,400.00
	\$0	\$0	\$0	\$0
EXPENSES:				
Salaries and Benefits				
Program Services	\$ 450.00	\$600.00	\$525.00	\$950.00
Park Improvement Project	0		0	\$3,000.00
Commodities & Supplies	\$ 375.00	\$625.00	\$550.00	\$750.00
Fundraisers	\$ 350.00	\$475.00	\$425.00	\$600.00
Capital				
Other Insurance/Telephone & Utilities	\$3,500.00	\$4,000.00	\$3,750.00	\$4,100.00
TOTAL:	\$4,870.00	\$5,700.00	\$5,300.00	\$9,400.00

Organizational Data

President:

Executive Director: Charles Ellis Cannon

Treasurer: Galene Williams

Other Officers: Board Chairman: Mattie L. Moore - Secretary: Patrick Moore

Completed by: _____

Date: _____

(Signature)

(Name)

(Title)

Phone: _____

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	15
3g. Not known or not applicable			
	135	130	140
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. Not known or not applicable			
	135	130	137
5. SEX TOTAL:			
5a. Male	67	60	64
5b. Female	68	70	73
5c. Not recorded			

Citizen on Southside Together (COST)
Balance Sheet

As of February 28, 2017

Feb 28, 17

ASSETS

Current Asset

Southern Bank & Trust Company	
Beaufort County Commissioners	
Southern Bank Community Investment	\$500.00
Fundraising	\$200.00
Fees/Dues	\$350.00
Total Southern Bank & Trust Company	<u>\$1,050.00</u>
Total Checking/Savings	<u>\$1,050.00</u>
Total Assets	<u>\$1,050.00</u>

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	\$560,554.00	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>\$560,554.00</i>	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: City of Washington/Recreation Facilities

Amount Requested \$ 580,554

	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimated Actual Expenses	FY2017-18 Budget Request
REVENUES:				
Requested from Beaufort County	15,732	15,732	20,000	580,554
Federal				
State				
Cities/Towns	775,902	784,787	785,809	494,546
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers				
Fees/Dues	48,499	76,210	61,200	61,000
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:	840,133	876,729	867,009	1,136,100
EXPENSES:				
Salaries and Benefits	367,432	358,039	356,423	405,759
Program Services	24,104	29,970	28,770	28,250
Contractual Services	17,936	13,770	13,824	25,110
Commodities & Supplies	344,613	322,489	315,531	332,421
Fundraisers				
Capital	86,049	152,460	152,460	344,560
Other				
TOTAL:	840,133	876,729	867,009	1,136,100

Organizational Data

President: Mac Hodges
Executive Director: Bobby Roberson
Treasurer: Matt Rauschenbach
Other Officers:

Completed by: Matt Rauschenbach
(Signature)

Date: 3/2/17

Matt Rauschenbach _____
(Name)

C.F.O./Admin. 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 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:	1155	1100	1100
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:	1155	1200	1250
2a. Washington (City)	531	552	575
2a. Washington (non-City)	624	648	675
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			
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

PO Box 1988, Washington, NC 27889

Amount Requested: \$580,554 _____

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 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 54% County residents.

Completed By: Matt Rauschenbach/CFO
Printed Name & Position

 3/2/17
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	\$273,482.00	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>\$273,482.00</i>	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: City of Washington/Brown Library_

Amount Requested \$ 281,282_____

	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimated Actual Expenses	FY2017-18 Budget Request
REVENUES:				
Requested from Beaufort County	7,800	7,800	7,800	281,282
Federal				
State	10,077	7,000	13,555	9,000
Cities/Towns	377,244	398,563	392,419	134,700
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers	2,330	2,500	2,500	2,500
Fees/Dues	21,471	21,000	18,000	18,000
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:	418,922	436,863	434,274	445,482
EXPENSES:				
Salaries and Benefits	274,035	274,191	269,610	285,874
Program Services	63,309	63,500	63,500	63,500
Contractual Services	33,065	33,864	33,465	33,864
Commodities & Supplies	40,713	57,508	59,899	54,444
Fundraisers				
Capital				
Other (BHM Reciprocal)	7,800	7,800	7,800	7,800
TOTAL:	418,922	436,863	434,274	445,482

Organizational Data

President: Mac Hodges
Executive Director: Bobby Roberson
Treasurer: Matt Rauschenbach
Other Officers:

Completed by: Matt Rauschenbach
(Signature)

Date: 3/2/17

Matt Rauschenbach _____
(Name)

C.F.O./Admin. 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 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:	16,710	16,710	16,866
1a. Total continuing from previous fiscal year	15,618	16,710	16,710
1b. Total new for the year	1,092		1,166
1c. Total terminated during the year			1,010
2. RESIDENCE OF PARTICIPANTS TOTAL:	16,710	16,710	16,866
2a. Washington (City)	5,510	5,510	5,501
2a. County (outside Washington)	11,174	11,174	11,292
2b. Washington Park			
2c. Chocowinity			
2d. Bath			
2e. Belhaven			
2f. Aurora			
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown	171	21	73
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: \$281,282 _____

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, and to purchase, process and manage materials.

Programming for all age levels and entire families: Computer classes, Ancestry, Tech Thursdays for

digital literacy, Story times for different ages, Teen Anime & book programs, Adult book clubs, family

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.

Funding request is based on patron utilization of 67% for county residents.

Completed By: Matt Rauschenbach, CFO _____
Printed Name & Position

Matt Rauschenbach 3/2/17
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	\$110,147.00	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>\$110,147.00</i>	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: City of Washington/ Senior Center Amount Requested \$ 130,147

	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimated Actual Expenses	FY2017-18 Budget Request
REVENUES:				
Requested from Beaufort County			20,000	130,147
Federal				
State	41,654	32,209	34,047	34,047
Cities/Towns	219,360	215,905	189,054	106,483
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers	9,874	6,000	5,500	5,500
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:	270,888	254,114	248,601	276,177
EXPENSES:				
Salaries and Benefits	182,895	156,060	156,761	153,721
Program Services	15,519	16,949	16,949	17,469
Contractual Services	399	306	307	558
Commodities & Supplies	65,702	77,411	71,197	98,061
Fundraisers				
Capital	6,374	3,388	3,388	6,368
Other				
TOTAL:	270,888	254,114	248,601	276,177

Organizational Data

President: Mac Hodges
 Executive Director: Bobby Roberson
 Treasurer: Matt Rauschenbach
 Other Officers:

Completed by: Matt Rauschenbach
 (Signature)

Date: 3/2/17

Matt Rauschenbach _____
 (Name)

C.F.O./Admin. 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 2015-16 Last Yr Actual	Fiscal 2016-17 This Yr Estimated	Fiscal 2017-18 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) TOTAL:	2100	2200	2250
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:	2100	2200	2250
2a. Washington (City)	945	990	1013
2a. Washington (non-City)	630	645	657
2b. Washington Park			
2c. Chocowinity	260	265	270
2d. Bath	45	50	55
2e. Belhaven	15	25	30
2f. Aurora	60	70	75
2g. Pantego	5	15	15
2h. Pinetown	30	30	25
2i. Outside Beaufort County or Unknown	110	110	110
3. AGE GROUP TOTAL:	2100	2200	2250
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	450	462	480
3g. Not known or not applicable	1650	1738	1770
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

PO Box 1988, Washington, NC 27889

Amount Requested: \$130,147 _____

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:

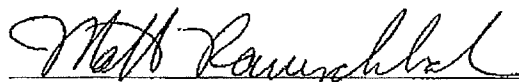
Walk in activities (media room, billiards room, fitness room, computer lab), AARP Tax Aide Assist,

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 55% for County residents.

Completed By: Matt Rauschenbach/CFO
Printed Name & Position

 3/2/17
Signature & Date

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	\$211,709.00	New funding request
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$211,709.00</i>	

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: City of Washington / Aquatic Center

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:	967	1000	1050
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:	967	1000	1050
2a. Washington (City)	340	350	365
2a. Washington (non-City)	356	365	375
2b. Washington Park			
2c. Chocowinity	107	120	130
2d. Bath	29	30	40
2e. Belhaven	4	5	5
2f. Aurora			
2g. Pantego			
2h. Pinetown	29	30	30
2i. Outside Beaufort County or Unknown	102	100	105
3. AGE GROUP TOTAL:	967	1000	1050
3a. Infants through 4 years of age	20	20	20
3b. 5 through 12 years of age	131	140	160
3c. 13 through 17 years of age	114	120	125
3d. 18 through 29 years of age	146	150	155
3e. 30 through 64 years of age	452	455	460
3f. 65 and over	75	80	85
3g. Not known or not applicable	29	35	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

PO Box 1988, Washington, NC 27889

Amount Requested: \$211,709 _____

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/CFO
Printed Name & Position

 3/2/17
Signature & Date

Request for Service Expansion

Title of Service Expansion: Eagle's Wings Food Pantry

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	\$3,000.00	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>\$3,000.00</i>	



Eagle's Wings Food Pantry

CHRISTIAN LOVE IN ACTION

BEAUFORT COUNTY'S LARGEST FOOD PANTRY

P.O. Box 426, 932 West 3rd Street

WASHINGTON, NC 27889

(252) 975-1138 FAX: (252) 975-1108

Tax ID #56-1685703

The Mission of Eagle's Wings is to alleviate hunger in Beaufort County, NC

February 6, 2017

To Whom It May Concern:

Enclosed please find the 2017-2018 Funding Request for Eagle's Wings Food Pantry.

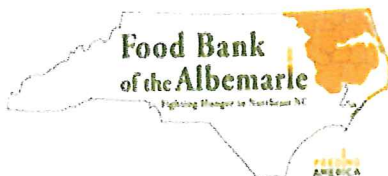
We are seeing a noticeable increase in the number of Beaufort County School children who qualify and request participation in our Backpack Program. As of January 31, 2017 we are providing these week-end meals to 124 students in four county schools. Each week-end meal pack per child costs \$4.50 making this one program cost over \$18,000 per year.

We are asking the County to participate and partner with us in providing these meals to our school children. Our request is for \$5,000 to be used exclusively to pay for these meals.

We hope and pray that Beaufort County's commissioners will agree to our request.

Sincerely,

Ann-Marie Montague
Executive Director



Fighting hunger and poverty in northeast North Carolina
Serving Beaufort, Bertie, Camden, Chowan, Currituck, Dare, Gates, Hertford, Hyde, Martin,
Northampton, Pasquotank, Perquimans, Tyrrell and Washington Counties.



Beaufort County, North Carolina

REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Eagle's Wings Food Pantry Amount Requested \$ 5,000.00

	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimated Actual Expenses	FY2017-18 Budget Request
REVENUES:				
Requested from Beaufort County	-	-	2,000	5,000
Federal				
State				
Cities/Towns	900	1,000	810	810
United Way	14,868	12,000	10,885	11,400
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers	199,169	193,210	210,336	183,689
Fees/Dues				
Sales				
Miscellaneous	1,585	4,750	4,754	4,513
Beginning Balance (Deficit)				
TOTAL:	216,522	210,960	228,785	205,412
EXPENSES:				
Salaries and Benefits	86,104	92,082	92,022	96,686
Program Services	53,762	65,550	64,119	65,678
Contractual Services				
Commodities & Supplies	8,690	9,450	7,915	9,923
Fundraisers	4,578	6,550	8,064	6,878
Capital	19,327	8,750	9,860	9,188
Other	15,589	8,097	6,011	11,662
TOTAL:	188,050	187,479	187,991	200,015

Organizational Data

President: RICH RICHMAN
 Executive Director: ANN-MARIE MONTAGUE
 Treasurer: DAN McDANIEL
 Other Officers: BRAD SMITH, BERDA RHODES, BEN KIFER

Completed by: 
 (Signature)

Date: Feb. 6, 2017

ANN-MARIE MONTAGUE
 (Name)

Exec. Director
 (Title)

Phone: 252-975-1138

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Engle's Kings

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:	3365	3400	3450
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:	3365		
2a. Washington	2370		
2b. Washington Park			
2c. Chocowinity	406		
2d. Bath	55		
2e. Belhaven	122		
2f. Aurora + Blounts Creek	211		
2g. Pantego	55		
2h. Pinetown	47		
2i. Outside Beaufort County or Unknown	99		
3. AGE GROUP TOTAL:	3365		
3a. Infants through 4 years of age	295		
3b. 5 through 12 years of age	895		
3c. 13 through 17 years of age			
3d. 18 through 29 years of age	1905		
3e. 30 through 64 years of age			
3f. 65 and over	270		
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS TOTAL:	1303 households		
4a. Below official poverty level (\$12,000)	932		
4b. At or near poverty level	357		
4c. Middle income (\$30,000)	14		
4d. Upper income (\$60,000)	-		
4e. Not known or not applicable	-		
5. SEX TOTAL:	3365		
5a. Male	1530		
5b. Female	1835		
5c. Not recorded			

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: Eagle's King Food Pantry

Contact Information: Ann-Marie Montague
975-1138 (ofc.) 714-1904 (cell)

Amount Requested: \$5,000.-

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.

All of these funds will be used to
purchase "backpack" meals for school
children in Beaufort County. We are
currently doing this for 124 children in 4
schools. This program costs \$18,000+. Please
partner with us to help feed our children.

Completed By: ANN-MARIE MONTAGUE, Exec. Director
Printed Name & Position

Ann Marie Montague 2/6/17
Signature & Date

Request for Service Expansion

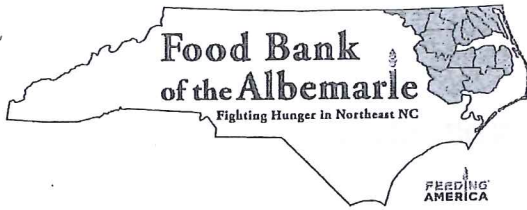
Title of Service Expansion: Food Bank of the Albemarle

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.

February 17, 2017

Anita C. Radcliffe, Finance Director
Beaufort County
121 West 3rd St
Washington, NC 27889

RECEIVED
FEB 23 2017

Dear Ms. Radcliffe,

I am writing today asking you to consider including the Food Bank of the Albemarle in Beaufort County's budget for 2017/18. 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 19 hunger relief partners. They run food pantries at Christian Voice Ministries, Deeper Life Ministries, Emmanuel COG, 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, and Word of Life, Washington Soup Kitchen 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, 17.9% of the overall population is food insecure but when you consider only food insecure children that figure jumps to 24.4%.

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, 2015/2016, Food Bank of the Albemarle served an average of 2,620 Beaufort County households each month. We provided 1,154,594 pounds of food, the equivalent of 962,161 meals, to hungry residents of Beaufort County. The annual meal gap hovers at 1,483,363 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 \$1.67 per pound for the food we distribute. That means that the wholesale value of the food provided to county residents is in excess of \$1.9 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

Board of Directors: Maureen Donnelly- President, Deb Perkins - Vice President, Mark B. Campbell- Treasurer, Trish Fecker- Secretary
Arina Boldt, Brendan Kelly, Casey Lawrence, Lauren Mallory, Rachel Michael, Chuck O'Keefe, Abel Sutton, Randy Woodson, Vickie Woolard

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Food Bank of the Albemarle Amount Requested \$ 2,500

	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimated Actual Expenses	FY2017-18 Budget Request
REVENUES:	0	0	0	\$2,500
Requested from Beaufort County				
Federal	159,144	179,785	287,785	300,000
State	509,975	493,000	493,000	493,000
Cities/Towns	10,000	10,000	10,000	10,000
United Way	25,981	31,027	32,000	32,500
Other Counties excluding Beaufort County	13,500	14,000	14,000	37,500
Other:				
Donations/Fundraisers/Grants	629,116	615,063	625,000	625,000
Fees/Dues	256,412	259,000	250,000	250,000
Sales	302,669	250,000	250,000	250,000
Miscellaneous	49,969	37,302	35,000	35,000
Beginning Balance (Deficit)				
TOTAL:	1,956,766	1,865,177	1,996,785	2,035,500
EXPENSES:				
Salaries and Benefits	645,989	745,378	745,378	755,000
Program Services	512,799	342,911	487,896	514,500
Contractual Services	36,740	34,761	34,761	36,000
Commodities & Supplies	713,194	652,500	675,000	675,000
Fundraisers	48,044	53,750	53,750	55,000
Capital				
Other				
TOTAL:	1,956,766	1,829,300	1,996,785	2,035,500

Organizational Data

President: Maureen Donnelly

Executive: Director: Liz Reasoner

Treasurer: Mark Campbell

Other Officers: Trish Fecker, Abel Sutton, Debra Perkins, Randy Woodson, Vicky Woodruff, Rachel Michael, Brendan Kelly, Casey Lawrence, Chuck O'Keefe, Arina Boldt, Lauren Mallory

Completed by: 
 (Signature)

Date: 2-17-17

Liz Reasoner
 (Name)

Executive Director
 (Title)

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Food Bank of the Albemarle

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:	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	53,930	59,323	65,255
1b. Total new for the year	2,580	5,393	5,932
1c. Total terminated during the year	Unknown	Unknown	Unknown
2. RESIDENCE OF PARTICIPANTS TOTAL:	56,510	59,323	65,255
2a. Washington (27889)	13,342		
2b. Washington Park (27889)			
2c. Chocowinity (27817)	2442		
2d. Bath (27808)	795		
2e. Belhaven (27810)	4122		
2f. Aurora (27806)	1879		
2g. Pantego (27860)	2052		
2h. Pinetown (27865)	378		
2i. Outside Beaufort County or Unknown	30,934	59,323	65,255
2j. Blounts Creek (27814)	566		
3. AGE GROUP TOTAL:	56,510	59,323	65,255
3a. Infants through 4 years of age	2,673		
3b. 5 through 12 years of age	5,521		
3c. 13 through 17 years of age	5,047		
3d. 18 through 29 years of age	31,750		
3e. 30 through 64 years of age			
3f. 65 and over	11,519		
3g. Not known or not applicable		59,323	65,255
4. INCOME OF PARTICIPANTS TOTAL:	56,510	59,323	65,255
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	56,510	59,323	65,255
5. SEX TOTAL:			
5a. Male			
5b. Female			
5c. Not recorded	56,510	59,323	65,255

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

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.

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

 2-17-17
Signature & Date

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>	



RECEIVED

FEB 27 2017

P.O. Box 1673 · New Bern, NC 28563
Phone (252) 514-2748 · Fax (252) 633-3565

February 23, 2017

Mr. Brian Alligood
Beaufort County Manager
121 West Third 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 founding 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 pay for and program 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 will engage with NCDOT, MPOs and RPOs across eastern North Carolina. We will continue to work 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 will be at the table when policy decisions are made that affect the future of transportation in North Carolina. For example, we know and have a good working relationship with newly appointed Secretary of Transportation Jim Trogdon. We look forward to working with the General Assembly to provide a more equitable funding distribution process; and we will engage 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. By virtue of my work with the Highway 17/64 Association, I continue to serve as Chairman of the Board of NC Go!, the statewide transportation advocacy coalition.

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

Highway 17/64 Association Board of Directors 2016-17 (Directors elected annually)

Name	Office	Organization	Address
Alligood, Brian	Treasurer	Beaufort County Manager	121 West 3rd St., Washington, NC 27889
Buzzeo, Ron		Beaufort County Commissioner	105 Charles Court, Chocowinity, NC 27817
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
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		Craven County, MCAS Retired	1912 Williamson 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
Lazzara, Mike		City of Jacksonville Council	P.O. Box 128, Jacksonville, NC 28541
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
Potts, Zoph		Private Business, Beaufort County	1 Commerce Sq., Washington, NC 27889
Stewart, Donna		Camden County	2356 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
Brown, Gloristine		Town of Bethel Mayor	141 West Railroad Street, Bethel, NC 27812
Overton, David		Town of Bethel Interim Manager	141 West Railroad Street, Bethel, NC 27812
Raper, Hank		Town of Nashville	P.O. Box 987 Nashville, NC 27856
Lewis, Troy R.		Town of Tarboro	P.O. Box 220, Tarboro, NC 27886

10/1/2016

Highway 17/64 Association Proposed Operating Budget FY 2017-18

Revenue

FY 2017-18

Local Government / Partnerships	
Private Sector	
Grant Receipts	
Cash Reserves	
Total	

\$137,750
\$0
\$0
\$0
\$137,750

Expenditures

FY 2017-18

Director Fees	
Director Benefits	
Clerical Salary	
Clerical Benefits	
Payroll Taxes	
Office Rent	
Computers / Furniture	
Office Supplies	
Postage / Copying / Printing	
Phone / Fax	
Automobile Gas / Upkeep	
Dues / Subscriptions	
Professional Services	
Travel / Lodging	
Meals / Entertainment	
Creative Development	
Production	
Special Events	
Total	

\$69,000
\$12,000
\$16,620
\$2,880
\$1,800
\$7,500
\$1,020
\$360
\$600
\$2,100
\$2,400
\$2,100
\$7,200
\$1,500
\$1,260
\$210
\$0
\$450
\$129,000

**HIGHWAY 17 TRANSPORTATION
ASSOCIATION IN NORTH CAROLINA, INC.**

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

Years Ended September 30, 2016 and 2015

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CONTENTS

	<u>Page</u>
Independent Accountants' Review Report	5
Financial Statements	
Statements of financial position	7
Statements of activities	9
Statements of cash flows	11
Notes to financial statements	13

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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, 2016, 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.

2181 S. Glenburnie Road, Ste 3
PO Box 14008
New Bern, NC 28561-4008

Phone (252) 638-4000
Fax (252) 638-3939

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PO Box 5888
Jacksonville, NC 28540

Phone (910) 455-2196
Fax (910) 455-1943

Report on 2015 Financial Statements

The 2015 financial statements were audited by us, and we expressed an unmodified opinion on them in our report dated February 8, 2016. We have not performed any audit procedures since that date.

Williams Scarborough Smith & Day, LLP

New Bern, North Carolina
January 9, 2017

HIGHWAY 17 TRANSPORTATION ASSOCIATION IN NORTH CAROLINA, INC.
 STATEMENTS OF FINANCIAL POSITION
 SEPTEMBER 30, 2016 (UNAUDITED) and 2015 (AUDITED)

	2016	2015
Assets		
Current assets		
Cash and cash equivalents	\$ 52,349	\$ 83,377
	52,349	83,377
Property, plant, and equipment		
Furniture and fixtures	6,734	6,734
Vehicle	20,924	20,924
	27,658	27,658
Less accumulated depreciation	27,658	27,658
Total property, plant and equipment	-	-
Total assets	52,349	83,377
Liabilities and net assets		
Current liabilities		
Accounts payable and accrued liabilities	1,044	1,044
Total liabilities	1,044	1,044
Net assets		
Unrestricted		
Operations-Unrestricted	51,305	82,333
Total net assets	51,305	82,333
Total liabilities and net assets	\$ 52,349	\$ 83,377

See accompanying notes and Independent accountant's review report.

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HIGHWAY 17 TRANSPORTATION ASSOCIATION IN NORTH CAROLINA, INC.
 STATEMENTS OF ACTIVITIES
 YEARS ENDED SEPTEMBER 30, 2016 (UNAUDITED) and 2015 (AUDITED)

	2016	2015
REVENUE		
Grants	\$ 87,350	\$ 96,650
Interest	23	22
Other	191	162
Total revenue	87,564	96,834
EXPENSES		
Auto expense	1,611	2,139
Computer maintenance	901	-
Director fees and benefits	77,650	92,174
Dues & subscriptions	1,003	1,953
Employee benefits	2,438	2,992
Meals & entertainment	668	1,065
Marketing	1,150	45
Office expenses	1,259	1,585
Payroll	14,624	15,917
Payroll taxes	2,315	4,321
Professional fees	5,000	7,000
Rent	7,500	7,500
Telephone & fax	1,754	2,182
Travel & lodging	583	1,304
Depreciation	-	787
Miscellaneous	136	258
Total expenses	118,592	141,222
(Decrease) in net assets	(31,028)	(44,388)
Net assets, beginning of year	82,333	126,721
Net assets, end of year	\$ 51,305	\$ 82,333

See accompanying notes and Independent accountant's review report.

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HIGHWAY 17 TRANSPORTATION ASSOCIATION IN NORTH CAROLINA, INC.
 STATEMENTS OF CASH FLOWS
 FOR THE YEARS ENDED SEPTEMBER 30, 2016 (UNAUDITED) and 2015 (AUDITED)

	2016	2015
Cash Flows From Operating Activities		
Decrease in net assets	\$ (31,028)	\$ (44,388)
Adjustments to reconcile change in unrestricted net assets to net cash used by operating activities:		
Depreciation	-	787
Net cash (used by) operating activities	(31,028)	(43,601)
(Decrease) in cash	(31,028)	(43,601)
Cash at beginning of year	83,377	126,978
Cash at end of year	\$ 52,349	\$ 83,377

See accompanying notes and Independent accountant's review report.

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HIGHWAY 17 TRANSPORTATION ASSOCIATION IN NORTH CAROLINA, INC.
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED SEPTEMBER 30, 2016 AND 2015

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 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 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, 2016 AND 2015

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, 2016 and 2015.

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, 2016 AND 2015**

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, 2016 and 2015, property and equipment for the Organization was as follows:

	2016 (Unaudited)	2015 (Audited)
Furniture and equipment	\$ 6,734	\$ 6,734
Vehicle	20,924	20,924
Total	27,658	27,658
Less: Accumulated depreciation	(27,658)	(27,658)
Property and equipment (net)	\$ -	\$ -

There was no depreciation expense of furniture and equipment for the years ended September 30, 2016 and 2015, 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, 2016 AND 2015

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:

	2016 (Unaudited)	2015 (Audited)
Various counties and municipalities	\$ 87,350	\$ 96,650
Total support and revenues	\$ 87,350	\$ 96,650

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, 2016 and 2015, Highway 17 Transportation Association paid Finlayson Consulting, LLC \$77,650 and \$92,174, 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, 2016 and 2015, Highway 17 Association cash balance does not exceed this limit.

NOTE 9. EVALUATION OF SUBSEQUENT EVENTS

The Organization has evaluated subsequent events through January 9, 2017 the date which the financial statements were available to be issued.

Request for Service Expansion

Title of Service Expansion: Historic Bath Foundation Inc.

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	\$75,000.00	New funding request
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	\$75,000.00	

Beaufort County
Request for County Appropriation
Budget Form 3

Agency:

Historic Bath Foundation, Inc.

Contact Information:

Jerry Waters

kjwaters301@gmail.com (252) 947-0112

PO Box 118 Bath, NC 27808

Amount Requested:

\$150,000.00 (over two years)

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 Historic Bath Foundation (HBF) a non-profit membership organization, is in the process of renovating the west wing of the old Bath High School building into a museum for exhibit space to illustrate the history of Bath and the Pamlico Region. The North Carolina Department of Natural and Cultural Resources State Division of Historic Sites has agreed committed to staff, operate and maintain the facility for ten years, with a renewal operation.

The northwest wing renovation is estimated to cost approximately \$1,050,000. The HBF has existing funds totaling \$450,000. The Eddie and Jo Allison Smith Family Foundation, Inc. has recently committed to match future donations on a one-to-one basis up to a total of \$300,000. The HBF is actively seeking major contributions to complete the funding of the project through non-profit organizations, corporations, businesses and individuals. The NCDNCR State Division of Historic Sites has committed to \$200,000 for the initial exhibit development and construction.

The HBF believes the museum will increase tourism to the area and will have an economic impact to local businesses in Beaufort County. The HBF request the County evaluate investing in the project by contributing \$150,000. This would represent 50% of the non-profit match potential and 12% of the total project cost. No additional funds will be requested from the County as the facility will be operated and maintained by the NCDNCR.

Completed By:

JERRY WATERS - HBF BOARD MEMBER
Printed Name & Position

Jerry Waters 3-6-17
Signature & Date

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: HISTORIC BATH FOUNDATION, INC Amount Requested \$ 75,000

CALENDAR YEAR	FY 2015-16 Actual 2015	FY 2016-17 Budget ACTUAL 2016	FY 2016-17 Estimated Actual Expenses	FY2017-18 Budget Request 2017 BUDGET
REVENUES:				
Requested from Beaufort County				75,000
Federal				
State				
Cities/Towns				
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers	11,000	250,000		675,000
Fees/Dues	24,524	23,183		30,000
Sales				
Miscellaneous	8			
Beginning Balance (Deficit)	295,157	284,027		459,492
TOTAL:	330,689	557,210		1,239,492
EXPENSES:				
Salaries and Benefits				
Program Services	8,243	8,253		8,500
Contractual Services				
Commodities & Supplies				
Fundraisers	2,150	4,713		2,500
Capital	33,298	79,528		1,147,373
Other	2,971	5,224		10,981
TOTAL:	46,662	97,718		1,169,354

Organizational Data

* DETAILED IN
ATTACHMENT 13

President: SURRY EVERETT
 Executive Director:
 Treasurer: CLAUDE JONES
 Other Officers: GENE ROBERTS, KAREN SAYER

Completed by: Jerry Waters
 (Signature)

Date: 3.6.17

JERRY WATERS
 (Name)

HBF BOARD MEMBER
 (Title)

Phone: 252.947.0112

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: HISTORIC BATH FOUNDATION

1. WHOM DO YOU SERVE? <u>EVERYONE</u>	Fiscal 2015-16 Last Yr Actual	Fiscal 2016-17 This Yr Estimated	Fiscal 2017-18 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) TOTAL:			
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			
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			
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			

NOTE: THE EXISTING STATE HISTORIC SITE AND THE PROPOSED MUSEUM WILL BE OPEN TO EVERYONE.

Historic Bath Foundation, Inc.
Pamlico Region Museum Project Request
List of Attachments

<u>Attachment</u>	<u>Title</u>
1	Project Summary
2	Key Parameters and Benefits
3	Project Funding Sources
4	Project Cost
5	West Wing Exterior Photograph
6	West Wing Structural Stabilization Photograph
7	West Wing Concept Floor Plan
8	NCDCNR State Historic Sites Five Year Commitment Letter
9	NCDCNR State Historic Sites Ten Year Commitment Email
10	Eddie and Jo Allison Smith Family Foundation Challenge Grant
11	Historic Bath Foundation History
12	Artifact Donations
13	Historic Bath Foundation 2017 Operation Budget
14	Historic Bath Foundation Compiled Financial Statement - 2016
15	Historic Bath Foundation Taxpayer Identification Number



P.O. Box 238
Bath, NC 27808
historicbath@yahoo.com
www.historicbath.com

OFFICERS

Elected by Historic Bath Foundation Board of Directors

Surry Everett
President/Chair

Gene Roberts
Vice President

Claude Jones
Treasurer

Karen Sayer
Secretary

BOARD OF DIRECTORS

Elected by Historic Bath Foundation Membership

Betsy Boxer
Jimmy Edwards
Surry Everett
Milo Gibbs, Jr.
Claude Jones
Gene Roberts
Patricia Sanford
Karen Sayer
Jerry Waters

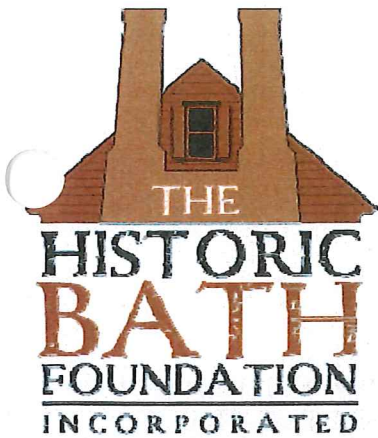
Attachment 1

The Historic Bath Foundation Pamlico Region Museum Project Summary

The Historic Bath Foundation (HBF) a non-profit membership organization, is in the process of renovating the west wing of the old Bath High School building into a museum for exhibit space to illustrate the history of Bath and the Pamlico Region. The North Carolina Department of Natural and Cultural Resources State Division of Historic Sites has agreed committed to staff, operate and maintain the facility for ten years, with a renewal operation. The museum is expected to open in the spring of 2018 to coincide with the 300 year anniversary of the Pirate Blackbeard's death. The NCDNCR has committed to bring the traveling exhibit of the Queen Anne's Revenge artifacts to Bath for this celebration.

The northwest wing renovation is estimated to cost approximately \$1,050,000. The HBF has existing funds totaling \$450,000. The Eddie and Jo Allison Smith Family Foundation, Inc. has recently committed to match future donations on a one-to-one basis up to a total of \$300,000. The HBF is actively seeking major contributions to complete the funding of the project through non-profit organizations, corporations, businesses and individuals. The NCDNCR State Division of Historic Sites has committed to \$200,000 for the initial exhibit development and construction.

The HBF believes the museum will increase tourism to the area and will have an economic impact to local businesses in Beaufort County. The HBF request the County evaluate investing in the project by contributing \$150,000. This would represent 50% of the non-profit match potential and 12% of the total project cost. No additional funds will be requested from the County as the facility will be operated and maintained by the NCDNCR.



P.O. Box 238
Bath, NC 27808
historicbath@yahoo.com
www.historicbath.com

OFFICERS

Elected by Historic Bath Foundation Board of Directors

Surry Everett
President/Chair

Gene Roberts
Vice President

Claude Jones
Treasurer

Karen Sayer
Secretary

BOARD OF DIRECTORS *Elected by Historic Bath Foundation Membership*

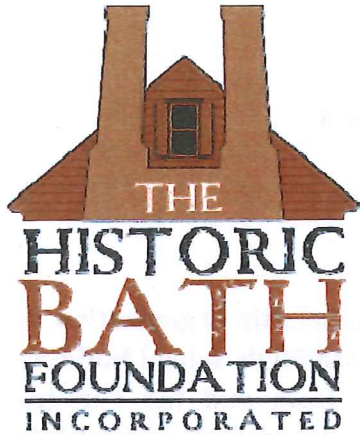
Betsy Boxer
Jimmy Edwards
Surry Everett
Milo Gibbs, Jr.
Claude Jones
Gene Roberts
Patricia Sanford
Karen Sayer
Jerry Waters

Attachment 2

The Historic Bath Foundation Pamlico Region Museum Key Parameters and Benefits

The Historic Bath Foundation (HBF) a non-profit membership organization, is in the process of renovating the west wing of the old Bath High School building to provide exhibit space to illustrate the history of Bath and the Pamlico Region. The Pamlico Region Museum will enhance tourism into Beaufort County and provide educational enrichment to local and regional students. Key parameters and benefits of this project follow:

- The North Carolina Department of Natural and Cultural Resources State Division of Historic Sites and Properties has committed to staff, operate and maintain the facility for ten years, with a renewal option.
- A traveling exhibition of artifacts recovered from Blackbeard's Ship, The Queen Annes Revenge will be displayed initially in Bath in the spring of 2018. The exhibit will be located in the new museum for at least three months and is expected to draw between 8,000 to 10,000 visitors.
- The Museum also will include a permanent artifact display from the Queen Anne's Revenge and other exceptional and rare exhibit items similar to those found in world class museums. The Museum will make Beaufort County and Bath even more of a tourist and retiree destination.
- The existing State Historic Site in Bath currently averages about 19,500 visitors per year. The State has projected the Museum will increase the visitor traffic by at least 20 percent or an additional 3,900 people per year.
- Information from the Beaufort County Tourism Director shows that approximately 50,000 visitors annually come into Beaufort County. The Bath Historic Site currently yields about 40 percent of this total tourism draw. With the Museum in operation the Bath Historic Site tourism potential will increase to about 47 percent of the total visitor traffic into Beaufort County. Synergies between the Bath State Historic Site, the Aurora Fossil Museum, the Belhaven Memorial Museum, Goose Creek State Park and the Washington Waterfront should be developed to further increase the tourism levels.
- When the Museum is fully operational, it is expected the Historic Site staff will be increased by two positions.



P.O. Box 238
 Bath, NC 27808
 historicbath@yahoo.com
 www.historicbath.com

OFFICERS

Elected by Historic Bath Foundation Board of Directors

Surry Everett
 President/Chair

Gene Roberts
 Vice President

Claude Jones
 Treasurer

Karen Sayer
 Secretary

BOARD OF DIRECTORS *Elected by Historic Bath Foundation Membership*

Betsy Boxer
 Jimmy Edwards
 Surry Everett
 Milo Gibbs, Jr.
 Claude Jones
 Gene Roberts
 Patricia Sanford
 Karen Sayer
 Jerry Waters

Attachment 3

**The Historic Bath Foundation
 Pamlico Region Museum
 Project Funding Sources**

The Historic Bath Foundation (HBF) a non-profit membership organization, is in the process of renovating the west wing of the old Bath High School building to provide exhibit space to illustrate the history of Bath and the Pamlico Region. The project funding is summarized below:

Project Funding:

- **Cash on Hand from membership and donations** **\$450,000**

- **Eddie and Jo Allison Smith Family Foundation, Inc. Challenge Grant** **\$300,000**

- **Potential Funding Sources actively being pursued to match the \$300,000 challenge grant** **\$300,000**
 - Beaufort County
 - Potash Corp Aurora
 - The Covington Foundation
 - The Cannon Foundation
 - Golden Leaf
 - Community Fund Raising

- **N. C. Department of Natural and Cultural Resources** **\$200,000**

Total Funding **\$1,250,000**

Project Cost Estimate **\$1,250,000**

Attachment 4
Historic Bath Foundation, Inc.
Pamlico Region Museum Project Cost

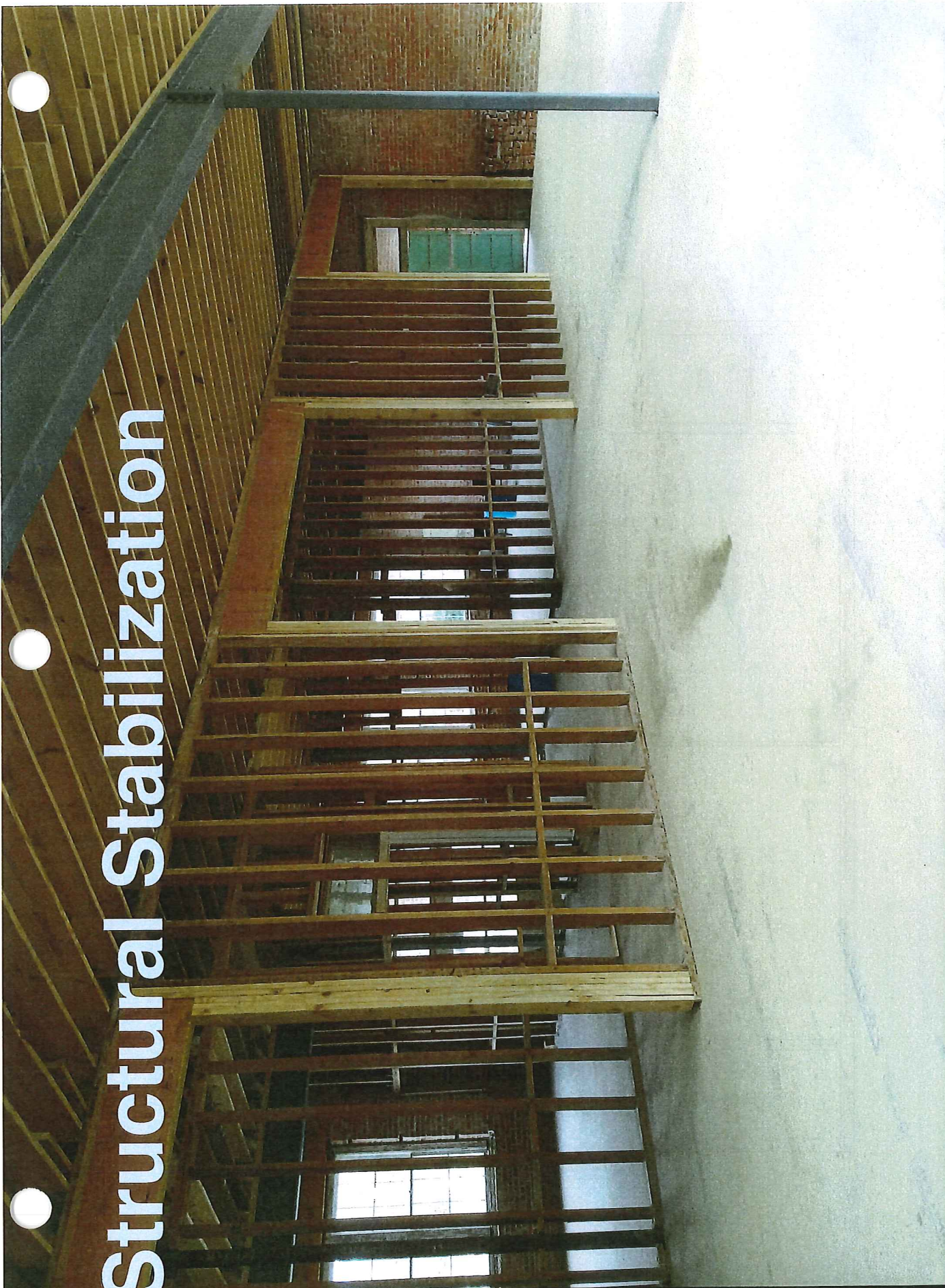
Legal Fees	\$10,000
Repairing floor and wall systems	\$225,000
Architect/Design Build	\$50,000
Heat & Air	\$100,000
Electrical	\$75,000
Security System	\$60,000
Brick Cleaning	\$10,000
Wall Coverings & painting	\$45,000
Floor Coverings	\$60,000
Windows	\$50,000
Landscaping, Sidewalks, Ramps, Parking	\$50,000
Elevator	\$150,000
Sewer/water	\$5,000
Bathrooms	\$20,000
Plumbing	\$20,000
Lighting	\$25,000
Lowered ceilings/Insulation	\$45,000
Contingency (5%)	<u>\$50,000</u>
Total Construction Cost	\$1,050,000
Exhibit Construction Cost	\$200,000
Total Project Cost	\$1,250,000



Bath High School West Wing

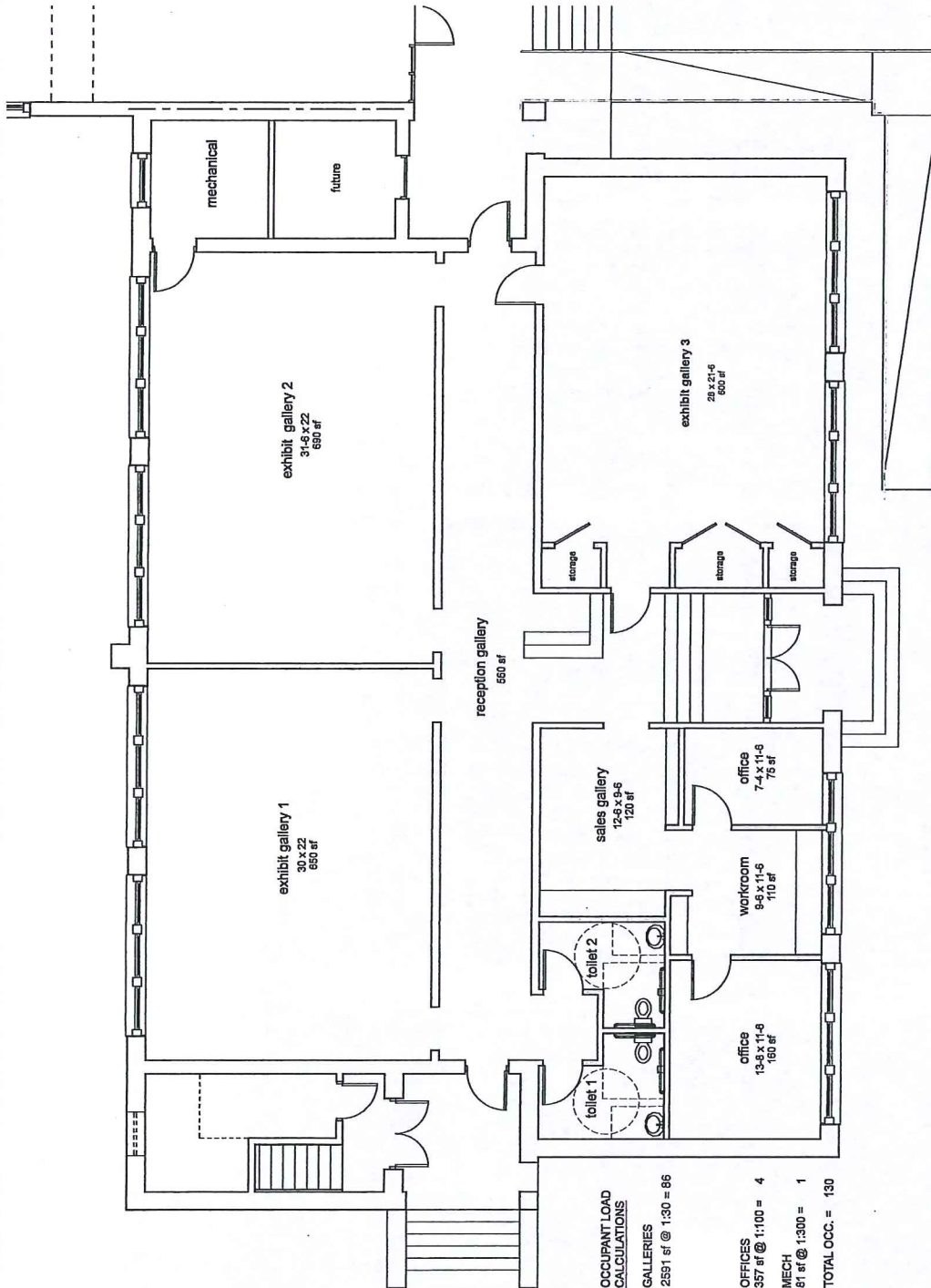
BATH
HIGH SCHOOL
c. 1920
Lynch's Digital Preservation Project
www.digitallibrary.org

Structural Stabilization



Bath High School West Wing

ATTACHMENT 7



OCCUPANT LOAD CALCULATIONS
GALLERIES
 2651 sf @ 1:30 = 86

OFFICES
 357 sf @ 1:100 = 4

MECH
 87 sf @ 1:300 = 1

TOTAL OCC. = 130



Historic Bath Center - Concept Plan
 Bath High School Northwest Wing
 01.20.2016



ATTACHMENT 8

North Carolina
**HISTORIC
SITES**

North Carolina Division of State Historic Sites & Properties
4620 Mail Service Center
Raleigh, NC 27699-4620
(919) 733-7862

September 6, 2016

Mr. Surry Everett
President
Historic Bath Foundation
PO Box 238
Bath, NC 27808

RE: Letter of Intent

Mr. Everett:

The Division of State Historic Sites and Properties, an agency of the North Carolina Department of Natural and Cultural Resources, has carefully weighed the Historic Bath Foundation's offer of the northwest wing of the old Bath High School for use for exhibits. The offer of this space, to be renovated by the Foundation in accordance with the agency's specifications, is most generous, and we are delighted to accept it.

We are excited about this project and feel that the timing is right for both our agency and for Bath. We are committing initially to a five-year lease with an option to renew for an extended period of time. This facility will provide exhibit space that is lacking in the visitor center, which we will continue to operate, and will enable us to create, for the first time, a permanent exhibit exploring the full scope of Bath's history. Projected to open in 2020, the value of the exhibit, not counting the artifacts that are being donated, will easily exceed \$200,000. In addition, a gallery will be created for changing and travelling exhibits that will encourage repeat visitation to the building. The first of these exhibits will open in April 2018 and will commemorate Blackbeard's 300th anniversary.

Historic Sites looks forward to the formalization of this partnership with the Historic Bath Foundation that will benefit both Bath and the entire state of North Carolina.

Sincerely,



Keith A. Hardison
Director

cc: Gene Roberts, Susan Kluttz, Kevin Cherry

Division of State Historic Sites
Department of Cultural Resources

ATTACHMENT 9

From: "Hardison, Keith" <keith.hardison@ncdcr.gov>
Date: November 22, 2016 at 11:13:42 AM EST
To: Gene Roberts <genesusanbath@gmail.com>
Subject: Re: high school wing

Gene,

Thanks for the update regarding the renovation process. I am delighted that things are progressing so well. I understand the concerns regarding term of the lease and have discussed this matter with my superiors. The department has agreed to double the initial term to ten years with an option to renew. As far as the scope of the exhibit is concerned, it will always focus upon Bath but will be flexible enough to include items that put the history of Bath into proper context. On the matter of the elevator is concerned, as long as we have regular use of an elevator and our space is secure, we gave no issue.

I hope that this helps.

Regards,

Keith A. Hardison
Director
Division of State Historic Sites

ATTACHMENT 10

**THE EDDIE AND JO ALLISON SMITH
FAMILY FOUNDATION, INC.**

P.O. BOX 1527
GREENVILLE, NC 27835-1527
(252) 752-2111 x360 FAX: (252) 830-8460

December 1, 2016

Historic Bath Foundation
Attn: Surry Everett, Board Chair
P.O. Box 238
Bath, NC 27808

Dear Surry,

Since your meeting with Eddie back in September, I've heard the news that the work to stabilize the northwest wing of the former Bath High School has begun, and the state has agreed to a ten year term on the initial lease. This is all good news for the establishment of a museum in the Town of Bath dedicated to historical artifacts of the river and region.

Eddie and his board appreciate the commitment you, Gene, and Jerry have made to the museum with your generous pledges and your dedication of time to make it happen. In an effort to move your fundraising to the next level, The Smith Family Foundation wants to make a challenge grant to Historic Bath Foundation. The foundation will give up to \$300,000 to be used for the Museum of the Pamlico, if you can raise a 1:1 match within the next three years.

The money will be available to you in \$100,000 increments, as soon as you've matched that amount. The challenge will expire after three years. If you are able to secure the total \$300,000 match within the first year, the foundation is prepared to write the check for the total amount as soon as that happens. Many times we've seen our challenges easily raise the total match, and it's not uncommon for additional dollars to be raised.

We look forward to visiting the museum when it opens in 2018...on the 300th Anniversary of the death of Blackbeard, and wish you much success with this phase of the project. Please keep me posted on your progress as you begin your campaign.

Sincerely,



Gerri Lassiter
Contributions Coordinator

Attachment 11

Historic Bath Foundation History

The Historic Bath Foundation (HBF) was founded in 1999 with the primary purpose of raising funds to aid the Historic Bath Commission and the North Carolina department of Cultural Resources to acquire and restore historic properties in Bath, N.C. A brief status of the HBF and some major accomplishments follows.

- Grown its membership to more than 200 families. Annual membership levels range from a minimum of \$25.00 up to \$1,000.00
- Current assets of the HBF are about \$325,000 with restricted funds of \$122,472 dedicated for the construction of a museum.
- Financed the restoration and expansion of period gardens at the historic Bonner house, one of the homes in Bath that are maintained by the N.C. Department of Cultural Resources Bath Historic Site.
- Donated over \$100,000 to the Bath High School Preservation organization to “save” the high school building that was constructed in the 1920s. Portions of the building have been renovated and are being utilized as a library and art gallery.
- Acquired ownership of the northwest wing of the former Bath High School as a home for a museum illustrating the history of Bath and the Pamlico River Region.
- Acquired pledges for donation of artifacts for the museum, including 400 year-old illustrations of North Carolina Indians, historic maps, antique firearms and other rare collectibles.
- Served as a major contributor for the restoration of the Glebe House, a historic home that once housed the rector at St. Thomas Church, the oldest Church building in North Carolina.
- Served as the primary force for the creation of Lawson's Walk, a tree-lined buffer along Bath's northern border.
- Purchased two Main Street stores that were in danger of collapsing; stabilized them and sold them to a couple who transformed them into a waterfront home. Restrictive deed covenants ensure the front and sides of the stores will remain in the historic condition and cannot be altered.
- Purchased two-thirds of an acre of waterfront property at the northeast corner of the Bath Creek Bridge and is turning it into a public park, ensuring that the western entrance into the Town of Bath will be green and welcoming.
- Numerous small projects and donations to other local organizations have been accomplished during the seventeen year history of the HBF. A more detailed listing of these projects may be found on the HBF website.

Attachment 12

Pamlico Region Museum Artifact Donations

- Eighteen illustrations printed in 1590 by Theodore DeBry from drawings made in the Albemarle and Pamlico regions by John White, governor of the colony sent by Sir Walter Raleigh. These illustrations, on 8 x 12 inch paper, include the Indian towns of Secotan and Pomeiooc, and Indians in various forms of activity: eating meals, barbecuing fish, holding a celebratory dance, meeting around a campfire, etc. These illustrations are directly related to the Pamlico region. Secotan was believed to be near present-day Bath and Pomeiooc was near Lake Mattamuskeet.
- Twenty two maps from the 16th, 17th and 18th centuries, and others from the 19th century. These maps trace the early explorations of the Pamlico region and show Bath in the 18th century as a principal town in North Carolina. These maps include a map of this hemisphere printed in 1540 by Sebastian Munster from notes made by Explorer Verazanno showing present day North Carolina under water. (Verazanno saw the Pamlico and Albemarle sounds and thought they were the Pacific Ocean.) The collection also includes John White's 1590 map of the Pamlico and Albermarle regions, and the First Lord Proprietors Map printed in 1672 by John Ogilby and James Moxon.
- Forty seven distinct pieces of Canton chinaware imported to the United States by the China trade between 1785 and the end of the 19th Century.
- Scores of collectible movie posters, lobby cards, record jackets, sheet music, etc; all related to Show Boat, (the Novel, the Broadway play and three movies that took America by storm in the 1920's and had lasting influence through songs such as Ol' Man River. Bath is where Show Boat author, Edna Ferber, got on the James Adams Floating Theater. Gaylord Ravenal's family in the book was patterned on the Palmer family of Bath; and the book includes a word for word recitation of the inscription on a Palmer tombstone.
- Seven bills of Colonial North Carolina currency dating from 1754 to 1771; and seventeen separate bills of North Carolina currency in use during the Civil War.
- The first edition English edition of A New Voyage to Carolina, printed in London by John Lawson, a founder of Bath and New Bern, in 1709; and the first German edition of Lawson, printed in 1712; both editions including illustrations of animals found in the colony and a map.
- In addition to these outright gifts to the museum, several important artifacts will be put on long term loan and may be later given to the museum. These include:

The only surviving book from the first North Carolina library established in St. Thomas Parish in 1701.

A harquebus (a long gun) of the type that was used by the Sir Walter Raleigh expedition in the 1580s

Several other colonial weapons; and furniture and pottery relating to the Pamlico River area.

Indian artifacts collected from the area

Attachment 13

Historic Bath Foundation, Inc.

2017 Operating Budget

March 2017

January through December 2017

Accrual Basis

Ordinary Income/Expense

Total Income	1,239,492.00
Expense	
Bath Museum Project	1,050,000.00
Bridge Lot Project	97,372.30
Other Expenses	<u>21,981.98</u>
Total Expense	1,169,354.28
Balance	\$70,137.72

Historic Bath Foundation, Inc.

2017 Operating Budget

March 2017

January through December 2017

Accrual Basis

Ordinary Income/Expense

Income

Direct Public Support

Cash on Hand	459492.00
Membership Contributions	30,000.00
Restricted Contributions	50,000.00
Pledged Matching Grant	300,000.00
Matching Funds	<u>300,000.00</u>

Total Direct Public Support 1,139,492.00

Other Types of Income

Miscellaneous Revenue	0.00
Additional Grants	<u>100,000.00</u>

Total Other Types of Income 100,000.00

Total Income 1,239,492.00

Historic Bath Foundation, Inc.

2017 Operating Budget

March 2017

January through December 2017

Accrual Basis

Expense

Bath Museum Project

Legal Fees	10,000.00
Repairing floor and wall systems	225,000.00
Architect	50,000.00
Heat & Air	100,000.00
Electrical	75,000.00
Security System	60,000.00
Brick Cleaning	10,000.00
Wall Coverings & painting	45,000.00
Floor Coverings	60,000.00
Windows	50,000.00
Landscaping, Sidewalks, Ramps, Parking	50,000.00
Elevator	150,000.00
Sewer/water	5,000.00
Bathrooms	20,000.00
Plumbing	20,000.00
Lighting	25,000.00
Lowered ceilings	45,000.00
Contingency (5%)	<u>50,000.00</u>
 Total Bath Museum Project	 1,050,000.00

Historic Bath Foundation, Inc.

2017 Operating Budget

March 2017

January through December 2017

Accrual Basis

Expense - Other Projects

Bridge Lot Project

Insurance - Liability, D and O	877.30
Landscaping	60,000.00
Legal	0.00
Lot Maintenance	235.00
Lot Maintenance/mowing	660.00
Permits	600.00
Pier & Bulkhead	<u>35,000.00</u>

Total Bridge Lot Project

97,372.30

Historic Bath Foundation, Inc.

2017 Operating Budget

March 2017

January through December 2017

Accrual Basis

Expense - Other Projects	
Bulk Mail	
Bulk Mail Permit	440.46
Bulk Mail - Other	<u>2,065.90</u>
Total Bulk Mail	2,506.36
Historic Bath Commission-Temp Salaries	1,500.00
General Operations	
Liability Insurance	900.00
Property Insurance	11,000.00
Postage, Mailing Service	200.00
Software	200.00
Printing and Copying	1,000.00
Web Site Expenses	<u>1,000.00</u>
Total General Operations	14,300.00
Historic Bath Site- Apple Orchard	87.50
Grants	
Grant -Tree Inventory	168.00
HBC/Bath Festival	<u>500.00</u>
Total Grants	668.00
Sign Project	400.00
Membership Expenses	
Award Ceremony	<u>2,500.00</u>
Total Membership Expenses	2,500.00
Other Types of Expenses	
Credit Card Transaction Expense	<u>20.12</u>
Total Other Types of Expenses	20.12
Total Expense - Other Projects	21,981.98

ATTACHMENT 14

The Historic Bath Foundation, Inc.
COMPILED FINANCIAL STATEMENTS
For the Year Ended December 31, 2016



**SEILER, SINGLETON
& ASSOCIATES, PA**
Certified Public Accountants and Financial Consultants

To the Board of Directors of
The Historic Bath Foundation, Inc.

Management is responsible for the accompanying financial statements of The Historic Bath Foundation, Inc. (a nonprofit organization), which comprise the statement of financial position as of December 31, 2016, and the related statement of activities for the year then ended in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Management has elected to omit substantially all the disclosures and the statement of cash flows required by accounting principles generally accepted in the United States of America. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Organization's financial position, changes in net assets, and cash flows. Accordingly, these financial statements are not designed for those who are not informed about such matters.

Seiler, Singleton & Associates, PA

Washington, NC

February 20, 2017

The Historic Bath Foundation, Inc.
Statement of Financial Position
As of December 31, 2016

ASSETS

Current Assets	
Cash	\$ 459,492
Total Current Assets	<u>459,492</u>
Property and Equipment	
Land	<u>76,354</u>
Net Property and Equipment	<u>76,354</u>
TOTAL ASSETS	<u>\$ 535,846</u>

NET ASSETS

Net Assets	
Temp. Restricted Net Assets	304,626
Unrestricted Net Assets	<u>231,220</u>
Total Net Assets	<u>535,846</u>
TOTAL NET ASSETS	<u>\$ 535,846</u>

The Historic Bath Foundation, Inc.
Statement of Activities
For the Year Ended December 31, 2016

UNRESTRICTED NET ASSETS	
Support	
Unrestricted contributions	23,182
Other support	<u>2,148</u>
Total Support	<u>25,330</u>
Net Assets Released from Restrictions	67,850
Functional Expenses	
Program services	79,528
Management and general	<u>18,190</u>
Total Functional Expenses	<u>97,718</u>
Increase (Decrease) in Unrestricted Net Assets	(4,538)
TEMPORARILY RESTRICTED NET ASSETS	
Support	
Restricted contributions	250,000
Net Assets Released from Restrictions	<u>(67,850)</u>
Increase (Decrease) in Temporarily Restricted Net Assets	<u>182,150</u>
INCREASE (DECREASE) IN NET ASSETS	<u>177,612</u>
NET ASSETS	
Beginning of Year	<u>358,234</u>
End of Year	<u>\$ 535,846</u>

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	\$2,500.00	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>\$2,500.00</i>	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Ponteigo Beach Historical Museum

Amount Requested \$ 3,500.⁰⁰

	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimated Actual Expenses	FY2017-18 Budget Request
REVENUES:				
Requested from Beaufort County				3,500. ⁰⁰
Federal				
State				
Cities/Towns				
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers				
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:				3,500. ⁰⁰
EXPENSES:				
Salaries and Benefits				
Program Services				
Contractual Services				
Commodities & Supplies				
Fundraisers				
Capital				
Other				
TOTAL:				3,500. ⁰⁰

Organizational Data

President: Virginia R. Hollowell

Executive Director:

Treasurer: Martha S. Bayner

Other Officers: John L. Ratcliff, Wanda Ruark,

Other Board: Rudolph Blake, Chester Smith, Phroesen Allen

Completed by: Virginia R. Hollowell
 (Signature)

Date: March 2-17

 (Name)

President BOD
 (Title)

Phone: 252-927-2570

Pantego Academy Historical Museum Inc,

46 Academy St

Pantego Nc 27860

Operating funds Southern Bank Feb 20, 2017 \$ 7,768.⁸¹

Rainy day funds First Bank Dec. 30, 2016 \$ 16,676.²⁵

Carlyle Windley Memorial Fund with

Edward Jones Dec. 31 2016 \$ 19,415.¹⁴

PANTEGO ACADEMY HISTORICAL MUSEUM ASSOCIATION, INC.
 46 ACADEMY STREET
 PANTEGO, NORTH CAROLINA 27860
 February 20, 2017
 TREASURER'S REPORT

Balance in Southern Bank - January 16, 2017 \$8,204.65

Income

Membership for 2017	\$90.00
Donations with membership	\$75.00
Donation box	\$46.00

Total income for the month \$211.00 \$211.00

Expense

Web page	\$17.00
Electricity	\$50.20
Telephone	\$55.40
Gas	\$167.73
Office Depot - copies of minutes	\$4.78
Gas	\$351.73

Total Expenses for the month \$646.84 \$646.84

Balance in Southern Bank - February 20, 2017 \$7,768.81

Edward Jones - Account Value \$19,415.14

19-Jan-17 \$17,706.29

Balance in First Bank - July 29, 2016 \$16,669.29

Pantego Academy Historical Museum Association, Inc
Profit & Loss 2016

INCOME

Membership	\$2,334.46
Donations with Membership	\$1,500.00
Donation box	\$249.68
In memory	\$530.00
BBQ fund raiser	\$4,017.00
Fish Fry	\$938.00
July 4th	\$207.00
Reunions	\$300.00
Gift Shop	\$247.00
Other donations	\$500.00
Miscellaneous	
Cecil Smith Books	\$45.00
Donation for Website	\$350.00
Donation for George Old Steps	\$300.00

		<u>\$4,000.00</u>
	Transfer from First Bank	\$15,518.14
EXPENSES		
	Electricity	\$619.79
	Gas	\$784.64
	Water	\$150.00
	Web site	\$918.95
	Stamps	\$433.00
	Supplies	\$125.10
	Activity Supplies	\$5.06
	Telephone	\$663.78
	Building Maint.	\$4,356.91
	Cleaning	\$100.00
	Fund Raising Expense	\$1,764.00
	Mowing & Bush Hogging	\$985.00
	Miscellaneous	
	A-1 Safety for Fire Ext. Check	\$35.00
	Belhaven Chamber membership	\$50.00
	Brochures	\$115.00
	Painting jail	\$685.00
	Show Case	\$150.00
	Gutter repair & cleaning	\$375.00
	Shelving Material	\$457.93
	Pressure washing front of Building	\$300.00
	Southern Bank for checks	\$34.19
		<u>\$320.25</u>
	Heater	\$13,428.60

Profit

\$2,089.54

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: *Pantego Historical Museum*

1. WHOM DO YOU SERVE? <i>Beaufort Co Journalism</i>	Fiscal 2015-16 Last Yr Actual	Fiscal 2016-17 This Yr Estimated	Fiscal 2017-18 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) TOTAL:			
1a. Total continuing from previous fiscal year	<i>abt 400 per month</i>	<i>300-400 per month</i>	<i>Same</i>
1b. Total new for the year			
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:			
2a. Washington	<i>✓</i>		
2b. Washington Park	<i>✓</i>		
2c. Chocowinity	<i>✓</i>		
2d. Bath	<i>✓</i>		
2e. Belhaven	<i>✓</i>		
2f. Aurora	<i>✓</i>		
2g. Pantego	<i>✓</i>		
2h. Pinetown	<i>✓</i>		
2i. Outside Beaufort County or Unknown	<i>include Hyde</i>	<i>Same</i>	<i>✓</i>
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	<i>✓</i>	<i>Same</i>	<i>✓</i>
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	<i>✓</i>	<i>✓</i>	<i>✓</i>
5. SEX TOTAL:			
5a. Male			
5b. Female			
5c. Not recorded	<i>✓</i>	<i>✓</i>	<i>✓</i>

Pantego Academy Historical Museum Mission Statement

The Pantego Academy Historical Museum exist to interpret the pre-history, history and culture of Beaufort County through exhibits, collections of significant and appropriate artifacts.

The museum serves the citizens of Beaufort and surrounding counties and acts as a tourist attraction for visitors to the state and counties.

Categories of collections;

Agriculture

Family History

Furnishing and Decorative Arts

Military

Native American

Pantego Male and Female Academy/Pantego High School

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: Pantego Academy Historical Museum

Contact Information: 46 Academy St. Pantego NC 27860
252-927-2570

Amount Requested: \$3,500.⁰⁰

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.

See detail on following pages

Unit is located on the second floor of the
Museum building

Completed By: VIRGINIA R. HOLLOWELL President BOD
Printed Name & Position

Virginia R. Hollowell 3-9-17
Signature & Date

Pantego Historical Museum



The Pantego Museum will hire a contractor to remove the Heat & Air unit pictured above. It was installed about 40 years ago when "Beaufort Tech" (Now BCCC) held some classes in this building. The entire unit no longer works. It has to be disassembled. The metal units will be taken apart in order to get it downstairs. Holes were cut in the antique Pine floor making opening for the vents. Each hole will be appropriately repaired in the floor and also the ceiling of the rooms below. There is a vent pipe which goes up through the roof. It will be removed and the metal

Pantego Historical Museum



Roof properly repaired. All the unit & duct work will be hauled away & properly disposed of.

We plan to hire a Beaufort County contractor, thru my creating jobs.

The cost is estimated at \$3,500.

Pentago Historical Museum



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	\$10,000.00	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>\$10,000.00</i>	

Beaufort County, North Carolina
REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

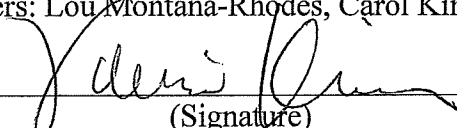
Agency: Ruth's House

Amount Requested \$15,000

	FY 2015-16 Actual	FY 2016-17 Budget	FY 2017-18 Estimated Actual Expenses	FY2017-18 Budget Request
REVENUES:	5000	5000	5000	15,000
Requested from Beaufort County				
Federal	62262	99457	99457	
State	91411	85855	85855	
Cities/Towns	0	0	0	
United Way	4514	2500	2500	
Other Counties excluding Beaufort County	0	0	0	
Other:	90396	112410	101403	
Donations/Fundraisers				
Fees/Dues				
Sales				
Miscellaneous	98	94	96	
Beginning Balance (Deficit)				
TOTAL:	253,681	305,316	294,311	
	160,306	150,882	155,594	
EXPENSES:				
Salaries and Benefits				
Program Services	4,011	3,150	3,580	
Contractual Services	5,930	6,000	6,000	
Commodities & Supplies	13,883	11,500	12,691	
Fundraisers	13,678	12,523	13,100	
Capital/Renovations	7,102	29,700	18,000	
Other/Shelter Expenses	50,003	44,165	47,084	
TOTAL:	254,913	257,920	256,049	

Organizational Data

President: Stacey Drakeford
 Executive Director: Valerie Kines
 Treasurer: John Rebholz
 Other Officers: Lou Montana-Rhodes, Carol Kinnion

Completed by: 
 (Signature)

Date: 3/10/17

Valerie Kines
 (Name)

Executive Director
 (Title)

Phone: 623-2015

Beaufort County, North Carolina
PROGRAM PARTICIPANTS STATISTICS

Budget Form 2

Agency: Ruth's House

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:	306	220	297
1a. Total continuing from previous fiscal year	9	10	9
1b. Total new for the year	297	210	289
1c. Total terminated during the year	5	3	4
2. RESIDENCE OF PARTICIPANTS TOTAL:	306		
2a. Washington	136	64	
2b. Washington Park	1	0	
2c. Chocowinity	14	15	
2d. Bath	4	3	
2e. Belhaven	4	4	
2f. Aurora	3	3	
2g. Pantego	1	1	
2h. Pinetown	2	0	
2i. Outside Beaufort County or Unknown	142	130	
3. AGE GROUP TOTAL:	306		
3a. Infants through 4 years of age	28	23	
3b. 5 through 12 years of age	14	8	
3c. 13 through 17 years of age	2	5	
3d. 18 through 29 years of age	50	11	
3e. 30 through 64 years of age	105	22	
3f. 65 and over	3	6	
3g. Not known or not applicable	108	145	
4. INCOME OF PARTICIPANTS TOTAL:	366		
4a. Below official poverty level (\$12,000)	185	55	
4b. At or near poverty level	28	23	
4c. Middle income (\$30,000)	1	5	
4d. Upper income (\$60,000)	1	0	
4e. Not known or not applicable	91	137	
5. SEX TOTAL:	306		
5a. Male	46	27	
5b. Female	260	193	
5c. Not recorded		0	

*highlighted numbers represent our statistics from July 2016-February 2017.

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: Ruth's House

Contact Information: P.O. Box 2843, Washington, NC, 27889

252-946-0709

Amount Requested: \$15,000

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.

As Beaufort County's only Domestic Violence shelter, our mission is to provide a safe haven to
female victims and their children. As a tri-level home with a finished basement 7 inches below ground
level, we experienced a great deal of flooding during Hurricane Matthew. We are requesting funds to
grade and landscape our back yard to prevent future flooding.

Completed By: Valerie Kines, Executive Director

Printed Name & Position

Valerie Kines 3/10/17
Signature & Date

Request for Service Expansion

Title of Service Expansion: Senior Club of Belhaven

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	New funding request
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$2,500</i>	

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: Senior Club of Belhaven, program
of Kaye Lee's Corner Foundation

Contact Information: Kaye Lee Brady, Senior Club of Belhaven, Coordinator
413 Pamlico Street (Senior Club)
Belhaven, North Carolina 27810

Amount Requested: \$2,500.00

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.

When Belhaven's Senior Center closed last July, we lost most all of the office equipment the staff had used, including computers, printers and miscellaneous office supplies. We have reorganized and successfully built a new Senior Program that is helping so many elderly community members.

This appropriation of funds will be used for improved communication in advertising and notifying the public of Senior Club Programs and Events, as well as other community information. There is not a newspaper in the Belhaven area that specifically publishes Belhaven news and many seniors in our community do not have email or familiarity with social media. In fact, in some cases, they seldom get out of their homes. A community newsletter/bulletin is desperately needed. This would be effective in helping keep our elderly population informed, aware of events, programs, assistance and services they could use or may require to improve the quality of their lives. We are hoping to use seniors to help produce the newsletter and at the same time provide training on computer skills.

A newsletter has been provided to illustrate what we have in mind. This particular bulletin is current, but not yet complete because it is in the works and is being used as a sample to show format, quality and the ability we have to produce such a publication. I have produced this one at my own expense. A current calendar is also attached to show the activities presently in our senior program.

To produce the newsletter/bulletin the Senior Club is in need of a computer or laptop, necessary software, a lazer printer, toner, paper and money for postage. Many copies can be emailed with use of the computer, but some will need to be mailed. The costs have been estimated on the following page, although some prices may change slightly due to decreases of items on sale or increases in equipment costs. They are based on quotes from the Office Depot.

Completed By: KAYE LEE BRADY, COORDINATOR
Printed Name & Position

Kaye Lee Brady March 10, 2017
Signature & Date

Hewlett Packard Laptop-	
Windows 10, touch screen, 15.6" screen	
presently.....	599.00
Office Business Software	229.00
CorelDraw Graphix Suite	499.00

Supplies -	
2 cases of copier paper	90.00
Stapler, Staples & misc.	50.00

Brother Lazer Copier (recommended)	499.00
2 Toners	350.00

Total	\$2,316.00
-------------	------------

Postage	unknown
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Beaufort County, North Carolina

REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Senior Club of Belhaven, a program of Kaye Lee's Corner Foundation

Amount Requested \$ 2,500.00

	FY 2015-16 Actual New (6 mos.)	FY 2016-17 Budget	FY 2016-17 Estimated Actual Expenses	FY2017-18 Budget Request
REVENUES:				
Requested from Beaufort County	-0-	-0-	-0-	2,500.00
Federal	-0-	-0-	-0-	-0-
State	-0-	-0-	-0-	-0-
Cities/Towns	2,025.00	4,050.00	4,050.00	4,500.00
United Way	-0-	-0-	-0-	-0-
Other Counties excluding Beaufort County	-0-	-0-	-0-	-0-
Other:				
Donations/Fundraisers	677.27	1,000.00	1,000.000	1,000.00
Fees/Dues	-0-	-0-	-0-	-0-
Sales	-0-	-0-	-0-	-0-
Miscellaneous	-0-	-0-	-0-	10,000.00
Beginning Balance (Deficit)				
TOTAL:	2,702.00	5,050.00	5,050.00	18,000.00
EXPENSES:				
Salaries and Benefits	-0-	-0-	-0-	5,100.00
Program Services	-0-	-0-	-0-	-0-
Contractual Services	1,177.00	-0-	-0-	3,000.00
Commodities & Supplies	1,525.00	-0-	-0-	9,900.00
Fundraisers	-0-	-0-	-0-	-0-
Capital	-0-	-0-	-0-	-0-
Other				
TOTAL:	2,702.00	5,050.00	5,050.00	18,000.00

Organizational Data

Coordinator: Kaye Lee Brady
 Chairman: Dave Rieves (Advisory Board)
 Treasurer: Bridget Jefferson
 Board Members: Peggy Bonner, Mildred Bowman, Pat Rieves

Completed by: Kaye Lee Brady
 (Signature)

Date: March 10, 2017

KAYE LEE BRADY
 (Name)

COORDINATOR
 (Title)

Phone: 801-259-7446

Beaufort County, North Carolina

PROGRAM PARTICIPANTS STATISTICS

SENIOR CLUB OF BELHAVEN Budget Form 2

Agency: *PROGRAM of KAYE LEE'S CORNER FOUNDATION*

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 (if family, please count individual members) TOTAL:	<i>ESTIMATE (compos.) 50</i>	<i>100</i>	<i>300</i>
1a. Total continuing from previous fiscal year	<i>N/A</i>	<i>50</i>	<i>90</i>
1b. Total new for the year		<i>50</i>	<i>200</i>
1c. Total terminated during the year		<i>-0-</i>	<i>10</i>
2. RESIDENCE OF PARTICIPANTS TOTAL:	<i>UNKNOWN - HAVE HAD VISITORS AT THE SENIOR CLUB AND SENIOR ACTIVITIES @ ST. JAMES EPISCOPAL;</i>		
2a. Washington ✓			<i>BETHANY METHODIST and OTHER LOCATIONS.</i>
2b. Washington Park			<i>WE ARE ANTICIPATING RENOVATION OF OUR FUTURE PERMANENT SENIOR CENTER NEXT YEAR.</i>
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 <i>(55+) EST.</i>			
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	<i>EST.</i>	<i>70%</i>	<i>70%</i>
4c. Middle income (\$30,000)	<i>EST.</i>	<i>20%</i>	<i>20%</i>
4d. Upper income (\$60,000)	<i>EST.</i>	<i>10%</i>	<i>10%</i>
4e. Not known or not applicable			
5. SEX TOTAL:			
5a. Male	<i>EST.</i>	<i>10%</i>	
5b. Female	<i>EST.</i>	<i>90%</i>	
5c. Not recorded			

SENIOR CLUB & ARTS COUNCIL MARCH 2017

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
SENIOR CLUB INFO. 252-943-2992 LOCATIONS ST. JAMES EPISCOPAL 545 E. MAIN, BELHAVEN SENIOR CLUB / KAYE LEE'S CORNER 413 PAMLICO STREET, BELHAVEN SIGN UPS or Information for TAI CHI CLASSES KAYE LEE at 801-259-7446 SIGN UPS for HEALTHY LIVING - 6 WEEK COURSE - FREE NANCY at 252-947-2300			1	2 EXERCISE 10:30 AM ST. JAMES EPISCOPAL BRIDGE CLUB 12:00 PM	3 Happy Birthday Mary Barber	4
5	6 OIL PAINTING 9 AM 12 NOON SENIOR CLUB KNITTERS 1:00 PM ST. JAMES EPISCOPAL Happy Birthday Evelyn Williams	7 SENIOR CLUB TAI CHI 10 & 10:45 AM EXERCISE 10:30 AM ST. JAMES EPISCOPAL LIVING HEALTHY WORKSHOP 2:00 LIBRARY TAX PREPARATION LIBRARY BY APPT. <i>W. J. Green</i> SENIOR DISCOUNT DAY	8 SENIOR CLUB MONTHLY BOARD MEETING 2:00 PM SENIOR PRESENTATION SIDNEY FREEWILL BAPTIST CHURCH 5500 SIDNEY RD. 7:00	9 EXERCISE 10:30 AM ST. JAMES EPISCOPAL BRIDGE CLUB 12:00 PM	10	11
12 ARTS COUNCIL HANG ART AT THE TURNAGE AFTER 3PM	13 OIL PAINTING 9 AM 12 NOON SENIOR CLUB KNITTERS 1:00 PM ST. JAMES EPISCOPAL	14 TAI CHI 10 & 10:45 AM SENIOR CLUB EXERCISE 10:30 AM ST. JAMES EPISCOPAL DINNER WITH A DOC TAVERN at JACK'S NECK 6:00 pm FREE, BUT REGISTRATION REQUIRED 855-698-4328	15 SENIOR PRESENTATION BETHANY UNITED METHODIST CHURCH 2766 S SAVANNA RD.	16 BRIDGE CLUB 12:00 PM EXERCISE 10:30 AM ST. JAMES EPISCOPAL TURNAGE ARTS COUNCIL RECEPTION 6 -7:30 PM	17 Happy Birthday Barbara Pugh HEALTH SCREENING SENIOR CLUB	18 HEALTH SCREENING SENIOR CLUB
19	20 OIL PAINTING 9 AM 12 NOON SENIOR CLUB KNITTERS 1:00 PM ST. JAMES EPISCOPAL ARTS COUNCIL MEETING AT 3PM	21 BIRTHDAY PARTY 12:00 noon SENIOR CLUB EXERCISE 10:30 AM ST. JAMES EPISCOPAL TAI CHI 10 & 10:45 AM SENIOR CLUB DENTAL CLINIC 8-4 CIVIC CENTER	22 COFFEE WITH THE EXPERTS 11:00 AM "ABOUT SCAMS & FRAUD" SENIOR CLUB DENTAL CLINIC 12-8 CIVIC CENTER	23 BRIDGE CLUB 12:00 PM EXERCISE 10:30 AM ST. JAMES EPISCOPAL DENTAL CLINIC 8-4 CIVIC CENTER	24 HEALTH FAIR MEETING SENIOR CLUB ART SHOW 10:00AM - 1:00 PM SENIOR CLUB	25
26	27 OIL PAINTING 9 AM 12 NOON SENIOR CLUB KNITTERS 1:00 PM ST. JAMES EPISCOPAL	28 EXERCISE 10:30 AM ST. JAMES EPISCOPAL	29	30	31 LOCAL PLAY "DEARLY BELOVED" POETRY CONTEST ENDS LOGO ART CONTEST ENDS	HEALTH FAIR COMING ON MAY 20TH

April 2017

Belhaven Bulletin

CONTENTS:

NOT
YET
COMPLETE

Town of Belhaven News

TOWN OF BELHAVEN
Announcing
Spring Clean Up
Friday April 21 and Friday April 28, 2017
We will pick up Tires-no more
than ten tires (no rims) No Refrigerators,
No Stoves, No Washing Machines,
No Appliances, No Construction Debris
We will pick up your leaves, trash,
tree limbs and etc...



Welcome New Neighbors

Belhaven Bulletin Staff

See page 4

Community Calendar

APRIL 2017

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<p>SENIOR CLUB INFO. 252-943-2992 LOCATIONS ST. JAMES EPISCOPAL 545 E. MAIN, BELHAVEN SENIOR CLUB / KAYE LEE'S CORNER 413 PAMLICO STREET, BELHAVEN SIGN UPS or Information for TAI CHI CLASSES KAYE LEE at 801-259-7446 SIGN UPS for HEALTHY LIVING - 6 WEEK COURSE - FREE NANCY at 252-947-2300</p>						<p>1 LOCAL PLAY "DEARLY BELOVED"</p>
<p>2</p>	<p>3 OIL PAINTING 9 AM 12 NOON SENIOR CLUB KNITTERS 1:00 PM ST. JAMES EPISCOPAL</p>	<p>4 TAI CHI 10 & 10:45 AM SENIOR CLUB EXERCISE 10:30 AM ST. JAMES EPISCOPAL <i>Waldgreens</i> SENIOR DISCOUNT DAY</p>	<p>5 SENIOR CLUB MONTHLY BOARD MEETING 2:00 PM</p>	<p>6 BRIDGE CLUB 12:00 PM EXERCISE 10:30 AM ST. JAMES EPISCOPAL Beaufort County SENIOR EXPO Beaufort Comm. College-9am - 1pm</p>	<p>7</p>	<p>8 Happy Birthday BETTY COX</p>
<p>9</p>	<p>10 OIL PAINTING 9 AM 12 NOON SENIOR CLUB KNITTERS 1:00 PM ST. JAMES EPISCOPAL</p>	<p>11 TAI CHI 10 & 10:45 AM SENIOR CLUB EXERCISE 10:30 AM ST. JAMES EPISCOPAL</p>	<p>12</p>	<p>13 BRIDGE CLUB 12:00 PM EXERCISE 10:30 AM ST. JAMES EPISCOPAL</p>	<p>14</p>	<p>15</p>
<p>16</p>	<p>17 OIL PAINTING 9 AM 12 NOON SENIOR CLUB KNITTERS 1:00 PM ST. JAMES EPISCOPAL ARTS COUNCIL MEETING AT 3PM</p>	<p>18 BIRTHDAY PARTY 12:00 noon SENIOR CLUB EXERCISE 10:30 AM ST. JAMES EPISCOPAL TAI CHI 10 & 10:45 AM SENIOR CLUB</p>	<p>19 COFFEE WITH THE EXPERTS 11:00 AM SENIOR CLUB Speaker: TBA</p>	<p>20 BRIDGE CLUB 12:00 PM EXERCISE 10:30 AM ST. JAMES EPISCOPAL</p>	<p>21 Happy Birthday SADIE HILL Happy Birthday MARILYN FOWLER ART SHOW 10:00AM - 1:00 PM SENIOR CLUB SPRING CLEAN UP</p>	<p>22</p>
<p>23</p>	<p>24 OIL PAINTING 9 AM 12 NOON SENIOR CLUB KNITTERS 1:00 PM ST. JAMES EPISCOPAL</p>	<p>25 TAI CHI 10 & 10:45 AM SENIOR CLUB EXERCISE 10:30 AM ST. JAMES EPISCOPAL</p>	<p>26</p>	<p>27 BRIDGE CLUB 12:00 PM EXERCISE 10:30 AM ST. JAMES EPISCOPAL Happy Birthday EDWARD DUNBARR</p>	<p>28 SPRING CLEAN UP</p>	<p>29</p>
<p>30</p>						



OIL PAINTING ART CLASSES



FREE for Seniors



Mondays 9AM Senior Club

BELHAVEN ARTS COUNCIL

“Advance the Belhaven Community Through the Arts”

2016 FESTIVAL OF THE TREES

The Belhaven Arts Council held thier first annual “Festival of the Trees” and it was fun for all! Trees were decorated by local businesses and Arts Council members and open to the public from

December 3rd, each Fri - Sun until the end of December. The Arts Council members made pottery ornaments with Sandy Landy’s help. There were craft items, jams and jellies for sale. The Girl Scouts sold hot chocolate & the Senior Club wrapped gifts. Planning is in progress for next year, with an even bigger event. It’s never too early to sign your business up. Trees are supplied and for a donation of \$50. your business can decorate a tree and keep your ornaments Next year it will be a 3 day event. Booths can also be reserved for selling gifts. Contact the Arts Council for details. The Council also sold wooden trains for yard decorations. They are still available for purchase, so plan ahead for next year. .



Grinch- Pam Knoblauch, Arts Council & Pitt County parade entrant.



1 ST Place, Girl Scouts



2 ND Place, Shear Elegance



3 RD Place, ROCK Museum



Cutting by Cathy Clayton . Painting by Kaye Lee Brady & Council members.

BELHAVEN ARTS COUNCIL NEWS

WINNERS of the Children's Poetry Contest are:

- First Place :
- Second Place :
- Third Place :

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First Place: Second Place Third Place:

WINNERS of the High School ART CONTEST are:

- First Place :
- Second Place :
- Third Place :

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First Place: Second Place Third Place:

Belhaven Bulletin

is a quarterly Newsletter for the Town of Belhaven & sponsored by the Senior Club of Belhaven. To submit articles, pictures and information please contact the following:

- Editor - To be determined
 - KLC Foundation Chairman - Kaye Lee Brady
 - Belhaven Arts Council Historian - Nancy Cordano
 - Senior Club of Belhaven Chairman - Dave Rieves
 - Writers - Nancy Cordano, Kaye Lee Brady
 - Martha's - Mildred Bowman
 - Rotary Club President - Bridget Jefferson
 - R.O.C.K. Museum Curator - Kaye Lee Brady
 - Belhaven Museum - Arthur
 - Coalition of Churches - Dave Rieves
 - Chamber of Commerce President - Diana Lambeth
 - Sunshine Report (Obituaries, Deaths, Births, Weddings, announcements, special recognition & awards) - to be determined
- If you are interested in helping with our newsletter, please contact any of the above.
- If you are not receiving the Bulletin contact - 252-943-2992 (Senior Club)

Belhaven Arts Council Officers:	
Kaye Lee Brady	Chairman
Peggy Bonner	Vice Chair
Barbara Pugh	Secretary
Bridget Jefferson	Treasurer
Billie Mackey	Parliamentarian
Nancy Cordano	Historian



Weddings, Births, Deaths, Obituaries, Awards Etc.

SENIOR CLUB OF BELHAVEN

The Senior Club is presently visiting organizations in our community and doing presentations to introduce our many programs. If you would like us to come, call Dave 252-943-2992 or Kaye Lee 801-259-7446. The program lasts 20 - 30 minutes.

MISSION:

ELEVATE THE QUALITY OF LIFE
OF OUR CITIZENS
AS THEY AGE.

PURPOSE:

OUR PURPOSE IS
TO PROVIDE
LIFE ENHANCING PROGRAMS
AND REFERRALS TO
NEEDED SERVICES FOR SENIORS.

**HEALTH
FAIR
MAY 20, 2017**
at the
**BOYS & GIRLS
CLUB**

MONTHLY BIRTHDAY PARTY
on the 3rd Tuesday each month



FEBRUARY
SENIORS
BIRTHDAY PARTY

Left: Nancy Cordano
Right: Susie Banta



**Senior Club of Belhaven
ADVISORY BOARD**

- | | |
|-------------------|-------------|
| Dave Rieves | Chairman |
| Kaye Lee Brady | Coordinator |
| Pat Rieves | Secretary |
| Bridget Jefferson | Treasurer |

SENIORS BIRTHDAY CLUB



APRIL

- | | |
|----------------|----|
| Betty Cox | 18 |
| Sadie Hill | 21 |
| Marilyn Fowler | 21 |
| Edward Dunbar | 27 |

The party this month is
Tuesday, April 18th at the
Senior Club 413 Pamlico Street

If you haven't signed up
for the Birthday Club yet
call 252-943-2992

FUN and EDUCATIONAL
ROCK AT Kaye Lee's CORNER
MUSEUM
 413 Pamlico Street
 Belhaven, North Carolina 27810
 CLASSES TAUGHT by APPOINTMENT
801-259-7446



Seniors CHAIR EXERCISE
 with instructor, Peggy Bonner
 at St. James Episcopal
 545 East Main Street, Belhaven
 Tues. & Thurs. 10:30 - 12:30

AT THE SENIOR CLUB...
 Join **TAI CHI** on Tuesdays



5 week courses taught by 2 certified instructors in "Tai Chi for Arthritis".

When practicing Tai Chi regularly many have found significant pain relief, as well as an improved sense of wellbeing in a short time.

Benefits can be:

- * pain relief & less stiffness
- * improved balance & fewer falls
- * greater relaxation & uplifted spirit
- * improved ability to do daily tasks
- * improved muscle strength & flexibility

(taken from handbook by Dr. Paul Lamb)

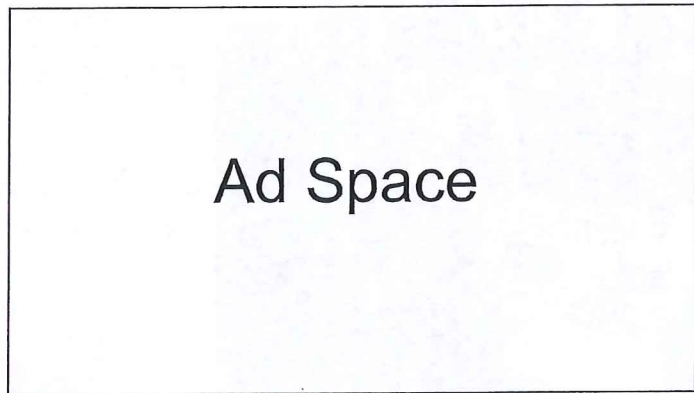
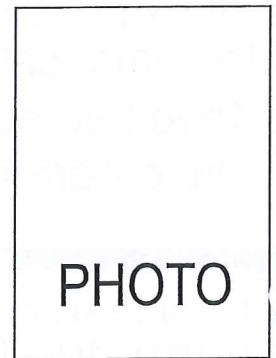
There is no cost, but donations to the Senior Program are welcome.

SPOTLIGHT

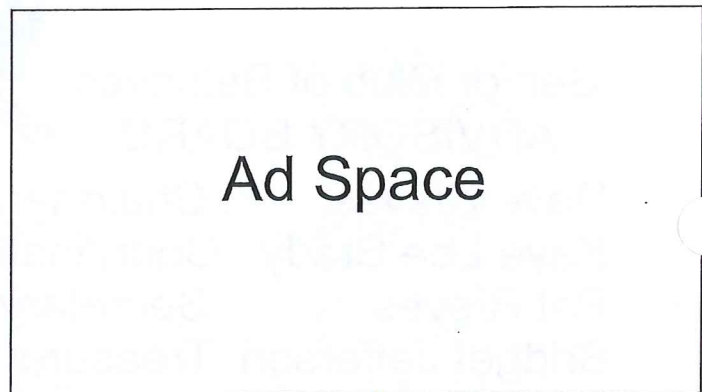
Honoring an
OUTSTANDING
VOLUNTEER
 in our community



To be determined



Ad Space



Ad Space

KAYE LEE'S CORNER FOUNDATION

Mission:

Be a creative force, serving as a resource for our community and surrounding area.

Vision:

To help support needs of specific community programs through funding, making education and life enhancing opportunities possible.

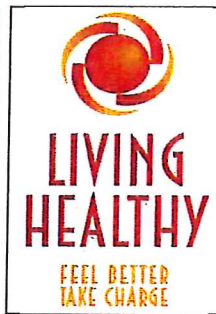
Small Article

Kaye Lee's Corner Foundation Board of Directors 2017

- Chairman - Kaye Lee Brady 801-259-7446
- Vice Chairman - Billie Mackey 252-943-0183
- Secretary - John Dexter 252-943-2131
- Treasurer - Bridget Jefferson 252-943-2149
- Board Member - Greg Satterthwaite 252-494-0590



Control Your Health Condition...



**Tuesdays
2:00 - 4:30 PM
Belhaven Library
333 East Main Street
Registration Required
Nancy 252-947-2300**

Are you 50 and better with an ongoing health condition such as diabetes, arthritis, high blood pressure, heart disease, chronic pain or cancer? The **"Living Healthy"** Workshop can help you take control of your health!
FREE 2 ½ hour workshop, once a week for 6 weeks

Senior Club COFFEE WITH THE EXPERTS



Coffee with the Experts is a monthly program at the Senior Club. Join us on the 4th Wednesday each month. Michelle and Tynia from Amedisys gave us a very informative presentation on Hospice Care in January.

Left: Michelle Williams
Right: Tynia Harris

Ad Space

Belhaven Bulletin

413 Pamlico Street
Belhaven, North Carolina 27810

A quarterly publication and program of
Kaye Lee's Corner Foundation

Name
Address
Belhaven, North Carolina 27810

future website address

Request for Service Expansion

Title of Service Expansion: Washington Harbor District Alliance

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	\$12,000.00	New funding request
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$12,000.00</i>	

Beaufort County, North Carolina

REQUEST FOR COUNTY FUNDING SUPPORT

Budget Form 1

Agency: Washington Harbor District Alliance (WHDA) Amount Requested \$ 12,000.00

	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimated Actual Expenses	FY2017-18 Budget Request
REVENUES:				
Requested from Beaufort County		\$15,000.00		\$12,000.00
Federal				
State				
Cities/Towns	\$57,300.00	\$58,000.00	\$50,220.00	\$55,000.00
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers	\$47,161.00	\$75,000.00	\$44,250.00	\$100,000.00
Fees/Dues	\$7,382.00	\$10,000.00	\$23,680.00	\$13,000.00
Sales	\$3,403.00	\$1,000.00	\$2,090.00	\$3,000.00
Miscellaneous	\$27,022.00	\$30,000.00	\$41,102.00	\$32,000.00
Beginning Balance (Deficit)				
TOTAL:	\$142,268.00	\$189,000.00	\$161,342.00	\$215,000.00
EXPENSES:	\$47,990.00	\$60,000.00	\$52,570.00	\$80,000.00
Salaries and Benefits				
Program Services	\$32,900.00	\$15,000.00	\$18,298.00	\$32,000.00
Contractual Services	\$25,806.00			\$25,000.00
Commodities & Supplies	\$10,345.00	\$15,000.00	\$24,108.00	\$15,000.00
Fundraisers		\$19,000.00	\$31,174.00	\$17,000.00
Capital				
Other	\$18,864.00	\$70,000.00	\$35,192.00	\$46,000.00
TOTAL:	\$135,905.00	\$179,000.00	\$161,342.00	\$215,000.00

Organizational Data

President: Chris Furlough
 Executive Director: John Butler
 Treasurer
 Other Officers: Trent Tetterton, VP

Completed by:

Signature: John W. Butler, Jr. Digitally signed by John W. Butler, Jr.
 DN: cn=John W. Butler, Jr., o=Washington Harbor District Alliance (WHDA), ou, email=john@whda.org, c=US
 Date: 2017.03.10.17:35:28 -0500 Date: March 10, 2017

Name: John W. Butler, Jr. Title: COO

Beaufort County
Request for County Appropriation
Budget Form 3

Agency: Washington Harbor District Alliance (WHDA)

Contact Information: John W. Butler, Jr.

252.947.2530 / john@whda.org

Amount Requested: \$12,000.00

*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 mission of Washington Harbor District Alliance is to serve as a facilitator and catalyst to renew, restore, rebuild, and revitalize the downtown business district, improve economic conditions, encourage tourism, and preserve historical buildings and their significance.

We serve as an expert resource for downtown; educating businesses, property owners, potential investors, and the general public about opportunities/conditions in the area; maintaining and preserving downtown's historic character and integrity; promoting downtown as a place to live, shop, work, and play.

We maintain an ongoing, financially stable organization that enables increased economic activity, a dynamic waterfront, increased population, new jobs and investment, and an expanded downtown tax base resulting in a more equitable tax structure throughout the community.

We work together with the City of Washington, Beaufort County, Washington-Beaufort Chamber of Commerce, Washington Tourism & Development Authority, Arts of the Pamlico, and a range of other critical organizations to build a sustainable and complete community revitalization effort.

We are requesting funding to assist in strengthening our community's existing economic assets while diversifying its economic base. This will be accomplished by retaining and expanding successful businesses to provide a balanced commercial mix, sharpening the competitiveness and merchandising skills of business owners, attracting new businesses that the market can support, and converting unused/under-utilized commercial space into economically productive property; boosting the profitability of our region.

Completed By: John W. Butler, Jr., COO
Printed Name & Position

John W. Butler, Jr.
Signature & Date

Digitally signed by John W. Butler, Jr.
DN: cn=John W. Butler, Jr., o=Washington Harbor District
Alliance (WHDA), ou, email=john@whda.org, c=US
Date: 2017.03.10 17:34:00 -05'00'

Summary of Rescue and Fire Tax Districts

<u>Rescue Taxing District</u>	<u>FY 16/17 Current Rate</u>	<u>FY 17/18 Requested Rate</u>
Bath Township	5¢	5¢
Washington Township	4.5¢	5¢
Long Acre Township	3.5¢	3.5¢
Chocowinity Township	3.5¢	5¢
Chocowinity Municipal	3.5¢	5¢
Pantego Township	5¢	5¢

<u>Fire Taxing District</u>	<u>FY 16/17 Current Rate</u>	<u>FY 17/18 Requested Rate</u>	
Northside Fire Service District	2.9¢	3.75¢	
Chocowinity Township Fire Protection District	2.6¢	3.6¢	
Richland Fire and Rescue District	3.9¢	6.35¢	Combined EMS/Fire Rate

Request for Service Expansion

Title of Service Expansion: Rescue Tax District Increase

Name of Department: Chocowinity Township EMS

Purpose and Justification: Chocowinity EMS is requesting a tax increase from 3.5¢ to 5¢ for keeping up with operating costs for providing EMS service to their district. Chocowinity EMS operates two EMS units. This request is so they can maintain current service. Emergency calls for the district have increased to an expected 950-1000 calls for the 16/17 budget year.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational		
Capital Outlay		
Total Expenditures		

Revenue Generated	\$139,843	Estimated additional tax generated for the township due to the increase.
<i>Total Cost of Service Expansion</i>		

CHOCOWINITY EMERGENCY MEDICAL SERVICES, INC.

512 Highway 33 East
Chocowinity, North Carolina 27817

April 28, 2017

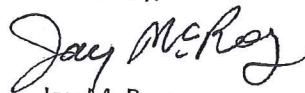
Mr. Brian Alligood
Beaufort County Manager
121 West Third Street
Washington, NC 27889

Dear County Manager:

The Chocowinity EMS board met on April 25, 2017, and voted unanimously to request the county commissioners to increase the EMS tax rate for the Chocowinity service area to \$.05 per hundred dollars of valuation for the fiscal year 2017 - 2018. This is the same rate being used on the north side of the river for the county service areas. We are currently staffing two full time EMS trucks and using a third truck when needed.

The budgeted numbers was given to you on Thursday, April 27. If you have any questions, please give us a call.

Sincerely,



Jay McRoy,
Board Chairman

Chocowinity Emergency Medical Svc. Inc.									
Proposed Budget									
07/01/2017 - 06/30/2018									
	Combined 911 & non 911 service		Proposed Tax Rate \$.05		911 Service Only		911 Service Only		Non 911 Service
	Monthly	Annual	Monthly	Annual	Tax Rate - \$.035 Rate	Tax Rate - \$.05 Rate	Tax Rate - \$.05 Rate	Tax Rate - \$.05 Rate	
Revenues									
Beaufort County	31,666.67	380,000.00	45,238.10	542,857.14	31,666.67	380,000.00	45,238.10	542,857.14	42,000.00
Billing income	42,000.00	504,000.00	42,000.00	504,000.00					504,000.00
Donations	683.33	8,200.00	683.33	8,200.00					8,200.00
Miscellaneous	26.67	320.00	26.67	320.00					320.00
Total revenues	74,376.67	892,520.00	87,948.10	1,055,377.14	31,666.67	380,000.00	45,238.10	542,857.14	512,520.00
Expenses									
Building supplies	125.00	1,500.00	125.00	1,500.00	78.33	940.00	78.33	940.00	46.67
Cleaning supplies	166.67	2,000.00	166.67	2,000.00	104.44	1,253.33	104.44	1,253.33	62.22
Dues and subscriptions	41.67	500.00	41.67	500.00	26.11	313.33	26.11	313.33	15.56
Education	200.00	2,400.00	200.00	2,400.00	125.33	1,504.00	125.33	1,504.00	74.67
EMS supplies	4,000.00	48,000.00	4,000.00	48,000.00	2,506.67	30,080.00	2,506.67	30,080.00	1,493.33
Training supplies	166.67	2,000.00	166.67	2,000.00	104.44	1,253.33	104.44	1,253.33	62.22
Equipment rental	2,000.00	24,000.00	2,000.00	24,000.00	1,253.33	15,040.00	1,253.33	15,040.00	746.67
Insurance expense	2,666.67	32,000.00	2,666.67	32,000.00	1,671.11	20,053.33	1,671.11	20,053.33	995.56
Miscellaneous	400.00	4,800.00	400.00	4,800.00	250.67	3,008.00	250.67	3,008.00	1,792.00
Office supplies	100.00	1,200.00	100.00	1,200.00	62.67	752.00	62.67	752.00	448.00
Payroll expenses									
Salaries	58,333.33	700,000.00	58,333.33	700,000.00	36,555.56	438,666.67	36,555.56	438,666.67	21,777.78
Payroll taxes	4,666.67	56,000.00	4,666.67	56,000.00	2,924.44	35,093.33	2,924.44	35,093.33	1,742.22
Pest control expenses	14.00	168.00	14.00	168.00	8.77	105.28	8.77	105.28	5.23
Professional fees	3,000.00	36,000.00	3,000.00	36,000.00	625.00	7,500.00	625.00	7,500.00	2,375.00
Rent/utilities/heat	2,125.00	25,500.00	2,125.00	25,500.00	1,331.67	15,980.00	1,331.67	15,980.00	793.33
Repairs and maintenance									
Fuel	2,000.00	24,000.00	2,000.00	24,000.00	1,253.33	15,040.00	1,253.33	15,040.00	746.67
Repairs and maintenance	1,250.00	15,000.00	1,250.00	15,000.00	783.33	9,400.00	783.33	9,400.00	466.67
Uniforms	416.67	5,000.00	416.67	5,000.00	261.11	3,133.33	261.11	3,133.33	155.56
Contingency	2,083.33	25,000.00	2,083.33	25,000.00	1,305.56	15,666.67	1,305.56	15,666.67	777.78
Vehicle payments	3,000.00	36,000.00	3,000.00	36,000.00					3,000.00
Total expenses	86,755.67	1,041,068.00	86,755.67	1,041,068.00	51,231.88	614,782.61	51,231.88	614,782.61	35,523.78
Net operations profit (loss)		(148,548.00)		14,309.14		(234,782.61)		(71,925.47)	
Budgets based on using two full time ambulances and third on part time basis:									
Actual trips for January, February, and March 2017		1,500							
Calls for 911 service		940							
Percentage of calls for 911 service		62.67%							
Chocowinity EMS has no access to tax setoff program.									
Chocowinity EMS has no access to medicaid supplements									

Request for Service Expansion

Title of Service Expansion: Fire Tax District Increase

Name of Department: Northside Fire Tax District (Bath, Belhaven, Bunyan, Clarks Neck, Old Ford, Pamlico Beach, Pantego, Pinetown, Pungo River, and Sidney Fire Departments)

Purpose and Justification: Some departments in the Northside Fire Tax district are requesting a tax increase from 2.9¢ to 3.75¢. Northside Fire Departments are requesting a tax increase for maintaining current response readiness and equipment, and for system improvements.

The following departments have specifically requested the tax increase:
Bunyan, Pantego, Pungo River, Pamlico Beach, and Old Ford Fire Departments.

The following departments are not requesting a tax increase, however are unopposed since other departments in the district need a tax increase:
Belhaven, Clarks Neck, Pinetown, and Sidney Fire Departments.

Bath Fire Department is opposed to the tax increase request.

Bunyan Fire Department – Justification attached.

Pantego Fire Department – Need to maintain current equipment.

Pungo River Fire Department – Need to maintain current equipment.

Pamlico Beach Fire Department – Need to maintain current equipment. Also have need to separate EMS and Fire budgets.

Old Ford Fire Department Justification – Increase needed to support a new engine, new tanker, build a storage building, and to replace the station generator.

BUNYAN VOLUNTEER FIRE DEPARTMENT

8264 BROAD CREEK ROAD WASHINGTON, NORTH CAROLINA 27889
(252) 946-8245 FAX (252) 946-8815

April 24, 2017

Beaufort County Finance Office
Anita Radcliffe
121 W. 3rd St.
Washington, NC 27889

Dear Mrs. Radcliffe:

Thank you for the inquiry about our needs at Bunyan Volunteer Fire Department for FY 17/18. First off I need to make you aware that our fiscal year at BVFD follows the federal year and our budget reflects our year from October 1 to September 30. I wish this was different but it's how our charter members set up our articles of incorporation and we have never changed it to match the counties fiscal year. I apologize for any inconvenience.

The Board of Directors have discussed numerous times our desire to have the Northside Fire District tax rate increased. Our main reason for needing the tax increase is to help us generate enough revenue to be able to improve our current facility to meet the needs of our department and the citizens of our district. We are currently still using our original station built thirty-seven years ago. When our current building was built the needs of BVFD were very different and the evolution of the fire district and the needs of our citizens has changed tremendously.

Two main reasons we need to improve our facility is the size of our apparatus bays and the lack of sleeping quarters. The apparatus bays we have now were large enough for our vehicles in 1980 but they have become inadequate for modern day fire apparatus and the amount and size of equipment we need to have to properly serve our district. We currently must custom build any new fire apparatus we get to meet our current height and length restrictions, this dramatically increases the cost of the fire apparatus we purchase. Also, our facility will not accommodate an aerial truck of any design. We aren't shopping for an aerial truck; however, the demographics of our district requires an aerial truck to meet NC Department of Insurance Standards. Not having an apparatus with an elevated stream cost us valuable points on our insurance rate inspection. Our second reason for needing improvements to the station is sleeping quarters. In the past few years our call volume at BVFD has increased drastically. Most of the call volume increase is due to the implementation of the fire departments responding first responder to EMS calls. We have embraced the first responder program 100% at BVFD and the opportunities we get to make a difference in people's lives are extremely fulfilling. To make our efforts more effective we have two personnel on call every night at the station. This technique has proven very successful and helped to put our responders in position to

BUNYAN VOLUNTEER FIRE DEPARTMENT

8264 BROAD CREEK ROAD WASHINGTON, NORTH CAROLINA 27889
(252) 946-8245 FAX (252) 946-8815

save lives. However, our current facility isn't designed to accommodate overnight personnel and we have made some temporary changes to try and make our members comfortable while sleeping at the station. If we could afford to improve our station we could have larger apparatus bays and permanent sleeping quarters for our firefighters.

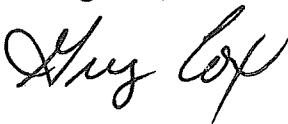
In meeting with other department representatives from the Northside Fire Tax District, we agree with an increase of 0.85¢ which will make the total Northside Fire Tax Rate 3.75¢.

We appreciate being included in the Northside Fire Tax District and we take every step to be fiscally responsible with the funds that are entrusted to us. We maintain state of the art firefighting equipment and train our all-volunteer staff to the highest levels. We do all these things to insure the safest working conditions for our firefighters and to provide the highest level of service to our tax paying citizens. We have recently been inspected by NC Department of Insurance and our grade is listed as 5/9. Our insurance rate is a 5 if you have a home or business within one thousand feet of a fire hydrant or a rate of 9 if you are further than one thousand feet from a fire hydrant. Class 5 rating is one of the best in Beaufort County and most of the homes and businesses in our district are at this rate. We are currently in the process of completing our rating survey to include all homes and businesses in our district as a rating of 5. By improving the insurance rate in our district, we are saving our tax payers thousands of dollars on their insurance premiums every year, it is our belief that these savings more than offset the slight increase we are requesting.

Besides tax revenue our volunteers participate in many fund-raising projects throughout the year to help our department with trying to get a building fund campaign off the ground. We have fish fries, turkey shoots, BBQ dinners, and letter campaigns just to name a few. We would greatly appreciate your consideration of our request for an increase. As many of you know we work very hard to provide an explementary service to our citizens and we take immense pride in what we achieve, if we are able make these improvements to our facility there is no doubt that our citizens will be able to see measurable differences in their investment in our department. Thank you again for considering this request.

Sincerely,

Greg Cox, President



Wesley Williams, Fire Chief



BUNYAN VOLUNTEER FIRE DEPARTMENT

8264 BROAD CREEK ROAD WASHINGTON, NORTH CAROLINA 27889
(252) 946-8245 FAX (252) 946-8815

Bunyan Fire Department 2016/2017 Budget

Income:

Fire tax (Projected)	215,000.00
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Expenses:

Grant Purchases (fire)	15,000.00
Grant Purchases (rescue)	15,000.00
Advertising	1,000.00
Membership Dues	1,500.00
Equipment	15,000.00
Fire operating	3,000.00
Water response	2,000.00
Fuel & Oil	5,000.00
Insurance	16,000.00
Legal & Accounting	3,000.00
Building & Grounds Maintenance	7,000.00
Vehicle Maintenance	10,000.00
Equipment Maintenance	6,000.00
Awards & Commendations	1,500.00
Office supplies and equipment	4,500.00
Radios and Pagers	7,000.00
Safety & Health	20,000.00
Training	2,500.00
Travel & Lodging	1,500.00
Uniforms	2,000.00
Utilities	10,000.00
Land Payment	20,833.33
Vehicle Payment	23,626.54
Total Expenses	192,959.87

Surplus:

Capital Improvements (building fund)	22,040.13
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Pantego Volunteer Fire Department
25673 US Highway 264 E
P.O. Box 67
Pantego, NC 27860

April 24, 2017

Beaufort County Administration Office
Brian Alligood, County Manager
121 West 3rd Street
Washington, NC 27889
252-946-0079

Dear Mr. Alligood:

I presented the proposed fire tax increase to Pantego Community Fire Protection Association Board of Directors March 30, 2017. The board members approved a fire tax increase of \$0.06 per hundred.

The proposed tax increase would help to enable our department to purchase a Fire Apparatus, since we currently have only one engine for fighting fire. The proposed increase will also assist our department in maintaining the first responder service that we provide for our community and surrounding area, and assist our department in purchasing Fire PPE and equipment when grant money is unavailable.

Thank you in advance for your consideration of the above proposed tax increase.

Sincerely,

Bonner Allen, Chairman of the Board

Derrick Myers, Chief

Fire Department Pantego Fire Department

Date 4/24/2017

	<u>Proposed Budget 2017-2018</u>	<u>Current Budget Year</u>
I. Revenues		
Pantego Fire Department Taxes Received	\$ 47,000.00	\$ 47,000.00
NC State Fire Grant	2,848	\$8,744
Total Revenues	<u>\$49,848</u>	<u>\$ 55,244.00</u>
II. Expenditures		
A. Personnel Services		
1 Salaries and Wages	\$0	\$0
2 Special Payments	\$0	\$0
3 Other	\$0	\$0
4 Professional Services	\$0	\$0
a. Accounting	\$0	1,800
b. Castle Branch	\$300	\$0
c. Fire Central Software Annual Fee	\$360	\$0
B. Supplies and Materials		
1 Supplies	1,500	1,000
2 Food	2,000	1,600
3 Medical Supplies	650	\$0
4 Vehicle Supplies and Materials	1,000	\$0
5 Office Supplies and Materials	500	\$0
C. Current Obligations and Services		
1 Travel and Transportation	500	\$0
2 Communications		
a. Telephone & Internet	850	850
b. Postage	150	\$0
c. Other Communications	\$0	\$0
3 Utilities		
a. Electricity	3,000	2,500
b. Heating and Oil	\$0	\$0
c. LP or Natural Gas	1,000	500
d. Water	500	450
e. Sewer	\$0	\$0
f. Other Utilities	\$0	\$0
4 Printing		
5 Fuel for Vehicles	3,500	3,000
6 Repairs and Maintenance		
a. Buildings	500	\$0
b. Equipment/Fire Vehicles	8,000	6,000
c. Other	\$0	\$0
7 Advertising	\$0	\$0
8 Florist Services	100	45
9 Other Services		

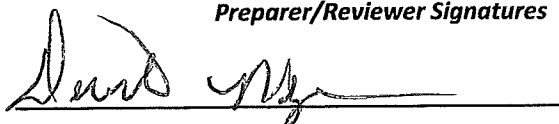
	Proposed Budget 2017-2018	Current Budget Year
D. Fixed Charges and Other Services		
1 Rental of Real Property	\$0	\$0
2 Rental of Computer Equipment	\$0	\$0
3 Rental of Copier	\$0	\$0
4 Service and Maintenance Contracts	\$0	\$0
5 Insurance and Building		\$20,500
a. Property and general liability	3,351	\$0
b. Vehicles	3,870	\$0
c. Fidelity	\$0	\$0
d. Professional liabilities	1,100	\$0
e. Sickness/Accident	986	\$0
f. Workers Compensation	2,795	\$0
6 Pensions and Benefits	\$0	\$0
7 Other Fixed Charges/Current Operating Expenses		
a. Contributions and donations	\$0	\$0
b. Active 911 subscription	494	\$0
d. Miscellaneous	2,400	\$0
E. Capital Outlay		
1 Office Furniture and Equipment	\$165	\$0
2 Computer Equipment	\$0	\$0
3 Education, Medical Equipment	\$0	\$0
4 Motor Vehicles	\$0	\$0
5 Communications Equipment	5,000	12,000
6 Other Equipment(i.e.. Air pacs, turnout gear)	\$0	\$0
7 Land	\$0	\$0
8 Buildings, Structures and Improvements	\$0	\$0
9 NCS Fire Grant	8,545	\$0
F. Other Expenses	\$5,000	5,000
G. To be added to Truck Savings Acct.	2,820	\$0
Total Expenditures	\$ 60,936.00	\$ 55,245.00

Is a vehicle purchase planned for this fiscal year? (Y/N)


Applied for Pumper/Tanker
on AFG Grant

N

Preparer/Reviewer Signatures

Chief 

Date 4/24/2017

President 

Date 4/24/2017

County ES Coordinator and County Manager Review Signatures represent this will be part of the Fire Budget proposed to commission

Coordinator _____

Date _____

County Manager _____

Date _____



To: BEAUFORT COUNTY ADMINISTRATION OFFICE
ATTN: ANITA RADCLIFFE CFO

FROM: PUNGO RIVER VFD
Chief Molt
Phone 252-799-7871

Pungo River VFD Revenue

Beaufort Co.	27,000.00
Washington Co	12,948.00
Hyde Co	3938.00
N.C. Dept. of Insurance Grant	30,000.00
TOTAL Revenue	\$ 73,886
PLUS Funds From	14,000
Ladies Auxillary	<u>87,886</u>

PONGO RIVER VFD

Proposed Expenditure For 2017-18 year

Telephone	\$ 1260,00
ELECTRICITY	1300,00
LP GAS	800,00
WATER	400,00
EXTERMINATEE	360,00
MORRIS INSURANCE	10220,00
USWCF FUEL	2860,00
TRUCK AND HOSE TESTING	4650,00
AIR COMPRESSOR TEST	800,00
CODE 3 INSURANCE	470,00
BEAUFORT Co Fire Ass.	25,00
Supplies and Miscellaneous	3163,00
COMMUNICATION EQUIPMENT	6750,00
POWER UNIT FOR EXTRICATION	6500,00
FIRE HOSE	5295,00
TURN OUT GEAR	19253,00
Rehab Equipment	1380,00
Scene Management Tools	1032,00

TOTAL

\$ 85771,00

EMS AGENCY Pamlico Beach Fire & Rescue (Combined)

Date 02/19/2017

	Proposed Budget 2017-2018	Current Budget Year
I. Revenues		
A. EMS Taxes Received	35,000	35,000
Other Revenues (Includes Fire Taxes + Donations)	(27,000 + 8,000)	
II. Expenditures		
A. Personnel Services		
1. Salaries and Wages		
2. Special Payments		
3. Other	500	500
3. Fringe Benefits		
4. Professional Services		
a. Accounting	1,500	1,500
b. Legal		
c. Other		
B. Supplies and Materials		
1. Household and Cleaning Supplies	500	500
2. Food and Provisions	2,200	2,200
3. Educational, Medical Supplies	2,500	2,500
4. Vehicle Supplies and Materials	1,000	1,000
5. Office Supplies and Materials	500	500
C. Current Obligations and Services		
1. Travel and Transportation	1,500	1,500
2. Communications		
a. Telephone	1,000	1,000
b. Postage	150	150
c. Other Communications		
3. Utilities		
a. Electricity	3,500	3,500
b. Heating Oil		
c. LP or Natural Gas	2,500	2,500
d. Water	400	400
e. Sewer		
f. Other Utilities		
4. Printing	150	150
5. Fuel for Vehicles	1,300	1,300
6. Repairs and Maintenance		

	Proposed Budget 2017-2018	Current Budget Year
a. Buildings	5,000	5,000
b. Equipment	3,000	3,000
c. Fire Vehicles	5,000	5,000
d. Other (Ambulance)	3,000	3,000
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	500	500
5. Insurance and Bonding		
a. Property and general liability	9,500	9,500
b. Vehicles	5,000	5,000
c. Fidelity		
d. Professional liabilities		
e. Special liabilities		
f. Workers Compensation	2,300	2,300
7. Pensions and Benefits (additional Accident & Sickness)	2,300	2,300
8. Other Fixed Charges/Current Operating Expenses		
a. Contributions and donations	250	250
b. Fund raising	2,500	2,500
c. Dues and subscription	1,200	1,200
d. Miscellaneous		
E. Capital Outlay (\$5,000 per year)		
1. Office Furniture and Equipment	500	500
2. Computer Equipment	500	500
3. Educational, Medical Equipment	1,500	1,500
4. Motor Vehicles	3,000	3,000
5. Communications Equipment	5,000	5,000
6. Other (uniforms, protective gear)	1,000	1,000
7. Land		
8. Buildings, Structures and Improvements		
9. Other Structures, Improvements and Capital Outlay	500	500

Proposed Budget 2017-2018	Current Budget Year
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
70,750	70,750
N	N

Proposed Budget 2017-2018	Current Budget Year
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
70,750	70,750
N	N

F. Debt Service

Total Expenditures

Is a vehicle purchase planned for this fiscal year? (Y/N)

Preparer/Reviewer Signatures

Treasurer Robert W. (Bob) Watson Date 02/27/2017
 Chairman of Board Tom Miller, President Date 02/19/2017 approved

County ES Coordinator and County Manager Review Signatures represent this will be part of the Fire budget proposed to commission

Coordinator _____ Date _____
 City Manager _____ Date _____

Request for Service Expansion

Title of Service Expansion: Fire Tax District Increase

Name of Department: Chocowinity Fire Department

Purpose and Justification: Chocowinity Fire Department is requesting a tax increase from 2.6¢ to 3.6¢. Chocowinity Fire Department is requesting this increase due to the rising cost in truck maintenance, replacement trucks, equipment, air packs, gear, radios and all other necessities needed to function.

Attachment: Chocowinity Fire Department Request Letter

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational		
Capital Outlay		
Total Expenditures		

Revenue to offset Costs	\$93,462	Estimated additional tax generated for the township due to the increase.
<i>Total Cost of Service Expansion</i>		



CHOCOWINITY VOLUNTEER FIRE DEPARTMENT
512 NC HIGHWAY 33 EAST
CHOCOWINITY, NC 27817
252-946-6559

March 16, 2017

BEAUFORT COUNTY ADMINISTRATIVE OFFICE
Attn: Anita Radcliffe, CFO
121 West 3rd Street
Washington, NC 27889

Dear Ms. Radcliffe:

Persuant to your letter of February 15, 2017, we are writing to request an increase in the Chocowinity Fire Department tax. The current rate for our fire district is 2.6¢ and would like to increase this to 3.6¢.

We are requesting this increase due to the rising cost in truck maintenance, replacement trucks, equipment, air packs, gear, radios and all other necessities needed to function as a top agency. Our call volume 7 years ago was approximately 200, whereas last year we did over 500 calls. Due to the hard work done by this agency, our rating went down to 6/9, saving homeowners in our district hundreds of dollars on their insurance. With the request for a higher tax rate, we can purchase more state-of-the-art equipment and get the rate for our citizens even lower.

We ask that you consider this proposal for the betterment of the Chocowinity Volunteer Fire Department and our community.

We thank you, in advance, for your consideration and attention to this matter.

Sincerely,

Tommy Pendley
Chief

TP/ajo

Request for Service Expansion

Title of Service Expansion: Rescue Tax District Increase

Name of Department: Richlands Fire/EMS Tax District (Aurora Fire Department, Aurora EMS Department, and Part of Blount's Creek Fire Department)

Purpose and Justification: Richlands Fire/EMS tax district is requesting a tax rate increase from 3.9¢ to 6.35¢. This district represents Aurora EMS Department, Aurora Fire Department, and part of Blount's Creek Fire Department.

Aurora EMS department is requesting a tax rate increase due to additional funds needed in the following areas.

1. Worker's Compensation Insurance – An increase needed to maintain the cost of this insurance.
2. Equipment – Funds needed to replace outdated cardiac monitors to follow Medical Director requirements.
3. EMS Supplies – Increase needed to reflect the actual costs of operating at a Paramedic EMS level.
4. Payroll & Benefits – Funds needed to increase personnel benefits and maintain payroll.

Aurora Fire Department is requesting a tax rate increase due to rising costs of insurance and for the purchase of a boat.

Blount's Creek Fire Department has requested additional funds from the Richlands Fire/EMS tax be allocated to their department. A separate Expansion Request is included for this item.

**AURORA/RICHLAND TOWNSHIP FIRE AND RESCUE TAX ADVISORY BOARD
RECONVENED MEETING 2-21-17**

Tax Advisory Board members present were Chairman HO Paul, Bob Cayton, Pat Bragg, and David Rusevlyn.

Aurora VFD members present were Chief Kevin Bonner, President Joe Hooker, and Secretary/Treasurer Jeffry Robinson, Bridgett Bonner, Kenny Jones, and Siretha Jones.

Aurora Rescue Squad members present were Captain Brenda Jones, Bridgett Bonner, and Debbie Minton.

The Aurora/Richland Township Fire and Rescue Tax Advisory Board reconvened the meeting that was recessed on 1-10-17. Chairman HO Paul called the meeting to order and the Board read the minutes from the last meeting. Bob Cayton made a motion to accept the minutes as written, Pat Bragg seconded the motion, and the motion carried unanimously.

The floor was opened for public comments but there were none.

Chief Kevin Bonner presented the proposed budget for Aurora VFD. Bob Cayton asked about the department's success rate with applying for grant funding and asked if there were other funding opportunities available. Chief Bonner stated the department had been very successful in the past with the OSFM 50/50 grant. A different but smaller grant opportunity was being explored as well for an application process later in the year. Discussion was held concerning the request for a boat and the liability associated with it. Secretary/Treasurer Robinson explained that the department insurance will not cover a private boat should a person volunteer the use of their boat. Personnel on those boats could be denied coverage should something happen to them during department related activities. Furthermore, a department owned boat would be equipped with the equipment needed for firefighting and rescue activities. Bob Cayton asked about the decrease in the pension line and that is due to some department members reaching their maximum contribution age and funds being no longer needed. Chairman Paul asked about the increase in the insurance line. That increase is for the boat.

Captain Brenda Jones presented the proposed budget for Aurora Rescue Squad. Discussion was held regarding the squad's insurance and benefits payment to make sure all parties were clear on what was being presented. Discussion was held concerning the squad's benefits for its paid, full time members and that they should begin exploring options once the open enrollment period begins. They need to be prepared for an increase in premiums and a different package may prove to be more financially feasible. Captain Jones offered to adjust the squad's budget request to make a slight decrease in payroll and add the amount of change to the benefits to prepare for an increase in premiums. Questions arose about the payroll and other figures as well to make sure they squad was comfortable with the budget numbers they have provided. Captain Jones referenced several joint meetings between the squad and the fire department boards and how the two entities worked together with the budget numbers, both current and the previous years', to come together with as accurate a budget as possible.

Chief Bonner next presented the proposed miscellaneous budget, the proposed overall budget, and the operating financial statement. Bob Cayton questioned the difference between the proposed capital

fund and the reserve fund. The capital fund would be strictly used for capital purchases, i.e.: trucks or buildings. It would not be used to fund the general fund. Money from the reserve fund would be transferred in the event the general fund ran low and needed replenishment. Bob Cayton made a motion stating to have all rescue squad reimbursement funds collected be perpetually moved into the reserve fund, with the option to move some into the capital fund in the future to be allocated for capital purchases. Pat Bragg seconded the motion and it passed unanimously.

Bob Cayton asked about the proposed tax increase and how the figures were calculated. Chief Bonner used figures provided by Beaufort County to calculate a need to raise the tax rate. Sec/Tre Robinson stated there was a proposed and approved tax increase last year when the budget was presented to the County Commissioners but county officials failed to notice it and the rate was unchanged. The proposed tax increase for Aurora/Richland Township Fire and Rescue tax for FY2017-2018 would bring the tax rate from the current rate of 3.9 cents per \$100/property valuation to 6.35 cents per \$100/property valuation. There is a property revaluation taking place now and that could affect the tax in upcoming years.

Bob Cayton made a motion to approve all proposed budgets as they were presented, to make the requested increase in the fire and rescue tax rate, and to forward them to the Aurora Town Board for consideration and then to the Beaufort County Commissioners for approval. David Rusevlyn seconded the motion. It passed unanimously.

With there being no further business to discuss, Chairman Paul recessed the meeting at 9:07pm.

OPERATING FINANCIAL STATEMENT

AURORA/RICHLAND TOWNSHIP FIRE & RESCUE TAX

January 12, 2017

Balance on Hand

Checking	\$158,094.00	
Investment	\$100,750.13	
Total		\$258,844.13

Anticipated Revenues

Town allocation	\$5,000.00	
County dispersments	\$158,540.66	
Sales tax refund	\$1,500.00	
Total		\$423,884.79

Anticipated Expenditures

Total	\$321,058.53	
		\$102,826.26

Reserve-Beginning of Year \$52,826.26

Capital Reserve Equipment Fund \$50,000.00

End of Year Balance \$0.00

AURORA/RICHLAND TOWNSHIP FIRE & RESCUE TAX

PROPOSED BUDGET

July 1, 2017 to June 30, 2018

Revenues

Tax	\$859,750	
Town Allocation	5,000	
Fire Department Grant	25,150	
Sales Tax Refund	1,500	
Interest	200	
		\$891,600

Expenditures

Fire Department	\$172,300	
Rescue Squad	599,800	
Miscellaneous	119,500	
		\$891,600

AURORA/RICHLAND TOWNSHIP FIRE & RESCUE TAX

PROPOSED MISCELLANEOUS BUDGET

July 1, 2017 to June 30, 2018

Blount's Creek Allocation 28-4350-1990	\$9,500
Building Expenses 28-4350-4990	45,000
Administrative Costs 28-4350-9800	15,000
Capital Reserve Equipment Fund 28-4350-9920	50,000
MISCELLANEOUS BUDGET TOTAL	\$119,500

**Aurora Rescue Squad Proposed Budget
July 1, 2017 to June 30, 2018**

1.	Supplies, Uniforms(jackets and work shirts)	\$37,500
	28-4370-2400	
2.	Equipment	25,000
	28-4370-2500	
3.	Fuel	7,500
	28-4370-2510	
4.	Training	2,500
	28-4370-3110	
5.	Operations and Maintenance	15,000
	28-4370-3990	
6.	Insurance	35,000
	28-4370-4510	
7.	Pension	2,500
	28-4370-4540	
8.	Gas Reimbursement	0
	28-4370-2550	
9.	ARS proposed budget for paid staff	439,950
	28-4370-1211	
	a. Salary and overtime	\$379,900
	b. Estimated payroll taxes	33,650
	c. Benefits for full time employees	26,400

Budget Total

\$564,950

AURORA VOLUNTEER FIRE DEPARTMENT

Proposed Budget

July 1, 2017 – June 30, 2018

1. Training and Training Aids	\$2,000	
28-4340-3110		
2. No. 1 Substation	10,000	
28-4340-3970		
3. Operations/Maintenance (decrease)	25,000	
28-4340-3990		
4. Supplies	7,500	
28-4340-2400		
5. Fuel (decrease)	3,000	
28-4340-2510		
6. Insurance (increased to cover members and equipment)	25,000	
28-4340-4510		
7. Pension (decrease)	5,000	
28-4340-4540		
8. Equipment	7,500	
28-4340-2500		
9. Grant writing fee (Vickers' Consulting)	0	
28-4340-3120		
10. CPA fees	1,000	
a. These fees are for a certified CPA to manage our 501c3 filing		
	Subtotal	\$86,000
11. Grant Expenditures		
28-4340-2450		
This will be reimbursed 50% if awarded		
a. 12 rolls yellow fire scene tape		200.00
b. 1ea Hurst hydraulic pump		7,400.00
c. 1ea Hurst Quickstrut kit		1,800.00
d. 2ea Hurst Quickstrut accessory kits		400.00

e. 1ea Hurst mini cutter kit	2,800.00
f. 2ea Hurst Quick Kit Ram Support	1,400.00
g. 6ea handheld Motorola radios	7,200.00
h. Tech rescue equipment (see quote)	17,500.00
i. 6 rolls 1-3/4x50 fire hose	700.00
j. 6 rolls 2-1/2x50 fire hose	900.00
k. 5 sets Innotex firefighting gear-per spec	10,000.00

Grant Equipment Total **\$50,300**

12. Carolina Skiff 218DLX per quote (6090) 36,000.00

Capital Project Total **\$36,000**

BUDGET TOTAL **\$172,300**

Future planning:

Replace unit 6080 (1983 Chevy dually pickup)	\$40,000
This unit would be a support truck and pull 6090 (boat)	
Replace chassis on unit 6040 (remount body)	\$75,000
Campbell's Creek/South Creek area substation	\$250,000

Request for Service Expansion

Title of Service Expansion: Blount's Creek VFD Tax Distribution

Name of Department: Blount's Creek VFD

Purpose and Justification:
See attached letter and budget documents.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational		
Capital Outlay		
Total Expenditures		

Revenue Generated	TBD	Distribution reallocation to be determined
<i>Total Cost of Service Expansion</i>		



BLOUNTS CREEK VOLUNTEER FIRE DEPARTMENT

P.O. BOX 5 ■ Blounts Creek, North Carolina 27814 ■ (252) 322-5242

April 17, 2017

To: Anita Radcliffe, CFO

From: Blounts Creek Volunteer Fire Department Chief and Board of Directors

Reference: Requested Fire Tax & Budget Increase

As part of the FY 17/18 budget process, Blounts Creek Volunteer Fire Department is requesting an increase in our budget. We support a tax increase in the Chocowinity Township coverage area but since Blounts Creek Volunteer Fire Department does not have our own tax district and is allotted funds through both Chocowinity and Richland Townships we are requesting a larger portion of the Chocowinity Township tax money be allotted to our department. We are asking for an increase in the Chocowinity Township due to the majority of our district being in this tax area. The Board of Directors and myself believe that our fire district should be reviewed when the new district line maps are approved and in place to make sure we are receiving the correct amount of tax money. We have seen growth in our fire district but our funding does not reflect any growth. The reasons we are asking for an increase in our funding is due to the fact that with our current funding level we are not able to adequately maintain our station, improve our equipment without the assistance of state and federal grants and payoff a truck loan in a reasonable amount of time before other trucks will be needing replacement under NFPA guidelines. Each year with our current funding level we struggle to keep the budget balanced due to increased costs with insurance, fuel, utilities and firefighting equipment. To further explain the requested increase in our budget, below is two of our largest needs that our department is trying to fund but are not able too under our current budget plan.

1. Our building was constructed in 1975 and has seen very few improvements since it was constructed. The building is in need of major renovation or replacement due to mold, water damage inside, no shower facilities for Blounts Creek or County personnel and other problems. With our current funding level we are not able to put any money toward this large of a project and due to our rural location our fundraisers due not raise adequate funding. We have applied for grants to help with this project but have been denied and we are unable to afford a loan.

2. Our department currently has an outstanding loan on our main engine that we pay a yearly payment on, this loan also holds our second engine as collateral. We are able to pay the loan each year but we are not able to pay any extra on this loan so we can shorten the loans life and save our organization thousands in interest. We would like to obtain the funding so we could double this payment which would allow us to pursue other needed purchases in the future.

Myself and the Board of Directors work hard to spend taxpayer money in a responsible manner but the portion of money that we receive in our opinion is not adequate to operate a fire department by current standards. With the price of everything increasing in today's time our department must have an increase in funding at some point to continue providing fire and first responder services to the citizens of Blounts Creek and Beaufort County. We invite the County Commissioners and other County staff to come visit with us during the budget process and see for themselves why we are requesting such an increase in our budget. We also are available at any time to discuss this matter with Commissioners and other County staff during this process. As always our financial records are open for your review at your request as well as the audits performed by our CPA yearly. We thank you for considering our budget proposal and any tax increase in our service area.

Sincerely,



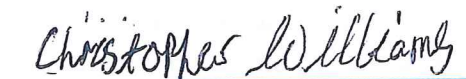
David Williams

Fire Chief



Chad Horton

Treasurer



Christopher Williams

Secretary



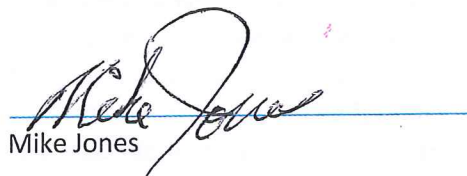
Dwight Williams

Board Member



Dallas Toler

President



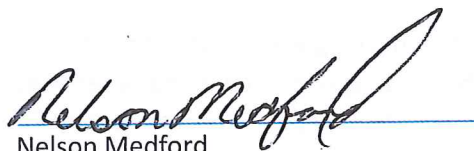
Mike Jones

Vice President



Charles Smith

Board Member



Nelson Medford

Board Member

Fire Department Blounts Creek

Date 03/20/2017

Proposed Budget 2017-2018

Chocowinity Township Fire Taxes Received	\$117,700
Richland Township Fire Taxes Received	\$9,500
Beaufort County EMS Lease Agreement	\$6,000

Current Budget Year

	\$45,000
	\$9,500
	\$6,000

I. Revenues

- Chocowinity Township Fire Taxes Received
- Richland Township Fire Taxes Received
- Beaufort County EMS Lease Agreement

II. Expenditures

A. Personnel Services		
1. Salaries and Wages	\$0	\$0
2. Special Payments	\$0	\$0
3. Other	\$0	\$0
3. Fringe Benefits	\$0	\$0
4. Professional Services		
a. Accounting	\$4,700	\$4,700
b. Legal	\$0	\$0
c. Other	\$0	\$0
B. Supplies and Materials		
1. Household and Cleaning Supplies	\$0	\$0
2. Food and Provisions	\$0	\$0
3. Educational, Medical Supplies	\$2,000	\$500
4. Vehicle Supplies and Materials	\$0	\$0
5. Office Supplies and Materials	\$0	\$0
C. Current Obligations and Services		
1. Travel and Transportation	\$0	\$0
2. Communications		
a. Telephone	\$1,700	\$1,700
b. Postage	\$0	\$0
c. Other Communications	\$0	\$0
3. Utilities		
a. Electricity	\$4,000	\$1,800
b. Heating Oil	\$0	\$0
c. LP or Natural Gas	\$2,000	\$1,200
d. Water	\$400	\$380
e. Sewer	\$0	\$0
f. Other Utilities	\$0	\$0
4. Printing	\$0	\$0

Proposed Budget 2017-2018

	\$6,000
5. Fuel for Vehicles	
6. Repairs and Maintenance	
a. Buildings	\$10,000
b. Equipment	\$5,000
c. Fire Vehicles	\$10,000
d. Other	\$0
7. Advertising	\$0
8. Data Processing Services	\$0
9. Other Services	\$0
D. Fixed Charges and Other Services	
1. Rental of Real Property	\$0
2. Rental of Computer Equipment	\$0
3. Rental of Copier	\$0
4. Service and Maintenance Contracts	\$0
5. Insurance and Bonding	
a. Property and general liability	\$7,000
b. Vehicles	\$7,000
c. Fidelity	\$0
d. Professional liabilities	\$0
e. Sickness/Accident	\$1,300
f. Workers Compensation	\$2,300
g. Pensions and Benefits	\$1,700
8. Other Fixed Charges/Current Operating Expenses	
a. Contributions and donations	\$0
b. Fund raising	\$0
c. Dues and subscription	\$850
d. Miscellaneous	\$1,000.00
E. Capital Outlay (\$5,000 per year)	
1. Office Furniture and Equipment	\$2,000
2. Computer Equipment	\$2,000
3. Educational, Medical Equipment	\$0
4. Motor Vehicles	\$0
5. Communications Equipment	\$5,000
6. Other Equipment (ie. Air pacs, turnout gear)	\$10,000
6. Land	\$0
7. Buildings, Structures and Improvements	\$15,000
8. Other Structures, Improvements and Capital Outlay	\$2,250

Current Budget Year

	\$5,000
	\$1,800
	\$1,000
	\$6,000
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$6,000
	\$4,000
	\$0
	\$0
0	\$1,300
	\$2,500
	\$2,000
	\$0
	\$0
	\$750
	\$205.61
	\$0
	\$0
	\$0
	\$0
	\$0
	\$500
	\$3,000
	\$0
	\$1,500
	\$0

Proposed Budget 2017-2018

F. Debt Service

\$30,000.00
\$133,200
Applied for Tanker on AFG Grant

Current Budget Year

\$14,664.39
\$60,500
No

Total Expenditures

Is a vehicle purchase planned for this fiscal year? (Y/N)

Preparer/Reviewer Signatures

[Signature]

Treasurer

Date 4/17/2017

[Signature]

President

Date 4-17-2017

County ES Coordinator and County Manager Review Signatures represent this will be part of the Fire budget proposed to commission

Coordinator

Date _____

City Manager

Date _____

As of 4/22/2013

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	\$152,564	General Fund departments only. \$15,256,319 payroll at 1%.
Operational		
Capital Outlay		
Total Expenditures	\$152,564	

Revenue to offset Costs	0	
<i>Total Cost of Service Expansion</i>	\$152,564	

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	\$305,127	General Fund departments only. \$15,256,319 payroll at 2%.
Operational		
Capital Outlay		
Total Expenditures	\$305,127	

Revenue to offset Costs	0	
Total Cost of Service Expansion	\$305,127	

Request for Service Expansion

Title of Service Expansion: Strategic Planning

Name of Department: Board of Commissioners

Purpose and Justification: At the FY 17-18 planning retreat, the Board received a presentation from the UNC School of Government about the strategic planning process and the benefits it provides for the governing body. There are various opportunities for developing a strategic plan including resources from the UNC School of Government, the NCACC and outside consultants.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$20,000	This is an estimate based on conversations with the UNC-SOG.
Capital Outlay		
Total Expenditures		

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

Request for Service Expansion

Title of Service Expansion: Capital Reserve Fund for future voting system purchase

Name of Department: Board of Elections

Purpose and Justification: Current system is nearing end of life and replacement is needed. Estimated total expense is \$275,000. Board of Elections requests establishing a capital reserve fund and setting aside \$55,000 per year for the next 5 years.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational		
Capital Outlay	\$55,000	20% of estimated expense for 5 years
Total Expenditures	\$55,000	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	\$55,000	

Request for Service Expansion

Title of Service Expansion Overhead Cover for Emergency Services Equipment

Name of Department: Emergency Services

Purpose and Justification: Purchase, through local company, and installation of structure to provide overhead cover and protection on three sides of equipment, Command Trailer, Generator, Light Tower, Two Message Boards, one BC EMS Unit, BCHD spray units, BCHD trailer etc. Some of this equipment has been purchased through local tax dollars and some through DHS funding. Gravel and grading of site should also be included. Electric and security lighting should be provided for the site to allow for security and charging/engine warmers to be utilized. This equipment is too expensive to let mother nature cause its early failure.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational		
Capital Outlay	\$9,934	Contract with a local company to install aluminum structure enclosed in the rear, partial enclosure on the ends and additional funding to provide electrical service into the structure by County contracted electrician. Hurricane resistant construction.
Total Expenditures	\$9,934	One-time expense. We can avoid increased mechanical repairs and extend the life of the equipment if we can protect the above listed items from the weather.

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	\$9,934	This equipment is used by many of the First Responder agencies in the County.

Request for Service Expansion

Title of Service Expansion: Additional Animal Control Field Officer

Name of Department: Animal Control

Purpose and Justification: Animal adoptions from the Beaufort County Animal Control Facility are increasing (1,400 last year), as are the number of animal complaints and investigations (700 last year). There is an increase in daily requests from dozens of 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. The overall increase in activity has made the need for an additional officer imperative to keep up with all the additional daily demands. Currently, the chief animal control officer, shelter attendant and two field officers cover on-call duties for the County 24/7 365 days a year, along with all the responsibilities of properly caring for the animals and maintaining the shelter.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$27,168 10,840	\$13.06/hour x 40 hours x 52 weeks Fringes (FICA, Health, 401K, LGERS, Life Ins.)
Operational	2,000	Uniforms, supplies, vehicle insurance, etc.
Capital Outlay	30,000	Vehicle for new employee
Total Expenditures	\$70,008	

Revenue to offset Costs	0	
<i>Total Cost of Service Expansion</i>	<i>\$70,008</i>	

Request for Service Expansion

Title of Service Expansion: Emergency Medical Services Pay for Certification

Name of Department: Emergency Medical Services

Purpose and Justification: Expansion of compensation for pre-hospital EMS personnel who increase their level of certification. This is due to the realization that several of our EMS personnel, who are functioning and being compensated at a lesser level and are currently enrolled in advanced certification courses. This expansion would take into account the increase in their level of compensation when increasing their level of certification after successful completion of the educational, clinical and Medical Director components of said programs.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$31,000	This expansion would take into account the increase in 7 personnel's level of compensation when increasing their level of certification after successfully completing the educational, clinical, and Medical Director components of said programs that would allow them to function at the higher certification level. EMS personnel would move from EMT-I classification to EMT-P classification.
Operational		
Capital Outlay		
Total Expenditures	\$31,000	

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$31,000</i>	

Request for Service Expansion

Title of Service Expansion: EMS Vehicle Locator Modems

Name of Department: EMS

Purpose and Justification: Due to the Sheriffs Office Communications additions, which will include the Spellman vehicle-tracking module, our organization has the opportunity to obtain and install Concise Networks Cradlepoint vehicle locators and tracking devices. The devices will allow for tracking, routing and communications through integrated mobile data sharing. This will dissolve all “so-called” EMS service boundaries by utilizing “closest unit dispatch” that will reduce response times throughout the county, which will make a positive impact on service delivery. This will also allow tracking of units as to movements, speed, and mapping augmentation to maintaining efficient and safe service delivery.

These units will be installed on all units within the entirety (county/city) of the Beaufort County EMS system.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational		
Capital Outlay	\$25,880	See synopsis above
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	<i>\$25,880</i>	

Request for Service Expansion

Title of Service Expansion: Social Worker II

Name of Department: Department of Social Services - Child Welfare Services

Purpose and Justification: Please see the Leading By Results Goals of the Department of Social Services that this position would fall under:

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.

2.2 Of all the children who were discharged from foster care to a finalized adoption in the year, the agency will have 35% of all the children who were discharged in less than 24 months from the date of the latest removal from the home

3.5 The Agency will provide clients with satisfactory customer service in a timely manner, as well as treat clients with dignity and respect.

BCDSS is requesting that the Commissioners approve the addition of one Social Worker II position. This social worker's position will be primarily responsible for the licensing foster homes and supporting relative placement providers. In January 2013, BCDSS had 19 licensed foster homes. BCDSS now has 34. This increase in foster homes is, in part, due to aggressive recruitment efforts of our current foster home licensing worker, Shirley Williams, and her supervisor Lisa Gibbs Lee.

There are currently 91 children in the legal custody of BCDSS. There is a need for many more foster homes to accommodate these children. Although a foster home can be licensed for up to 5 children, most foster parents are only licensed for 2 children.

In February of 2009, 12% of children in the custody of BCDSS were placed with relatives and 55% of children were placed in Beaufort or surrounding counties. Presently, 40% of the children in custody are placed in relative or kinship placements and 82% of children in the custody of BCDSS are now placed in Beaufort or surrounding counties. There has been a great deal of progress in keeping children close to their homes of origin.

It is important to consider the human impact of placing children locally, in their home community. 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. The majority of the time, it is very difficult to locate a foster home in the community where a child is removed. 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.

As we consider the financial impact of placing children outside the county, we must consider numerous factors. Most of the time when we are placing children outside the county, we are placing them with private providers, and the cost of those foster homes is much greater than family foster homes that DSS licenses. The cost of social worker time and mileage when traveling to visit and care for these children is increased due to the greater distance workers have to travel to see the children. It is federally required that social workers visit with children in foster care at least once a month, but many of our children have needs that require the workers to visit them more often. We are federally required to ensure that all of their needs are met. Children have school meetings, mental health appointments, doctor appointments, and numerous other consultations that social workers must attend to ensure that their safety and well-being needs are being fulfilled. Children must also visit with their parents who most often live in Beaufort County, and they must visit their siblings if they are not placed in the same home. If children are not placed in the county, the logistics of these visits become more costly.

The state caseload standard for foster home licensing workers is 32 homes. Again, we currently have 34. The county has a great deal of responsibility to ensure that these homes are safe and properly monitored. Each foster parent must attend at least 10 hours of training each year, and the social worker must visit their home at a minimum quarterly to ensure that the homes are in compliance with standards. Our current foster home licensing worker is also responsible for recruitment of new homes, and training of prospective foster parents. She is also responsible for fundraising, which requires numerous fundraisers throughout the year, and these funds are used to support our foster parents. We have a foster parent training class that began on February 11, 2017 that will likely result in more homes being licensed by BCDSS.

The position that we are requesting would support and assist the current foster home licensing worker by working to recruit, train, and maintain foster homes in the same manner as the current position. This position would have further duties in that they would also provide supports to some of our relatives who are providing care for their relatives who are in foster care.

When children come into care, we explore the possibility that they have an appropriate relative who could provide a home for them. Currently, 40% of the children in our custody are in the home of relatives/kinship. These relatives, whether aunts and uncles, grandparents or family-like, are often faced with behavioral challenges due to the abuse or neglect that the children have experienced. The grandparents in particular are often faced with helping children with homework that is very different from the information they were taught when they were in school. This position would provide support to caregivers through the process of caring for their relatives' children, providing them with information and referrals when needed. We want to support these relative caregivers not only because we know that a safe, familiar caregiver is better for children, but these homes are of little cost to the county. Most of these homes are not licensed and do not receive a foster home board payment. Often times, we do provide financial support to these families in special circumstances. For the most part, these families work it out to care for their relative's children simply because it is the right thing to do. They often face the same issues as our foster parents without the training and support.

The financial impact of relative placement is tremendous. Presently we have 35 children in relative or kinship placement. Four of those families have worked to become licensed foster parents; currently three are licensed and we are awaiting approval on the fourth family. We have 30 children who are living with relatives where there is no foster home board payment. If the county was paying for these placements in DSS foster homes, the county would be paying an additional \$16,264 per month for those placements.

Many of our relatives on our fixed incomes. For relatives who want to be licensed and also receive a monthly stipend to assist with the care of the child/children placed in their home, the new position could be responsible for teaching additional foster parent training and getting these relatives licensed more quickly.

Craven County DSS employs two positions that provide support to relative caregivers.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$51,560	105310-512100: Salaries; \$40,931 105310-518100: FICA 6.2%; \$2,443 105310-518200: Loc. Gov. Emp. Retirement; \$2,730 105310-518300: Hospitalization \$5,703 105310-518400: Medicare 1.45%; \$572 105310-518600; Life Insurance – Employee; \$26 105310-518900; 401(K) Employer Con; \$818
Operational	\$9,149	105310-540000 – Equipment Purchase; \$2,801 105310-538000 Computer Software and Support; \$5,512 105310-532100 Telephone; \$836
Capital Outlay	0	0
Total Expenditures	\$60,709	
Revenue to offset Costs	\$15,910	Personnel: \$12,890/25% Revenue would be put in 10-100222-493658 Operational: \$3,019/33% These revenue offsets would be spread across all available revenue lines as this is an administrative cost.
Total Cost of Service Expansion	\$44,799	

Operational costs	Cost	Frequency
Wireless Data Plan (smart phone): 105310-532100 Telephone	756.00	annual
Wireless Device Cases/Car chargers; 105310-532100 Telephone	80.00	annual
Computer; 105310-540000 – Equipment Purchase	1,400.00	5 yrs.
2 Monitors; 105310-540000– Equipment Purchase	500.00	5 yrs.
APC battery backup; 105310-540000– Equipment Purchase	76.00	5 yrs.
iPad for CoPilot; 105310-540000 Equipment Purchase	750.00	3 yrs.
iPad Case; 105310-540000 Equipment Purchase	75.00	3 yrs.
Office 365; 105310-538000 Computer Software and Support	210.00	annual
Compass Support: 105310-538000 Computer Software and Support	1,000.00	annual
AWS Cloud storage/CoPilot: 105310-538000 Computer Software and Support	42.00	annual
Compass licenses: 105310-538000 Computer Software and Support	4,130.00	once
Computer Warranty: 105310-538000 Computer Software and Support	130.00	once

SUMMARY OF REQUESTED SERVICE EXPANSIONS

WATER FUND REVENUE	County Manager Recommends
Amount Available fro 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 = \$64,035

REQUESTS

Page	Department	Title	Estimated Initial Cost	Estimated Annual Revenue Offset	Estimated Initial Net Cost	Estimated Annual Recurring Cost	Comments
408	Water	1% COLA	\$10,015	\$0	\$10,015	\$10,015	Amt. shown here is Water Fund portion only
409	Water	2% COLA	\$20,029	\$0	\$20,029	\$20,029	Amt. shown here is Water Fund portion only
Total of all Water Fund Expansion Request (2% COLA is in total)			\$30,044	\$0	\$30,044	\$30,044	

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	\$10,015	Water Fund only. \$1,001,434 payroll at 1%.
Operational		
Capital Outlay		
Total Expenditures	\$10,015	

Revenue to offset Costs	0	
<i>Total Cost of Service Expansion</i>	<i>\$10,015</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	\$20,029	Water Fund only. \$1,001,434 payroll at 2%.
Operational		
Capital Outlay		
Total Expenditures	\$20,029	

Revenue to offset Costs	0	
<i>Total Cost of Service Expansion</i>	<i>\$20,029</i>	

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EPPENDIXES

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 2017-2018

<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
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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



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Fee Schedule FY 2017-2018

Definition/Comments – Fees for health department clinical and environmental health services

Clinical Service Fees:

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
82270	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
83036	Hemoglobin (Hb) A1c	\$6.50
83655	Lead Blood (Adult)	\$4.00
85018	Hemoglobin	\$8.00



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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
90473EP	Immunization Administration - Oral Vaccine	*\$12.00
90474EP	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
90670	Pneumococcal Prevnar	\$182.00
90675	Rabies – Intramuscular (pre/post)	\$235.00
90680	Rotavirus	\$110.00



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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
99394	Office Visit 12-17 YR	\$168.00
99395	Office Visit 18-39 YR	\$163.00
99396	Office Visit 40-64 YR	\$182.00



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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
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	\$0.13/unit
J2790	Rhogam Injection	\$114.00
J3490	17P	*\$20/unit
J7300	Paraguard	\$430.00
J7300UD	Paraguard	\$241.21
J7298	Mirena	\$744.00
J7298UD	Mirena	\$247.97
J7307	Nexplanon	\$714.00
J7307UD	Nexplanon	\$356.72
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
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



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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
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
1123F	Advance Care Planning discussed and documented advance care plan or surrogate decision maker documented in the medical record	\$0.00
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 1.1-2.0 cm	\$91.00
11313	Shaving Skin Lesion single Face/Ear/Eyelid/Nose/Lips/mucous membrane >2.0 cm	\$114.00
11400	Excision Benign Lesion including margins, except Skin Tag Trunk/Arms/Leg 0.5 Cm or less	\$84.00



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11401	Excision Benign Lesion including margins, except Skin Tag Trunk/Arms/Leg L 0.6-1.0 cm	\$103.00
11402	Excision Benign Lesion including margins, except Skin Tag Trunk/Arms/Leg 1.1-2.0 cm	\$115.00
11403	Excision Benign Lesion including margins ,except Skin Tag Trunk/Arms/Leg 2.1-3.0 cm	\$133.00
11404	Excision Benign Lesion including margins ,except Skin Tag Trunk/Arms/Leg 3.1-4.0 cm	\$151.00
11406	Excision Benign Lesion including margins ,except Skin Tag Trunk/Arms/Leg >4.0	\$214.00
11420	Excision Benign Lesion including margins, except Skin Tag Scalp/Neck/Hands/Feet Genitalia 0.5 or less	\$85.00
11421	Excision Benign Lesion including margins, except Skin Tag Scalp/Neck/Hands/Feet Genitalia 0.6-1.0 cm	\$111.00
11422	Excision Benign Lesion including margins, except Skin Tag Scalp/Neck/Hands/Feet/Genitalia 1.1-2.0 cm	\$123.00
11423	Excision Benign Lesion including margins, except Skin Tag Scalp/Neck/Hands/Feet/Genitalia 2.1 -3.0 cm	\$144.00
11424	Excision Benign Lesion including margins, except Skin Tag Scalp/Neck/Hands/Feet /Genitalia 3.1-4.0 cm	\$166.00
11426	Excision Benign Lesion including margins, except Skin Tag Scalp/Neck/Hands/Feet /Genitalia >4.0 cm	\$239.00
11440	Excision Benign Lesion including Margins except skin tag, Face/Ears/Eyelids/Nose/Lips/Mucous Membrane 0.5 cm or less	\$93.00
11441	Excision Benign Lesion including Margins except skin tag, Face/Ears/Eyelids/Nose/Lips/Mucous Membrane 0.6-1.0 cm	\$118.00
11442	Excision Benign Lesion including Margin except skin tag, Face/Ears/Eyelids/Nose/Lips/Mucous Membrane 1.1-2.0 cm	\$133.00
11443	Excision Benign Lesion including Margins except skin tag, Face/Ears/Eyelids/Nose/Lips/Mucous Membrane 2.1-3.0cm	\$160.00
11444	Excision Benign Lesion including Margins except skin tag, Face/Ears/Eyelids/Nose/Lips/Mucous Membrane 3.1-4.0 cm	\$202.00
11446	Excision Benign Lesion including Margins except skin tag, Face/Ears/Eyelids/Nose/Lips/Mucous Membrane >4.0 cm	\$276.00
11600	Excision Malignant Lesion Trunk/Arm/Leg 0.5 Cm or less	\$129.00
11601	Excision Malignant Lesion Trunk/Arm/Leg 0.6-1.0 cm	\$160.00
11602	Excision Malignant Lesion Trunk/Arm/Leg 1.1-2.0 cm	\$176.00
11603	Excision Malignant Lesion Trunk/Arm/Leg 2.1-3.0 cm	\$200.00
11604	Excision Malignant Lesion Trunk/Arm/Leg 3.1-4.0 cm	\$221.00
11606	Excision Malignant Lesion Trunk/Arm/Leg >4.0 cm	\$312.00
11620	Excision Malignant Lesion Scalp/Neck/Hands/Feet/Genitalia 0.5 cm or less	\$132.00
11621	Excision Malignant Lesion Scalp/Neck/Hands/Feet/Genitalia 0.6-1.0 cm	\$161.00
11622	Excision Malignant Lesion Scalp/Neck/Hands/Feet/Genitalia 1.1-2.0 cm	\$183.00



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11623	Excision Malignant Lesion Scalp/Neck/Hands/Feet/Genitalia 2.1-3.0 cm	\$214.00
11624	Excision Malignant Lesion Scalp/Neck/Hands/Feet/Genitalia 3.0-4.0 cm	\$241.00
11626	Excision Malignant Lesion Scalp/Neck/Hands/Feet/Genitalia >4.0 cm	\$293.00
11640	Excision Malignant Lesion Face/Ears/Eyelids/Nose/Lips 0.5 cm or less	\$138.00
11641	Excision Malignant Lesion Face/Ears/Eyelids/Nose/Lips 0.6-1.0 cm	\$170.00
11642	Excision Malignant Lesion Face/Ears/Eyelids/Nose/Lips 1.1-2.0 cm	\$196.00
11643	Excision Malignant Lesion Face/Ears/Eyelids/Nose/Lips 2.1-.3.0 cm	\$231.00
11644	Excision Malignant Lesion Face/Ears/Eyelids/Nose/Lips 3.1-.4.0 cm	\$285.00
11646	Excision Malignant Lesion Face/Ears/Eyelids/Nose/Lips >4.0 cm	\$377.00
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



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17111	Destruction Benign Lesions 15 or more lesions	\$126.00
17250	Chemical Cauterization Granulation Tissue	\$80.00
20526	Injection Therapeutic Carpal Tunnel	\$76.00
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
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
3044F	Most Recent Hemoglobin A1c Level < 7.00%	\$0.00
3045F	Most Recent Hemoglobin A1c Level Gt 7.0-	\$0.00
51701	Insertion of Non-indwelling Bladder Catheter	\$74.46
57410	Pelvic Examination under anesthesia (other than Local)	\$0.00
58100	Endometrial Biopsy With or without Endo-cervical biopsy Without cervical dilation any method	\$86.00
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	Basic Metabolic Panel Calcium Total	\$40.00
80050	General Health Panel	\$15.00
80051	Electrolyte Panel	\$9.00
80053	Comprehensive Metabolic Panel	\$52.00
80061	Lipid Panel	\$45.06
80069	Renal Function Panel	\$35.00
80074	Acute Hepatitis Panel	\$0.00
80156	Drug Screen Quantitative Carbamazepine Test	\$0.00
80164	Drug Screen Quantitative Dipropylacetic Acid	\$0.00
80178	Drug Screen Quantitative Lithium	\$0.00
80198	Drug Screen Quantitative Theophylline	\$40.00
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



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81220	Cystic fibrosis transmembrane conductance regulator Gene Analysis Common Variants	\$0.00
81374	HLA class typing Low Resolution One Antigen Equivalent	\$0.00
81406	Molecular Pathology Procedure Level 7	\$0.00
82040	Albumin Serum ,Plasma or Whole Blood	\$7.00
82043	Albumin Urine or other source quantitative each specimen	\$0.00
82105	Alpha-Fetoprotein Serum	\$0.00
82150	Assay Of Amylase	\$0.00
82247	Bilirubin Total	\$14.00
82248	Bilirubin Direct	\$7.00
82274	Blood Occult by Fecal Hemoglobin Determination by immunoassay, qualitative, feces 1-3 simultaneous determinations	\$0.00
82306	Vitamin D, 25 Hydroxy Includes Fractions If Performed	\$0.00
82310	Calcium Total	\$7.00
82374	Carbon Dioxide Bicarbonate	\$7.00
82435	Chloride, Blood	\$6.00
82465	Cholesterol Serum/Whole Blood ,Total	\$12.00
82550	Creatinine, Kinase Total	\$0.00
82565	Creatinine, Blood	\$7.00
82607	Cyanocobalamin Vitamin B-12	\$20.00
82670	Assay Of Estradiol	\$0.00
82672	Assay Of Estrogens Total	\$0.00
82677	Assay Of Estriol	\$0.00
82728	Assay Of Ferritin	\$18.00
82731	Fetal Fibronectin Cervicovaginal Secretions Semi-quantitative	\$0.00
82746	Assay Of Folic Acid Serum	\$19.00
82948	Glucose Blood Reagent Strip	\$8.74
83001	Gonadotropin Follicle Stimulating Hormone	\$0.00
83018	Heavy Metal Quantitative Each	\$0.00
83020	Hemoglobin Fractionation/Quantitation Electrophoresis	\$0.00
83525	Assay Of Insulin, Total	\$0.00
83540	Assay Of Iron	\$9.00
83550	Iron Binding Capacity	\$12.00
83690	Assay Of Lipase	\$0.00
83718	Lipoprotein Direct Measurement High Density Cholesterol	\$11.00
84075	Assay Of Phosphatase Alkaline	\$7.00
84132	Potassium Serum ,Plasma or Whole Blood	\$6.00



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84144	Assay Of Progesterone	\$0.00
84146	Assay Of Prolactin	\$0.00
84152	Assay Of Prostate Specific Antigen (PSA)Complexed	\$0.00
84153	Assay Of Prostate Specific Antigen(PSA), Total	\$0.00
84155	Protein except Refractometry Serum Plasma or whole blood	\$5.00
84295	Sodium, Serum Plasma Or Whole Blood	\$7.00
84402	Assay Of Testosterone Free	\$0.00
84403	Assay Of Testosterone Total	\$0.00
84436	Assay Of Thyroxine Total	\$8.00
84439	Assay Of Free Thyroxine	\$12.00
84442	Assay Of Thyroxine Binding Globulin	\$0.00
84443	Assay Of Thyroid Stimulating Hormone (TSH)	\$21.00
84450	Transferase Aspartate Amino (AST) (SGOT)	\$7.28
84460	Transferase Alanine Amino (Alt) (SGPT)	\$7.00
84478	Assay Of Triglycerides	\$8.00
84479	Thyroid Hormone(T3 or T4) Uptake or Thyroid Hormone Binding ratio	\$8.00
84480	Assay Of Triiodothyronine T3 Total Tt3	\$19.00
84520	Assay Of Urea Nitrogen Quantitative	\$5.00
84550	Assay Of Blood/Uric Acid	\$0.00
84681	Assay Of C-Peptide	\$0.00
84702	Gonadotropin Chorionic Quantitative	\$12.22
84703	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	Blood Count Reticulocyte Automated	\$6.00
85245	Clotting Factor VII VW factor, ristocetin cofactor	\$0.00
85246	Clotting Factor VIII VW Factor Antigen	\$0.00
85420	Fibrinolytic Factors &Inhibitors , plasminogen, except antigenic assay	\$0.00
85610	Prothrombin Time	\$0.00
85651	Sedimentation Rate RBC Non-Automated	\$9.42
85652	Sedimentation Rate RBC Automated	\$7.40
85730	Thromboplastin Time Partial Plasma/Whole	\$0.00
86003	Allergen Specific IgE Quantitative /Semiquantative each allergen	\$0.00
86038	Antinuclear Antibodies (ANA)	\$0.00



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86140	C-Reactive Protein	\$0.00
86141	C-Reactive Protein High Sensitivity	\$0.00
86200	Cyclic Citrullinated Peptide(CCP) Antibody	\$0.00
86225	DNA Antibody Native/Double Stranded	\$32.23
86280	Hemagglutination Inhibition Test (HAI)	\$0.00
86308	Heterophile Antibodies, Screen	\$23.00
86336	Inhibin A	\$0.00
86341	Islet Cell Antibody	\$0.00
86376	Microsomal Antibodies ,Each	\$0.00
86430	Rheumatoid Factor ,Qualitative	\$0.00
86431	Rheumatoid Factor, Quantitative	\$0.00
86593	Syphilis Test Quantitative	\$0.00
86615	Antibody Bordetella	\$0.00
86618	Antibody Borrelia Burgdorferi (Lyme Disease)	\$0.00
86677	Antibody Helicobacter Pylori	\$0.00
86695	Antibody Herpes Simplex Type 1	\$17.00
86696	Antibody Herpes Simplex Type 2	\$25.00
86706	Hepatitis B Surf Antibody (HBsAb)	\$0.00
86753	Antibody Protozoa, not elsewhere specified	\$0.00
86800	Thyroglobulin Antibody	\$0.00
86803	Hepatitis C Antibody	\$0.00
86870	Antibody Identification RBC antibodies each panel for each serum technique	\$0.00
86901	Blood Typing Serologic Rh (D)	\$4.00
86904	Blood Typing antigen screening for compatible unit using patient serum, per unit screened	\$0.00
87040	Culture Bacterial Blood Aerobic With isolation and presumptive identification of isolates	\$0.00
87045	Culture Bacterial, Stool Aerobic with isolation and preliminary examination , salmonella and shigella species	\$0.00
87046	Culture Bacteria Stool Aerobic additional pathogens, isolation and presumptive identification of isolates, each plate	\$0.00
87070	Culture Bacteria , any other source except urine,blood or stool with isolation and presumptive identification of isolates	\$17.00
87081	Culture Presumptive Pathogenic Organisms Screening only	\$18.16
87088	Culture bacterial, with isolation and presumptive identification of each isolate,urine	\$23.00
87110	Culture Chlamydia Any Source	\$0.00
87164	Dark Field Exam Any Source, includes specimen collection	\$9.00



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87177	Ova & Parasites Direct Smears Concentration	\$0.00
87184	Susceptibility Study Antimicrobial Disk per plate	\$19.00
87205	Smear Primary Source with interpretation Gram/Giemsa Stain for bacteria, fungi or cell types	\$17.00
87209	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	Infectious agent antigen detection by immunoassay technique EIA Giardia	\$0.00
87340	Infectious agent antigen detection by immunoassay technique EIA Hep B surface antigen (HBeAg)	\$0.00
87389	Infectious agent antigen detection by immunoassay technique EIA W/Hiv-1 & Hiv-2 Antibody	\$0.00
87420	Infectious agent antigen detection by immunoassay technique EIA Respiratory Syncytial Virus	\$32.96
87427	Infectious agent antigen detection by immunoassay technique EIA Shiga-Like Toxin	\$0.00
87491	Infectious Agent detection by nucleic acid Chlamydia Trachomatis Amplified Probe technique	\$0.00
87522	Infectious Agent detection by nucleic acid Hepatitis C Quantification includes Reverse Transcription when performed	\$0.00
87528	Infectious Agent detection by nucleic acid Herpes Simplex Virus Direct Probe T	\$0.00
87591	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	\$0.00
87850	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	Therapeutic Prop Diaj Injec	\$39.73
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
92499	Unlisted Ophthalmological Service/Procedure	\$0.00
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



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93000	Electrocardiogram Routine Ecg W/Least 12 Leads with interpretation and report	\$24.00
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
93770	Determination Of Venous Pressure	\$7.00
93784	Ambulatory Blood Pressure W/Tape&/Disk 24/> Hr or longer including recording scanning analysis, interpretation and report Analysis interpretation and report	\$57.00
93880	Duplex Scan Extracranial Arteries Complete Bilateral Study	\$500.00
93882	Duplex Scan Extracranial Arteries Unilateral or Limited study	\$600.00
93971	Duplex-Scan extremity Veins including responses to compression and other maneuvers Unilateral/ or Limited Study	\$450.00
93990	Duplex Scan Hemodialysis Access	\$400.00
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
96360	Iv Infusion Hydration Initial 31 Min-1 Hour	\$46.00
96361	Iv Infusion Hydration Each Additional Hour	\$14.00
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



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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
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
Flag1	Metronidazole 500mg	\$0.00
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
G8417	BMI is documented above normal parameters and a follow up plan is documented	\$0.00
G8419	BMI is documented outside normal parameters no follow up plan is document, no reason given	\$0.00
G8420	BMI is documented within normal parameters and no follow up plan is required	\$0.00
G8427	Eligible clinician attests to documenting in the medical record they obtained, updated or reviewed the patient's current medications	\$0.00
G8428	Current Meds Not Document	\$0.00
G8430	Eligible clinician attests to documenting in the medical record the patient is not eligible for a current list of medications being obtained, updated or reviewed by the clinician	\$0.00
G8431	Screening for depression is documented with follow up plan documented	\$0.00
G8433	Screening for depression not completed, documented reason	\$0.00
G8509	Pain assessment documented as positive using a standardized tool, follow up plan not documented, reason not given	\$0.00
G8510	Screening for is documented as negative , follow up not required	\$0.00
G8511	Screening for is documented as positive , follow up not documented	\$0.00



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	reason not given	
G8730	Pain assessment documented as positive using standardized tool and follow up plan is documented	\$0.00
G8731	Pain assessment using a standardized tool is documented is negative no follow up required	\$0.00
G8732	No Documentation Of Pain assessment reason not given	\$0.00
G8752	Systolic Blood pressure Less 140	\$0.00
G8753	Systolic Blood pressure > Or = 140	\$0.00
G8754	Diastolic Blood pressure Less 90	\$0.00
G8755	Diastolic Blood pressure > Or = 90	\$0.00
G8783	Normal blood pressure reading documented, follow up not required	\$0.00
G8938	BMI is documented as being outside normal limits follow up plan is not documented, documentation the patient is not eligible	\$0.00
G8939	Pain Assessment Documented as positive , follow up plan not documented, documentation the patient is not eligible	\$0.00
G8950	Pre-hypertensive or hypertensive blood pressure reading documented, follow up documented	\$0.00
G8952	Prehypertensive or hypertensive blood pressure reading documented, follow up not documented , reason not given	\$0.00
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
J1725	Hydroxyprogesterone Caproate	\$0.00
J1815	Insulin Injection	\$0.50
J1885	Ketorolac Tromethamine Injection	\$0.50
J1940	Furosemide 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



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J7030	Normal Saline Solution Infusion	\$1.00
J7042	5% Dextrose/Normal Saline	\$0.50
J7060	5% Dextrose/Water	\$1.50
J7120	Ringers Lactate Infusion	\$1.00
J7613	Albuterol Non-Comp Unit	\$32.00
Ldcou	Lead Counseling	\$0.00
S0317	Test Or Lab Results Only	\$0.00
S9445	Non Billable Health Ed Contact	\$0.00
T1003	Non Billable Tb Lpn Contact	\$0.00
S9455	Diabetic Management Program	\$40.00
96160	Administration of patient focused health risk assessment instrument ,with scoring and documentation per standardized instrument	

*Medicaid Billing only; UD modifiers indicate Medicaid Billing only

**These fees only charged to Self-Pay and Insurance (Lab Vendor bills Medicaid directly)

Environmental Health Service Fees:

Description	Fee
Site Evaluation for Wastewater System (Improvements Permit or Denial for new sites, 1 acre or less)	\$75.00
Revisit for Site not ready for inspection (new or existing lot evaluations)	\$25.00
Construction Authorization/ Operation Permit for new installation	\$75.00
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
Operation Permits for systems under Management Entity	
Less than 480 gallons per day	\$60.00
Greater than 480 gallons per day (valid for 5 years)	\$120.00
Contractor Re-Inspection for Denied	\$50.00



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Installations	
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)	\$200.00
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	\$100.00
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 10-0221-XXXXXX and Sales and Service 10-0400-XXXX). Environmental Health fees utilize revenue codes 10-0400-447510 and 10-0400-447530.



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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

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	\$.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.

Any questions please call the Beaufort County Department of Building Inspections at 252/946-7182 between the hours of 7:30am and 4:30pm

Subdivision Fees

Major subdivision: <i>Greater than 10 lots</i>	Preliminary \$50.00	Final \$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

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 \$56.00 first 15 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.



BEAUFORT COUNTY WATER DEPT

Effective: July 1, 2017

Tap-On Fee	
3/4" Meter (Short Service – 60 LF or less)	\$ 800.00
3/4" 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	
3/4" 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	
3/4" 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	
3/4" Meter (Short Service – 60 LF or less)	\$ 550.00
3/4" 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 WATER DEPT

RATE SCHEDULE

Effective: July 1, 2017

DISTRICT I – WASHINGTON TOWNSHIP

- A. Rural Residential
- | | |
|----------------|----------------------|
| First 2,000 | \$35.67 Minimum |
| All over 2,000 | \$5.95/1,000 Gallons |
- B. Rural Commercial
- | | |
|----------------|----------------------|
| First 2,000 | \$44.58 Minimum |
| All over 2,000 | \$6.31/1,000 Gallons |

DISTRICT IV – BATH TOWNSHIP

- A. Rural Residential
- | | |
|----------------|----------------------|
| First 2,000 | \$36.91 Minimum |
| All over 2,000 | \$6.15/1,000 Gallons |
- B. Rural Commercial
- | | |
|----------------|----------------------|
| First 2,000 | \$46.16 Minimum |
| All over 2,000 | \$6.54/1,000 Gallons |

DISTRICT II – LONG ACRE EAST

- A. Rural Residential
- | | |
|----------------|----------------------|
| First 2,000 | \$27.40 Minimum |
| All over 2,000 | \$5.74/1,000 Gallons |
- B. Rural Commercial
- | | |
|----------------|----------------------|
| First 2,000 | \$31.23 Minimum |
| All over 2,000 | \$7.01/1,000 Gallons |

DISTRICT V – PANTEGO TOWNSHIP

- A. Rural Residential
- | | |
|----------------|----------------------|
| First 2,000 | \$38.64 Minimum |
| All over 2,000 | \$6.43/1,000 Gallons |
- B. Rural Commercial
- | | |
|----------------|----------------------|
| First 2,000 | \$48.31 Minimum |
| All over 2,000 | \$6.84/1,000 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 | \$30.81 Minimum |
| All over 2,000 | \$5.13/1,000 Gallons |
- B. Rural Commercial
- | | |
|----------------|----------------------|
| First 2,000 | \$38.51 Minimum |
| All over 2,000 | \$5.45/1,000 Gallons |

DISTRICT III – LONG ACRE EAST

- A. Rural Residential
- | | |
|----------------|----------------------|
| First 2,000 | \$30.81 Minimum |
| All Over 2,000 | \$5.13/1,000 Gallons |
- B. Rural Commercial
- | | |
|----------------|----------------------|
| First 2,000 | \$38.51 Minimum |
| All over 2,000 | \$5.45/1,000 Gallons |

DISTRICT VII – RICHLAND TOWNSHIP

- A. Rural Residential
- | | |
|----------------|----------------------|
| First 2,000 | \$34.97 Minimum |
| All Over 2,000 | \$5.83/1,000 Gallons |
- B. Rural Commercial
- | | |
|----------------|----------------------|
| First 2,000 | \$43.71 Minimum |
| All over 2,000 | \$6.20/1,000 Gallons |



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