

## Table of Contents

	Page		Page
<b>I. Manager's Message &amp; Budget Ordinance</b>	i	<b>VIII. Education</b>	
<b>II. Overview</b>		Beaufort County Schools	111
Budget Schedule	1	Beaufort Community College	129
Fund Structure	3	<b>IX. Public Safety</b>	
Basis of Budgeting	5	Sheriff	137
Financial Policies	7	Jail	139
<b>III. Pay and Classification Plan</b>		E-911 Communications	141
Summary of Authorized Positions	13	Emergency Medical Services	145
Pay & Classification Schedule	15	Emergency Management	147
<b>IV. Budget Summary</b>		Animal Control	149
General Fund Revenues	19	Forestry Services	151
- Appropriated Fund Balance	23	Other Emergency Services	153
General Fund Expenses	25	<b>X. Special Revenues</b>	
Other Funds Rev. & Exp.	27	Fire/Rescue Tax Districts	157
<b>V. General Government</b>		Tax Revaluation Reserve Fund	157
Organizational Chart	29	Economic Development Fund	157
Governing Board	31	Capital Reserve Fund	157
Administration	33	Healthcare Reserve Fund	158
Finance	35	Facility/Capital Reserve Fund	158
Human Resources	37	E-911 Telephone System	161
Tax Assessor	39	State/Federal Seized Funds	165
Tax Collector	41	HCCBG-Aging	167
Court Facilities	43	EMS Special Revenue Fund	
Elections	45	4-H Special Revenue Fund	
Register of Deeds	47	Coop. Ext. Special Revenue Fund	
Maintenance, Buildings, & Grounds	49	DSS Rep. Payee Special Revenue Fund	
Debt Service	51	<b>XI. Enterprise Funds</b>	
Non-Departmental	55	Water Fund	169
Transfers to Other Funds	57	Solid Waste Fund	171
Contingency	59	<b>XII. Internal Service Funds</b>	
<b>VI. Human Services</b>		Worker's Compensation Fund	173
Social Services	61	<b>XIII. Capital Projects</b>	
Public Health	69	Capital Project Funds	175
Veterans' Services	91	<b>XIV. Appendixes</b>	
Area Mental Health & Transportation	93	Administrative Charges	177
<b>VII. Community Services</b>		Fee Schedules	179
Cooperative Extension	95	<b>XV. Expansions</b>	211
Soil & Water	99		
Youth Services	103		
Outside Agencies	105		
Economic Development	107		
Planning	109		

This page left blank intentionally.

---

# **Manager's Budget Message**

## **Fiscal Year 2022-2023**

### **Recommended Budget**

---

**To:           The Beaufort County Board of Commissioners**

**Date:         May 16, 2022**

This binder contains the County's FY 2022-2023 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 27 General Fund and 12 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 on January 27, 2022 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 16, 2022. 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 6, 2022. 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 9, 2022. The budget must be adopted by June 30, 2022.

## 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 allocates funding to continue the many critical services provided to the citizens of Beaufort County. Overall Beaufort County continues to weather the economic impacts of the COVID-19 pandemic well. Sales tax revenues have shown strong growth with returns reaching record levels. However, the impact of rising inflation is anticipated to slow this growth.

- The recommended budget maintains the County ad valorem tax rate at \$0.625 for each \$100 of assessed valuation. At the assumed collection rate, this will generate approximately \$38.9M in property tax revenue. The tax rate was cut in the FY 21-22 budget by \$0.01.
- The recommended budget maintains all County services and programs provided in the prior year and establishes two new Board approved programs. This is done without a tax increase despite the impact of rising inflation rates that are close to a 40-year high and a continuing increase for services as the County moves away from the pandemic. The south region CPI for the 12-month period as of April is 8.8%.
- The FY 22-23 recommended general fund budget of \$67,437,753, is 6.8% greater than the original FY 21-22 budget. This increase is driven by the Board’s establishment of the \$1M “Beaufort Promise” community college education funding program, the \$746k workers’ compensation fund, and anticipated increased operational costs due to rising inflation.
- The recommended budget increases the K-12 public school system funding level over the prior year by \$560,244 or 3.4%. The Community College decrease of \$303,231 is related to the one-time capital funding for the boatbuilding program that was included in the prior year. The \$1M “Beaufort Promise” program is for a 4-year funding cycle with \$250,000 available each year for the program.
- The recommended budget continues to fund the Capital Improvements Fund with \$0.01 of projected property tax revenue as established in the FY 19-20 budget.
- The recommended budget maintains the prior year fire and EMS tax rates in all districts.

- The recommended budget increases the solid waste fee by \$5 to offset the costs of increasing solid waste disposal and inflation.
- The recommend budget does not increase water rates overall but does make final district adjustments to equalize rates across all districts due to the consolidation of the districts into one operation fund in accordance with the 5-year phase-in plan approved by the Board.
- The recommended budget maintains an administrative charge to enterprise funds to help offset the costs to the General Fund for providing services to the enterprise funds. The administrative charge is based on a per unit fee specific to the services provided to the enterprise funds.
- The recommended budget appropriates \$1.6M in General Fund fund balance. \$600,000 will be used to create a Workers Compensation Internal Service Fund and the remaining \$1,000,000 will fund a transfer to a special revenue fund to establish 4 years of scholarships for the “Beaufort Promise” program at the community college.

## General Fund

The recommended General Fund budget for FY 22-23 continuing operations is **\$67,437,753**.

### Revenues

- ⇒ The recommended budget maintains the County ad valorem tax rate at \$0.625 for each \$100 of assessed valuation.
- ⇒ The estimated total taxable valuation is \$6,226,103,000, made up of \$5,592,343,000 in real/personal property and \$633,760,000 in motor vehicles. Collections for real/personal property taxes are assumed at 98.22% and at 100.00% for motor vehicles. The real/personal collection rate is up 0.22% from the prior audited period. The LGBFCA allows the revenue collection calculation rate to use the FY 20-21 audited collection rate of 98.22%.
- ⇒ The estimated total real property valuation in FY 22-23 is up approximately 1.76% (\$96,601,000) from FY 21-22.
- ⇒ The following table shows the historical tax rate, including the tax rate at the same period in the octennial revaluation (eight years ago) of \$0.53.

Fiscal Year	Tax Rate	Octennial Revaluation Year
2014-2015	\$0.530	5
2015-2016	\$0.530	6
2016-2017	\$0.550	7
2017-2018	\$0.550	8
2018-2019	\$0.615	1
2019-2020	\$0.635	2
2020-2021	\$0.635	3
2021-2022	\$0.625	4
2022-2023	\$0.625	5

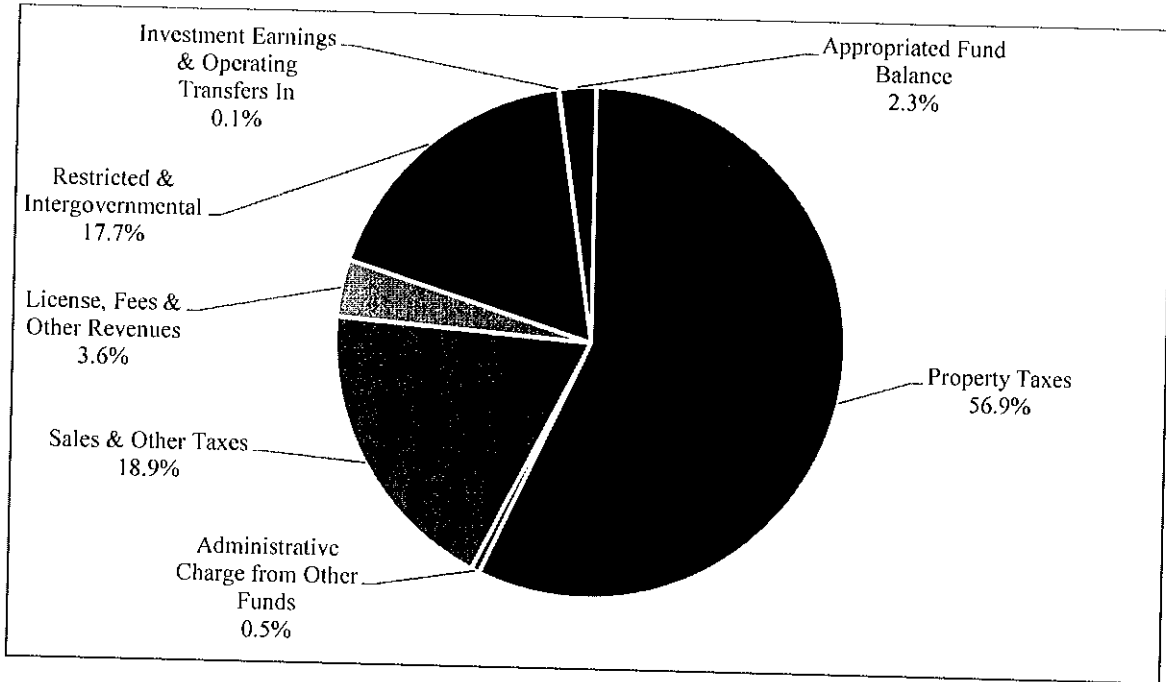
- ⇒ The North Carolina Department of Revenue produces a sales-assessment ratio study each year which is used to equalize public service company property valuations. The study

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 \$0.5063, Beaufort County ranks the 37<sup>th</sup> lowest among all 100 North Carolina counties (63 counties with higher effective tax rates and 36 counties with lower effective tax rates). The table below shows the FY 21-22 values for Beaufort County and its surrounding counties in ranked order.

County	FY 21-22 Tax Rate	2022 Ratio	Effective Tax Rate	Rank Among All Counties (100 highest, 1 lowest)
Washington	\$0.8500	0.9972	\$0.8476	97
Martin	\$0.8100	0.9902	\$0.8021	95
Hyde	\$0.7950	0.6986	\$0.5554	52
Pitt	\$0.6841	0.8102	\$0.5543	51
Pamlico	\$0.6250	0.8442	\$0.5276	46
Beaufort	\$0.6250	0.8101	\$0.5063	37
Craven	\$0.5600	0.7688	\$0.4305	21

- ⇒ Projected sales tax revenues are up \$1,970,519, or 18.56% from the prior year’s original estimate. FY 21-22 revenue estimates were conservatively estimated due to the uncertainty of the recovery efforts. Fortunately, these estimates were substantially exceeded due to strong sales. FY 22-23 revenues have again been conservatively estimated based on guidance from the NCLM and the NCACC. It is anticipated that inflation will slow sales tax growth in the upcoming year.
- ⇒ Intergovernmental revenues are estimated to increase by \$765,385 in FY 22-23. This is attributed to anticipated increases in the EMS General Fund Tax Revenues, State/Federal grant funding and ABC tax distributions.
- ⇒ Licenses, Fees and other General Fund revenues are projected up by \$357,922. Additional health related grant funding and increased development with associated fees are driving this projected increase.
- ⇒ Investment Earnings are projected to reach \$50,000 due to continued low interest market rates. Investment revenue will increase if interest rates continue to rise.
- ⇒ The recommended budget appropriates \$1.6M in General Fund fund balance. \$600,000 will be used to create a Workers Compensation Internal Service Fund and the remaining \$1,000,000 will fund a transfer to a special revenue fund to establish 4 years of scholarships for the “Beaufort Promise” program at the community college.
- ⇒ As of June 30, 2021, the audited unassigned General Fund fund balance was \$24,855,518, or 41.82% of expenditures. At the close of FY 21-22 it is estimated that the unassigned General Fund fund balance will be \$26,975,000, or 42.36% of expenditures.

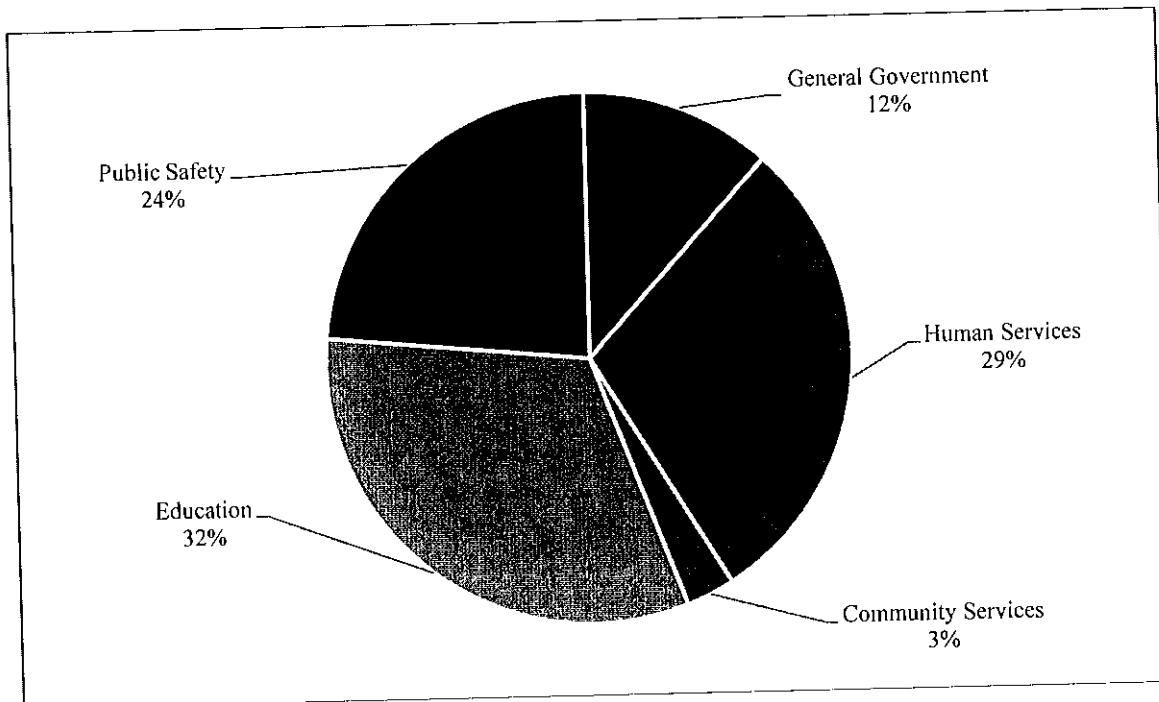
⇒ Below is a chart showing the anticipated revenue sources for FY 22-23:



### Expenditures

- ⇒ General Government Cost Centers – excluding debt service and transfers to other funds, expenditures in these cost centers increased overall by 7.2% from the FY 21-22 original budget. Drivers include increased maintenance costs overall due to inflation/supply chain issues, additional HVAC maintenance for COVID-19 mitigation equipment installed in FY 21-22, increase in the courthouse security contract, increase in property and liability insurance, and budgeting for \$100,000 in contingency that was not included last FY.
- ⇒ Human Services Cost Centers – expenditures in these cost centers increased overall by 5.1%. This is driven by increases in DSS and Public Health due to State program expenditure estimates. County share dollars in DSS increased from 43% to 44% and Public Health decreased from 45% to 39%. The increased expenditure in Public Health is mostly related to additional no-match grant funding for substance abuse and communicable disease prevention programs.
- ⇒ Community Services Cost Centers – expenditures in these cost centers increased overall by 6.2%. This is driven by capital expenditures in Cooperative Extension for a tractor replacement and in Inspections for a vehicle replacement.
- ⇒ Education Cost Centers – the recommended budget across this overall cost center is up 1.3%. The K-12 system is funded at 3.4% above prior year and the community college is decreased by 8.7% due to one-time boat building program start-up funds previously provided.
- ⇒ Public Safety Cost Centers – expenditures in these cost centers are up 6.4% overall. The main drivers are increased operation costs in the Sheriff’s Office and Jail due to inflation, a return to a 10-vehicle per year replacement schedule in the SO, a vehicle replacement in Emergency Management and additional equipment costs in Animal Control.

⇒ Below is a chart showing the recommended FY 22-23 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 \$8,368,632 and includes the following:

- ⇒ Completion of a rate study established in FY 18-19 that consolidates the existing rates over a five-year period into a uniform rate for all customer classes. Rates across all districts are now uniform.
- ⇒ Continuation of the 10-year Capital Improvements Plan (CIP) for the entire water system as established in FY 18-19.
- ⇒ Expenditures in the amount of \$183,950 are recommended as capital.
- ⇒ Contingency is funded at \$28,228.

### Solid Waste Fund

The Solid Waste Fund recommended budget is \$4,222,905 and includes the following:

- ⇒ A \$5 increase in the per year solid waste fee for a total of \$175.00 is recommended. This increase is required to pay for the increased cost of disposal and inflation.
- ⇒ Continuation of an administrative fee paid to the general fund for services provided by general fund departments to the solid waste fund.
- ⇒ A transfer of \$50,000 to the solid waste fund balance.
- ⇒ Contingency is funded at \$8,014.

## Summary

The recommended budget continues all prior year County provided services and operations and implements two new initiatives approved by the Board: 1) The "Beaufort Promise" community college education funding program, and 2) The Workers' Compensation Internal Service Fund. The recommended budget does this while maintaining the ad valorem tax rate of \$0.625 per \$100 of valuation, despite the anticipated impact of record-high inflation. The budget increases the fee associated with the solid waste enterprise fund to maintain operations and continue implementation of previously approved plans. The budget completes the 5-year plan to consolidate water rates across all districts into a uniform rate. In keeping with past budgeting practices, the budget is broken down into continuation and expansion sections. The continuation budget projects a surplus that is recommended in the expansion budget to be used to fund a minimum 5% COLA so that past efforts by the Board to modernize the pay and classification plan and reach market rates are not lost due to the current 12-month Consumer Price Index (CPI) of 8.8%.

Additionally, the Board has discussed establishing a plan to continue to help address salary compression issues in the pay plan. A plan to help employees move through the pay plan is being developed that will be based on education and training achievements that help add value to the organization. This plan will take time to develop and is anticipated to be presented to the Board for consideration in the fall of 2022.

The performance of local, state and world economies in FY 22-23 will be important factors in the execution of this budget. Inflation is currently at a near 40-year high and will impact all aspects of this proposed budget. The recommended budget anticipates continued high costs to deliver services throughout most of the 2022-23 fiscal year. Close attention to inflation rates will be required to manage the recommended budget and to take appropriate actions as needed if inflation does not stabilize. Beaufort County is also on its way to increasing access to economic development, healthcare, education, and quality of life opportunities in its partnership with telecommunication providers to increase broadband access and affordability in the County. However, new and continued investments will be required to reach its full potential.

Putting together a budget is a tremendous effort. Many thanks to Finance Director Anita Radcliffe and her staff who did an outstanding job of helping create an informative and functional document that serves as a management tool and an outline from which the Board can debate policy. I am extremely thankful for their many long hours of hard work and dedication.

Department managers also 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 make the decision 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

This page left blank intentionally.

**Proposed Budget Schedule 2022-2023**

Scheduled Week Of	Actual Date	Completed	Budget Task
	1/27/22 and 1/28/22		Budgetary & strategic planning retreat with Board (1/27/22 and 1/28/22)
02/07/22			Budget Packets distributed to Management Team
02/07/22			Outside Agency budget requests distributed
03/21/22			Preliminary revenue estimates
03/21/22			Outside Agency budget requests submitted to Finance
03/21/22			Continuation budgets submitted to Finance
03/21/22			Expansion budgets submitted to Finance
04/04/22			Budget compiled by Finance
04/18/22			Budget review with Manager (scheduled over 2 weeks)
	5/16/2022		Finalize revenue estimates - Finance
	5/16/2022		Manager's recommended budget presented to Board (special meeting on 05/16/22)
See Below			Budget available for public viewing at Clerk's office and posted on web site
05/23/22			Budget workshops with Board (scheduled over 2 weeks, see below)
	6/6/2022		Advertise public hearing for budget
	6/9/2022		Public hearing- budget (regular meeting on 06/6/22)
	6/9/2022		Budget adopted (special called meeting on 06/9/22)
	6/27/2022		Budget posted to web site (6/27/2022)

Budget workshop meetings with Board

May 19, 2022 General Fund  
 May 24, 2022 General Fund and Enterprise Funds  
 May 26, 2022 Service Expansion - County & Outside Agencies  
 May 31, 2022 Finalize Budget

This page left blank intentionally.

## BEAUFORT COUNTY FUND STRUCTURE

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

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

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

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

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

**Internal Service Funds-** Internal Service Funds account for the financing of goods or services provided by one department or agency to other departments or agencies of the governmental unit. Beaufort County has one internal service fund for Worker's Compensation.

This page left blank intentionally.

## **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.

This page left blank intentionally.



## 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.

## **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

This page left blank intentionally.

**BEAUFORT COUNTY**  
**SUMMARY OF AUTHORIZED FULL TIME POSITIONS**

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23 Recommended	FY 22-23 Approved
Animal Control	4	4	4	4	4	4	
Building Maintenance	3	3	3	3	3	3	
County Manager	4	4	4	4	4	4	
Economic Development	2	2	2	2	2	2	
Elections	3	3	3	3	3	3	
Emergency Management	3	3	3	3	3	3	
Emergency Medical Services	34	34	34	34	34	34	
Finance	7	7	7	7	7**	7	
Health Department	44	44	44	45	48*	48	
Human Resources	3	3	3	3	3	3	
Inspections	-	-	-	-	-	-	
Land Records	-	-	-	-	-	-	
Planning	7	3	3	3	3	3	
Register of Deeds	5	5	5	5	5	5	
Sheriff's Office:					94	94	
Sheriff's Operations	59	65	65	60			
Jail	20	24	24	24			
Communications	18	18	18	18			
Social Services	118	115	115	115	111*	111	
Soil & Water Conservation	2	2	2	2	2	2	
Tax Assessor	10	13	13	13	15	15	
Tax Collector	7	6	6	6	6	6	
Veterans	1	1	1	1	1	1	
Water Department	28	28	28	27	27**	27	
Grand Total	382	387	387	382	375	375	

**\*FY 21-22**

- Board of Commissioners added 1 fulltime position to Health Dept during FY 21-22.
- 1 Chore Worker retired at Social Services during FY 21-22 (these services are now being contracted).

\*\*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. The positions are listed on this summary under the Water Fund.

This page left blank intentionally.

**BEAUFORT COUNTY SALARY PLAN  
2022 - 2023**

GRADE	NEW HIRE				POSITION TITLE	RPSA	SENSITIVE	DEPARTMENT
	RATE	MINIMUM	MID-POINT	MAXIMUM				
50	20,133	21,140	26,173	32,213				
51	21,039	22,090	27,350	33,662				
52	21,985	23,085	28,580	35,176	Chore Provider*	N	Yes	Social Services
53	22,974	24,123	29,867	36,759				
54	24,009	25,209	31,212	38,414	Nutrition Site Program Supervisor*	N	Yes	Social Services
55	25,089	26,344	32,616	40,142	Housekeeper*	N	Yes	Social Services
56	26,218	27,529	34,083	41,949	Animal Shelter Assistant	N	Yes	Animal Control
57	27,398	28,768	35,618	43,838	Medical Records Assistant III*	N	No	Health
					Processing Assistant III*	N	No	Health
58	28,631	30,063	37,221	45,810	Practical Nurse I*	N	Yes	Health
59	29,920	31,416	38,896	47,872	Accounting Clerk IV*	N	No	Health
					Accounting Clerk IV*	N	No	Social Services
					Administrative Support Assistant	N	No	County Manager
					Administrative Support Assistant	N	N/A	Sheriff
					Deputy Register of Deeds	N	No	Register of Deeds
					EMT - Basic	N	Yes	Emergency Medical Services
					Medical Records Assistant IV*	N	No	Health
					Processing Assistant IV*	N	No	Health
					Processing Assistant IV*	N	No	Social Services
					Water Meter Reader	N	Yes	Water
60	31,266	32,830	40,646	50,026	Customer Service Representative - Land Records	N	No	Tax Administration
					Foreign Language Interpreter *	N	No	Health
					Records Specialist	N	No	Tax Administration
					Tax Customer Service Representative	N	No	Tax Administrator
					Tax Customer Service Representative	N	No	Tax Collector
					Utility Customer Service Representative	N	No	Water
					Water Distribution System Mechanic	N	Yes	Water
61	32,673	34,307	42,475	52,276	Accounting Technician II*	N	No	Social Services
					Accounting Technician II	N	No	Water
					Administrative Specialist	N	No	Emergency Medical Services
					Administrative Specialist	N	N/A	Sheriff
					Animal Control Officer	N	Yes	Animal Control
					Elections Specialist	N	No	Elections
					EMT Intermediate	N	Yes	Emergency Medical Services
					Income Maintenance Caseworker I*	N	No	Social Services
					Maintenance Technician	N	Yes	Public Buildings
					Permit Technician	N	No	Planning
					Telecommunicator	N	N/A	Communications
62	34,142	35,850	44,385	54,628	Finance Technician	N	No	Finance
					Senior Tax Customer Service Representative	N	No	Tax Administration
					Senior Water Distribution System Mechanic	N	Yes	Water
					Utility Customer Accounts Specialist	N	No	Water
					Water Treatment Plant Operator	N	Yes	Water
63	35,679	37,463	46,382	57,085	Accounting Technician III*	N	No	Health
					Administrative Assistant I*	N	No	Social Services
					Computer Support Technician II*	N	No	Social Services
					Delinquent Tax Collections Specialist	N	No	Tax Collector
					Detention Officer	N	N/A	Jail
					Economic Development Specialist	N	No	Economic Development
					Foreign Language Interpreter II*	N	No	Health Department
					Foreign Language Interpreter II*	N	No	Social Services
					Income Maintenance Caseworker II*	N	No	Social Services
					Social Worker I*	N	Yes	Social Services
					Tax Revenue Technician	N	No	Tax Collector
64	37,284	39,149	48,469	59,655	Assistant Register of Deeds	N	No	Register of Deeds
**Special Hire Rate	\$40,000	Deputy Sheriff Only			Deputy Sheriff	N	N/A	Sheriff
					Emergency Management Specialist	N	No	Emergency Management
					Fire Marshall/Inspector PT	N	Yes	Emergency Management
					Human Resources Specialist	N	No	Human Resources
					Land Records Specialist	N	No	Tax Assessor
					Medical Laboratory Technician II*	N	Yes	Health
					Meter Services Supervisor	N	Yes	Water
					Paramedic	N	Yes	Emergency Medical Services
					Senior Elections Specialist	N	No	Elections
					Senior Water Treatment Plant Operator	N	Yes	Water
					Tax Exemption Specialist	N	Yes	Tax Assessor
65	38,962	40,910	50,651	62,339	Administrative Assistant II*	N	No	Social Services
					Business Personal Property Appraiser	N	No	Tax Administration
					Community Employment Case Manager*	N	No	Social Services
					Detention Shift Supervisor	N	N/A	Jail
					District Resource Conservation Specialist	N	Yes	Soil and Water
					Income Maintenance Caseworker III*	N	No	Social Services
					Income Maintenance Investigator II*	N	No	Social Services
					Income Maintenance Supervisor I*	N	No	Social Services
					Plant Maintenance Mechanic	N	Yes	Water

**BEAUFORT COUNTY SALARY PLAN  
2022 - 2023**

GRADE	NEW HIRE RATE	NEW MINIMUM	NEW MIDPOINT	NEW MAXIMUM	POSITION TITLE	PKSA	ISN/SELV	DEPARTMENT
					Public Health Education Specialist*	N	No	Health
					Senior Delinquent Tax Collections Specialist	N	No	Tax Collector
					Tax Customer Service Supervisor	N	No	Tax Administration
					Telecommunications Shift Supervisor	N	N/A	Communications
66	40,715	42,751	52,930	65,144	Benefits Coordinator	N	No	Human Resources
					Building Codes Inspector	N	Yes	Planning
					Deputy Sheriff Corporal	N	N/A	Sheriff
					Deputy Sheriff Investigator	N	N/A	Sheriff
					Finance Specialist	N	No	Finance
					Nutritionist II*	N	No	Health
					Sheriff Administrative Services Supervisor	N	N/A	Sheriff
					Veterans Service Officer	N	No	Veterans
					Water Quality Technician	N	Yes	Water
67	42,547	44,675	55,312	68,076	Administrative Assistant III*	N	No	Health
					Administrative Assistant III*	N	No	Social Services
					EMS Shift Supervisor	N	Yes	Emergency Medical Services
					Income Maintenance Supervisor II*	E	No	Social Services
					Paralegal I*	N	No	Social Services
					Real Property Appraiser	N	Yes	Tax Administration
					Resource Conservation Office Manager	N	No	Soil and Water
					Social Worker II*	N	Yes	Health
					Social Worker II*	N	Yes	Social Services
					Water Treatment Plant Supervisor	N	Yes	Water
68	44,462	46,685	57,800	71,139	Computer Systems Administrator I*	E	No	Social Services
					Deputy Sheriff Sergeant	N	N/A	Sheriff
					Distribution System Supervisor	N	Yes	Water
					Senior Building Codes Inspector	N	Yes	Planning
69	46,463	48,787	60,402	74,341	Assistant Detention Center Administrator	N	N/A	Jail
					Assistant Tax Collector	N	No	Tax Collector
					Land Records Supervisor	N	No	Tax Administration
					Social Worker III*	N	Yes	Health
					Social Worker III*	N	Yes	Social Services
					Technology Specialist	N	N/A	Sheriff
					Utility Customer Service Supervisor	N	No	Water
70	48,554	50,982	63,121	77,685	Administrative Officer II*	N	No	Social Services
					Animal Control Manager	N	Yes	Animal Control
					Chief Real Property Appraiser	N	Yes	Tax Assessor
					Clerk to the Board/ Executive Assistant to the Manager	N	No	County Manager
					Computer Systems Administrator II*	E	No	Social Services
					Emergency Management Coordinator	E	Yes	Emergency Management
					Environmental Health Specialist*	N	Yes	Health
					Human Services Planner III*	N	No	Health
					Maintenance Supervisor	N	Yes	Public Buildings
					Nutrition Program Director I*	N	No	Health
					Public Health Nurse I*	E	Yes	Health
					Social Worker Investigation Assessment & Treatment*	N	Yes	Social Services
71	50,739	53,276	65,960	81,182	Deputy Sheriff First Sergeant	N	N/A	Sheriff
					Elections Director	E	No	Elections
					Property Valuation Manager	N	No	Tax Administration
					Purchasing Officer	N	No	Finance
72	53,022	55,673	68,929	84,834	Accountant	E	No	Finance
					911 Communications Manager	N	N/A	Communications
					Environmental Health Program Specialist*	N	Yes	Health
					Income Maintenance Administrator I*	E	No	Social Services
					Public Health Nurse II*	E	Yes	Health
73	55,407	58,178	72,030	88,652	Business Officer I*	E	No	Health
					Detention Center Administrator	N	N/A	Jail
					Public Health Nurse III*	E	Yes	Health
					Risk Management and Safety Officer	E	Yes	County Manager
					Social Work Supervisor III*	E	Yes	Social Services
74	57,900	60,795	75,271	92,640	County Social Services Program Administrator II*	E	Yes	Social Services
					Deputy Sheriff Lieutenant	N	N/A	Sheriff
					Emergency Medical Services Manager	E	Yes	Emergency Medical Services
					Human Services Planner/Evaluator IV*	N	Yes	Health
					Public Health Nursing Supervisor I*	E	Yes	Health
					Water System Manager	N	Yes	Water
75	60,505	63,531	78,657	96,808	Deputy Sheriff Captain	N	N/A	Sheriff
76	63,228	66,389	82,197	101,165	Accounting Services Manager	E	No	Finance
					Deputy Sheriff Major	N	N/A	Sheriff
					Environmental Health Supervisor II*	E	Yes	Health
					Human Services Deputy Director*	E	Yes	Social Services
					Register of Deeds	E	No	Register of Deeds
					Tax Collector	E	No	Tax Collector
77	66,073	69,376	85,894	105,716	Public Health Nursing Director I*	E	Yes	Health
78	69,046	72,499	89,760	110,473	Chief Deputy Sheriff	E	N/A	Sheriff
					Deputy Public Works Director	E	Yes	Water
					Human Resources Director	E	No	Human Resources

**BEAUFORT COUNTY SALARY PLAN  
2022 - 2023**

GRADE	NEW HIRE RATE	NEW MINIMUM	NEW MID POINT	NEW MAXIMUM	POSITION TITLE	ESAW	SENSITIVE	DEPARTMENT
79	72,153	75,761	93,799	115,445	Attorney I - DSS*	E	No	Social Services
					County Assessor	E	No	Tax Administration
					Emergency Services Director	E	Yes	Emergency Medical Services
80	75,399	79,169	98,020	120,639				
81	78,792	82,731	102,429	126,067	Physician Extender II*	E	Yes	Health
82	82,337	86,454	107,039	131,740	County Director of Social Services*	E	Yes	Social Services
					Economic Development Director	E	No	Economic Development
					Finance Director	E	No	Finance
					Local Health Director*	E	Yes	Health
					Public Works and Utilities Director	E	Yes	Water/Public Buildings
83	86,043	90,345	111,856	137,669	Sheriff	E	N/A	Sheriff
84	89,915	94,411	116,890	143,864				
85	93,961	98,660	122,150	150,338				
Positions listed with * are subject to the State Human Resources Act								
**Special Hire Rate Approved by Board 4/6/22								

This page left blank intentionally.

**SUMMARY OF REVENUES  
GENERAL FUND**

REVENUES BY MAJOR FUND SOURCE	FY 20/21	FY 21/22	FY 21/22	FY 22/23	FY 22/23
	Actual	Original	Amended	Recommended	Approved
Property Taxes	\$ 38,552,966	\$ 37,661,057	\$ 37,661,057	\$ 38,937,630	
Sales and Other Taxes	11,971,672	10,843,800	10,953,300	12,928,089	
Restricted & Intergovernmental Revenues	13,029,469	11,329,744	13,736,845	12,095,129	
Licenses, Fees and Other Revenues	13,612,443	2,124,631	2,506,298	2,482,553	
Investment Income & Transfers In	98,233	75,000	75,000	50,000	
Administrative Charge from Other Funds	343,776	328,760	328,760	366,576	
Appropriated Fund Balance	-	768,719	2,156,701	1,600,000	
<b>Total Revenues</b>	<b>\$ 77,608,559</b>	<b>\$ 63,131,711</b>	<b>\$ 67,417,961</b>	<b>\$ 68,459,977</b>	

**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 58% 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 2022-2023 is based on a total taxable valuation of \$6,226,103,000.

Assumptions: The estimated net taxable value for 2022-2023 including motor vehicles is \$6,226,103,000. With a tax rate of 62.5¢ and a collection rate of 98.22% for real/personal property and a collection rate of 100% for motor vehicles, the projected current year total property tax revenue is \$38,291,000 using the following formula:

*Real/Personal - \$5,592,343,000 multiplied by .625 multiplied by .9822 multiplied by .01 equals \$34,330,000*  
*Registered Motor Vehicles - \$633,760,000 multiplied by .625 multiplied by .01 equals \$3,961,000*

PROPERTY TAXES	FY 20/21	FY 21/22	FY 21/22	FY 22/23	FY 22/23
	Actual	Original	Amended	Recommended	Approved
Current Year	\$ 37,683,330	\$ 36,979,083	\$ 36,985,457	\$ 38,291,000	
Prior Years	586,105	445,374	439,000	409,000	
Penalties & Interest	283,531	236,600	236,600	237,630	
<b>Total</b>	<b>\$ 38,552,966</b>	<b>\$ 37,661,057</b>	<b>\$ 37,661,057</b>	<b>\$ 38,937,630</b>	

**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.

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

<b>SALES &amp; OTHER TAXES &amp; LICENSES</b>	<b>FY 20/21 Actual</b>	<b>FY 21/22 Original</b>	<b>FY 21/22 Amended</b>	<b>FY 22/23 Recommended</b>	<b>FY 22/23 Approved</b>
County 1% (Article 39)	\$ 5,051,631	\$ 4,593,454	\$ 4,702,954	\$ 5,439,201	
Article 40	3,603,288	3,286,146	3,286,146	3,873,561	
Article 42	2,872,272	2,605,515	2,605,515	3,112,072	
Article 44 (GS 105-524)	141,703	130,885	130,885	161,685	
Beer and Wine Licenses	2,280	2,800	2,800	2,280	
State Excise- Register of Deeds	262,892	195,000	195,000	300,000	
Rental Vehicle Receipts	37,606	30,000	30,000	39,290	
<b>Total</b>	<b>\$ 11,971,672</b>	<b>\$ 10,843,800</b>	<b>\$ 10,953,300</b>	<b>\$ 12,928,089</b>	

**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.

<b>RESTRICTED &amp; INTERGOVERNMENTAL REVENUES</b>	<b>FY 20/21 Actual</b>	<b>FY 21/22 Original</b>	<b>FY 21/22 Amended</b>	<b>FY 22/23 Recommended</b>	<b>FY 22/23 Approved</b>
Beer & Wine Tax	\$ 143,594	\$ 148,000	\$ 148,000	\$ 148,000	
FEMA-Disaster Payment	-	-	100,000	-	
ABC Tax Distributions	188,892	175,000	175,000	217,000	
DWI Fines - State Roads Act	4,675	4,000	4,000	4,375	
Federal and State Grants	11,024,603	9,349,944	11,657,045	10,017,380	
Court Costs	44,723	50,000	50,000	44,000	
Lottery Proceeds	477,000	470,000	470,000	474,000	
EMS Medicaid Cost Reimb.	285,812	285,000	285,000	285,812	
EMS GF Tax Revenues	860,170	847,800	847,800	904,562	
<b>Total</b>	<b>\$ 13,029,469</b>	<b>\$ 11,329,744</b>	<b>\$ 13,736,845</b>	<b>\$ 12,095,129</b>	

**Licenses, Fees, and Other General Fund Revenues:**

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

LICENSES, FEES AND OTHER REVENUES	FY 20/21	FY 21/22	FY 21/22	FY 22/23	FY 22/23
	Actual	Original	Amended	Recommended	Approved
Ad valorem Tax Collection Fees	\$ 116,462	\$ 115,000	\$ 115,000	\$ 118,000	
Animal Control Fees	24,033	22,000	22,000	26,025	
Building & Inspection Fees	114,093	107,000	107,000	138,270	
Cable Franchise Fees	106,170	95,000	95,000	95,000	
Donations/Contributions	10,438	6,000	10,000	20,500	
DSS Aging/Disability Determination	884	2,120	2,120	2,120	
DSS Repayments	31,292	25,000	25,000	27,000	
Election/Candidate Fees	10	1,000	1,000	10	
Election Cost Reimbursement	-	15,000	15,000	-	
EMS Rescue Fees	585,907	455,300	455,300	500,000	
Environmental Health Fees	96,558	73,500	73,500	83,500	
Health Fees	1,094,175	310,700	430,700	273,600	
Misc. Health Grant	258,067	143,153	400,820	315,083	
Hospital Share of Service	9,456	14,032	14,032	10,000	
Insurance Proceeds	68,452	35,000	35,000	50,000	
Land Records Fees	66	100	100	100	
Miscellaneous	25,120	30,050	30,050	30,000	
NC Health Choice	-	10,000	10,000	10,000	
Public Safety Grant	22,500	-	-	-	
Register of Deeds - Miscellaneous	292,954	246,500	246,500	272,000	
Rents	260,838	253,176	253,176	256,645	
Sale of Fixed Assets	38,873	35,000	35,000	50,000	
Sheriff's Fees	113,642	81,500	81,500	97,500	
SRO Grant-BCS	433,333	-	-	-	
Tax Department Fees	66,367	30,500	30,500	81,500	
Refunding Proceeds	9,807,000	-	-	-	
Vending Concessions	26,630	18,000	18,000	25,700	
WIC Hyde Services	9,123	-	-	-	
Installment Note Proceeds	-	-	-	-	
<b>Total Licenses, Fees &amp; Other</b>	<b>\$ 13,612,443</b>	<b>\$ 2,124,631</b>	<b>\$ 2,506,298</b>	<b>\$ 2,482,553</b>	

**Investment Earnings and Transfers In:**

Investment Earnings are projected to be \$50,000 in FY 22/23 due to continued low interest market rates. The County’s investment revenue will increase if the interest rates rise.

INVESTMENT EARNINGS & TRANSFERS FROM OTHER FUNDS	FY 20/21	FY 21/22	FY 21/22	FY 22/23	FY 22/23
	Actual	Original	Amended	Recommended	Approved
Investment Earnings	\$ 73,237	\$ 75,000	\$ 75,000	\$ 50,000	
Transfer from Capital Project Funds	-	-	-	-	
Transfer from COVID-19 Fund	24,996	-	-	-	
Total Investment Earnings and Transfers In	\$ 98,233	\$ 75,000	\$ 75,000	\$ 50,000	

## GENERAL FUND APPROPRIATED FUND BALANCE

In FY 2022-2023, \$1,600,000 of fund balance is recommended for appropriation. \$600,000 will be used to create a Workers Compensation Internal Service Fund and the remaining \$1,000,000 will fund a transfer to a special revenue fund to establish 4 years of scholarships for the Beaufort Promise at the college.

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 is in line with peer counties."

In April 2021 Moody's Investor's Service assigned an "Aa3" rating to Beaufort County. Prior to that, the 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
June 30, 2022 Estimated	26,975,000	42.36%	35%
June 30, 2021	24,855,518	41.82%	35%
June 30, 2020	20,463,556	34.83%	35%
June 30, 2019	15,979,428	27.18%	35%
June 30, 2018	14,920,124	26.99%	35%
June 30, 2017	16,898,251	26.95%	35%
June 30, 2016	18,195,534	31.29%	35%
June 30, 2015	19,318,500	35.85%	35%
June 30, 2014	19,120,857	37.01%	35%
June 30, 2013	15,962,287	30.80%	35%
June 30, 2012	12,705,818	25.11%	20%

*Assumptions:* The County estimated the unassigned fund balance at June 30, 2022 as follows.

June 30, 2021 Audited Unassigned FB	\$24,855,518
Estimated FB Addition from FY 21-22 Operations	3,719,482
Less: FB Reduction Recommended in FY 22/23	(1,600,000)
Estimated Unassigned Fund Balance	\$26,975,000

Based on the estimate, the County will exceed the minimum 8% fund balance requirement by \$21,880,601 and will have sufficient resources to meet obligations prior to receiving the property tax revenues in December 2022.

Actual FY 20-21	Original FY 21-22	Amended FY 21-22	Recommended FY 22-23	Approved FY 22-23
\$0	\$768,719	\$2,156,701	\$1,600,000	

This page left blank intentionally.

SUMMARY OF GENERAL FUND EXPENDITURES

BUDGET  
 FY 2022-2022  
 AS OF  
 3/31/2022  
 BUDGET  
 FY 2022-2023  
 PROJECTED  
 3/31/2023  
 BUDGET  
 FY 2022-2023  
 RECOMMENDED  
 COMPARED TO  
 FY 21-22 ORIGINAL  
 PERCENTAGE  
 CHANGE

2021 ACTUAL	1/31/2022 ACTUAL	BUDGET FY 2022-2022 AS OF 3/31/2022	BUDGET FY 2022-2023 PROJECTED 3/31/2023	FY 2022-2023 REQUESTED	FY 2022-2023 RECOMMENDED	FY 21-22 ORIGINAL	PERCENTAGE CHANGE	Notes (changes of +/- %)
344,368	197,921	360,619	360,619	379,643	379,643	19,024	5.3%	Increase in Professional Services.
454,535	268,540	496,910	501,151	500,650	509,650	12,740	2.6%	
612,909	394,445	675,321	668,301	692,622	703,622	28,301	4.2%	
235,934	132,343	246,607	253,591	255,051	253,760	7,153	2.9%	
1,026,302	660,895	1,207,815	1,233,505	1,193,581	1,197,581	-10,234	-0.8%	
632,530	335,916	648,559	662,562	658,330	658,330	9,771	1.5%	
252,135	151,725	270,450	290,875	316,936	316,936	48,486	17.9%	Security Contract Increase
390,776	157,433	380,140	387,791	408,786	389,910	9,770	2.6%	
340,943	236,018	414,846	427,059	436,008	436,008	21,167	5.1%	Equipment Purchase with Restricted Automation Funds
1,546,135	709,041	1,359,326	1,638,246	1,637,670	1,551,831	193,485	14.2%	Increased Maintenance Costs and Additional HVAC Maintenance
12,247,197	1,802,900	2,750,991	2,738,011	2,680,747	2,680,747	-70,244	-2.6%	
681,608	651,800	822,034	747,063	857,487	878,487	56,453	6.9%	Increase in Property & Liability Insurance
705,190	0	837,050	847,050	2,586,325	2,586,325	1,749,275	209.0%	Transfer to Workers Compensation Fund and Establish Beaufort Promise Funding
0	0	0	0	100,000	100,000	100,000	0.0%	
10,990,450	6,491,223	12,165,832	11,802,265	12,442,000	12,442,000	276,168	2.3%	
5,196,873	2,718,642	4,470,206	5,801,389	5,079,977	5,079,977	609,771	13.6%	Increase in Grant Dollars to Fund MAT, Substance Abuse, & Communicable Diseases.
72,832	38,297	68,585	70,823	72,829	72,379	3,794	5.5%	Impact of Operational Cost Increases on Very Small Budget.
466,371	485,337	666,438	666,438	666,438	666,438	0	0.0%	
264,322	154,337	289,631	289,631	351,564	351,564	61,933	21.4%	Tractor Replacement
147,497	90,366	164,537	173,459	170,852	170,852	6,315	3.8%	
280,351	118,587	247,454	247,454	246,187	246,187	-1,267	-0.5%	
446,397	378,422	447,922	447,922	638,496	447,922	0	0.0%	
307,761	167,845	309,909	314,798	313,468	313,468	3,559	1.1%	
263,173	158,090	303,780	311,018	316,784	316,784	3,559	1.1%	Vehicle Replacement
15,858,016	9,438,301	16,306,435	16,480,368	18,217,748	16,866,679	560,244	3.4%	
2,937,118	2,041,790	2,500,143	3,500,143	3,196,912	3,196,912	-303,231	-8.7%	Decrease Due to Boat Building Funds in Prior Year.
5,865,577	3,178,878	5,847,399	6,117,779	5,692,973	5,692,949	518,050	8.9%	Operational Cost Increases.
1,970,604	1,240,174	2,177,093	2,305,953	2,087,936	2,575,009	297,916	13.1%	Operational Cost Increases.
1,122,701	613,393	1,418,496	1,194,385	1,470,336	1,441,336	22,840	1.6%	
2,688,694	1,684,728	3,100,604	3,158,201	3,017,344	3,017,344	-86,260	-2.8%	
426,721	226,658	393,672	405,713	475,208	475,208	81,536	20.7%	Vehicle Replacement
375,764	241,624	432,273	452,057	493,029	493,029	59,736	13.8%	Equipment & Sign Purchases
118,058	70,682	169,634	169,634	173,905	173,905	4,271	2.5%	
54,700	37,650	81,000	81,000	65,000	65,000	-23,500	-27.8%	Decrease Due to One Time Equipment Funding in Prior Year to Sidney Dave Team
\$ 69,334,573	\$ 34,983,234	\$ 63,131,711	\$ 65,100,963	\$ 69,167,103	\$ 67,437,724	\$ 4,306,042	6.6%	
				Total Revenues		\$ 68,459,977		
				Revenues exceed Exp.		\$ 1,032,724		



**SUMMARY - OTHER GOVERNMENTAL FUNDS**

	FY 2020-2021 ACTUAL	BUDGET FY 2021-2022 ORIGINAL	BUDGET FY 2021-2022 AMENDED	BUDGET FY 2022-2023 RECOMMENDED	BUDGET FY 2022-2023 APPROVED
<b>E-911 Telephone System Fund</b>					
Revenues	\$ 383,338	\$ 209,672	\$ 209,672	\$ 146,752	
Expenditures	\$ 167,282	\$ 209,672	\$ 209,672	\$ 146,752	

	FY 2020-2021 ACTUAL	BUDGET FY 2021-2022 ORIGINAL	BUDGET FY 2021-2022 AMENDED	BUDGET FY 2022-2023 RECOMMENDED	BUDGET FY 2022-2023 APPROVED
<b>Seized Drug Fund</b>					
Revenues	\$ 42,538	\$ 65,000	\$ 72,726	\$ 65,000	
Expenditures	\$ 93,299	\$ 65,000	\$ 72,726	\$ 65,000	

	FY 2020-2021 ACTUAL	BUDGET FY 2021-2022 ORIGINAL	BUDGET FY 2021-2022 AMENDED	BUDGET FY 2022-2023 RECOMMENDED	BUDGET FY 2022-2023 APPROVED
<b>Fire/Rescue Tax Fund</b>					
Revenues	\$ 2,309,262	\$ 2,190,221	\$ 2,190,221	\$ 2,271,290	
Expenditures	\$ 2,309,262	\$ 2,190,221	\$ 2,190,221	\$ 2,271,290	

	FY 2020-2021 ACTUAL	BUDGET FY 2021-2022 ORIGINAL	BUDGET FY 2021-2022 AMENDED	BUDGET FY 2022-2023 RECOMMENDED	BUDGET FY 2022-2023 APPROVED
<b>EMS Tax Fund</b>					
Revenues	\$ 1,702,548	\$ 1,628,800	\$ 1,628,800	\$ 1,705,300	
Expenditures	\$ 1,702,548	\$ 1,628,800	\$ 1,628,800	\$ 1,705,300	

	FY 2020-2021 ACTUAL	BUDGET FY 2021-2022 ORIGINAL	BUDGET FY 2021-2022 AMENDED	BUDGET FY 2022-2023 RECOMMENDED	BUDGET FY 2022-2023 APPROVED
<b>Tax Revaluation Fund</b>					
Revenues	\$ 162,948	\$ 162,050	\$ 162,050	\$ 162,050	
Expenditures	\$ 162,050	\$ 162,050	\$ 162,050	\$ 162,050	

	FY 2020-2021 ACTUAL	BUDGET FY 2021-2022 ORIGINAL	BUDGET FY 2021-2022 AMENDED	BUDGET FY 2022-2023 RECOMMENDED	BUDGET FY 2022-2023 APPROVED
<b>Economic Development Fund</b>					
Revenues	\$ 90,000	\$ 45,000	\$ 45,000	\$ 45,000	
Expenditures	\$ 23,261	\$ 45,000	\$ 45,000	\$ 45,000	

	FY 2020-2021 ACTUAL	BUDGET FY 2021-2022 ORIGINAL	BUDGET FY 2021-2022 AMENDED	BUDGET FY 2022-2023 RECOMMENDED	BUDGET FY 2022-2023 APPROVED
<b>Capital Reserve Fund</b>					
Revenues	\$ 55,361	\$ 55,000	\$ 55,000	\$ 30,000	
Expenditures	\$ 55,000	\$ 55,000	\$ 55,000	\$ 30,000	

	FY 2020-2021 ACTUAL	BUDGET FY 2021-2022 ORIGINAL	BUDGET FY 2021-2022 AMENDED	BUDGET FY 2022-2023 RECOMMENDED	BUDGET FY 2022-2023 APPROVED
<b>HCCBG-Aging</b>					
Revenues	\$ 78,363	\$ 15,917	\$ 15,917	\$ 15,917	
Expenditures	\$ 63,236	\$ 15,917	\$ 15,917	\$ 15,917	

	FY 2020-2021 ACTUAL	BUDGET FY 2021-2022 ORIGINAL	BUDGET FY 2021-2022 AMENDED	BUDGET FY 2022-2023 RECOMMENDED	BUDGET FY 2022-2023 APPROVED
<b>Healthcare Reserve Fund</b>					
Revenues	\$ 34,210	\$ 371,540	\$ 371,540	\$ 371,540	
Expenditures	\$ -	\$ 371,540	\$ 371,540	\$ 371,540	

	FY 2020-2021 ACTUAL	BUDGET FY 2021-2022 ORIGINAL	BUDGET FY 2021-2022 AMENDED	BUDGET FY 2022-2023 RECOMMENDED	BUDGET FY 2022-2023 APPROVED
<b>Facility/Capital Reserve</b>					
Revenues	\$ 329,350	\$ 575,000	\$ 575,000	\$ 603,275	
Expenditures	\$ 329,350	\$ 575,000	\$ 575,000	\$ 603,275	

EMS Special Revenue Fund  
Revenues  
Expenditures

FY 2020-2021 ACTUAL	BUDGET FY 2021-2022 ORIGINAL	BUDGET FY 2021-2022 AMENDED	BUDGET FY 2022-2023 RECOMMENDED	BUDGET FY 2022-2023 APPROVED
\$ 2,114,035	\$ 2,146,529	\$ 2,146,529	\$ 2,322,000	
\$ 2,114,035	\$ 2,146,529	\$ 2,146,529	\$ 2,322,000	

4-H Special Revenue Fund  
Revenues  
Expenditures

FY 2020-2021 ACTUAL	BUDGET FY 2021-2022 ORIGINAL	BUDGET FY 2021-2022 AMENDED	BUDGET FY 2022-2023 RECOMMENDED	BUDGET FY 2022-2023 APPROVED
\$ -	\$ 33,723	\$ 33,723	\$ 36,000	
\$ -	\$ 33,723	\$ 33,723	\$ 36,000	

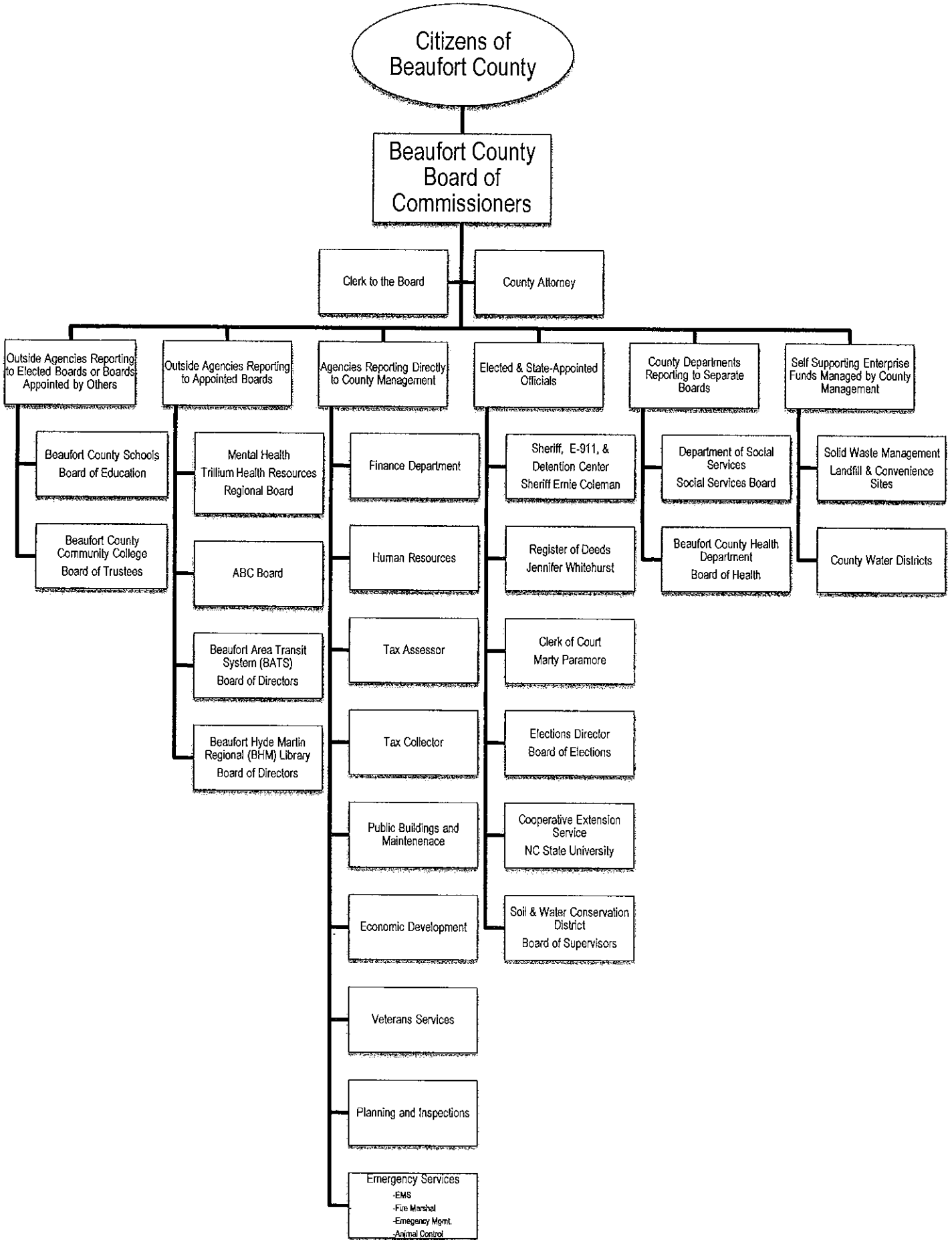
Cooperative Extension Special Revenue Fund  
Revenues  
Expenditures

FY 2020-2021 ACTUAL	BUDGET FY 2021-2022 ORIGINAL	BUDGET FY 2021-2022 AMENDED	BUDGET FY 2022-2023 RECOMMENDED	BUDGET FY 2022-2023 APPROVED
\$ -	\$ 37,798	\$ 37,798	\$ 40,000	
\$ -	\$ 37,798	\$ 37,798	\$ 40,000	

DSS Representative Payee Special Revenue Fund  
Revenues  
Expenditures

FY 2020-2021 ACTUAL	BUDGET FY 2021-2022 ORIGINAL	BUDGET FY 2021-2022 AMENDED	BUDGET FY 2022-2023 RECOMMENDED	BUDGET FY 2022-2023 APPROVED
\$ -	\$ 149,452	\$ 149,452	\$ 165,000	
\$ -	\$ 149,452	\$ 149,452	\$ 165,000	

# Beaufort County Government Organizational Chart



This page left blank intentionally.

## 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 2021 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

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

Beaufort County Administration  
121 W. 3<sup>rd</sup> Street  
Washington, North Carolina 27889

Phone: (252) 946-0079  
Fax: (252) 946-7722  
Email: [katie.mosher@beaufortcountync.gov](mailto:katie.mosher@beaufortcountync.gov)

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 Financial Services Center. 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.

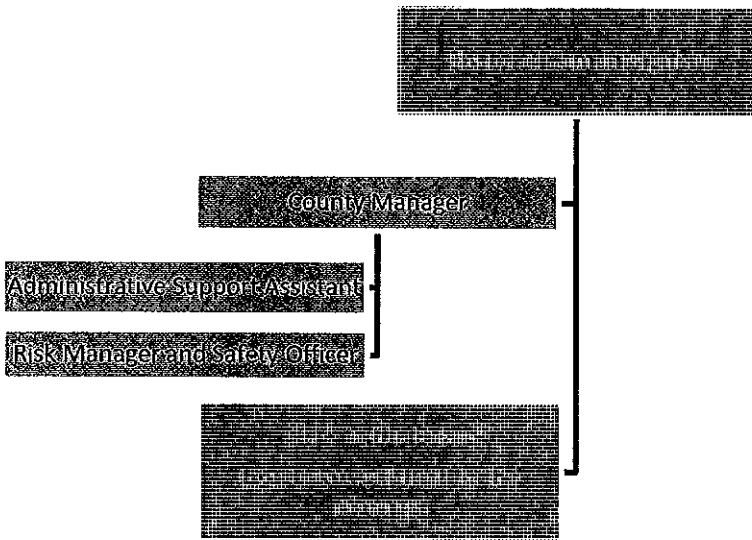
<u>Current Members of the Board</u>	<u>Term Expires</u>
Frankie Waters, Chairman	December 2022
Jerry Langley, Vice-Chairman	December 2024
Ed Booth, Commissioner	December 2022
Stan Deatherage, Commissioner	December 2022
John Rebholz, Commissioner	December 2024
Hood Richardson, Commissioner	December 2022
Randy Walker, Commissioner	December 2024

GOVERNING BOARD	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Personnel	\$ 133,523	\$ 135,654	\$ 135,654	\$ 143,929	\$ -
Benefits	17,629	18,190	18,190	19,114	-
Operating	193,216	206,775	206,775	216,600	-
Capital	-	-	-	-	-
Totals	\$ 344,368	\$ 360,619	\$ 360,619	\$ 379,643	\$ -

GOVERNING BOARD	2019	2020	2021	AS OF	2022	AS OF				
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL BUDGET	3/31/2022	2022	2023	2023	2023
						REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
SALARIES	\$ -	\$ -	\$ 700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BOARD SALARY	117,970	118,156	118,448	69,495	121,854	121,854	121,854	130,129	130,129	130,129
BOARD TRAVEL ALLOWANCE	13,800	13,706	14,375	8,625	13,800	13,800	13,800	13,800	13,800	13,800
FICA 6.2%	7,648	7,403	7,811	4,683	8,410	8,410	8,410	8,924	8,924	8,924
HOSPITALIZATION-EMPLOYEE	3,630	6,320	6,837	3,906	6,577	6,577	6,577	7,334	7,334	7,334
MEDICARE 1.45%	1,789	1,732	1,827	1,095	1,968	1,968	1,968	2,087	2,087	2,087
LIFE INSURANCE-EMPLOYEE	98	131	129	83	210	210	210	210	210	210
WORKERS COMPENSATION INSURANCE	1,451	1,058	1,025	972	1,025	1,025	1,025	559	559	559
PROFESSIONAL SERVICE-LEGAL	108,991	93,745	93,968	52,500	84,000	84,000	84,000	90,000	90,000	90,000
PROF. SERVICES-ADMINISTRATIVE	46,191	1,812	31,725	7,660	25,000	25,000	25,000	25,000	25,000	25,000
VIDEO/AUDIO SERVICES	26,200	-	-	-	-	-	-	-	-	-
FOOD AND PROVISIONS	2,592	1,577	1,402	640	2,500	2,500	2,500	2,500	2,500	2,500
OFFICE SUPPLIES	707	549	709	152	800	800	800	800	800	800
PROFESSIONAL DEVELOPMENT	36,116	18,869	3,991	10,343	33,000	33,000	33,000	36,000	36,000	36,000
COMPUTER SOFTWARE/SUPPORT	716	605	10,436	-	10,675	10,675	10,675	11,000	11,000	11,000
LEGAL ADVERTISING	2,829	1,892	2,257	781	2,000	2,000	2,000	2,000	2,000	2,000
EQUIPMENT PURCHASE	-	1,886	850	201	-	-	-	500	500	500
CONTRACT SERVICES	6,843	7,294	7,763	5,182	7,800	7,800	7,800	7,800	7,800	7,800
DUES & SUBSCRIPTIONS	40,182	40,318	40,114	31,603	41,000	41,000	41,000	41,000	41,000	41,000
TOTALS	\$ 417,753	\$ 317,053	\$ 344,368	197,921	\$ 360,619	\$ 360,619	\$ 360,619	\$ 379,643	\$ 379,643	\$ 379,643

# COUNTY ADMINISTRATION

County Administration includes the County Manager, the Clerk to the Board/Executive Assistant to the County Manager, the Administrative Support Assistant, and the Risk Manager/Safety Officer. The County Manager and the Clerk to the Board/Executive Assistant 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. 3<sup>rd</sup> Street  
 Washington, North Carolina 27889

Phone: (252) 946-0079  
 Fax: (252) 946-7722  
 Email: [brian.alligood@beaufortcountync.gov](mailto:brian.alligood@beaufortcountync.gov)  
[katie.mosher@beaufortcountync.gov](mailto:katie.mosher@beaufortcountync.gov)

FULL-TIME POSITIONS AUTHORIZED				
FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23 Recommended
4	4	4	4	4

COUNTY ADMINISTRATION	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Personnel	\$ 321,244	\$ 349,767	\$ 354,008	\$ 355,397	-
Benefits	82,331	99,743	99,743	107,453	-
Operating	50,960	47,400	47,400	46,800	-
Capital	-	-	-	-	-
<b>Totals</b>	<b>\$ 454,535</b>	<b>\$ 496,910</b>	<b>\$ 501,151</b>	<b>\$ 509,650</b>	<b>-</b>

COUNTY ADMINISTRATION	2019	2020	2021	AS OF	2022	AS OF	2022	2023	2023
				1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023
	ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	REVISED	PROJECTED	REQUESTED	RECOMMENDED
						BUDGET			
				\$ 195,934	\$ 341,767	\$ 346,008	\$ 346,008	\$ 347,397	\$ 347,397
SALARIES	\$ 325,412	\$ 306,664	\$ 311,359	\$ 1,106	2,000	2,000	2,000	2,000	2,000
SALARIES-OVERTIME	2,286	1,602	3,635	3,750	6,000	6,000	6,000	6,000	6,000
TRAVEL ALLOWANCE (CO. MANAGER)	6,000	6,000	6,250	9,990	21,686	21,686	21,686	23,077	23,077
FICA 6.2%	17,966	17,027	17,498	22,440	39,081	39,081	39,081	42,452	42,452
LOC. GOV. EMP. RETIREMENT	25,560	27,772	32,241	15,622	26,308	26,308	26,308	29,336	29,336
HOSPITALIZATION-EMPLOYEE	24,496	18,959	21,034	2,842	5,072	5,072	5,072	5,153	5,153
MEDICARE 1.45%	4,746	4,512	4,593	69	120	120	120	120	120
LIFE INSURANCE-EMPLOYEE	100	81	91	556	600	600	556	327	327
WORKERS COMPENSATION INSURANCE	829	2,038	585	3,937	6,876	6,876	6,876	6,988	6,988
401(K) EMPLOYER CONTRIBUTION	6,554	6,165	6,288	-	5,000	5,000	5,000	5,000	5,000
PROF. SERVICES-ADMINISTRATIVE	3,864	-	1,600	403	1,500	1,500	1,500	1,500	1,500
OFFICE SUPPLIES	1,287	2,139	1,396	534	8,000	8,000	8,000	8,000	8,000
PROFESSIONAL DEVELOPMENT	8,804	5,233	1,581	204	600	600	600	600	600
TRAVEL-FUEL	344	346	432	5,535	13,000	13,000	13,000	12,000	12,000
TELEPHONE	11,619	10,954	10,464	-	-	-	-	-	-
POSTAGE	-	-	-	-	300	300	300	300	300
PRINTING	287	159	159	-	750	750	750	500	500
MAINT/REPAIR-EQUIPMENT	334	433	55	-	1,200	1,200	1,200	1,250	1,250
COMPUTER SOFTWARE/SUPPORT	1,104	1,232	1,276	-	-	-	-	-	-
TEMPORARY EMP. SERVICES	-	28,719	22,538	-	1,500	1,500	1,500	1,500	1,500
EQUIPMENT PURCHASE	1,579	1,297	435	2,959	4,400	4,400	4,400	5,000	5,000
CONTRACT SERVICES	3,727	3,915	4,420	2,273	3,000	3,000	3,000	3,000	3,000
DUES & SUBSCRIPTIONS	2,597	2,736	2,698	71	500	500	500	500	500
SAFETY SUPPLIES	221	737	179	-	2,000	2,000	2,000	2,000	2,000
SAFETY TESTING	1,898	-	1,365	-	5,000	5,000	5,000	5,000	5,000
SAFETY TRAINING	3,099	1,597	2,106	15	-	-	-	-	-
SAFETY EQUIPMENT	647	9	-	50	650	650	650	650	650
SAFETY DUES	630	255	255	268,540	496,910	501,151	501,107	509,650	509,650
TOTALS	\$ 455,990	\$ 450,581	\$ 454,535						

# FINANCE

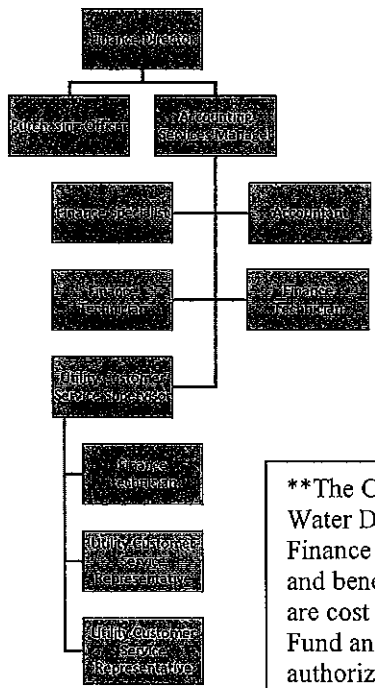
The County Finance Department is committed to efficiently and effectively administering the fiscal affairs of the County in compliance with Federal, State, and Local regulations, policies, and practices while adhering to generally accepted accounting principles. The Department provides management with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

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

Anita C. Radcliffe, Finance Director  
 Sharon Rose, Accounting Services Manager

Beaufort County Financial Services  
 132 W. 2<sup>nd</sup> Street  
 Washington, North Carolina 27889

Phone: (252) 946-7721  
 Fax: (252) 631-0806  
 Email: [anita.radcliffe@beaufortcountync.gov](mailto:anita.radcliffe@beaufortcountync.gov)  
[sharon.rose@beaufortcountync.gov](mailto:sharon.rose@beaufortcountync.gov)



\*\*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 and are included in the total authorized positions for Water Department.

FULL-TIME POSITIONS AUTHORIZED				
FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23 Recommended
7	7	7	7	7

FINANCE	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Personnel	\$ 425,553	\$ 460,173	\$ 474,559	\$ 467,361	\$ -
Benefits	119,216	144,073	147,013	159,186	-
Operating	68,141	71,075	71,075	77,075	-
Capital	-	-	-	-	-
Totals	\$ 612,909	\$ 675,321	\$ 692,647	\$ 703,622	\$ -

FINANCE DEPARTMENT				AS OF	2022	AS OF				
	2019	2020	2021	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
	ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	2022	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						REVISED				
					BUDGET					
							\$ 445,122	\$ 456,561	\$ 456,561	
SALARIES	\$ 411,866	\$ 433,229	\$ 380,429	245,333.35	\$ 458,373	\$ 472,759	400	800	800	
SALARIES-OVERTIME	467	1,189	695	347.88	1,800	1,800	9,710	10,000	10,000	
SALARIES-PART TIME	-	-	44,428	9,710.06	-	-	25,676	28,356	28,356	
FICA 6.2%	22,947	24,433	24,088	14,552.53	28,489	28,489	50,744	55,569	55,569	
LOC. GOV. EMP. RETIREMENT	32,162	39,132	39,069	27,967.73	52,382	52,382	50,991	58,672	58,672	
HOSPITALIZATION-EMPLOYEE	48,991	49,970	41,599	26,294.72	46,039	48,979	6,005	6,632	6,632	
MEDICARE 1.45%	5,367	5,714	5,642	3,403.42	6,663	6,663	210	210	210	
LIFE INSURANCE-EMPLOYEE	176	184	172	111.60	210	210	972	600	600	
WORKERS COMPENSATION INSURANC	1,451	1,058	1,025	972.31	1,100	1,100	8,902	9,147	9,147	
401(K) EMPLOYER CONTRIBUTION	8,247	8,688	7,622	4,906.56	9,190	9,190	53,750	55,250	55,250	
PROF.SERVICE-AUDIT/ACCOUNTING	55,000	56,750	55,700	53,750.00	53,750	53,750	3,000	3,500	3,500	
OFFICE SUPPLIES	3,878	2,949	3,397	2,168.75	3,000	3,000	3,000	7,000	7,000	
PROFESSIONAL DEVELOPMENT	3,436	1,803	311	1,478.00	5,000	5,000	1,994	2,000	2,000	
TELEPHONE	1,868	1,563	1,540	998.76	1,500	1,500	1,275	1,275	1,275	
PRINTING	1,249	1,259	1,240	0.00	1,275	1,275	2,000	2,000	2,000	
COMPUTER SOFTWARE/SUPPORT	1,967	1,987	1,987	0.00	2,000	2,000	-	-	-	
LEGAL ADVERTISING	-	-	-	0.00	-	-	1,500	3,000	3,000	
EQUIPMENT PURCHASE	2,784	5,616	1,167	766.98	1,500	1,500	3,000	3,000	3,000	
CONTRACT SERVICES	4,260	2,799	2,799	1,632.75	3,000	3,000	50	50	50	
DUES & SUBSCRIPTIONS	50	-	-	50	50	50	-	-	-	
TOTALS	\$ 606,166	\$ 638,323	\$ 612,909	394,445	\$ 675,321	\$ 692,647	\$ 668,301	\$ 703,622	\$ 703,622	

# 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.

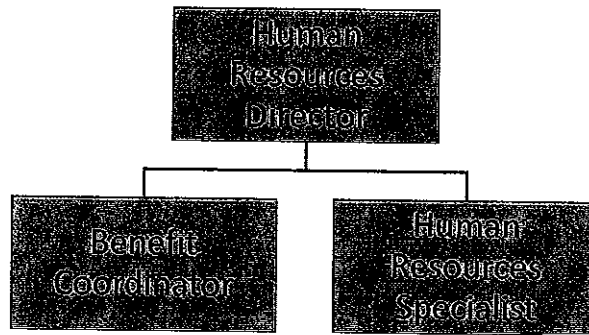
Deloris Creasman, Human Resources Director

Beaufort County Human Resources  
121 West Third Street  
Washington, North Carolina

Phone: (252) 946-0079

Fax: (252) 946-7722

Email: [deloris.creasman@beaufortcountync.gov](mailto:deloris.creasman@beaufortcountync.gov)



FULL-TIME POSITIONS AUTHORIZED				
FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23 Recommended
3	3	3	3	3

HUMAN RESOURCES	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Personnel	\$ 148,839	\$ 160,078	\$ 165,355	\$ 161,720	\$ -
Benefits	48,432	54,149	55,856	57,690	-
Operating	28,663	32,380	32,380	34,350	-
Capital	-	-	-	-	-
<b>Totals</b>	<b>\$ 225,934</b>	<b>\$ 246,607</b>	<b>\$ 253,591</b>	<b>\$ 253,760</b>	<b>\$ -</b>



# TAX ASSESSOR

The County Assessor's Office (CAO) exists for the listing, appraisal, and assessment of taxes on real and personal property as defined and required by North Carolina General Statutes. These functions of the CAO generate the primary source of revenue to fund general county services. The CAO is also responsible for assisting in the review of property tax exemption and deferral programs that are set forth by the state and assesses values to properties based on their municipal jurisdiction. The Land Records division of the CAO is responsible for maintaining tax maps, as well as additional GIS-related functions within the county. The Assessor acts as Clerk to Board of County Commissioners while they are carrying out their duties as the Board of Equalization and Review, and aids in carrying out the public meetings of that body.

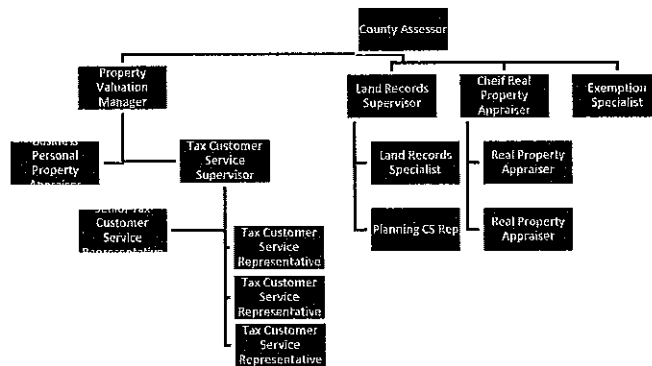
Lloyd T. Salter, Tax Assessor

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: [lloyd.salter@beaufortcountync.gov](mailto:lloyd.salter@beaufortcountync.gov)



FULL-TIME POSITIONS AUTHORIZED				
FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23 Recommended
13	13	13	15	15

TAX ASSESSOR	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Personnel	\$ 635,175	\$ 736,975	\$ 758,821	\$ 725,688	\$ -
Benefits	208,141	258,790	260,634	269,694	-
Operating	182,986	192,050	194,050	202,200	-
Capital	-	20,000	20,000	-	-
<b>Totals</b>	<b>\$ 1,026,302</b>	<b>\$ 1,207,815</b>	<b>\$ 1,233,505</b>	<b>\$ 1,197,581</b>	<b>\$ -</b>

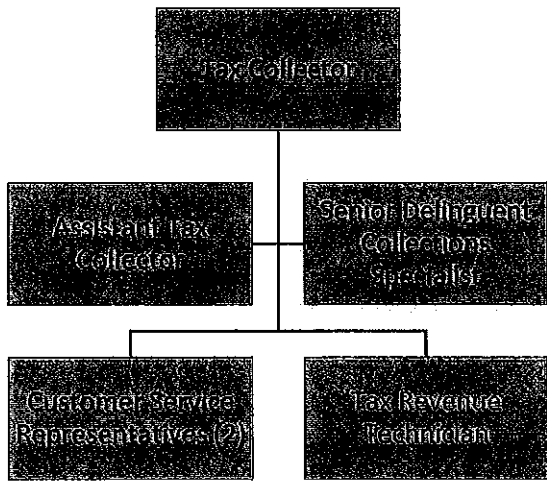
TAX ASSESSOR	2019	2020	2021	AS OF	2022	AS OF				
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
				ACTUALS	BUDGET	2022	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						REVISED				
					BUDGET					
SALARIES	\$ 528,363	\$ 543,069	\$ 631,350	380,146	\$ 731,975	\$ 755,821	\$ 696,436	\$ 717,588	\$ 717,588	
SALARIES-OVERTIME	6,641	6,589	2,475	-	5,000	3,000	500	5,000	5,000	
SALARIES-PART TIME	1,175	1,550	1,350	575	-	-	2,125	3,100	3,100	
FICA 6.2%	31,252	32,180	37,482	22,890	46,002	46,002	41,744	44,869	44,869	
LOC. GOV. EMP. RETIREMENT	41,730	49,520	64,948	43,257	84,585	84,585	77,405	87,551	87,551	
HOSPITALIZATION-EMPLOYEE	70,933	78,498	81,988	51,659	98,655	100,499	101,000	110,010	110,010	
MEDICARE 1.45%	7,309	7,526	8,799	5,353	10,758	10,758	9,763	10,493	10,493	
LIFE INSURANCE-EMPLOYEE	295	307	345	224	450	450	393	450	450	
WORKERS COMPENSATION INSURANCE	2,695	3,329	1,903	1,806	3,500	3,500	2,000	1,908	1,908	
401(K) EMPLOYER CONTRIBUTION	10,700	10,993	12,677	7,578	14,840	14,840	13,569	14,412	14,412	
AUDIT RECOVERY SERVICES	21	38	21	23	-	-	-	-	-	
PROFESSIONAL SERVICES	-	-	2,000	-	1,000	1,000	-	1,000	1,000	
DEBT SETOFF PROGRAM IMPLEMENT.	-	-	-	-	-	-	-	-	-	
OFFICE SUPPLIES	5,357	3,269	4,358	4,175	3,000	4,500	5,000	4,000	4,000	
PROFESSIONAL DEVELOPMENT	12,006	11,361	11,610	3,600	13,000	13,000	13,000	15,000	15,000	
TRAVEL-FUEL	999	1,263	1,138	760	1,000	1,000	1,000	1,500	1,500	
TELEPHONE	1,357	1,704	1,617	977	2,000	2,000	2,000	2,000	2,000	
POSTAGE	19,146	19,179	19,995	15,738	21,000	21,500	20,800	22,500	22,500	
PRINTING	11,455	10,138	11,644	6,752	12,000	12,000	10,000	12,000	12,000	
MAINT/REPAIR-EQUIPMENT	121	-	128	-	1,000	1,000	500	1,000	1,000	
MAINT/REPAIR-VEHICLE	1,217	707	151	374	1,000	1,000	1,000	2,000	2,000	
COMPUTER SOFTWARE/SUPPORT	104,873	108,472	108,997	101,863	115,000	115,000	115,000	120,000	120,000	
LEGAL ADVERTISING	3,923	3,651	4,152	493	3,500	3,500	2,000	2,000	2,000	
LEGAL	-	-	-	-	-	-	-	-	-	
TEMPORARY SERVICES	-	-	6,160	-	-	-	-	-	-	
EQUIPMENT PURCHASE	1,966	341	4,590	8,577	11,750	11,750	11,750	12,000	12,000	
CONTRACT SERVICES	6,340	5,239	6,041	4,056	6,000	6,000	6,000	6,000	6,000	
DUES & SUBSCRIPTIONS	330	345	385	20	800	800	800	1,200	1,200	
TAX REFUNDS-BCBC APPROVAL	6,489	2,855	-	-	-	-	-	-	-	
CAPITAL OUTLAY-EQUIPMENT	-	-	-	-	-	-	-	-	-	
CAPITAL OUTLAY-VEHICLES	16,699	-	-	-	20,000	20,000	20,000	-	-	
TOTALS	\$ 893,392	\$ 902,123	\$ 1,026,302	\$ 660,895	\$ 1,207,815	\$ 1,233,505	\$ 1,153,784	\$ 1,197,581	\$ 1,197,581	\$ -

# 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, 2021 the combined collection rate for all taxes was 98.22%.



Wynde 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@beaufortcountync.gov

FULL-TIME POSITIONS AUTHORIZED				
FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23 Recommended
6	6	6	6	6

TAX COLLECTOR	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-
Personnel	\$ 268,559	\$ 292,166	\$ 303,924	\$ 284,771	\$ 0
Benefits	90,056	102,143	104,388	106,809	-
Operating	273,915	254,250	254,250	266,750	-
Capital	-	-	-	-	-
<b>Totals</b>	<b>\$ 632,530</b>	<b>\$ 648,559</b>	<b>\$ 662,562</b>	<b>\$ 658,330</b>	<b>\$ 0</b>

TAX COLLECTOR				AS OF	2022	AS OF				
	2019	2020	2021	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
	ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	2022	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						REVISED				
					BUDGET					
SALARIES	\$244,794	\$250,219	\$268,349	\$159,446	\$290,666	\$302,424	\$295,965	\$283,271	\$283,271	
SALARIES-OVERTIME	59	93	210	227	1,500	1,500	1,500	1,500	1,500	
FICA 6.2%	13,681	13,748	15,129	9,265	18,114	18,114	18,114	17,656	17,656	
LOC. GOV. EMP. RETIREME	19,099	22,551	27,536	18,169	33,307	33,307	33,307	34,600	34,600	
HOSPITALIZATION-EMPLOY	36,743	37,918	37,883	22,148	39,462	41,707	39,462	44,004	44,004	
MEDICARE 1.45%	3,200	3,215	3,558	2,167	4,236	4,236	4,236	4,129	4,129	
LIFE INSURANCE-EMPLOYE	150	158	161	86	180	180	180	180	180	
WORKERS COMPENSATION	1,244	907	878	833	1,000	1,000	1,000	545	545	
401(K) EMPLOYER CONTRIB	4,897	4,748	4,911	2,947	5,844	5,844	5,844	5,695	5,695	
DMV COLLECTION FEES	113,329	124,682	133,358	64,792	125,000	125,000	131,000	135,000	135,000	
DEBT SETOFF PROGRAM IM	-	282	-	-	-	-	-	-	-	
TAX-FORECLOSURES	56,074	81,005	99,586	48,068	80,000	80,000	65,000	80,000	80,000	
OFFICE SUPPLIES	3,572	2,890	2,043	790	3,000	3,000	3,000	3,000	3,000	
PROFESSIONAL DEVELOPM	2,229	-	750	1,773	3,000	4,500	5,000	4,000	4,000	
TRAVEL-FUEL	-	-	-	-	-	-	-	-	-	
TELEPHONE	935	941	1,204	760	1,000	1,000	1,750	1,600	1,600	
POSTAGE	1,052	615	1,641	1,152	800	800	2,500	2,500	2,500	
PRINTING	3,860	3,617	3,012	-	3,800	3,800	3,800	3,800	3,800	
ADVERTISING	-	-	165	-	-	-	-	-	-	
COMPUTER SOFTWARE/SU	2,229	1,512	1,512	-	2,050	2,050	2,050	2,050	2,050	
LEGAL ADVERTISING	25,704	25,704	25,704	-	25,500	25,500	25,500	25,700	25,700	
EQUIPMENT PURCHASE	-	8,656	-	-	5,000	3,500	3,500	4,000	4,000	
CONTRACT SERVICES	8,421	8,022	4,864	3,295	5,000	5,000	5,000	5,000	5,000	
DUES & SUBSCRIPTIONS	-	75	75	-	100	100	100	100	100	
<b>TOTALS</b>	<b>\$541,272</b>	<b>\$591,558</b>	<b>\$632,530</b>	<b>\$335,916</b>	<b>\$648,559</b>	<b>\$662,562</b>	<b>\$647,808</b>	<b>\$658,330</b>	<b>\$658,330</b>	<b>\$-</b>

# 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 \$100,000 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@beaufortcountync.gov](mailto:brian.alligood@beaufortcountync.gov)

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	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	252,135	270,450	275,450	318,936	-
Capital	-	-	-	-	-
Totals	\$ 252,135	\$ 270,450	\$ 275,450	\$ 318,936	\$ -

COURT FACILITIES	2019	2020	2021	AS OF	2022	AS OF				
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
				ACTUALS	BUDGET	2022	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						REVISED				
						BUDGET				
JURY COMMISSION	\$ 2,950	\$ 2,950	\$ 2,950	\$ 2,950	\$ 2,950	\$ 2,950	\$ 2,950	\$ 2,950	\$ 2,950	\$ 2,950
OFFICE SUPPLIES	47	434	-	-	-	-	-	-	-	-
COURTHOUSE OPERATIONS	4,661	10,544	12,128	1,483	12,500	12,500	12,500	12,500	12,500	12,500
UTILITIES-COURTHOUSE	105,097	98,799	93,613	66,061	105,000	105,000	120,375	123,986	123,986	123,986
MAINT/REPAIR-COURTHOUSE	6,000	6,160	9,785	-	5,000	10,000	10,000	7,500	7,500	7,500
OFFICE RENT	16,500	-	-	-	-	-	-	-	-	-
CONTRACT SERVICES	137,915	143,554	133,659	81,241	145,000	145,000	145,000	172,000	172,000	172,000
TOTALS	\$ 273,170	\$ 262,441	\$ 252,135	\$ 151,735	\$ 270,450	\$ 275,450	\$ 290,825	\$ 318,936	\$ 318,936	\$ -

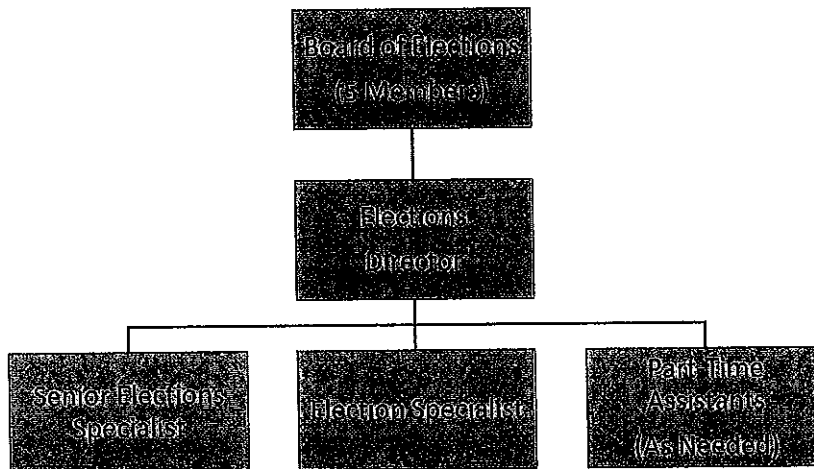
# BOARD OF ELECTIONS

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 four-person board which is appointed every two years by the State Board of Elections. The Chair is appointed every two years by the Governor. The Director is recommended by the County Board for appointment by the State Board of Elections.

Thomas S. Payne III, Chairman  
 John B. Tate III, Secretary  
 Watsi Sutton, Member  
 Rane Singleton, Member  
 Jason Williams, Member  
 Kellie Harris Hopkins, Director  
 Anita Bullock Branch, Sr Elections Specialist  
 Vacant, 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@beaufortcountync.gov](mailto:beaufort.boe@beaufortcountync.gov)



FULL-TIME POSITIONS AUTHORIZED				
FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23 Recommended
3	3	3	3	3

ELECTIONS	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Personnel	\$ 213,416	\$ 185,367	\$ 191,290	\$ 190,950	\$ -
Benefits	56,669	56,014	57,742	59,864	0
Operating	120,690	138,759	138,759	139,096	-
Capital	-	-	-	-	-
Totals	\$ 390,776	\$ 380,140	\$ 387,791	\$ 389,910	\$ 0

ELECTIONS	2019	2020	2021	AS OF	2022	AS OF	2022	2023	2023	2023
				1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
	ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	2022	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						REVISED				
					BUDGET					
							\$ 148,000	\$ 149,005	\$ 149,005	
SALARIES	\$ 127,899	\$ 136,241	\$ 146,156	\$ 84,395	\$ 148,170	\$ 154,093	\$ 148,000	\$ 149,005	\$ 149,005	
SALARIES-OVERTIME	11,124	9,597	21,103	2,499	12,000	12,000	7,000	12,000	12,000	
SALARIES-PART TIME	36,039	14,192	25,157	2,951	25,197	25,197	17,000	29,945	29,945	
CARES ACT-POLL WORKER BONUS	-	-	21,000	-	-	-	-	-	-	
FICA 6.2%	10,862	10,304	13,784	5,310	11,493	11,493	10,700	11,839	11,839	
LOC. GOV. EMP. RETIREMENT	10,685	13,111	16,635	9,866	18,132	18,132	18,000	19,562	19,562	
HOSPITALIZATION-EMPLOYEE	17,374	18,959	19,255	11,737	19,731	21,459	19,731	22,002	22,002	
MEDICARE 1.45%	2,540	2,410	3,224	1,242	2,687	2,687	2,600	2,769	2,769	
LIFE INSURANCE-EMPLOYEE	69	79	87	52	90	90	90	90	90	
WORKERS COMPENSATION INSURANCE	622	453	439	417	700	700	700	382	382	
401(K) EMPLOYER CONTRIBUTION	2,740	3,090	3,245	1,731	3,181	3,181	3,100	3,220	3,220	
PROFESSIONAL SERVICE-LEGAL	13,598	2,380	-	-	-	-	-	-	-	2,500
ELECTION WORKERS/POLL HOLDERS	36,013	57,467	13,089	8,403	30,125	30,125	27,000	39,900	32,900	
OFFICE SUPPLIES	6,209	7,901	5,391	3,902	7,000	7,000	7,000	7,000	7,000	
COVID 19 SUPPLIES-GRANT	-	-	3,003	-	-	-	-	-	-	
ELECTION DAY VOTING COVID COST	-	-	10,000	-	-	-	-	-	-	
PROFESSIONAL DEVELOPMENT	16,055	13,004	4,565	1,923	18,500	18,500	6,000	18,500	15,000	
TRAVEL-FUEL	176	262	84	55	200	200	200	200	200	
TELEPHONE	5,104	6,169	5,013	2,431	5,160	5,160	5,160	5,568	5,568	
POSTAGE	612	523	(41)	21	1,000	1,000	1,000	1,000	1,000	
PRINTING	14,242	15,444	12,357	3,173	13,760	13,760	10,000	13,845	11,845	
MAINT/REPAIR-EQUIPMENT	1,242	95	150	-	-	-	-	-	-	
COMPUTER SOFTWARE/SUPPORT	31,348	40,021	30,883	5,697	35,550	35,550	34,000	40,659	40,659	
LEGAL ADVERTISING	1,787	4,574	1,433	1,420	7,730	7,730	2,700	5,100	4,100	
EQUIPMENT PURCHASE	4,543	2,138	6,026	3,679	5,000	5,000	5,000	12,000	6,000	
EQUIPMENT-COVID-19	-	-	19,881	-	-	-	-	-	-	
RENT-OFFICE SPACE	4,055	5,935	1,270	1,350	6,430	6,430	5,000	6,600	4,000	
RENTAL EQUIPMENT	2,022	3,998	1,634	1,019	2,200	2,200	2,200	2,400	1,200	
CONTRACT SERVICES	4,661	4,979	5,543	4,050	5,664	5,664	5,664	5,760	6,684	
DUES & SUBSCRIPTIONS	335	435	410	110	440	440	440	440	440	
TOTALS	\$ 361,957	\$ 373,760	\$ 390,776	\$ 157,433	\$ 380,140	\$ 387,791	\$ 338,285	\$ 409,786	\$ 389,910	\$ -

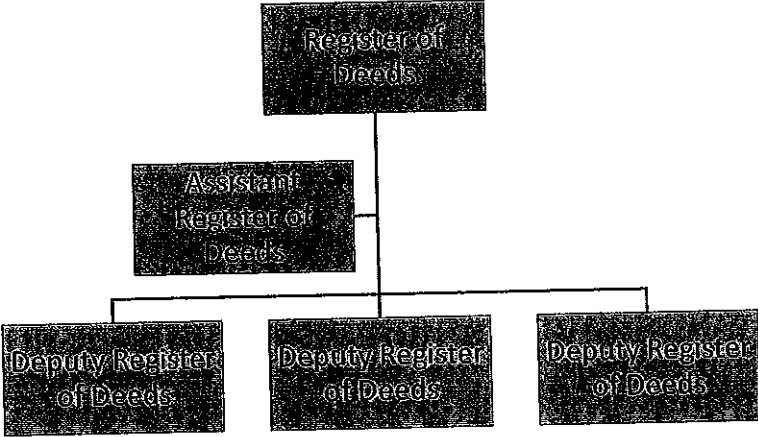
# REGISTER OF DEEDS OFFICE

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@beaufortcountync.gov](mailto:Jennifer.Whitehurst@beaufortcountync.gov)



FULL-TIME POSITIONS AUTHORIZED				
FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23 Recommended
5	5	5	5	5

REGISTER OF DEEDS	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Personnel	\$ 205,712	\$ 221,988	\$ 231,356	\$ 224,377	\$ -
Benefits	75,639	84,810	87,655	90,406	-
Operating	59,592	108,048	108,048	121,225	-
Capital	-	-	-	-	-
Totals	\$ 340,943	\$ 414,846	\$ 427,059	\$ 436,008	\$ -

REGISTER OF DEEDS	2019	2020	2021	AS OF	2022	AS OF				
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
				ACTUALS	BUDGET	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						BUDGET				
SALARIES	\$ 197,060	\$ 201,756	\$ 205,436	\$ 126,996	\$ 221,788	\$ 231,156	\$ 227,160	\$ 224,177	\$ 224,177	
SALARIES-OVERTIME	232	192	275	62	200	200	110	200	200	
R.O.D.-SUPP. RET.- GS 161-50.2	3,849	3,871	4,538	2,385	4,000	4,000	4,089	4,100	4,100	
FICA 6.2%	11,563	11,716	11,693	7,462	13,763	13,763	13,314	13,911	13,911	
LOC. GOV. EMP. RETIREMENT	15,389	18,194	21,094	14,456	25,306	25,306	25,191	27,262	27,262	
HOSPITALIZATION-EMPLOYEE	30,619	31,599	30,534	19,528	32,885	35,730	33,477	36,670	36,670	
MEDICARE 1.45%	2,704	2,743	2,801	1,745	3,216	3,216	3,114	3,253	3,253	
LIFE INSURANCE-EMPLOYEE	123	132	133	87	150	150	150	150	150	
WORKERS COMPENSATION INSURANCE	1,037	756	732	695	1,050	1,050	1,192	572	572	
401(K) EMPLOYER CONTRIBUTION	3,945	4,039	4,114	2,536	4,440	4,440	4,419	4,488	4,488	
OFFICE SUPPLIES	10,037	11,425	13,149	9,255	12,500	12,500	15,866	17,000	17,000	
PROFESSIONAL DEVELOPMENT	2,471	814	325	1,552	3,000	3,000	2,661	3,000	3,000	
TELEPHONE	1,980	1,797	2,139	1,202	2,100	2,100	2,061	2,500	2,500	
POSTAGE	112	112	163	-	150	150	150	150	150	
RECORDS MANAGEMENT-MICROFILM	1,383	2,161	1,724	976	2,000	2,000	2,000	2,000	2,000	
AUTOMATION/RESTORATION 10%	11,510	21,960	4,015	-	23,500	23,500	27,740	27,750	27,750	
MAINT/REPAIR-EQUIPMENT	847	-	210	684	500	500	750	750	750	
COMPUTER SOFTWARE/SUPPORT	35,225	24,099	24,756	30,596	30,973	31,325	32,598	32,750	32,750	
EQUIPMENT PURCHASE	5,152	6,401	-	5,542	20,000	19,648	20,000	5,000	5,000	
EQUIPMENT PURCHASE-AUTOMATION	10,866	6,766	-	-	-	-	-	15,000	15,000	
CONTRACT SERVICES	13,121	15,579	12,787	9,933	13,000	13,000	14,396	15,000	15,000	
DUES & SUBSCRIPTIONS	325	325	325	325	325	325	325	325	325	
CAPITAL OUTLAY-EQUIPMENT	16,060	-	-	-	-	-	-	-	-	
TOTALS	\$ 375,611	\$ 366,436	\$ 340,943	\$ 236,018	\$ 414,846	\$ 427,059	\$ 430,763	\$ 436,008	\$ 436,008	\$ -

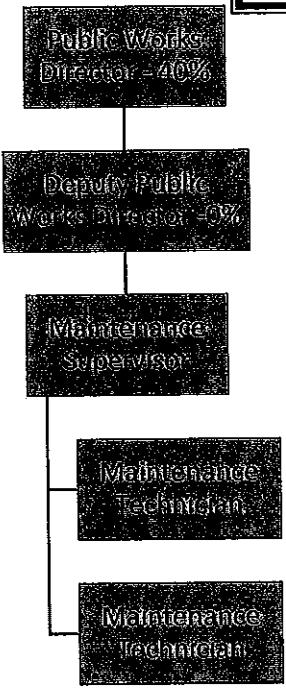
# FACILITIES MAINTENANCE

The Facilities Maintenance Division of the Public Works Department is responsible for planning, management, and performance of maintenance and improvement activities for nineteen County owned properties. It is the goal of the personnel to provide a safe, clean working environment for County employees, and clean, welcoming facilities and grounds for all Beaufort County residents and visitors. Three full-time county employees and various independent contractors are utilized to achieve this goal.

Christina Smith, Public Works Director  
 West Overman, Deputy Public Works Director  
 Todd Taylor, Maintenance Supervisor

Maintenance Shop  
 123 West 3<sup>rd</sup> Street  
 Washington, North Carolina 27889

Phone: (252) 946-9624  
 E-mail: [todd.taylor@beaufortcountync.gov](mailto:todd.taylor@beaufortcountync.gov)



FULL-TIME POSITIONS AUTHORIZED				
FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23 Recommended
3	3	3	3	3

PUBLIC BUILDINGS	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Personnel	\$ 152,206	\$ 188,561	\$ 193,281	\$ 189,487	\$ -
Benefits	47,282	63,664	62,968	67,259	-
Operating	1,092,856	1,107,101	1,075,672	1,255,065	-
Capital	253,791	-	306,325	40,000	-
<b>Totals</b>	<b>\$ 1,546,135</b>	<b>\$ 1,359,326</b>	<b>\$ 1,638,246</b>	<b>\$ 1,551,811</b>	<b>\$ -</b>

PUBLIC BUILDINGS	2019	2020	2021	AS OF	2022	AS OF	2022	2023	2023	2023
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
					BUDGET	REVISED				
						BUDGET				
SALARIES	\$ 153,001	\$ 133,832	\$ 122,732	\$ 82,454	\$ 165,114	\$ 169,834	\$ 156,374	165,787	165,787	165,787
SALARIES-OVERTIME	1,497	9,010	17,076	6,602	3,800	13,800	12,226	14,000	14,000	14,000
SALARIES-PART TIME	8,363	11,256	12,398	1,256	19,647	9,647	1,864	9,700	9,700	9,700
FICA 6.2%	9,680	9,291	9,043	5,417	11,691	11,691	10,228	11,748	11,748	11,748
LOC. GOV. EMP. RETIREMENT	12,051	12,855	14,158	10,130	19,212	19,212	18,547	21,844	21,844	21,844
HOSPITALIZATION-EMPLOYEE	19,263	16,855	14,924	11,166	22,362	22,362	21,768	24,936	24,936	24,936
MEDICARE 1.45%	2,264	2,173	2,109	1,294	2,735	2,735	2,432	2,748	2,748	2,748
LIFE INSURANCE-EMPLOYEE	81	68	68	47	102	102	88	102	102	102
WORKERS COMPENSATION INSURANCE	3,388	3,633	4,191	3,496	4,192	3,496	3,496	2,285	2,285	2,285
401(K) EMPLOYER CONTRIBUTION	2,703	2,465	2,789	1,750	3,370	3,370	3,213	3,596	3,596	3,596
PROFESSIONAL SERVICE-MEDICAL	-	-	-	-	-	-	-	-	-	-
ENGINEERING	1,913	4,724	6,976	1,400	10,000	11,500	12,600	13,000	13,000	13,000
JANITORIAL SUPPLIES	17,610	23,757	24,779	14,646	25,000	25,000	25,000	27,500	27,500	27,500
UNIFORMS	-	930	1,048	638	1,800	1,800	1,800	1,500	1,500	1,500
OFFICE SUPPLIES	671	954	104	147	500	500	500	500	500	500
SUPPLIES - SMALL TOOLS	1,872	1,193	2,411	3,055	5,300	5,996	6,000	5,300	5,300	5,300
PROFESSIONAL DEVELOPMENT	1,743	1,149	760	775	4,000	4,000	1,500	4,000	4,000	4,000
TRAVEL-FUEL	2,090	1,487	1,308	775	1,500	1,500	3,250	4,200	4,200	4,200
TELEPHONE	2,465	2,405	2,544	1,506	2,750	2,750	2,750	3,150	3,150	3,150
POSTAGE	-	60	-	-	25	25	25	25	25	25
UTILITIES-COURTHOUSE	105,159	98,799	93,613	66,061	100,000	100,000	120,375	123,986	123,986	123,986
UTILITIES-AG.BLDING (C. ANNEX)	16,247	12,962	14,365	8,837	15,000	15,000	16,875	17,381	17,381	17,381
UTILITIES-OLD JAIL	7,254	9,163	8,830	5,447	10,000	10,000	8,950	9,218	9,218	9,218
UTILITIES-OAKLAND BLDG.	23,765	22,813	23,646	15,381	28,000	28,000	25,700	26,471	26,471	26,471
UTILITIES-ADMIN.BUILDING	13,978	9,266	9,070	6,146	9,000	9,000	11,400	14,806	14,806	14,806
UTILITIES-SEABOARD BLDG.	37,861	44,839	35,545	27,348	42,000	42,000	45,500	46,865	46,865	46,865
UTILITIES-AURORA SENIOR CENTER	-	1,384	1,382	905	1,600	1,600	1,600	1,648	1,648	1,648
UTILITIES-TIDELAND BUILDING	86,778	82,869	80,477	52,488	90,000	90,000	90,250	92,958	92,958	92,958
UTILITIES-FARM SERVICES BLDG	23,751	25,445	24,543	13,554	26,900	26,900	26,675	27,475	27,475	27,475
UTILITIES-MAINT. BUILDING	6,861	4,929	4,874	2,668	5,700	5,700	2,975	750	750	750
UTILITIES-EMERGENCY MGT	6,005	6,339	5,827	3,624	6,700	6,700	6,250	6,438	6,438	6,438
UTILITIES-FIRST BANK BUILDING	10,675	12,683	14,161	8,578	15,000	15,000	15,225	15,681	15,681	15,681
UTILITIES-HORNE BUILDING	8,380	6,884	6,378	3,700	6,500	6,500	6,650	6,850	6,850	6,850
UTILITIES-BATH COMMUNITY EMS	-	-	-	-	3,248	3,248	500	1,900	1,900	1,900
MAINT/REPAIR-BUILDINGS	-	-	122,584	-	-	-	-	-	-	-
MAINT/REPAIR-COURTHOUSE	6,932	8,704	4,614	2,608	14,400	11,310	15,000	27,000	27,000	27,000
MAINT/REPAIR-COURTHOUSE ANNEX	9,575	7,141	4,351	1,623	6,000	6,000	13,000	4,500	4,500	4,500
MAINT/REPAIR-OLD JAIL	152	236	1,886	183	3,600	3,600	320	3,000	3,000	3,000
MAINT/REPAIR-OAKLAND BLDG.	242	1,753	7,001	284	5,400	5,400	1,500	4,000	4,000	4,000
MAINT/REPAIR-ADMIN. BUILDING	1,365	582	1,102	627	3,600	3,600	900	2,000	2,000	2,000
MAINT/REPAIR-SEABOARD BLDG.	5,128	8,084	889	1,281	6,600	6,600	6,000	5,500	5,500	5,500
MAINT/REPAIR-TIDELAND MENTAL	79,664	84,283	96,450	34,572	121,213	114,413	95,000	80,500	80,500	80,500
MAINT/REPAIR-HEALTH DEPT.	20,751	2,803	22,618	9,094	18,600	18,600	15,000	25,500	25,500	25,500
MAINT/REPAIR-FARM SERV. BLDG	2,157	20,203	1,851	1,313	4,800	4,800	4,500	5,300	5,300	5,300
MAINT/REPAIR-DSS BUILDING	5,469	17,666	4,873	609	7,200	7,200	4,800	14,700	14,700	14,700
MAINT/REPAIR-MAINT. BUILDING	628	485	1,062	863	3,000	3,000	2,000	14,500	14,500	14,500
MAINT/REPAIR-EMERGENCY MGT	1,504	274	2,959	233	4,200	4,200	500	2,000	2,000	2,000
MAINT/REPAIR-ANIMAL CONTROL	7,327	1,811	3,704	1,347	5,400	5,400	12,000	12,000	12,000	12,000
MAINT/REPAIR-JAIL	5,606	24,444	26,110	1,645	7,327	7,327	5,000	3,500	3,500	3,500
MAINT/REPAIR-FRANCISCO BLDG	-	315	117	-	2,400	2,400	500	1,000	1,000	1,000
MAINT/REPAIR-FIRST BANK BLDG	28,135	2,701	7,412	54	2,400	2,400	4,343	2,000	2,000	2,000
MAINT/REPAIR-HORNE BUILDING	53,312	261	685	19	2,400	2,400	1,100	1,250	1,250	1,250
MAINT/REPAIR-BATH COMM. EMS	-	-	100	-	600	600	1,500	1,000	1,000	1,000
MAINT/REPAIR-EQUIPMENT	5,614	7,692	4,232	1,490	5,000	5,000	5,000	13,000	13,000	13,000
MAINT/REPAIR-HVAC	127,196	141,099	99,893	57,534	152,500	128,765	110,000	239,500	239,500	239,500
MAINT/REPAIR-VEHICLE	1,350	717	1,432	1,018	1,700	1,700	1,875	2,450	2,450	2,450
COMPUTER SOFTWARE/SUPPORT	960	864	-	-	960	960	960	1,000	1,000	1,000
EQUIPMENT PURCHASE	2,000	4,190	1,322	4,135	8,000	8,000	9,000	13,856	13,856	13,856
CONTRACT SERVICES	294,319	338,419	312,971	152,067	309,278	309,278	302,750	324,407	324,407	324,407
CAPITAL OUTLAY-EQUIPMENT	54,085	73,238	11,627	-	-	-	-	54,800	40,000	40,000
CAPITAL OUTLAY - BUILDINGS	-	16,250	242,164	75,150	-	306,325	362,535	-	-	-
TOTALS	\$ 1,300,841	\$ 1,340,089	\$ 1,546,135	\$ 709,041	\$ 1,359,326	\$ 1,638,246	\$ 1,637,670	\$ 1,566,611	\$ 1,551,811	\$ -

## 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, 2021 the County had a legal debt margin of \$467,786,111.**

Percentage of tax supported debt to Appraised Value of Property is **.15%**

Total G/F Debt per Capita as of June 30, 2021   **\$332**

G/F GO Debt per Capita as of June 30, 2021   **\$207**

- **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 2022-2023 for the General Fund.

Category of Debt	Principal	Interest
BCCC Allied Health Building	201,469	50,664
Energy Savings Equipment Installment Purchase Contracts	195,000	16,653
3rd Street Building Installment Purchase Contract	15,177	4,870
2021 GO Refunding 2021A	1,252,000	74,576
2021 GO Refunding 2021B	474,000	24,797
17/18 Capital Imp. Installment Financing	348,402	23,139
<b><i>Total G/F Debt Service 2022-2023</i></b>	<b><i>\$2,486,048</i></b>	<b><i>\$ 194,699</i></b>

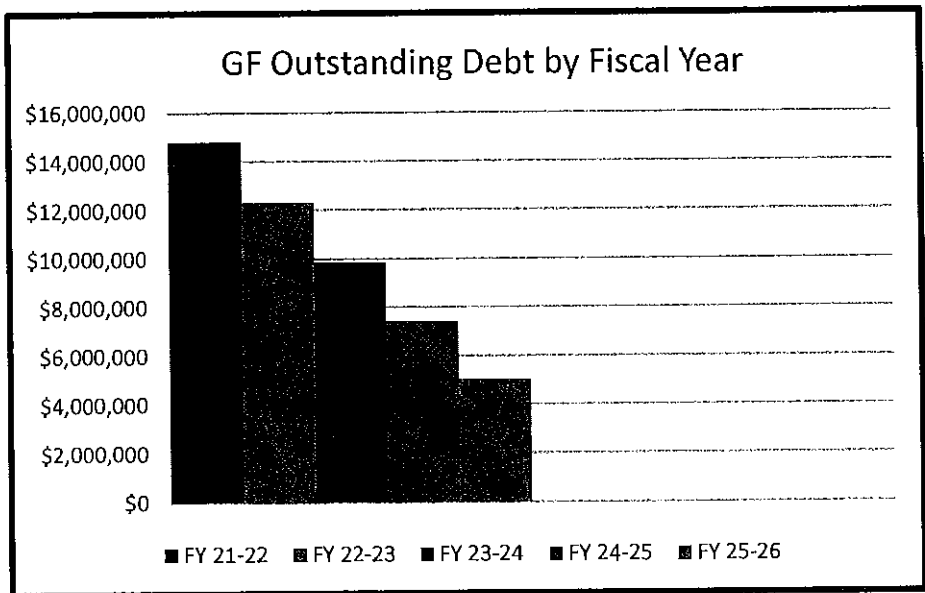
## DEBT SERVICE – GENERAL FUND

**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.

General Fund Outstanding Debt	Balances At Fiscal Year End				
	As of 6/30/2022	6/30/2023	6/30/2024	6/30/2025	6/30/2026
Installment Purchase -- 2015 Energy Contract	870,000	675,000	470,000	255,000	30,000
USDA Installment Purchase – Health Bldg.	2,470,558	2,269,089	2,063,287	1,853,058	1,638,307
Installment Purchase – 117 W. 3 <sup>rd</sup> Street Bldg.	126,982	111,805	96,000	79,543	62,404
Installment Purchase – Major Capital	2,092,372	1,743,971	1,391,377	1,034,538	673,405
Taxable Refunding, GO Bonds Series 2021A	7,000,000	5,748,000	4,529,000	3,342,000	2,192,000
Taxable Refunding, GO Bonds Series 2021B	2,253,000	1,779,000	1,317,000	866,000	427,000
<b>Total Outstanding G/F Debt</b>	<b>\$14,812,912</b>	<b>\$12,326,865</b>	<b>\$ 9,866,664</b>	<b>\$7,430,139</b>	<b>\$5,023,116</b>



## DEBT SERVICE REQUIREMENTS – GENERAL FUND

### Debt Service Requirements

Issue Year	Final Pay Date	Debt Description	Actual Fiscal Year 2021-2022	Budget Fiscal Year 2022-2023	Budget Fiscal Year 2023-2024	Interest Rate	Type
Jul 2017	Feb 2028	Refunded GO School Bonds – Series 2017	\$378,214	\$0	\$0	2.22%	GO Bond
Aug 2012	Apr 2028	Refunded GO School Bonds – Series 2012	840,000	0	0	2.0%-5.0%	GO Bond
Nov 2015	Aug 2026	Installment Purchase – 2015 Energy Contract	205,734	211,653	217,378	2.132%	Installment
May 2013	June 2043	USDA Installment Purchase – Health Bldg.	252,133	252,133	252,133	3.5%	Installment
Nov 2014	Oct 2029	Installment Purchase – 117 W. 3 <sup>rd</sup> Street Bldg.	20,047	20,047	20,047	4%	Installment
May 2018	Apr 2028	Installment Purchase – Major Capital	371,540	371,540	371,540	1.2%	Installment
Jun 2021	Nov 2027	Taxable Refunding GO Bonds Series 2021A	155,448	1,326,576	1,279,120	1.17%	GO Bond
Jun 2021	Nov 2026	Taxable Refunding GO Bonds Series 2021B	514,898	498,797	481,040	1.23%	GO Bond
		Total Payments by Fiscal Year	\$ 2,738,014	\$ 2,680,746	\$2,621,258		

DEBT SERVICE	2019	2020	2021	AS OF	2022	AS OF				
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
				ACTUALS	BUDGET	2022	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						REVISED				
					BUDGET					
DEBT ISSUANCE EXPENSE	\$ -	\$ -	\$ 80,094	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PRINCIPAL-BCCC	74,377	82,280	79,674	116,003	198,691	198,691	198,691	201,469	201,469	
PRINCIPAL-2006 SCHOOL BOND \$9	-	-	-	-	-	-	-	-	-	
PRINCIPAL-2008 SCHOOL BOND \$7	-	-	-	-	-	-	-	-	-	
PRINCIPAL-ENERGY STUDY	159,000	167,000	176,000	105,000	185,000	185,000	185,000	195,000	195,000	
PRINCIPAL-117 W 3RD ST BLDG	12,908	13,441	13,996	8,429	14,574	14,574	14,574	15,177	15,177	
PRINCIPAL-2012 REFUNDING	820,000	820,000	800,000	-	800,000	800,000	800,000	-	-	
PRINCIPAL-2015 REFUNDING	490,000	484,000	477,000	-	-	-	-	-	-	
PRINCIPAL-2017 REFIN-08 SCHOOL	379,000	377,000	373,000	370,000	370,000	370,000	370,000	-	-	
PRINCIPAL-FY 17/18 CAPITAL	-	-	-	200,316	344,258	344,258	344,258	348,402	348,402	
PRINCIPAL - 2021 GO REFUNDING 2021A	-	-	-	67,000	65,000	65,000	67,000	1,252,000	1,252,000	
PRINCIPAL - 2021 GO REFUNDING 2021B	-	-	-	487,000	490,000	490,000	487,000	474,000	474,000	
INTEREST-BCCC	101,341	98,738	96,045	31,075	53,442	53,442	53,442	50,664	50,664	
INTEREST-2006 SCHOOL BOND \$9	-	-	-	-	-	-	-	-	-	
INTEREST-2008 SCHOOL BOND \$7	-	-	-	-	-	-	-	-	-	
INTEREST-ENERGY STUDY	31,651	28,281	24,604	14,963	20,734	20,734	20,734	16,653	16,653	
INTEREST-117 W 3RD ST BLDG	7,139	6,606	6,048	3,265	5,470	5,470	5,470	4,870	4,870	
INTEREST-2012 REFUNDING	284,550	251,750	235,350	20,000	40,000	40,000	40,000	-	-	
INTEREST-2015 REFUNDING	84,237	73,767	63,436	-	-	-	-	-	-	
INTEREST-2017 REF. 08 SCHOOL	80,386	71,972	63,603	8,214	8,214	8,214	8,214	-	-	
INTEREST-FY 17/18 CAPITAL	39,419	35,422	31,377	14,013	27,282	27,282	27,282	23,139	23,139	
INTEREST - 2021 REFUNDING 2021A	-	-	-	43,580	99,205	99,205	88,448	74,576	74,576	
INTEREST - 2021 REFUNDING 2021B	-	-	-	14,043	29,121	29,121	27,898	24,797	24,797	
PMT TO ESCROW - DEF	-	-	9,726,970	-	-	-	-	-	-	
TOTALS	\$ 2,564,009	\$ 2,510,257	\$ 12,247,197	\$ 1,502,900	\$ 2,750,991	\$ 2,750,991	\$ 2,738,011	\$ 2,680,747	\$ 2,680,747	\$ -

# 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.

NON-DEPARTMENTAL	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
State Unemployment Insurance	\$ 11,167	\$ 11,000	\$ 11,000	\$ 18,000	\$ -
FLSA Law Impact	2,863	5,000	5,000	5,000	-
Employee Assistance Program	6,138	6,138	6,138	6,642	-
Employee Luncheon	5,150	6,000	6,000	8,000	-
CARES PROVIDER RE	20,345	-	-	-	-
Covid-19 Supplies	77,334	-	100,000	50,000	-
Postage	35,596	40,000	40,000	45,000	-
IT Software and Support	163,393	212,896	232,931	233,495	-
Broad Band Engagement Study	-	-	-	-	-
Insurance and Bonds	220,743	246,000	246,000	412,350	-
Capital Outlay	138,878	100,000	100,000	100,000	-
Hurricane Dorian Expense	-	-	-	-	-
Longevity	-	195,000	-	-	-
Metal Building	-	-	-	-	-
<b>Totals</b>	<b>\$ 681,608</b>	<b>\$ 822,034</b>	<b>\$ 747,069</b>	<b>\$ 878,487</b>	<b>\$ -</b>

NON-DEPARTMENTAL				AS OF	2022	AS OF				
	2019	2020	2021	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
	ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						BUDGET				
UNEMPLOYMENT INS-NON-DEPARTMNT	\$ 10,441	\$ 8,006	\$ 11,167	\$ 17,922	\$ 11,000	\$ 11,000	\$ 17,922	\$ 18,000	\$ 18,000	
FLSA LAW IMPACT	2,731	5,160	2,863	-	5,000	5,000	3,000	5,000	5,000	
EMPLOYEE ASSISTANCE PROGRAM	6,138	6,138	6,138	6,138	6,138	6,138	6,138	6,642	6,642	
APPRECIATION LUNCHEON-EMP.	5,904	5,367	5,150	-	6,000	6,000	-	8,000	8,000	
CARES PROVIDER RE	-	-	20,345	-	-	-	-	-	-	
COVID-19 SUPPLIES-FEMA	-	82,043	77,334	71,188	-	100,000	100,000	50,000	50,000	
POSTAGE	38,355	30,191	35,596	25,107	40,000	40,000	40,000	45,000	45,000	
IT-COMPUTER SOFTWARE/SUPPORT	152,577	201,777	163,393	205,037	212,896	232,931	232,931	222,495	233,495	
PHONE SYSTEM STUDY	-	-	-	-	-	-	-	-	-	
BROAD BAND ENG. STUDY	-	50,000	-	-	-	-	-	-	-	
INSURANCE AND BONDS	180,625	178,408	220,743	335,789	246,000	246,000	335,789	412,350	412,350	
CAPITAL OUTLAY-EQUIPMENT	79,781	57,276	69,227	-	100,000	100,000	100,000	100,000	100,000	
CAPITAL OUTLAY - BUILDINGS	-	-	69,651	-	-	-	-	-	-	
PAYMENT TO VIDANT	-	-	-	-	-	-	-	-	-	
LAND PURCHASE	-	-	-	-	-	-	-	-	-	
HURRICANE FLORENCE EXPENSE	256,771	-	-	-	-	-	-	-	-	
HURRICANE DORIAN EXPENSE	-	13,638	-	-	-	-	-	-	-	
LONGEVITY	-	-	-	-	195,000	-	-	-	-	
METAL BUILDING	-	-	-	-	-	-	-	-	-	
TOTALS	\$ 733,323	\$ 638,004	\$ 681,608	\$ 661,180	\$ 822,034	\$ 747,069	\$ 835,780	\$ 867,487	\$ 878,487	\$ -

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

Transfer to the 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 \$45,000 is needed for FY 22/23 for the Airport Tax Grant with the City of Washington.

Transfer to the Broad Creek Capital Project Fund – Year 5 of 5 set aside to accumulate funds for voting machine replacement.

Transfer to the Facility Improvements Capital Project Fund – This fund is used to accumulate dollars for facility improvements. A county-wide facility study was completed in 2017 that identified \$28,467,221 in needed improvements over the next 20 years which is an average of \$1,423,361 per year.

TRANSFERS TO OTHER FUNDS	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
To the Revaluation Fund	\$ 162,050	\$ 162,050	\$ 162,050	\$ 162,050	\$ -
To the Economic Development Fund	80,000	45,000	45,000	45,000	-
To the Facility Improvements Capital Project Fund	329,350	575,000	575,000	603,275	-
To the Capital Reserve Fund	55,000	55,000	55,000	30,000	-
To Special Revenue Fund	-	-	10,000	1,000,000	-
To E911 Fund	78,790				
To WC Reserve Fund				746,000	
Totals	\$ 705,190	\$ 837,050	\$ 847,050	\$ 2,586,325	\$ -

TRANSFERS TO OTHER FUNDS	2019	2020	2021	AS OF	2022	AS OF	2022	2023	2023	2023
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
				ACTUALS	BUDGET	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
					BUDGET					
TO REVALUATION FUND	\$ 162,050	\$ 162,050	\$ 162,050	\$ -	\$ 162,050	\$ 162,050	\$ 162,050	\$ 162,050	\$ 162,050	\$ 162,050
TRANSFER TO FUND 11 EDC	80,000	80,000	80,000	-	45,000	45,000	45,000	45,000	45,000	45,000
TRANSFER TO FAC/CAP IMPR FUND	-	575,000	329,350	-	575,000	575,000	575,000	603,275	603,275	603,275
TRANSFER TO FUND 27 CAP RESERV	55,000	55,000	55,000	-	55,000	55,000	55,000	30,000	30,000	30,000
TRANSFER TO FUND 29	-	-	78,790	-	-	-	-	-	-	-
TRANSFER TO SOLID WASTE/LDFILL	160,000	-	-	-	-	-	-	-	-	-
TRANSFER TO CAPITAL PROJECT FD	1,535,300	-	-	-	-	-	-	-	-	-
TRANSFER TO SRF - BEAUFORT PROMISE	-	-	-	-	-	10,000	10,000	1,000,000	1,000,000	1,000,000
TRANSFER TO FUND 146	-	785,710	-	-	-	-	-	-	-	-
TRANSFER TO RADIO CPF	131,941	-	-	-	-	-	-	-	-	-
TRANSFER CPF 149	5,000	-	-	-	-	-	-	-	-	-
TRANSFER TO IMPROVEMENT CPF	-	245,650	-	-	-	-	-	-	-	-
TRANSFER TO WORKER'S COMP FUND	-	-	-	-	-	-	-	746,000	746,000	746,000
<b>TOTAL</b>	<b>\$2,129,291</b>	<b>\$1,903,410</b>	<b>\$ 705,190</b>	<b>\$ -</b>	<b>\$ 837,050</b>	<b>\$ 847,050</b>	<b>\$ 847,050</b>	<b>\$ 2,586,325</b>	<b>\$ 2,586,325</b>	<b>\$ -</b>

<b>CONTINGENCY</b>
--------------------

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 \$3,371,888 based on the recommended budget. The amount recommended for contingency in FY 2022-2023 is well below the limit.

CONTINGENCY	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	-	-	-	100,000	-
Capital	-	-	-	-	-
<b>Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ -</b>

CONTINGENCY	2019	2020	2021	AS OF	2022	AS OF	2022	2023	2023	2023
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
					BUDGET	2022				
						REVISED				
						BUDGET				
CONTINGENCY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -

## DEPARTMENT OF SOCIAL SERVICES

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

Melanie B. Corprew, Director  
Lori Leggett, Deputy Director

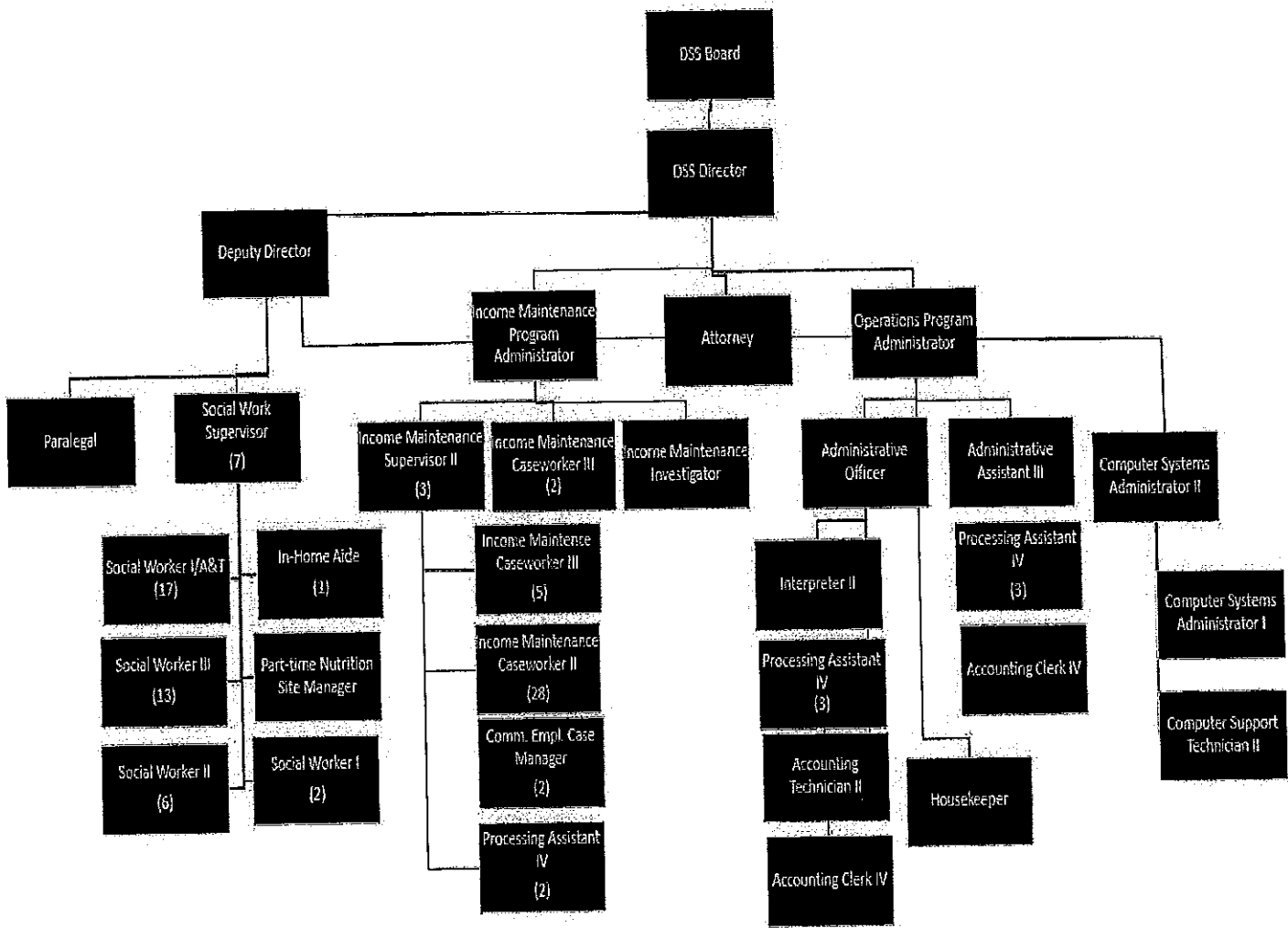
Beaufort County Department of  
Social Services  
632 West Fifth Street  
Post Office Box 1358  
Washington, North Carolina 27889

Phone: (252) 975-5500  
Fax: (252) 975-5555  
Email:  
[melanie.corprew@beaufordss.com](mailto:melanie.corprew@beaufordss.com)

The Department has faced many challenges over the last two years due to COVID-19, including changes to many of the programs that we administer. There are many waivers currently in place for Food and Nutrition Services, Medicaid, and other public assistance programs. The North Carolina Department of Health and Human Services anticipates that the Public Health Emergency (PHE,) that has been in place for two years, will end sometime this year. Once the PHE ends, our staff will more than likely be required to complete an additional recertification on Medicaid cases that would have terminated during a previous recertification, but due to the PHE could not terminated. Also, North Carolina Senate Bill 808, that was signed into law in 2020, states that counties will have 60 days to complete Medicaid redeterminations on cases that were determined ineligible at last redetermination but continued to receive benefits due to the continuing Public Health Emergency. The federal Centers for Medicaid and Medicare Services (CMS) will make the final rule on how these cases are handled. Depending on the final rule, our staff may need to work overtime to complete the recertifications timely.

During the last legislative session, the North Carolina General Assembly agreed to hold a Joint Legislative Oversight Committee on Medicaid Expansion to study the possible expansion of the Medicaid program. For many years, there has been opposition to expanding Medicaid in North Carolina by some legislators in the General Assembly. The committee met for the first time the end of February 2022, and the first of March 2022, to hear from stakeholders and discuss the possible processes and impact of Medicaid Expansion. It is unknown at this time if/when there would be a vote to expand Medicaid in North Carolina and what impact that will have on county resources such as staff needed to process additional applications and recertifications. Our department will continue to follow the developments closely, but at this time we do not have enough information to make a recommendation around budgeting for Medicaid Expansion.

The total proposed DSS budget for the 2022-2023 fiscal year is \$12,442,000. The county portion of the total budget is \$5,448,470, which represents 44% of the total proposed budget of \$12,442,000. The remainder of the Department's budget is funded by billable services and State and Federal reimbursement of \$6,993,530.



Pursuant to North Carolina House Bill 630/Rylan's Law passed in 2017, county Departments of Social Services are required to enter into a Memorandum of Understanding (MOU) with the North Carolina Department of Health and Human Services (NC DHHS.) The MOU sets certain performance measures that local DSS's must meet. The current MOU covers the period of January 2021 – June 2022. The NC DHHS has notified counties that there will not be any penalties or corrective actions issued for the current MOU due to the COVID 19 Pandemic. A new MOU will be required beginning in July 2022.

<b>Beaufort County DSS – Monthly Statistics – 2021</b>							
		<b>July 2021</b>	<b>Aug 2021</b>	<b>Sept 2021</b>	<b>Oct 2021</b>	<b>Nov 2021</b>	<b>Dec 2021</b>
<b>Energy Programs</b>							
1	The County will process 95% of Crisis Intervention Program (CIP) applications, with no heat or cooling source, within one (1) business day from the date of application or date all verification is received, whichever comes first.	90% <i>Unmet</i>	100% <i>Met</i>	100% <i>Met</i>	n/a	100% <i>Met</i>	100% <i>Met</i>
2	The County will process 95% of Crisis Intervention Program (CIP) applications, that have heat or cooling source with a past due or final notice, within two (2) business days from the date of application or date all verification is received, whichever comes first.	100% <i>Met</i>	98% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>
<b>Work First</b>							
1	The County will process 95% of Work First applications within 45 days of receipt.	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>
2	The County will process 95% of Work First recertifications within 60 calendar days prior to the last day of the current certification period.	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>	67% <i>Unmet</i>	100% <i>Met</i>
<b>Food and Nutrition Services</b>							
1	The County will process 95% of expedited FNS applications within the timeframe that allows the household to have access to the FNS benefits on or before the 7th calendar day from the date of application.	94% <i>Unmet</i>	94% <i>Met</i>	97% <i>Met</i>	97% <i>Met</i>	100% <i>Met</i>	98% <i>Met</i>
2	The County will process 95% of regular FNS applications within the timeframe that allows the household to have access to the FNS benefits on or before the 30th calendar day from the date of application.	97% <i>Met</i>	92% <i>Unmet</i>	96% <i>Met</i>	98% <i>Met</i>	97% <i>Met</i>	99% <i>Met</i>
3	The County will ensure that 95% of FNS recertifications are processed on time, each month.	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>	100% <i>Met</i>

Child Welfare - Foster Care							
1	The County will ensure that 95% of all foster youth have a face-to-face visit with the social worker each month.	100% Met	97% Met	98% Met	98% Met	97% Met	97% Met
Adult Protective Services (APS)							
1	The County will complete 85% of APS evaluations involving allegations of abuse or neglect within 30 days of the report.	100% Met	96% Met	100% Met	100% Met	100% Met	100% Met
2	The County will complete 85% of APS evaluations involving allegations of exploitation within 45 days of the report.	100% Met	100% Met	100% Met	100% Met	100% Met	100% Met
Special Assistance (SA)							
1	The County will process 85% of Special Assistance for the Aged (SAA) applications within 45 calendar days of the application date.	100% Met	100% Met	100% Met	100% Met	n/a	100% Met
2	The County will process 85% of Special Assistance for the Disabled (SAD) applications within 60 calendar days of the application date.	100% Met	100% Met	100% Met	n/a	100% Met	n/a
		<b>July 2021</b>	<b>Aug 2021</b>	<b>Sept 2021</b>	<b>Oct 2021</b>	<b>Nov 2021</b>	<b>Dec 2021</b>
Child Welfare - Foster Care							
1	The County will initiate 95% of all screened-in reports within required time frames.	100% Met	100% Met	100% Met	100% Met	100% Met	100% Met
2	For all children who were victims of maltreatment during a twelve-month period, no more than 9.1% received a subsequent finding of maltreatment.	11.28% Unmet	10.57% Unmet	10.25% Unmet	12.25% Unmet	12.25% Unmet	10.12% Unmet
3	The County will provide leadership for ensuring that 40.5% of children who enter foster care in a 12-month period are discharged to permanency within 12 months of entering foster care.	46.67% Met	50% Met	44.44% Met	57.14% Met	0% Unmet	57.14% Met
4	The County will provide leadership for ensuring that of children who enter foster care in a 12-month period who were discharged within 12 months to reunification, kinship care, or guardianship, no more than 8.3% re-enter foster care within 12 months of their discharge.	4.35% Met	3.7% Met	2.7% Met	2.44% Met	2.7% Met	2.63% Met
5	The County will provide leadership for ensuring that of all children who enter foster care in a 12-month period in the county, the rate of placement moves per 1,000 days of foster care will not exceed 4.1%.	3.65% Met	3.64% Met	4.1% Met	6.15% Unmet	Not available	Not available

SOCIAL SERVICES - DSS	2019		2020		AS OF		2021		AS OF		2022		2022			
	ACTUALS	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ACTUALS	ORIGINAL BUDGET	3/31/2022	2022	PROJECTED	2022	REQUSTED	2022	RECOMMENDED	2022	APPROVED
SALARIES	\$ 4,182,715	\$ 4,260,019	\$ 4,463,353	\$ 2,713,961	\$ 5,082,968	\$ 5,256,578	\$ 4,778,155	\$ 5,108,691	\$ 5,108,691	\$ 5,108,691	\$ 5,108,691	\$ 5,108,691	\$ 5,108,691	\$ 5,108,691	\$ 5,108,691	\$ 5,108,691
SALARIES-OVERTIME	118,628	113,445	80,790	73,459	93,500	93,500	125,929	93,500	93,500	93,500	93,500	93,500	93,500	93,500	93,500	93,500
SALARIES-OVERTIME-COVID	-	-	10,488	-	-	-	-	-	-	-	-	-	-	-	-	-
SALARIES-PART TIME	9,896	10,969	9,023	-	11,390	11,390	-	11,390	11,390	11,390	11,390	11,390	11,390	11,390	11,390	11,390
BOARD EXPENSE	3,347	3,312	3,363	2,211	5,000	5,000	3,789	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
FICA 6.2%	246,253	251,265	262,876	162,970	321,138	321,138	279,387	321,138	321,138	321,138	321,138	321,138	321,138	321,138	321,138	321,138
LOC. GOV. EMP. RETIREMENT	335,504	394,010	466,978	317,191	589,156	589,156	543,756	589,156	589,156	589,156	589,156	589,156	589,156	589,156	589,156	589,156
HOSPITALIZATION-EMPLOYEE	662,601	671,102	670,520	415,356	756,355	756,355	702,437	756,355	756,355	756,355	756,355	756,355	756,355	756,355	756,355	756,355
MEDICARE 1.45%	57,592	58,843	61,899	38,114	75,104	75,104	65,338	75,104	75,104	75,104	75,104	75,104	75,104	75,104	75,104	75,104
LIFE INSURANCE-EMPLOYEE	2,596	2,678	2,888	1,752	3,300	3,300	3,021	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300
WORKERS COMPENSATION INSURANCE	52,570	43,864	47,987	41,875	47,987	47,987	41,875	47,987	47,987	47,987	47,987	47,987	47,987	47,987	47,987	47,987
401(K) EMPLOYER CONTRIBUTION	79,012	81,637	85,033	50,059	103,360	103,360	85,815	104,044	104,044	104,044	104,044	104,044	104,044	104,044	104,044	104,044
PROFESSIONAL SERVICE-LEGAL	19,970	23,981	26,745	16,839	31,000	31,000	28,866	31,000	31,000	31,000	31,000	31,000	31,000	31,000	31,000	31,000
ADMINISTRATIVE SERVICES	15,478	19,775	19,014	12,081	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
VOLUNTEER RECEPTION	1,132	1,443	-	-	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
OFFICE SUPPLIES	20,950	17,023	15,867	8,817	22,000	22,000	22,000	22,000	22,000	22,000	22,000	22,000	22,000	22,000	22,000	22,000
DSS MISC- DONATED FUNDS	2,771	3,322	3,378	1,267	5,500	5,500	2,172	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500
CARES COVID RESPONSE	-	-	126,476	-	-	-	32,293	-	-	-	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	19,673	12,029	7,068	3,740	30,000	30,000	12,711	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
TRAVEL-CLIENT TRANSPORTATION	201,585	199,944	174,093	88,749	205,000	205,000	200,000	205,000	205,000	205,000	205,000	205,000	205,000	205,000	205,000	205,000
TELEPHONE	79,869	65,704	71,038	33,034	99,184	99,184	83,900	99,184	99,184	99,184	99,184	99,184	99,184	99,184	99,184	99,184
POSTAGE	21,962	23,482	23,027	20,433	23,500	23,500	23,500	23,500	23,500	23,500	23,500	23,500	23,500	23,500	23,500	23,500
UTILITIES-SOCIAL SERVICES	60,736	52,964	61,906	42,697	65,000	65,000	73,196	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000
PRINTING	646	300	-	-	-	-	-	-	-	-	-	-	-	-	-	-
RECORDS MANAGEMENT-MICROFILM	5,819	4,930	4,742	3,191	6,000	6,000	5,471	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
MAINT/REPAIR-BUILDINGS	27,483	19,932	18,616	6,952	20,000	20,000	18,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
MAINT/REPAIR-EQUIPMENT	550	-	-	-	1,200	1,200	-	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200
FREIGHT	10	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
COMPUTER SOFTWARE/SUPPORT	195,113	221,666	266,248	172,834	266,116	266,116	260,000	271,402	271,402	271,402	271,402	271,402	271,402	271,402	271,402	271,402
LEGAL ADVERTISING	3,356	5,966	1,771	2,460	4,500	4,500	4,217	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500
TEMPORARY EMP. SERVICES	93,406	69,934	41,890	21,395	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000
INTERPRETER-LANGUAGE LINE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TRAINING/SCHOOL COSTS	26,093	28,777	1,816	1,256	39,000	39,000	2,153	39,000	39,000	39,000	39,000	39,000	39,000	39,000	39,000	39,000
CONTRACT-EBT ISSUANCE	13,635	12,169	14,637	6,796	20,627	20,627	11,651	13,934	13,934	13,934	13,934	13,934	13,934	13,934	13,934	13,934
EQUIPMENT PURCHASE	84,578	92,387	98,970	33,780	86,555	86,555	84,115	87,700	87,700	87,700	87,700	87,700	87,700	87,700	87,700	87,700
RENTAL EQUIPMENT	17,691	13,666	11,341	6,588	12,000	12,000	11,294	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
DUES & SUBSCRIPTIONS	2,609	2,449	1,559	1,534	3,014	3,014	2,630	3,014	3,014	3,014	3,014	3,014	3,014	3,014	3,014	3,014
BANK SERVICE FEES	4,563	4,773	1,257	434	3,500	3,500	745	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500
CAPITAL OUTLAY-EQUIPMENT	92,069	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
CARES APS/CPS	-	-	68,677	2,649	-	-	14,298	2,649	2,649	2,649	2,649	2,649	2,649	2,649	2,649	2,649
TOTAL	\$ 6,762,463	\$ 6,787,760	\$ 7,225,334	\$ 4,304,485	\$ 8,124,454	\$ 8,344,655	\$ 7,570,272	\$ 8,253,924	\$ 8,253,924	\$ 8,253,924	\$ 8,253,924	\$ 8,253,924	\$ 8,253,924	\$ 8,253,924	\$ 8,253,924	\$ 8,253,924

	2019	2020	AS OF		2021		AS OF		2021	2022	2022	2022
			2021	1/31/2022	ORIGINAL	3/31/2022	2021	2022				
	ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	REVISED	PROJECTED	REQUESTED				
<b>STATE-IN-HOME/AGING SERVICES</b>												
SALARIES (Aging)	\$ 107,237	\$ 102,105	\$ 81,386	\$ 31,770	\$ 51,317	\$ 53,517	\$ 49,463	\$ 24,350	\$ 24,350	\$	\$	\$
SALARIES-OVERTIME (Aging)	186	-	-	-	300	300	-	150	150			
SALARIES-PART TIME (Aging)	7,823	2,689	-	-	-	-	-	-	-			
FICA 6.2% (Aging)	6,667	6,030	4,667	1,875	3,201	3,201	3,215	1,510	1,510			
LOC. GOV. EMP. RETIRE. (Aging)	8,379	9,197	8,323	3,610	5,884	5,884	5,884	2,959	2,959			
HOSPITALIZATION-EMP. (Aging)	30,619	27,405	19,521	6,515	13,154	13,154	11,983	7,334	7,334			
MEDICARE 1.45% (Aging)	1,559	1,410	1,105	439	748	748	752	353	353			
LIFE INSURANCE-EMP (Aging)	93	88	72	27	60	60	45	30	30			
WORKERS COMP INS (Aging)	11,067	2,173	1,669	1,457	2,173	2,173	1,457	1,185	1,185			
401(K) EMPLOYER CONT (Aging)	2,148	2,042	1,528	633	1,033	1,033	1,033	487	487			
MEDICAL-CARE MGMT/AIDE IMMUN.	590	510	572	524	600	600	524	300	300			
PROF. SERVICES MEDICAL-AGING	1,184	-	-	-	-	-	-	-	-			
PROF. SERV/ADULT SERV GEN ASST	(5,782)	14,034	26,128	20,634	25,000	25,000	25,000	25,000	25,000			
PURCHASED MEALS	123,065	139,177	87,764	111,216	130,000	163,485	130,000	130,000	130,000			
MEDICAL SUPPLIES	783	-	-	2,989	3,000	3,000	2,989	3,000	3,000			
TRAVEL-CLIENT TRANSPORTATION	25,347	17,886	12,363	7,400	30,000	30,000	12,686	30,000	30,000			
ELDERLY TRANSPORTATION-ETAP	44,860	-	-	-	-	-	-	-	-			
SPECIAL PROJECTS	316	347	-	-	500	500	-	-	-			
CONTRACT SERVICES	123,861	130,482	154,902	53,086	214,183	214,183	214,000	256,161	256,161			
<b>Total</b>	<b>\$ 490,003</b>	<b>\$ 455,575</b>	<b>\$ 400,100</b>	<b>\$ 242,176</b>	<b>\$ 481,153</b>	<b>\$ 516,838</b>	<b>\$ 459,032</b>	<b>\$ 482,819</b>	<b>\$ 482,819</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>WORK FIRST</b>												
PROF. SERVICES DRUGS/MENTAL TEST	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 500	\$ -	\$ 500	\$ 500			
PROFESSIONAL DEVEL/WORKFIRST	7,185	2,016	-	-	10,500	10,500	-	10,500	10,500			
TRAVEL CLIENT TRANSPORTATION	-	-	90	-	-	-	-	-	-			
OTHER SUPP. SERV. (200% POVERTY)	3,060	2,202	1,094	1,379	7,500	7,500	1,875	7,500	7,500			
CHILD ONLY SUPPORTIVE SERVICES	6,986	-	0.00	-	8,000	8,000	-	8,000	8,000			
ESC CONTRACT-WORK FIRST	41,900	48,900	48,900	49,256	48,900	48,900	48,900	48,900	48,900			
EMERGENCY ASSISTANCE-TANF	8,173	8,307	-	-	13,000	13,000	-	13,000	13,000			
<b>TOTAL</b>	<b>\$ 67,305</b>	<b>\$ 61,425</b>	<b>\$ 50,083</b>	<b>\$ 50,635</b>	<b>\$ 88,400</b>	<b>\$ 88,400</b>	<b>\$ 50,775</b>	<b>\$ 88,400</b>	<b>\$ 88,400</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

	2018	2019	2021	AS OF	2022	AS OF				
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	2021	2022	2022	2022
				ACTUALS	BUDGET	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
<b>IV-D CHILD SUPPORT ENFORCEMENT</b>										
PROF.SERVICE-IV-D CONTRACT	\$ 846,182	\$ 872,658	\$ 825,990	\$ 492,578	\$ 885,600	\$ 885,600	\$ 885,600	\$ 851,512	\$ 851,512	
IV-D BLOOD TESTS	3,386	2,301	2,193	1,818	5,000	5,000	3,116	5,000	5,000	
IV-D FILING FEES	-	-	-	-	1,000	1,000	-	500	500	
<b>TOTAL</b>	<b>\$ 949,568</b>	<b>\$ 874,959</b>	<b>\$ 828,183</b>	<b>\$ 494,496</b>	<b>\$ 891,600</b>	<b>\$ 891,600</b>	<b>\$ 888,716</b>	<b>\$ 857,012</b>	<b>\$ 857,012</b>	
<b>SPECIAL ASSISTANCE</b>										
CO. SHARE ASST (SPECIAL ASST)	\$ 550,421	\$ 519,785	\$ 398,551	\$ 236,438	\$ 640,000	\$ 640,000	\$ 405,218	\$ 640,000	\$ 640,000	
ADOPT.ASSIST.IV-E & VENDOR PMT	103	-	-	-	-	-	-	-	-	
<b>TOTAL</b>	<b>\$ 550,524</b>	<b>\$ 519,785</b>	<b>\$ 398,551</b>	<b>\$ 236,438</b>	<b>\$ 640,000</b>	<b>\$ 640,000</b>	<b>\$ 405,218</b>	<b>\$ 640,000</b>	<b>\$ 640,000</b>	
<b>FOSTER CARE</b>										
DRUG TEST	\$ 7,353	\$ 7,390	\$ 19,147	\$ 8,732	\$ 22,000	\$ 22,000	\$ 20,000	\$ 22,000	\$ 22,000	
MEDICAL (FOSTER CARE)	2,274	1,161	394	440	4,600	4,600	754	4,600	4,600	
GENERAL ASSISTANCE	18,420	56,293	33,613	25,227	35,000	35,000	73,115	75,000	75,000	
INDEPENDENT LIVING LINKS	4,891	1,508	1,353	53,208	5,000	59,844	55,000	5,000	5,000	
ADOPTION ASST IV-B& VENDOR PMT	64,834	60,982	60,612	36,800	87,500	87,500	73,599	87,500	87,500	
FOSTER CARE-STATE	146,089	177,729	392,783	210,267	350,000	350,000	462,587	490,000	490,000	
FOSTER CARE-IV-E	294,607	297,736	538,446	174,256	515,000	515,000	383,364	455,000	455,000	
ADOPT.ASSIST.IV-E & VENDOR PMT	138,746	143,267	141,363	92,714	170,884	170,884	180,000	180,000	180,000	
SPECIAL ADOPTION INCENT. FUND	39,313	29,891	19,862	19,245	72,399	72,399	32,992	39,407	39,407	
<b>TOTAL</b>	<b>\$ 716,516</b>	<b>\$ 775,957</b>	<b>\$ 1,207,573</b>	<b>\$ 620,889</b>	<b>\$ 1,262,383</b>	<b>\$ 1,317,227</b>	<b>\$ 1,281,411</b>	<b>\$ 1,358,507</b>	<b>\$ 1,358,507</b>	
<b>MEDICAL ASSISTANCE</b>										
TRAVEL-CLIENT MEDICAID TRANS	\$ 100,651	\$ 81,243	\$ 86,500	\$ 30,260	\$ 100,000	\$ 100,000	\$ 76,298	\$ 100,000	\$ 100,000	
CO SHARE ASST. PI.MEDI.CLAIMS	2,653	4,225	2,047	406	10,000	10,000	907	10,000	10,000	
<b>TOTAL</b>	<b>\$ 103,304</b>	<b>\$ 85,468</b>	<b>\$ 88,547</b>	<b>\$ 30,666</b>	<b>\$ 110,000</b>	<b>\$ 110,000</b>	<b>\$ 77,205</b>	<b>\$ 110,000</b>	<b>\$ 110,000</b>	
<b>ENERGY ASSISTANCE</b>										
CIP-CRISIS INTERVENTION PROG.	\$ 242,215	\$ 161,313	\$ 206,291	\$ 93,440	\$ 258,187	\$ 258,187	\$ 258,187	\$ 210,208	\$ 210,208	
DUKE PROGRESS ENERGY NEIGHBOR	2,683	7,343	6,418	-	15,000	15,000	6,568	10,000	10,000	
ENERGY ASSISTANCE-LIEAP	243,100	311,901	333,523	314,846	258,187	318,533	318,533	317,037	317,037	
COVID LIEAP	-	-	212,492	70,200	-	417,905	417,905	-	-	
ENERGY (EMERG.) ASSIST.-TANF	9,093	596	-	27,675	-	107,626	35,000	72,626	72,626	
<b>TOTAL</b>	<b>\$ 497,091</b>	<b>\$ 481,152</b>	<b>\$ 758,724</b>	<b>\$ 506,162</b>	<b>\$ 531,374</b>	<b>\$ 1,117,251</b>	<b>\$ 1,036,193</b>	<b>\$ 609,871</b>	<b>\$ 609,871</b>	

	2018	2019	2021	AS OF	2021	AS OF	2022	2023	2023	2023
	ACTUALS	ACTUALS	ACTUALS	4/30/2021	ORIGINAL	3/31/2022	2022	2023	2023	2023
				ACTUALS	BUDGET	2022	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						REVISED				
						BUDGET				
ALL COUNTY FUNDS										
GEN ASST-ODS, UNBODIES, NON-NEMT	23,970	30,547	25,594	5,060	25,000	25,000	25,000	30,000	30,000	
TOTAL	\$ 23,970	\$ 30,547	\$ 25,594	\$ 5,060	\$ 25,000	\$ 25,000	\$ 25,000	\$ 30,000	\$ 30,000	\$ -
	2018	2019	2021	AS OF	2021	AS OF	2022	2023	2023	2023
	ACTUALS	ACTUALS	ACTUALS	4/30/2021	ORIGINAL	3/31/2022	2022	2023	2023	2023
				ACTUALS	BUDGET	2022	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						REVISED				
						BUDGET				
AID TO THE BLIND										
CO. SHARE ASST SW FOR THE BLIND	6,639	6,970	7,740	-	7,943	7,943	7,943	7,943	7,943	
B.C. BLIND CENTER	2,223	2,894	21	218	3,525	3,525	500	3,525	3,525	
TOTAL	\$ 8,862	\$ 9,864	\$ 7,761	\$ 218	\$ 11,468	\$ 11,468	\$ 8,443	\$ 11,468	\$ 11,468	\$ -

	2018	2019	2021	AS OF	2021	AS OF	2022	2023	2023	2023
	ACTUALS	ACTUALS	ACTUALS	4/30/2021	ORIGINAL	3/31/2022	2022	2023	2023	2023
				ACTUALS	BUDGET	2022	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						REVISED				
						BUDGET				
TOTAL HEALTH DEPARTMENT	\$ 10,169,605	\$ 10,082,492	\$ 10,990,450	\$ 6,491,223	\$ 12,165,832	\$ 13,062,439	\$ 11,802,265	\$ 12,442,000	\$ 12,442,000	\$ -

## 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 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 Control, Breast and Cervical Cancer Control, HIV/STD, Health Education and Promotions, Public Health Preparedness, Vital Records, Environmental Health, Jail Health, Behavioral Health, and Healthy Living Clinic. The Public Health Department is staffed with registered nurses, social workers, nutritionists, registered sanitarians, health educators, and administrative support personnel. The Department is overseen by an eleven-member Board of Health consisting of a County Commissioner, Physician, Dentist, Optometrist, Veterinarian, Registered Nurse, Engineer, Pharmacist and three members of the general public.

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 39% of the Public Health Department's total proposed budget of \$5,079,977. The remainder of the Department's budget is supported by fees and insurance from billable services and State and Federal funding.

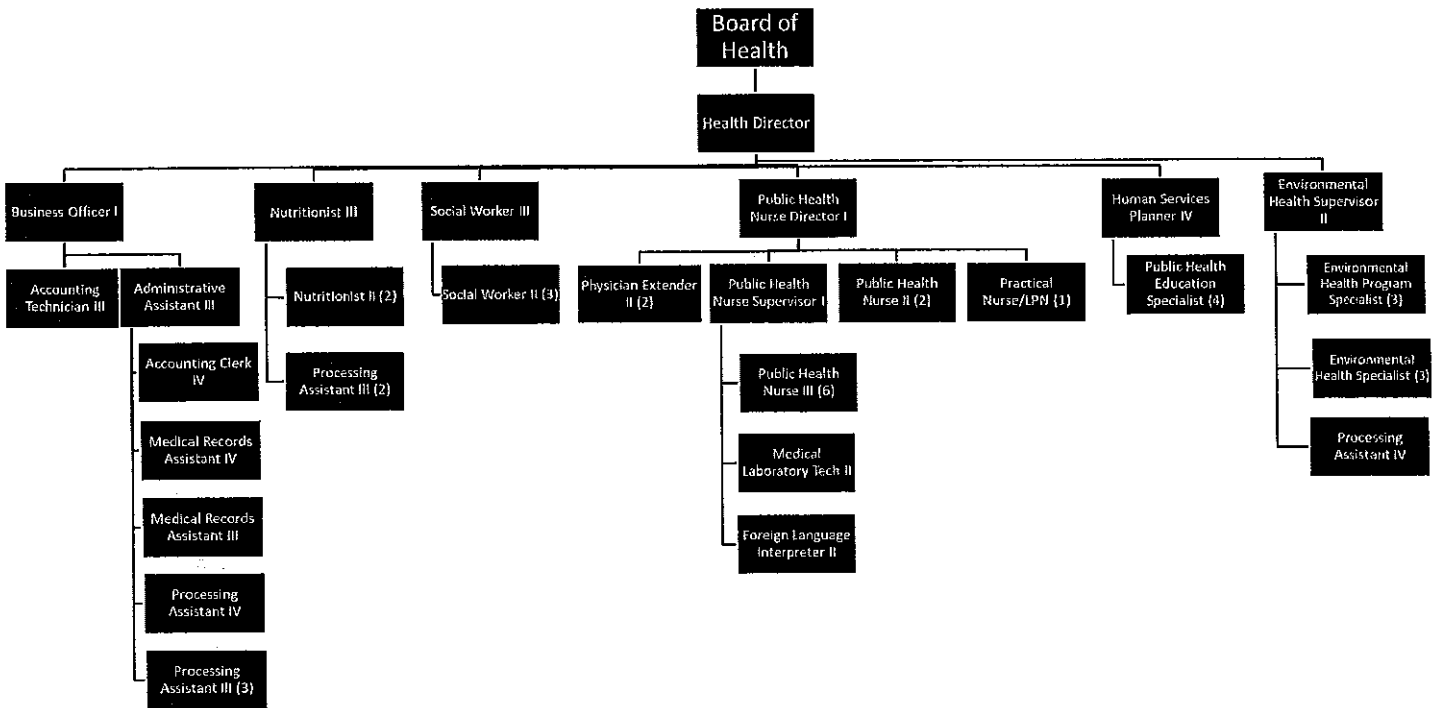
James Madson, RN, MPH,  
Health Director

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

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

### COST CENTERS

Cost Center Name	Customer Group	Revenues
General Administration	Administrative Support for Department	State
Immunizations	Entire Population	State, Fees/Insurance, Medicaid
Sexually Transmitted Diseases	Entire Population	State & Medicaid
Tuberculosis	Entire Population	State, Fees/Insurance, Medicaid
Preparedness & Response	Entire Population	State
Breast and Cervical Cancer	Women (Ages 40-64)	State
Adult Health	Adult Population	Medicaid & Fees/Insurance
Disaster	Entire Population	None
Health Promotion	Entire Population	State
Child Health	Children	State, Medicaid
Maternal Health	Pregnant Women	State, Fees/Insurance, Medicaid
Family Planning	Women (childbearing age)	State, Fees/Insurance, Medicaid
Jail Health	Inmate Population	Fees
Behavioral Health	Adult Population	Medicaid & Fees/Insurance
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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23 Recommended
44	44	45	48	48

PUBLIC HEALTH EXPENDITURES	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Personnel	\$ 2,426,177	\$ 2,456,970	\$ 2,566,786	\$ 2,515,729	\$ -
Benefits	758,292	873,859	912,134	934,036	-
Operating	2,012,404	1,139,377	2,322,469	1,630,212	-
Capital	-	-	-	-	-
Totals	\$ 5,196,872	\$ 4,470,206	\$ 5,801,389	\$ 5,079,977	\$ -

HEALTH	2019	2020	2021	AS OF	2022	AS OF				
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL BUDGET	3/31/2022	2022	2023	2023	2023
						REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
HEALTH-GENERAL						BUDGET				
SALARIES	\$ 9,856	\$ 106,644	\$ 117,060	\$ 73,916	\$ 59,454	\$ 71,664	\$ 70,173	\$ 12,497	\$ 12,497	
SALARIES-OVERTIME	-	199	472	1,509	-	-	-	-	-	-
SALARIES-PART TIME	-	246	111	(357)	-	-	-	-	-	-
BOARD SALARY	1,175	1,250	1,250	775	2,200	1,375	1,325	2,200	2,200	
FICA 6.2%	567	6,085	7,186	4,349	3,684	3,684	810	775	775	
LOC. GOV. EMP. RETIREMENT	764	9,807	14,353	8,595	6,764	6,764	1,590	1,518	1,518	
HOSPITALIZATION-EMPLOYEE	615	3,055	1,669	35,508	1,482	1,656	4,116	1,834	1,834	
MEDICARE 1.45%	133	1,432	1,674	1,017	862	862	189	181	181	
LIFE INSURANCE-EMPLOYEE	5	6	8	116	6	(35)	8	7	7	
WORKERS COMPENSATION INSURANCE	20,999	25,877	19,231	18,608	25,877	18,655	18,608	14,108	14,108	
401(K) EMPLOYER CONTRIBUTION	176	1,936	2,241	1,431	1,187	1,187	260	250	250	
PROFESSIONAL SERVICE-MEDICAL	9,477	9,667	9,667	5,752	9,860	9,860	9,860	10,058	10,058	
EDUCATIONAL SUPPLIES	1,062	-	-	-	-	-	-	-	-	-
MEDICAL SUPPLIES	4,478	4,424	5,080	2,880	5,265	5,265	5,123	3,225	3,225	
OFFICE SUPPLIES	9,289	10,899	10,376	5,595	9,360	8,936	8,800	9,360	9,360	
HEALTH ACCREDITATION	2,750	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250	
PROFESSIONAL DEVELOPMENT	7,419	6,232	1,466	2,026	8,426	5,866	4,500	8,426	8,426	
TRAVEL-FUEL	642	312	277	59	500	500	150	500	500	
TELEPHONE	23,315	23,956	21,172	10,923	23,268	21,271	19,113	23,268	23,268	
POSTAGE	8,014	7,158	7,029	6,486	7,000	8,000	8,000	7,300	7,300	
UTILITIES-HEALTH DEPT.	38,733	38,976	44,310	30,327	40,000	40,000	47,688	44,000	44,000	
PRINTING	428	345	552	150	600	600	480	600	600	
MAINT/REPAIR-BUILDINGS	-	19,656	310	-	-	-	-	-	-	-
MAINT/REPAIR-EQUIPMENT	1,524	2,535	2,300	1,060	2,575	3,385	3,000	2,575	2,575	
MAINT/REPAIR-VEHICLE	1,454	1,037	1,037	-	1,000	1,000	500	1,000	1,000	
ADVERTISING	142	527	450	350	200	950	950	200	200	
COMPUTER SOFTWARE/SUPPORT	67,874	67,348	75,368	63,087	73,132	84,025	84,025	84,838	84,838	
TEMPORARY EMP.SERVICES	2,215	2,636	-	1,515	-	2,400	1,515	-	-	-
INTERPRETER-LANGUAGE LINE	542	223	517	209	540	540	418	540	540	
EQUIPMENT PURCHASE	3,579	7,692	-	-	-	-	-	-	-	-
RENTAL EQUIPMENT	3,442	3,536	3,871	2,148	3,665	3,665	3,665	3,665	3,665	
CONTRACT SERVICES	1,113	1,548	1,047	1,007	1,044	1,468	1,468	1,266	1,266	
INSURANCE AND BONDS	7,879	8,825	8,340	8,340	10,149	8,340	8,340	10,149	10,149	
DUES & SUBSCRIPTIONS	9,536	8,388	8,913	7,933	9,230	9,230	8,919	10,712	10,712	
<b>Totals</b>	<b>\$ 239,195</b>	<b>\$ 385,706</b>	<b>\$ 370,588</b>	<b>\$ 298,562</b>	<b>\$ 310,580</b>	<b>\$ 324,363</b>	<b>\$ 316,842</b>	<b>\$ 258,302</b>	<b>\$ 258,302</b>	<b>\$ -</b>

	2019	2020	2021	AS OF	2022	AS OF	2022	2023	2023	2023
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
				ACTUALS	BUDGET	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						BUDGET				
HEALTH-IMMUNIZATION										
SALARIES	\$ 120,164	\$ 136,469	\$ 377,855	\$ 160,028	\$ 145,758	\$ 270,024	\$ 270,024	\$ 270,942	\$ 270,942	\$ -
SALARIES-OVERTIME	-	-	53,659	31,359	-	14,000	14,000	-	-	-
SALARIES-PART TIME	2,780	3,788	649	-	-	-	-	-	-	-
FICA 6.2%	7,076	8,033	24,665	9,960	9,037	16,999	16,999	16,798	16,798	-
LOC. GOV. EMP. RETIREMENT	9,529	12,539	43,778	19,456	16,616	33,380	33,380	32,919	32,919	-
HOSPITALIZATION-EMPLOYEE	15,961	18,419	50,246	19,134	19,626	40,429	40,429	39,750	39,750	-
MEDICARE 1.45%	1,655	1,884	5,829	2,329	2,113	3,975	3,975	3,929	3,929	-
LIFE INSURANCE-EMPLOYEE	64	81	238	90	85	164	164	156	156	-
401(K) EMPLOYER CONTRIBUTION	2,191	2,539	8,020	3,159	2,915	5,445	5,445	5,419	5,419	-
PROFESSIONAL SERVICES	-	12,520	572,445	107,105	-	113,536	109,000	-	-	-
EDUCATIONAL SUPPLIES	102	-	105	-	118	118	100	115	115	-
MEDICAL SUPPLIES	112,487	108,998	82,885	78,523	153,890	153,890	107,156	147,890	147,890	-
OFFICE SUPPLIES	163	237	202	115	240	240	235	240	240	-
GRANT SUPPLY	-	-	6,690	1,824	-	1,879	1,824	-	-	-
COVID-19 SUPPLIES	-	-	44,509	19,090	-	29,309	29,309	-	-	-
COVID VACCINE SUPPLIES	-	-	24,411	18,515	-	21,000	21,000	-	-	-
PROFESSIONAL DEVELOPMENT	9	657	401	392	1,139	2,483	451	1,139	1,139	-
TELEPHONE	-	-	3,443	906	-	4,000	4,000	-	-	-
COVID-OUTREACH/ADVERTISING	-	-	21,041	14,179	-	49,000	49,000	-	-	-
ADVERTISING	-	-	10,847	-	-	-	-	-	-	-
TEMPORARY EMP. SER	-	-	-	4,585	-	4,585	4,585	-	-	-
TEMPORARY EMPLOYEE-COVID 19	-	2,228	202,519	32,017	-	76,832	76,832	-	-	-
EQUIPMENT PURCHASE	-	1,912	-	-	-	-	-	-	-	-
COVID EQUIPMENT PURCHASE	-	-	45,992	12,636	-	87,021	187,209	-	-	-
DUES & SUBSCRIPTIONS	-	-	-	-	-	-	-	60	60	-
CAPITAL OUTLAY EQUIPMENT	-	-	-	-	-	192,507	192,507	-	-	-
Totals	\$ 272,184	\$ 310,302	\$ 1,581,490	\$ 515,401	\$ 351,537	\$ 1,120,816	\$ 1,167,625	\$ 519,357	\$ 519,357	\$ -

	2019	2020	2021	AS OF	2022	AS OF	2022	2023	2023	2023
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
				ACTUALS	BUDGET	2022	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						REVISED				
						BUDGET				
HIV - STD										
SALARIES	\$ 124,596	\$ 120,792	\$ 110,654	\$ 67,049	\$ 140,731	\$ 122,731	\$ 122,068	\$ 134,471	\$ 134,471	
SALARIES-OVERTIME	-	6	-	-	-	-	-	-	-	-
SALARIES-PART TIME	1,324	1,353	160	-	-	-	-	-	-	-
FICA 6.2%	7,245	7,008	6,327	3,910	8,725	7,225	7,081	8,337	8,337	
LOC. GOV. EMP. RETIREMENT	9,761	10,914	11,227	7,611	16,043	14,043	13,883	16,338	16,338	
HOSPITALIZATION-EMPLOYEE	16,363	15,944	12,958	7,045	18,950	17,050	16,637	19,728	19,728	
MEDICARE 1.45%	1,694	1,642	1,494	915	2,041	1,756	1,656	1,950	1,950	
LIFE INSURANCE-EMPLOYEE	66	69	61	34	83	69	67	77	77	
401(K) EMPLOYER CONTRIBUTION	2,244	2,213	2,055	1,236	2,815	2,415	2,266	2,689	2,689	
PROFESSIONAL SERVICE-MEDICAL	6,941	7,182	6,207	3,439	9,755	9,755	6,873	15,798	15,798	
EDUCATIONAL SUPPLIES	55	142	324	-	344	344	300	344	344	
MEDICAL SUPPLIES	7,496	8,941	5,999	5,210	9,935	9,935	9,086	9,935	9,935	
OFFICE SUPPLIES	163	237	202	115	240	240	235	240	240	
PROFESSIONAL DEVELOPMENT	-	785	275	-	2,595	1,435	-	2,595	2,595	
Totals	\$ 177,949	\$ 177,225	\$ 157,942	\$ 96,563	\$ 212,257	\$ 186,998	\$ 180,152	\$ 212,502	\$ 212,502	\$ -

	2019	2020	2021	AS OF 1/31/2022	2022 ORIGINAL BUDGET	AS OF 3/31/2022 REVISED BUDGET	2022 PROJECTED	2023 REQUESTED	2023 RECOMMENDED	2023 APPROVED
	ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	BUDGET	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
<b>HEALTH-T.B.</b>										
SALARIES	\$ 43,983	\$ 42,005	\$ 33,794	\$ 23,870	\$ 50,501	\$ 42,501	\$ 42,002	\$ 37,492	\$ 37,492	
SALARIES-PART TIME	1,408	1,451	220	-	-	-	-	-	-	-
FICA 6.2%	2,612	2,495	1,943	1,993	3,131	2,481	2,438	2,325	2,325	
LOC. GOV. EMP. RETIREMENT	3,518	3,883	3,444	2,710	5,757	4,857	4,777	4,555	4,555	
HOSPITALIZATION-EMPLOYEE	5,891	5,658	3,953	2,486	6,800	5,850	5,647	5,501	5,501	
MEDICARE 1.45%	611	584	459	326	732	637	570	544	544	
LIFE INSURANCE-EMPLOYEE	24	24	19	12	30	30	23	22	22	
401(K) EMPLOYER CONTRIBUTION	809	787	631	440	1,010	910	780	750	750	
PROFESSIONAL SERVICE-MEDICAL	477	432	570	360	1,144	1,144	687	1,144	1,144	
EDUCATIONAL SUPPLIES	81	-	100	50	148	148	135	148	148	
MEDICAL SUPPLIES	4,844	3,342	1,512	937	3,750	3,750	2,582	3,750	3,750	
OFFICE SUPPLIES	163	237	202	115	240	240	235	240	240	
PROFESSIONAL DEVELOPMENT	1,984	855	30	195	1,697	1,697	992	1,697	1,697	
DUES & SUBSCRIPTIONS	60	-	-	60	60	60	60	60	60	
<b>Totals</b>	<b>\$ 66,465</b>	<b>\$ 61,753</b>	<b>\$ 46,876</b>	<b>\$ 32,953</b>	<b>\$ 75,000</b>	<b>\$ 64,305</b>	<b>\$ 60,927</b>	<b>\$ 58,228</b>	<b>\$ 58,228</b>	<b>\$ -</b>

	2019	2020	2021	AS OF	2022	AS OF	2022	2023	2023	2023
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
				ACTUALS	BUDGET	2022	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						REVISED				
						BUDGET				
HEALTH-PREPAREDNESS & RESPONSE										
SALARIES	\$ 30,423	\$ 53,369	\$ 68,956	\$ 25,905	\$ 47,629	\$ 50,717	\$ 50,717	\$ 52,489	\$ 52,489	
SALARIES-OVERTIME	-	1,085	5,740	1,070	-	1,100	1,070	-	-	
FICA 6.2%	1,751	3,112	4,255	1,566	2,953	2,996	2,996	3,254	3,254	
LOC. GOV. EMP. RETIREMENT	2,359	4,869	7,559	3,063	5,430	5,892	5,892	6,377	6,377	
HOSPITALIZATION-EMPLOYEE	3,969	7,176	8,650	3,031	6,413	7,357	7,357	7,701	7,701	
MEDICARE 1.45%	409	731	1,009	366	691	701	701	761	761	
LIFE INSURANCE-EMPLOYEE	16	32	41	14	28	29	29	30	30	
401(K) EMPLOYER CONTRIBUTION	542	985	1,382	497	953	962	962	1,050	1,050	
EDUCATIONAL SUPPLIES	464	484	-	-	-	-	-	-	-	
OFFICE SUPPLIES	1,248	1,994	1,453	197	1,300	1,300	1,279	300	300	
COVID-19 SUPPLIES	-	14,289	2,766	-	-	-	-	-	-	
PROFESSIONAL DEVELOPMENT	797	-	-	-	731	731	-	731	-	
MAINT/REPAIR-BUILDING-COVID19	-	5,343	-	-	-	-	-	-	-	
COVID-19 ADVERTISING	-	140	122	-	-	-	-	-	-	
TEMPORARY EMPLOYEE-COVID 19	-	420	-	-	-	-	-	-	-	
EQUIPMENT-COVID-19	-	26,550	10,848	-	-	-	-	-	-	
Totals	\$ 41,979	\$ 120,580	\$ 112,790	\$ 35,711	\$ 66,128	\$ 71,785	\$ 71,003	\$ 72,693	\$ 72,693	\$ -

	2019	2020	2021	AS OF	2022	AS OF	2022	2023	2023	2023
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
				ACTUALS	BUDGET	2022	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						REVISED				
						BUDGET				
BREAST/CERVICAL CANCER PREV.										
SALARIES	\$ 31,815	\$ 29,986	\$ 26,887	\$ 17,083	\$ 39,491	\$ 34,991	\$ 34,751	\$ 37,492	\$ 37,492	
SALARIES-PART TIME	1,224	821	121	-	-	-	-	-	-	
FICA 6.2%	1,900	1,769	1,542	995	2,448	2,048	2,013	2,325	2,325	
LOC. GOV. EMP. RETIREMENT	2,561	2,752	2,736	1,939	4,502	4,002	3,954	4,555	4,555	
HOSPITALIZATION-EMPLOYEE	4,319	3,995	3,158	1,823	5,318	5,168	4,904	5,501	5,501	
MEDICARE 1.45%	444	414	364	233	573	478	471	544	544	
LIFE INSURANCE-EMPLOYEE	17	17	15	9	23	23	19	22	22	
401(K) EMPLOYER CONTRIBUTION	589	558	501	315	790	740	646	750	750	
PROFESSIONAL SERVICE-MEDICAL	43,350	37,778	37,246	15,318	34,775	39,900	39,900	34,775	34,775	
EDUCATIONAL SUPPLIES	292	285	293	-	300	300	300	300	300	
MEDICAL SUPPLIES	-	-	-	-	-	-	-	-	-	
OFFICE SUPPLIES	82	118	101	58	120	120	118	120	120	
PROFESSIONAL DEVELOPMENT	439	203	-	-	533	253	-	533	533	
DUES & SUBSCRIPTIONS	60	60	60	-	60	60	60	60	60	
Totals	\$ 87,093	\$ 78,757	\$ 73,024	\$ 37,773	\$ 88,933	\$ 88,083	\$ 87,135	\$ 86,977	\$ 86,977	\$ -

	2019	2020	2021	AS OF 1/31/2022	2022 ORIGINAL BUDGET	AS OF 3/31/2022 REVISED BUDGET	2022 PROJECTED	2023 REQUESTED	2023 RECOMMENDED	2023 APPROVED
	ACTUALS	ACTUALS	ACTUALS	ACTUALS						
<b>ADULT HEALTH SERVICES</b>										
SALARIES	\$ 86,779	\$ 62,354	\$ 63,989	\$ 35,948	\$ 77,785	\$ 67,674	\$ 67,141	\$ 81,233	\$ 81,233	
SALARIES-OVERTIME	-	236	-	-	-	-	-	-	-	
SALARIES-PART TIME	1,288	1,254	201	-	-	-	-	-	-	
FICA 6.2%	5,066	3,668	3,682	2,114	4,823	4,023	3,926	5,036	5,036	
LOC. GOV. EMP. RETIREMENT	6,827	5,704	6,499	4,080	8,867	7,867	7,637	9,870	9,870	
HOSPITALIZATION-EMPLOYEE	11,465	8,332	7,466	3,815	10,474	9,524	9,253	11,918	11,918	
MEDICARE 1.45%	1,185	859	869	494	1,128	948	918	1,178	1,178	
LIFE INSURANCE-EMPLOYEE	46	36	36	18	46	46	37	47	47	
401(K) EMPLOYER CONTRIBUTION	1,569	1,155	1,192	663	1,556	1,481	1,344	1,625	1,625	
PROFESSIONAL SERVICE-MEDICAL	252	258	125	182	590	590	332	590	590	
PROFESSIONAL SERVICES-DSS TEST	4,746	8,984	9,736	3,670	7,860	7,860	7,027	7,860	7,860	
EDUCATIONAL SUPPLIES	90	110	340	-	200	200	189	200	200	
MEDICAL SUPPLIES	637	1,239	231	260	2,040	1,502	1,000	2,040	2,040	
OFFICE SUPPLIES	176	118	101	58	120	120	118	120	120	
MISC. GRANT SUPPLIES	4,782	2,775	2,009	151	2,112	2,112	2,112	1,510	1,510	
GENERAL DPP EDUCATIONAL SUPPLY	726	5,243	892	355	922	922	876	925	925	
MEDICARE DPP EDUCATIONAL SUPPL	-	1,902	1,469	82	2,539	2,489	2,365	2,539	2,539	
PROFESSIONAL DEVELOPMENT	425	519	-	599	660	698	698	610	610	
TELEPHONE	-	100	200	350	600	600	600	600	600	
DUES & SUBSCRIPTIONS	-	650	500	550	500	550	550	550	550	
<b>Totals</b>	<b>\$ 126,060</b>	<b>\$ 105,497</b>	<b>\$ 99,535</b>	<b>\$ 53,389</b>	<b>\$ 122,822</b>	<b>\$ 109,206</b>	<b>\$ 106,121</b>	<b>\$ 128,451</b>	<b>\$ 128,451</b>	<b>\$ -</b>

	2019	2020	2021	AS OF 1/31/2022	2022 ORIGINAL BUDGET	AS OF 3/31/2022	2022	2023	2023	2023
	ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	REVISIED BUDGET	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
HEALTH-DISASTER										
SALARIES	\$ 15,707	\$ 264	\$ 30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SALARIES-OVERTIME	8,583	4,385	-	-	-	-	-	-	-	-
FICA 6.2%	1,400	268	2	-	-	-	-	-	-	-
LOC. GOV. EMP. RETIREMENT	1,882	415	3	-	-	-	-	-	-	-
HOSPITALIZATION-EMPLOYEE	3,139	568	4	-	-	-	-	-	-	-
MEDICARE 1.45%	327	63	0	-	-	-	-	-	-	-
LIFE INSURANCE-EMPLOYEE	12	2	0	-	-	-	-	-	-	-
401(K) EMPLOYER CONTRIBUTION	432	84	1	-	-	-	-	-	-	-
Totals	\$ 31,482	\$ 6,049	\$ 39	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

	2019	2020	2021	AS OF	2022	AS OF	2022	2023	2023	2023
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
				ACTUALS	BUDGET	REVISED				
						BUDGET				
HEALTH PROMOTION										
SALARIES	\$ 68,016	\$ 77,591	\$ 83,194	\$ 57,192	\$ 109,378	\$ 116,833	\$ 116,833	\$ 124,973	\$ 124,973	\$ -
SALARIES-OVERTIME	191	-	-	-	-	-	-	-	-	-
FICA 6.2%	3,925	4,448	4,755	3,337	6,781	6,781	6,774	7,748	7,748	-
LOC. GOV. EMP. RETIREMENT	5,287	6,935	8,430	6,492	12,489	13,291	13,291	15,184	15,184	-
HOSPITALIZATION-EMPLOYEE	8,853	10,195	9,677	5,944	14,728	16,343	16,343	18,335	18,335	-
MEDICARE 1.45%	918	1,042	1,122	781	1,586	1,586	1,584	1,812	1,812	-
LIFE INSURANCE-EMPLOYEE	36	44	46	28	64	64	64	72	72	-
401(K) EMPLOYER CONTRIBUTION	1,216	1,405	1,544	1,055	2,188	2,188	2,171	2,499	2,499	-
KBR SUBSTANCE / BEH				38,037	-	258,647	258,647	241,833	241,833	-
EDUCATIONAL SUPPLIES	913	1,298	405	-	683	683	640	683	683	-
MISC. GRANT-ED. SUPPLIES	10,067	5,430	-	-	5,250	5,250	5,250	4,500	4,500	-
MEDICAL SUPPLIES	-	375	906	446	750	750	750	1,500	1,500	-
OPIOID PREVENTION SUPPLIES	4,097	6,011	-	-	-	-	-	-	-	-
OPIOID MICROGRANT	-	3,991	-	-	-	-	-	-	-	-
OFFICE SUPPLIES	797	329	250	120	581	581	460	581	581	-
SUPPLIES-PREPARE FOR SUCCESS	7,070	97,612	66,758	30,907	59,061	59,061	59,061	53,893	53,893	-
PROFESSIONAL DEVELOPMENT	1,452	1,621	149	530	1,435	1,885	950	1,435	1,435	-
ADVERTISING	8,000	6,997	12,989	-	7,000	6,550	6,550	7,000	7,000	-
EQUIPMENT PURCHASE	-	-	-	-	-	-	-	-	-	-
DUES & SUBSCRIPTIONS	-	503	503	-	504	504	504	504	504	-
Totals	\$ 120,837	\$ 225,829	\$ 190,728	\$ 144,870	\$ 222,458	\$ 490,997	\$ 489,872	\$ 482,552	\$ 482,552	\$ -

	2019	2020	2021	AS OF	2022	AS OF	2022	2023	2023	2023
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
				ACTUALS	BUDGET	2022	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						REVISED				
						BUDGET				
CHILD HEALTH										
SALARIES	\$ 8,383	\$ 7,391	\$ 9,043	\$ 4,431	\$ 11,009	\$ 10,009	\$ 8,787	\$ 9,998	\$ 9,998	
SALARIES-OVERTIME	-	11	-	-	-	-	-	-	-	-
FICA 6.2%	482	425	517	258	683	683	509	620	620	
LOC. GOV. EMP. RETIREMENT	650	661	914	503	1,255	1,100	1,000	1,215	1,215	
HOSPITALIZATION-EMPLOYEE	1,034	965	1,039	468	1,482	1,382	1,228	1,467	1,467	
MEDICARE 1.45%	113	99	122	60	160	160	119	145	145	
LIFE INSURANCE-EMPLOYEE	4	4	5	2	6	6	5	6	6	
401(K) EMPLOYER CONTRIBUTION	149	134	168	82	220	195	163	200	200	
PRO SERVICES-SCHL NURSE GRANT	250,000	250,000	250,000	125,000	250,000	250,000	250,000	250,000	250,000	
COVID SCHOOL HEALTH	-	-	-	27,129	-	115,000	115,000	-	-	
CHILD FATALITY PREVENTION TEAM	550	564	564	555	565	565	555	565	565	
HEALTHY BEGINNINGS	72,296	72,578	72,933	37,347	72,028	73,516	73,516	72,655	72,655	
MEDICAL SUPPLIES	-	-	344	-	470	470	470	470	470	
ARPA SCHOOL COVID-19	-	-	-	-	-	117,600	117,600	117,600	117,600	
ADVERTISING	-	-	-	-	150	150	150	150	150	
<b>Totals</b>	<b>\$ 333,722</b>	<b>\$ 332,831</b>	<b>\$ 335,648</b>	<b>\$ 195,837</b>	<b>\$ 338,028</b>	<b>\$ 570,836</b>	<b>\$ 569,103</b>	<b>\$ 455,091</b>	<b>\$ 455,091</b>	<b>\$ -</b>

	2019	2020	2021	AS OF 1/31/2022	2022 ORIGINAL BUDGET	AS OF 3/31/2022 REVISED BUDGET	2022 PROJECTED	2023 REQUESTED	2023 RECOMMENDED	2023 APPROVED
	ACTUALS	ACTUALS	ACTUALS	ACTUALS						
<b>BEHAVIORIAL HEALTH</b>										
SALARIES	\$ -	\$ -	\$ 22,971	\$ 11,400	\$ 67,733	\$ 22,733	\$ 20,178	\$ 24,995	\$ 24,995	\$ -
FICA 6.2%	-	-	1,308	664	4,199	1,399	1,170	1,550	1,550	-
LOC. GOV. EMP. RETIREMENT	-	-	2,333	1,295	7,722	2,422	2,295	3,037	3,037	-
HOSPITALIZATION-EMPLOYEE	-	-	2,749	1,222	9,120	3,420	2,753	3,667	3,667	-
MEDICARE 1.45%	-	-	309	155	982	412	274	362	362	-
LIFE INSURANCE-EMPLOYEE	-	-	13	6	40	20	11	14	14	-
401(K) EMPLOYER CONTRIBUTION	-	-	425	210	1,355	655	375	500	500	-
PROFESSIONAL SERVICE	-	-	13,575	8,784	32,000	46,655	15,349	18,200	18,200	-
MAT GRANT PROFESSIONAL SERVICE	-	-	-	-	-	18,700	18,700	44,880	44,880	-
EDUCATIONAL SUPPLIES	-	-	500	264	500	500	494	500	500	-
OFFICE SUPPLIES	-	-	4,648	343	400	400	391	400	400	-
MAT GRANT SUPPLIES	-	-	-	-	-	39,794	39,794	91,431	91,431	-
ADVERTISING	-	-	-	-	350	350	202	350	350	-
COMPUTER SOFTWARE/SUPPORT	-	-	3,555	-	-	-	-	-	-	-
EQUIPMENT PURCHASE	-	-	7,452	-	-	-	-	-	-	-
MAT GRANT EQUIPMENT	-	-	-	-	-	11,272	11,178	-	-	-
<b>Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 59,838</b>	<b>\$ 24,343</b>	<b>\$ 124,401</b>	<b>\$ 148,732</b>	<b>\$ 113,163</b>	<b>\$ 189,886</b>	<b>\$ 189,886</b>	<b>\$ -</b>

	2019	2020	2021	AS OF 1/31/2022	2022 ORIGINAL BUDGET	AS OF 3/31/2022 REVISED BUDGET	2022 PROJECTED	2023 REQUESTED	2023 RECOMMENDED	2023 APPROVED
	ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	BUDGET	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
<b>MATERNAL HEALTH</b>										
SALARIES	\$ 224,007	\$ 212,201	\$ 196,492	\$ 112,294	\$ 245,083	\$ 214,570	\$ 207,335	\$ 242,698	\$ 242,698	
SALARIES-OVERTIME	-	-	-	63	-	63	63	-	-	-
SALARIES-PART TIME	1,363	1,300	231	-	-	-	-	-	-	-
FICA 6.2%	12,966	12,251	11,237	6,545	15,195	12,195	12,022	15,047	15,047	
LOC. GOV. EMP. RETIREMENT	17,470	19,077	19,918	12,755	27,939	23,939	23,590	29,488	29,488	
HOSPITALIZATION-EMPLOYEE	29,315	27,867	22,714	12,034	33,001	29,501	28,604	35,607	35,607	
MEDICARE 1.45%	3,032	2,870	2,654	1,531	3,554	2,924	2,812	3,519	3,519	
LIFE INSURANCE-EMPLOYEE	118	120	107	57	144	124	114	140	140	
401(K) EMPLOYER CONTRIBUTION	4,017	3,867	3,647	2,071	4,902	4,202	3,850	4,854	4,854	
PROFESSIONAL SERVICE-MEDICAL	29,845	26,809	26,631	15,305	30,684	30,684	26,237	30,684	30,684	
EDUCATIONAL SUPPLIES	1,991	194	216	-	245	245	245	245	245	
TARGETED INFANT MORTALITY GRNT	46,371	40,414	41,312	16,585	33,570	33,570	33,570	32,358	32,358	
MEDICAL SUPPLIES	15,843	6,492	5,697	3,797	8,228	8,228	6,508	8,228	8,228	
OFFICE SUPPLIES	490	710	605	346	720	720	706	720	720	
MINI GRANT SUPPLIES /EQUIPMENT	8,909	-	-	-	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	1,336	912	-	85	1,453	1,453	275	1,453	1,453	
EQUIPMENT PURCHASE	-	716	1,534	-	-	-	-	-	-	-
DUES & SUBSCRIPTIONS	316	230	270	100	280	280	280	280	280	
CAPITAL OUTLAY EQUIPMENT	11,835	-	-	-	-	-	-	-	-	-
<b>Totals</b>	<b>\$ 409,224</b>	<b>\$ 356,032</b>	<b>\$ 333,266</b>	<b>\$ 183,568</b>	<b>\$ 404,998</b>	<b>\$ 362,698</b>	<b>\$ 346,210</b>	<b>\$ 405,321</b>	<b>\$ 405,321</b>	<b>\$ -</b>

	2019	2020	2021	AS OF	2022	AS OF	2022	2023	2023	2023
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
					BUDGET	2022	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						REVISED				
						BUDGET				
HEALTH-FAMILY PLANNING										
SALARIES	\$ 222,344	\$ 216,566	\$ 197,397	\$ 114,377	\$ 247,237	\$ 243,737	\$ 241,418	\$ 245,198	\$ 245,198	
SALARIES-OVERTIME	229	-	-	-	-	-	-	-	-	
SALARIES-PART TIME	1,327	1,463	250	-	-	-	-	-	-	
FICA 6.2%	12,882	12,510	11,289	6,665	15,329	15,329	14,067	15,202	15,202	
LOC. GOV. EMP. RETIREMENT	17,356	19,481	20,004	12,983	28,185	27,935	27,466	29,792	29,792	
HOSPITALIZATION-EMPLOYEE	29,125	28,462	22,769	12,202	33,291	33,722	33,722	35,973	35,973	
MEDICARE 1.45%	3,013	2,931	2,667	1,559	3,585	3,585	3,290	3,555	3,555	
LIFE INSURANCE-EMPLOYEE	117	123	108	58	146	146	133	141	141	
401(K) EMPLOYER CONTRIBUTION	3,990	3,948	3,663	2,108	4,945	4,745	4,510	4,904	4,904	
PROFESSIONAL SERVICE-MEDICAL	9,485	9,941	11,432	5,862	11,348	11,348	10,050	11,348	11,348	
EDUCATIONAL SUPPLIES	369	9,822	175	-	571	571	500	571	571	
MEDICAL SUPPLIES	29,588	31,832	23,645	14,166	50,979	46,421	35,000	49,921	49,921	
OFFICE SUPPLIES	590	740	1,950	346	720	720	706	720	720	
ADVERTISING	-	5,345	-	-	-	-	-	-	-	
EQUIPMENT PURCHASE	2,119	1,154	-	-	-	-	-	-	-	
DUES & SUBSCRIPTIONS	-	-	-	1,058	-	1,058	1,058	1,058	1,058	
Totals	\$ 332,533	\$ 344,319	\$ 295,349	\$ 171,384	\$ 396,336	\$ 389,317	\$ 371,920	\$ 398,383	\$ 398,383	\$ -

	2019	2020	2021	AS OF	2022	AS OF	2022	2023	2023	2023
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
					BUDGET	REVISED				
						BUDGET				
HEALTH-JAIL HEALTH										
SALARIES	\$ 173,298	\$ 154,356	\$ 149,895	\$ 95,850	\$ 189,557	\$ 178,259	\$ 175,483	\$ 181,211	\$ 181,211	
SALARIES-OVERTIME	1,537	2,220	1,401	1,298	-	1,298	1,298	-	-	
SALARIES-PART TIME	-	2,048	-	-	-	-	-	-	-	
FICA 6.2%	10,059	9,178	8,753	5,675	11,753	11,753	10,315	11,235	11,235	
LOC. GOV. EMP. RETIREMENT	13,553	14,169	15,340	10,975	21,609	20,409	20,130	22,017	22,017	
HOSPITALIZATION-EMPLOYEE	22,719	20,718	17,666	10,629	25,524	25,524	24,875	26,586	26,586	
MEDICARE 1.45%	2,353	2,150	2,064	1,327	2,749	2,660	2,412	2,628	2,628	
LIFE INSURANCE-EMPLOYEE	92	89	84	51	112	107	99	104	104	
401(K) EMPLOYER CONTRIBUTION	3,116	2,874	2,814	1,782	3,791	3,491	3,268	3,624	3,624	
PROFESSIONAL SERVICE-MEDICAL	21,064	21,312	1,650	1,050	1,936	1,936	1,800	1,800	1,800	
MEDICAL SUPPLIES	4,932	4,013	3,412	2,487	4,400	4,400	4,263	4,310	4,310	
OFFICE SUPPLIES	1,747	1,891	1,572	528	1,200	1,200	1,200	1,200	1,200	
TELEPHONE	1,291	1,285	1,862	1,061	1,800	1,800	1,800	2,400	2,400	
COMPUTER SOFTWARE/SUPPORT	-	-	-	-	-	-	-	-	-	
EQUIPMENT PURCHASE	-	-	-	-	-	-	-	-	-	
INSURANCE AND BONDS	-	-	-	-	-	-	-	-	-	
DUES & SUBSCRIPTIONS	-	-	-	-	-	-	-	-	-	
<b>Totals</b>	<b>\$ 255,758</b>	<b>\$ 236,305</b>	<b>\$ 206,511</b>	<b>\$ 132,212</b>	<b>\$ 264,431</b>	<b>\$ 252,837</b>	<b>\$ 246,943</b>	<b>\$ 257,115</b>	<b>\$ 257,115</b>	<b>\$ -</b>

	2019	2020	2021	AS OF 1/31/2022	2022 ORIGINAL BUDGET	AS OF 3/31/2022 2022 REVISED BUDGET	2022 PROJECTED	2023 REQUESTED	2023 RECOMMENDED	2023 APPROVED
	ACTUALS	ACTUALS	ACTUALS	ACTUALS						
HEALTH-HEALTHY LIVING CLINIC										
SALARIES	\$ 29,879	\$ 36,554	\$ 81,229	\$ 59,455	\$ 61,271	\$ 121,942	\$ 121,942	\$ 106,227	\$ 106,227	
SALARIES-OVERTIME	33	-	-	-	-	-	-	-	-	-
SALARIES-PART TIME	923	627	205	-	-	-	-	-	-	-
FICA 6.2%	1,774	2,190	4,652	3,461	3,799	7,062	7,062	6,586	6,586	
LOC. GOV. EMP. RETIREMENT	2,390	3,323	8,247	6,750	6,985	13,874	13,874	12,907	12,907	
HOSPITALIZATION-EMPLOYEE	4,007	4,906	9,504	6,411	8,250	20,082	17,305	15,585	15,585	
MEDICARE 1.45%	415	499	1,098	810	888	1,652	1,652	1,540	1,540	
LIFE INSURANCE-EMPLOYEE	16	21	45	31	36	68	68	61	61	
401(K) EMPLOYER CONTRIBUTION	550	673	1,511	1,096	1,225	2,266	2,266	2,125	2,125	
PROFESSIONAL SERVICE-MEDICAL	12,681	25,111	10,759	6,784	5,200	9,200	9,000	10,800	10,800	
MEDICAL SUPPLIES	2,786	1,974	2,958	1,184	4,000	4,000	3,000	4,000	4,000	
OFFICE SUPPLIES	-	237	202	115	240	240	235	240	240	
EQUIPMENT PURCHASE	4,976	1,760	-	-	-	-	-	-	-	
INSURANCE AND BONDS	-	-	-	-	-	-	-	-	-	
Totals	\$ 60,429	\$ 77,815	\$ 120,408	\$ 86,097	\$ 91,894	\$ 180,386	\$ 176,403	\$ 160,071	\$ 160,071	\$ -

	2019	2020	2021	AS OF	2022	AS OF	2022	2023	2023	2023
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
					BUDGET	REVISED				
					BUDGET					
HEALTH-WIC										
SALARIES	\$ 246,350	\$ 234,371	\$ 204,072	\$ 117,871	\$ 220,192	\$ 243,733	\$ 229,685	\$ 226,452	\$ 226,452	
SALARIES-OVERTIME	-	378	744	288	-	800	800	-	-	
FICA 6.2%	14,174	13,466	11,684	6,885	13,652	14,230	14,230	14,040	14,040	
LOC. GOV. EMP. RETIREMENT	19,096	20,976	20,721	13,414	25,101	27,886	27,886	27,514	27,514	
HOSPITALIZATION-EMPLOYEE	32,026	30,692	23,751	12,616	29,649	37,050	37,050	33,223	33,223	
MEDICARE 1.45%	3,315	3,155	2,763	1,610	3,192	3,328	3,328	3,284	3,284	
LIFE INSURANCE-EMPLOYEE	129	133	112	60	130	143	143	130	130	
401(K) EMPLOYER CONTRIBUTION	4,391	4,249	3,793	2,178	4,404	4,571	4,571	4,529	4,529	
BREASTFEEDING SERVICES	939	675	815	202	1,000	1,800	1,700	800	800	
EDUCATIONAL SUPPLIES	917	2,687	708	140	200	1,000	950	200	200	
MEDICAL SUPPLIES	3,813	2,654	157	415	1,400	2,605	2,605	850	850	
OFFICE SUPPLIES	6,995	2,163	5,307	162	1,200	3,556	1,140	600	600	
PROFESSIONAL DEVELOPMENT	406	982	652	198	1,000	200	198	1,000	1,000	
TELEPHONE	872	929	2,336	836	1,464	1,464	1,459	1,464	1,464	
POSTAGE	380	1,003	3,477	1,391	1,500	2,397	2,397	1,500	1,500	
PRINTING	169	122	140	-	425	425	425	425	425	
MAINT/REPAIR-BUILDINGS	-	-	7,552	-	-	400	400	-	-	
ADVERTISING	1,577	199	7,131	203	800	3,480	3,480	600	600	
COMPUTER SOFTWARE/SUPPORT	4,805	4,898	5,249	2,919	5,580	5,580	5,506	4,230	4,230	
TEMPORARY EMP. SERVICES	-	2,319	23,563	-	-	-	-	-	-	
EQUIPMENT	8,642	3,344	-	-	-	-	-	-	-	
CONTRACT SERVICES	211	207	193	145	210	251	251	266	266	
DUES & SUBSCRIPTIONS	354	554	374	320	375	555	555	375	375	
Totals	\$ 349,559	\$ 330,154	\$ 325,291	\$ 161,852	\$ 311,474	\$ 355,454	\$ 338,759	\$ 321,482	\$ 321,482	\$ -

	2019	2020	2021	AS OF 1/31/2022	2022 ORIGINAL BUDGET	AS OF 3/31/2022 REVISED BUDGET	2022 PROJECTED	2023 REQUESTED	2023 RECOMMENDED	2023 APPROVED
	ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	REVISIED BUDGET	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
PREGNANCY CARE MANAGEMENT										
SALARIES	\$ 112,335	\$ 106,127	\$ 103,197	\$ 64,020	\$ 124,217	\$ 119,617	\$ 119,254	\$ 121,724	\$ 121,724	
SALARIES-PART TIME	-	-	-	-	-	-	-	-	-	-
FICA 6.2%	6,464	6,090	5,892	3,730	7,701	7,567	6,913	7,547	7,547	
LOC. GOV. EMP. RETIREMENT	8,708	9,482	10,453	7,268	14,161	14,161	13,564	14,789	14,789	
HOSPITALIZATION-EMPLOYEE	14,589	13,847	11,967	6,846	16,726	16,626	16,476	17,858	17,858	
MEDICARE 1.45%	1,512	1,427	1,392	872	1,801	1,726	1,617	1,765	1,765	
LIFE INSURANCE-EMPLOYEE	59	60	57	33	73	72	66	70	70	
401(K) EMPLOYER CONTRIBUTION	2,002	1,922	1,913	1,180	2,484	2,384	2,214	2,434	2,434	
OFFICE SUPPLIES	212	197	172	120	200	200	196	200	200	
PROFESSIONAL DEVELOPMENT	190	651	170	60	400	400	400	400	400	
TRAVEL-FUEL	212	160	125	131	260	260	224	260	260	
COMPUTER SOFTWARE/SUPPORT	2,002	2,041	2,223	1,257	2,150	2,189	2,189	2,150	2,150	
EQUIPMENT PURCHASE	427	-	1,783	-	-	-	-	-	-	
Totals	\$ 148,713	\$ 142,003	\$ 139,323	\$ 85,516	\$ 170,173	\$ 165,202	\$ 163,112	\$ 169,197	\$ 169,197	\$ -

	2019	2020	2021	AS OF	2022	AS OF	2022	2023	2023	2023	
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	2022	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
					BUDGET	REVISED					
CARE COORDINATION FOR CHILDREN						BUDGET					
SALARIES	\$ 70,150	\$ 68,292	\$ 69,666	\$ 43,803	\$ 75,871	\$ 83,496	\$ 83,496	\$ 83,496	\$ 83,232	\$ 83,232	
FICA 6.2%	4,036	3,917	3,979	2,551	4,704	4,838	4,838	5,160	5,160	5,160	
LOC. GOV. EMP. RETIREMENT	5,438	6,102	7,052	4,972	8,649	9,497	9,497	10,113	10,113	10,113	
HOSPITALIZATION-EMPLOYEE	9,115	8,927	8,059	4,720	10,216	11,640	11,640	12,211	12,211	12,211	
MEDICARE 1.45%	944	918	940	597	1,100	1,132	1,132	1,207	1,207	1,207	
LIFE INSURANCE-EMPLOYEE	37	39	38	22	45	46	46	48	48	48	
401(K) EMPLOYER CONTRIBUTION	1,250	1,237	1,292	807	1,517	1,550	1,550	1,665	1,665	1,665	
MEDICAL SUPPLIES	-	-	-	-	-	-	-	-	-	-	
OFFICE SUPPLIES	465	195	244	120	200	136	136	200	200	200	
PROFESSIONAL DEVELOPMENT	-	716	(135)	60	400	400	400	400	400	400	
TRAVEL-FUEL	212	160	125	131	260	260	224	260	260	260	
COMPUTER SOFTWARE/SUPPORT	1,201	1,225	1,334	774	1,290	1,315	1,315	1,290	1,290	1,290	
Totals	\$ 92,848	\$ 91,728	\$ 92,593	\$ 58,558	\$ 104,252	\$ 114,310	\$ 114,274	\$ 115,786	\$ 115,786	\$ -	

	2019	2020	2021	AS OF 1/31/2022	2022 ORIGINAL BUDGET	AS OF 3/31/2022 REVISED BUDGET	2022 PROJECTED	2023 REQUESTED	2023 RECOMMENDED	2023 APPROVED
<b>ENVIRONMENTAL HEALTH</b>										
SALARIES	\$ 414,990	\$ 414,608	\$ 410,875	\$ 257,849	\$ 495,007	\$ 488,007	\$ 484,642	\$ 472,589	\$ 472,589	
SALARIES-OVERTIME	3,818	2,341	292	-	2,000	2,000	1,960	2,000	2,000	
SALARIES-PART TIME	1,377	541	3,158	3,240	4,375	4,375	4,375	4,375	4,375	
FICA 6.2%	24,178	24,211	23,906	15,333	31,148	30,097	28,509	29,697	29,697	
LOC. GOV. EMP. RETIREMENT	32,571	37,303	41,939	29,638	56,774	56,774	55,493	57,663	57,663	
HOSPITALIZATION-EMPLOYEE	54,568	54,491	47,857	28,064	65,905	67,605	67,605	68,204	68,204	
MEDICARE 1.45%	5,655	5,672	5,650	3,586	7,284	6,884	6,667	6,944	6,944	
LIFE INSURANCE-EMPLOYEE	220	235	226	134	290	280	269	269	269	
WORKERS COMPENSATION INSURANCE	4,275	8,176	3,227	3,126	8,176	4,984	3,126	4,458	4,458	
401(K) EMPLOYER CONTRIBUTION	7,490	7,561	7,674	4,812	9,959	9,509	9,058	9,491	9,491	
EDUCATIONAL SUPPLIES	3,485	2,040	1,445	-	3,092	3,092	3,000	3,092	3,092	
OFFICE SUPPLIES	2,435	2,436	3,135	999	2,439	5,631	5,631	2,311	2,311	
FIELD SUPPLIES	6,776	1,878	2,483	781	2,674	2,674	2,600	2,674	2,674	
MOSQUITO SUPPLIES	62,278	2,496	1,493	627	1,500	1,500	1,470	1,000	1,000	
PROFESSIONAL DEVELOPMENT	1,712	1,850	323	455	4,850	4,850	2,000	4,850	4,850	
TRAVEL-FUEL	6,949	5,759	5,403	3,707	7,500	7,417	7,415	7,500	7,500	
TELEPHONE	5,800	5,809	5,843	3,499	5,798	5,798	5,798	5,798	5,798	
POSTAGE	682	682	682	-	682	682	682	682	682	
PRINTING	300	283	257	-	300	300	294	300	300	
MAINT/REPAIR-EQUIPMENT	538	411	985	464	1,000	1,000	980	1,000	1,000	
MAINT/REPAIR-VEHICLE	4,677	2,597	4,791	1,911	5,000	5,000	4,900	5,000	5,000	
MOSQUITO CONTROL-OPERATING EXP	17,903	167	56	20	3,510	3,510	3,500	3,510	3,510	
COMPUTER SOFTWARE/SUPPORT	27,335	27,494	27,647	15,368	27,938	27,938	27,893	25,615	25,615	
EQUIPMENT PURCHASE	11,294	19,934	5,123	-	-	-	-	-	-	
RENTAL EQUIPMENT	4,468	4,677	4,521	2,494	5,116	5,116	4,464	5,116	5,116	
CONTRACT SERVICES	130	135	127	115	138	221	221	266	266	
DUES & SUBSCRIPTIONS	550	950	550	550	550	550	550	550	550	
CAPITAL OUTLAY-EQUIPMENT	29,325	-	-	-	-	-	-	-	-	
CAPITAL OUTLAY-VEHICLES	29,773	-	-	-	-	-	-	-	-	
<b>Totals</b>	<b>\$ 765,552</b>	<b>\$ 634,739</b>	<b>\$ 609,666</b>	<b>\$ 376,773</b>	<b>\$ 754,005</b>	<b>\$ 745,794</b>	<b>\$ 733,100</b>	<b>\$ 724,954</b>	<b>\$ 724,954</b>	<b>\$ -</b>

	2019	2020	2021	AS OF 1/31/2022	2022 ORIGINAL BUDGET	AS OF 3/31/2022 REVISED BUDGET	2022 PROJECTED	2023 REQUESTED	2023 RECOMMENDED	2023 APPROVED
<b>TOTAL PUBLIC HEALTH DEPARTMENT</b>	<b>\$3,960,740</b>	<b>\$4,067,979</b>	<b>\$5,196,873</b>	<b>\$ 2,718,642</b>	<b>\$ 4,470,206</b>	<b>\$5,801,389</b>	<b>\$5,710,415</b>	<b>\$5,079,977</b>	<b>\$ 5,079,977</b>	<b>\$ -</b>

This page left blank intentionally.

## VETERANS' SERVICES

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

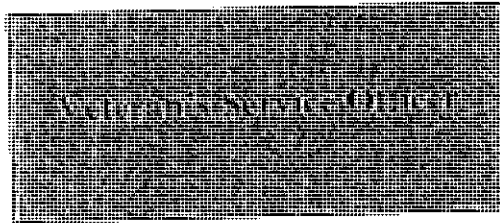
Jennie Haddock, Veteran's Services Officer

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

Phone: (252) 946-8016

Fax: (252) 975-1726

Email: [jennie.haddock@beaufortcountync.gov](mailto:jennie.haddock@beaufortcountync.gov)



FULL-TIME POSITIONS AUTHORIZED				
FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23 Recommended
1	1	1	1	1

VETERAN'S ASSISTANCE	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Personnel	\$ 47,850	\$ 42,132	\$ 43,424	\$ 43,185	
Benefits	18,600	22,203	23,227	24,194	
Operating	6,382	4,250	4,250	5,000	
Capital	-	-	-	-	
Totals	\$ 72,832	\$ 68,585	\$ 70,901	\$ 72,379	\$ -

VETERAN'S ASSISTANCE	2019	2020	2021	AS OF	2022	AS OF				
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
				ACTUALS	BUDGET	REVISIED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
					BUDGET					
SALARIES	\$45,371	\$46,277	\$47,740	\$ 23,943	\$ 42,132	\$ 43,424	\$ 43,248	\$ 43,185	\$ 43,185	
SALARIES-OVERTIME	-	-	110	43	-	-	-	-	-	-
FICA 6.2%	2,742	2,813	2,891	1,433	2,612	2,612	2,582	2,677	2,677	
LOC. GOV. EMP. RETIREMENT	3,539	4,169	4,901	2,729	4,803	4,803	4,793	5,247	5,247	
HOSPITALIZATION-EMPLOYEE	6,124	6,320	9,272	8,106	13,154	14,178	13,126	14,668	14,668	
MEDICARE 1.45%	641	658	676	335	611	611	604	626	626	
LIFE INSURANCE-EMPLOYEE	25	26	24	11	30	30	30	30	30	
WORKERS COMPENSATION INSURANCE	207	151	146	139	150	150	150	82	82	
401(K) EMPLOYER CONTRIBUTION	454	463	689	479	843	843	841	864	864	
OFFICE SUPPLIES	-	87	761	187	500	500	500	500	500	
PROFESSIONAL DEVELOPMENT	-	75	302	103	1,400	1,400	1,400	1,400	1,400	
TRAVEL	-	-	-	-	300	300	300	300	300	
MAINT/REPAIR-EQUIPMENT	-	-	-	-	-	-	-	-	-	
ADVERTISING/PROMOTIONS	-	-	-	-	500	500	500	500	500	
COMPUTER SOFTWARE/SUPPORT	336	216	216	-	300	300	750	750	750	
EQUIPMENT PURCHASES	-	-	3,938	-	-	-	750	750	300	
CONTRACT SERVICES	1,000	1,029	1,165	789	1,200	1,200	1,200	1,200	1,200	
DUES & SUBSCRIPTIONS	-	-	-	-	50	50	50	50	50	
<b>Totals</b>	<b>\$60,439</b>	<b>\$62,285</b>	<b>\$72,832</b>	<b>\$ 38,297</b>	<b>\$ 68,585</b>	<b>\$ 70,901</b>	<b>\$ 70,823</b>	<b>\$ 72,829</b>	<b>\$ 72,379</b>	<b>\$ -</b>

## 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.

MENTAL HEALTH	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Beaufort Area Transit	\$ 193,750	\$ 193,750	\$ 193,750	\$ 193,750	\$ -
BC Developmental Center	55,000	55,000	55,000	55,000	-
BC Elderly/Handicap Transit	-	81,868	81,868	81,868	-
NCDOT Rural Grant Exp.	-	108,820	108,820	108,820	-
CJP Passages	28,803	50,000	50,000	50,000	-
ECBH Alcohol Treatment	31,818	20,000	20,000	20,000	-
Trillium Health Grant Exp.	157,000	157,000	157,000	157,000	-
<b>Totals</b>	<b>\$ 466,371</b>	<b>\$ 666,438</b>	<b>\$ 666,438</b>	<b>\$ 666,438</b>	<b>\$ -</b>

MENTAL HEALTH				AS OF	2022	AS OF				
	2019	2020	2021	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
	ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	2022	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						REVISED				
					BUDGET					
BEAUFORT AREA TRAN.SYSTEM-BATS	\$ 193,750	\$ 193,750	\$ 193,750	\$ 193,750	\$ 193,750	\$ 193,750	\$ 193,750	\$ 193,750	\$ 193,750	\$ 193,750
BC DEVELOPMENTAL CENTER	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000
BCDC-NC ELDERLY/HAND.TRANS.	40,783	96,656	-	87,846	81,868	81,868	81,868	81,868	81,868	81,868
NC DOT-RURAL GENERAL PUBLIC	79,689	94,032	-	85,331	108,820	108,820	108,820	108,820	108,820	108,820
CJP - PASSAGES	62,833	36,907	28,803	14,990	50,000	50,000	50,000	50,000	50,000	50,000
E.C.B.H.-ALCOHOL TREATMENT	20,596	22,053	31,818	9,070	20,000	20,000	20,000	20,000	20,000	20,000
TRILLIUM HEALTH RESOURCES	157,000	157,000	157,000	39,250	157,000	157,000	157,000	157,000	157,000	157,000
<b>Totals</b>	<b>\$ 609,651</b>	<b>\$ 655,398</b>	<b>\$ 466,371</b>	<b>\$ 485,237</b>	<b>\$ 666,438</b>	<b>\$ 666,438</b>	<b>\$ 666,438</b>	<b>\$ 666,438</b>	<b>\$ 666,438</b>	<b>\$ -</b>

## 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 publicly-owned properties and waters. Our on-farm demonstration program brings new technologies to light, so farmers can decide if implementation is feasible and profitable. We represent the only source of unbiased, research-based information available to growers in an industry that represents over \$120,000,000 each year to the county economy.

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](mailto:rod_gurganus@ncsu.edu)

Family and Consumer Sciences (FCS) takes a holistic approach to the development of programming that is designed to improve the well-being of Beaufort County residents. The FCS Agent plans, implements and evaluates research-based educational programs tied to community needs and directed toward families and individuals. The core of Beaufort County FCS programs is nutrition, health, food safety, food preservation, and local foods systems. Thus, the Extension Agent with FCS responsibilities shares evidence-based programming in to improve the everyday knowledge and skills of families as it relates to selection, preparation and storage of safe, healthy food.

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 will 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.

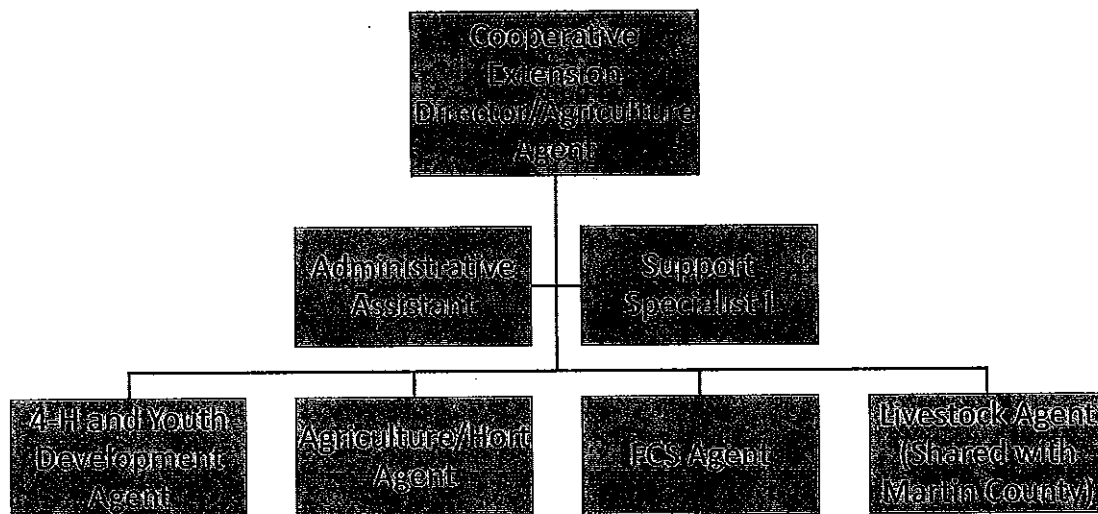
In agriculture, we will continue to offer educational meetings each winter for growers to maintain or acquire their pesticide applicator license. Other educational events will occur regarding topics related to

agricultural crop production and environmental stewardship. We will maintain our on-farm testing and demonstration program for corn, cotton, soybeans, and wheat. We will also be involved in the annual Blackland Farm Managers Tour, which has grown to become the largest event of this kind in North Carolina. We will continue our efforts to help farmers identify problems related to pests and weather. We will continue to learn and implement advanced forms of communication with the farmers in the county, such as video and social media. We are also enhancing our efforts to educate the non-farming citizens of Beaufort County about agriculture, and its importance to the county.

Our Family and Consumer Science (FCS) program will continue to offer new classes to demonstrate nutritional eating and food safety. We will continue to upgrade our facilities and equipment to provide a better experience for participants. We will also continue to utilize video and social media to expand our audience and offer more convenience for those unable to attend a class in person. The FCS agent will continue to offer “train the trainer” opportunities for other agencies.

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. We are enhancing the demonstration garden to provide more outside “hands-on” opportunities for homeowners and gardeners to learn how to properly manage their lawns, landscapes, fruit trees, and vegetable gardens.

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 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Personnel	\$ 3,600	\$ -	\$ -	\$ -	\$ -
Benefits	275	-	-	-	-
Operating	260,447	289,631	289,631	287,564	-
Capital	-	-	-	64,000	-
Totals	\$ 264,322	\$ 289,631	\$ 289,631	\$ 351,564	\$ -

COOPERATIVE EXTENSION				AS OF	2022	AS OF					
	2019	2020	2021	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023	2023
	ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	REVISIED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED	
						BUDGET					
SALARIES	0	0	3,600	300	0	0	0	0	0	0	0
SALARIES-PART TIME	4,031	0	0	0	0	0	0	0	0	0	0
FICA 6.2%	250	0	223	19	0	0	0	0	0	0	0
MEDICARE 1.45%	58	0	52	4	0	0	0	0	0	0	0
NCSU-PERSONNEL CONTRACT	193,350	226,693	232,155	137,012	250,577	250,577	250,577	245,380	245,380	245,380	245,380
OFFICE SUPPLIES	4,830	4,560	4,446	1,526	5,000	5,000	5,000	5,000	5,000	5,000	5,000
PROFESSIONAL DEVELOPMENT	6,872	4,870	3,566	3,255	7,000	7,000	7,000	8,000	8,000	8,000	8,000
TRAVEL-FUEL	2,290	1,891	1,377	536	2,000	2,000	2,000	2,500	2,500	2,500	2,500
TELEPHONE	1,926	1,789	1,462	936	1,900	1,900	1,900	2,100	2,100	2,100	2,100
MAINT/REPAIR-EQUIPMENT	673	763	989	0	1,500	1,500	1,500	1,500	1,500	1,500	1,500
MAINT/REPAIR-VEHICLE	1,474	382	1,345	626	1,500	1,500	1,000	1,500	1,500	1,500	1,500
TEMPORARY EMP.SERVICES	0	480	120	0	360	360	240	360	360	360	360
VOLUNTARY AG DISTRICT	0	0	52	0	104	104	0	104	104	104	104
4-H PROGRAM SUPPORT	3,187	3,758	3,008	1,055	3,250	3,250	3,250	3,250	3,250	3,250	3,250
EQUIPMENT PURCHASE	7,506	0	2,458	0	0	0	0	0	0	0	0
RENTAL EQUIPMENT	2,460	2,993	2,960	3,000	3,000	3,000	3,000	4,200	4,200	4,200	4,200
CONTRACT SERVICES	6,249	5,847	5,926	1,946	6,500	6,500	6,500	6,500	6,500	6,500	6,500
LIAB.INS.-AGENTS	170	170	170	0	170	170	170	170	170	170	170
DUES & SUBSCRIPTIONS	459	530	412	408	770	770	770	1,000	1,000	1,000	1,000
HORTICULTURE PROGRAM SUPPORT	0	0	0	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
FAMILY& CONSUMER SCIENCE PROGRAM SUPPORT	0	0	0	0	2,000	2,000	2,000	2,000	2,000	2,000	2,000
AGRICULTURE PROGRAM SUPPORT	0	0	0	1,915	2,000	2,000	2,000	2,000	2,000	2,000	2,000
EQUIPMENT PURCHASE	0	0	0	0	0	0	0	64,000	64,000	64,000	64,000
	235,786	254,725	264,322	154,537	289,631	289,631	288,907	351,564	351,564	351,564	351,564

This page left blank intentionally.

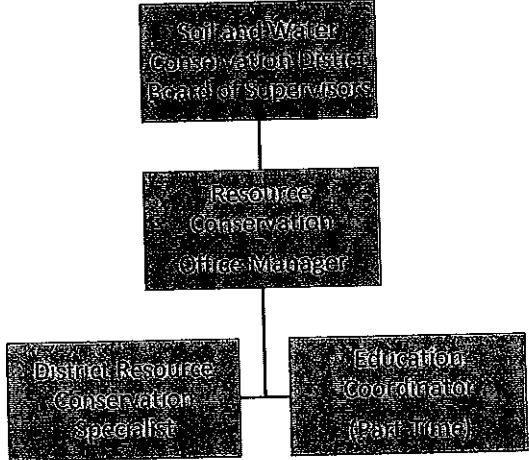
# SOIL AND WATER CONSERVATION DISTRICT

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 comprised of five Supervisors: three elected by the general population and two appointed by the NC Soil and Water Conservation Commission on recommendation by the District's Board of Supervisors. The District's Board of Supervisors meet monthly, excluding July and August, on the third Monday at 5:30 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 public are also offered. District staff members consist of one Resource Conservation Office Manager, one District Resource Conservation Specialist, and one part-time Education Coordinator.

Ann L. Williams, Resource Conservation  
Office Manager

Agricultural Center  
155C Airport Road  
Washington, North Carolina 27889

Phone: (252) 946-4989, Ext. 3 or 3371  
Fax: None  
Email: [ann.williams@beaufortcountync.gov](mailto:ann.williams@beaufortcountync.gov)



FULL-TIME POSITIONS AUTHORIZED				
FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23 Recommended
2	2	2	2	2

SOIL & WATER CONSERVATION	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Personnel	\$ 98,925	\$ 103,468	\$ 107,252	\$ 104,167	\$ -
Benefits	30,352	34,114	35,252	36,098	-
Operating	18,221	26,955	30,955	-	-
Capital	-	-	-	-	-
<b>Totals</b>	<b>\$ 147,497</b>	<b>\$ 164,537</b>	<b>\$ 173,459</b>	<b>\$ 170,852</b>	<b>\$ -</b>

## SOIL AND WATER CONSERVATION DISTRICT

For Program Year 2022-2023:

During PY 2021-2022, the District was allocated a total of \$56,479 by the NC Soil and Water Conservation Commission for Agriculture Cost Share Program (ACSP) practices. The initial allocation of \$40,251 was received in July 2021. A supplemental allocation, \$16,228, was received in March 2022. With the allocations received, the District's Board of Supervisors approved three cover crop contracts, one filter strip contract, two residue and tillage management contracts, one cropland conversion contract, one lagoon biosolid removal contract, and one water control structure contract.

During PY 2021-2022, the District was allocated \$7,500 in July 2021 by the NC Soil and Water Conservation Commission for Agricultural Water Resources Assistance Program (AgWRAP) practices. In April 2022, the District was awarded an additional \$10,500. With the allocations, the District's Board of Supervisors approved one contract for a transfer pump.

The Annual Spot Check and Conservation Tour of installed best management practices still under maintenance agreements was conducted by the District's Board of Supervisors in February 2022.

The Beaufort Soil and Water Conservation District anticipates receiving cost share program allocations for the Agriculture Cost Share Program (ACSP), the Agricultural Water Resources Assistance Program (AgWRAP), and the Community Conservation Assistance Program (CCAP) from the NC Soil and Water Conservation Commission in July 2022. The ACSP and CCAP funds will be available to assist farmers and landowners with the installation of best management practices that will decrease the amount of sediment, nutrients, nitrogen, phosphorus, chemicals, and other pollutants entering the surface and ground waters of the state. Funds through AgWRAP will help increase water use efficiency, availability, and storage in addition to conserving and protecting water resources. For Program Year 2022-2023, that begins on July 1, 2022, farmers, landowners, and operators may apply for cost share assistance to install conservation practices such as residue and tillage management, precision nutrient management, precision agrichemical application, cover crops, land smoothing, water control structures, agricultural pond restoration/repair/sediment removal, lagoon closures, rain gardens irrigation wells, well closures, and agricultural water supply ponds.

Through the 2020 Watershed Restoration Project, 184,300 linear feet of storm damaged streams and creeks were cleared of debris in Beaufort County. Phase I of the project cleared 127,700 linear feet from damaged waterways and was completed during March 2022. Phase II of the project cleared 56,600 linear feet from damaged waterways and was completed during February 2022. Contractors secured to accomplish the work were R.D.C. Debris Removal Construction LLC and J & J Environmental LLC.

With COVID-19 Pandemic restrictions reduced during Program Year 2021-2022, the District's educational events were held in person. Those events were the Annual Dan Windley Environmental Field Days (November 2-4, 2021), the Areas 5 & 6 Coastal Envirothon (March 15, 2022), and the Resource Conservation Workshop (to be held June 26-July 1, 2022). Approximately 570 students, teachers, and chaperones participated in the environmental field days event. Four middle school teams and five high school teams participated in the Envirothon event. The 2022 Poster and Essay Contests, for students in Grades 3 through 6, were accomplished. Winning posters and essays at the District and Area 5 level were forwarded to the state competition. Beaufort County had several 1<sup>st</sup> place winners at the Area 5 level whose posters and essay were forwarded to the state level of competition. The state's competition will be held during May 2022.

The District's quarterly newsletter was compiled and forwarded through email/paper copies to approximately 300 local landowners, farmers, partnering agencies, county leaders, and local businesses. The newsletter is also available on the Beaufort County website.

Stewardship Week was observed April 24 through May 1, 2022. Informational placemats with this year's theme "Healthy Soil: Healthy Life" were distributed to Goose Creek State Park, the Washington Harbor District, and Beaufort County 4-H Program.

Along with Chocowinity High School, the District hosted the 2021 NC FFA Land Judging Career Development event on November 20, 2021. Thirty-two teams from across the state registered for the competition. Approximately 250 team members, teachers, advisors, and personnel from cooperating agencies were on hand.

For FY 2022-2023, the District's goals and objectives will be like those prior to the COVID-19 Pandemic. If COVID conditions surge once again, and/or restrictions occur, the District is prepared to move forward with "virtual" opportunities. Revisions to the District's annual Strategy Plan are underway. Revisions to the District's Business Plan and Long-Range Plan will begin during the summer of 2022. Educational opportunities will be provided as well.

SOIL/WATER CONSERVATION	2019	2020	2021	AS OF	2022	AS OF				
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
					BUDGET	2022	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						REVISED				
					BUDGET					
SALARIES	72,038	79,257	86,090	51,805	90,947	94,731	92,821	91,398	91,398	
SALARIES-OVERTIME	297	271	32	582	100	100	582	100	100	
SALARIES-PART TIME	11,962	12,177	12,802	7,057	12,421	12,421	12,669	12,669	12,669	
FICA 6.2%	4,869	5,385	5,921	3,576	6,410	6,410	6,419	6,458	6,458	
LOC. GOV. EMP. RETIREMENT	5,642	7,165	8,818	5,955	10,343	10,343	10,323	11,117	11,117	
HOSPITALIZATION-EMPLOYEE	9,714	12,121	12,631	7,811	13,154	14,292	14,405	14,668	14,668	
MEDICARE 1.45%	1,139	1,280	1,385	836	1,500	1,500	1,502	1,510	1,510	
LIFE INSURANCE-EMPLOYEE	40	48	47	29	60	60	60	60	60	
WORKERS COMPENSATION INSURANCE	415	831	293	278	835	835	835	455	455	
401(K) EMPLOYER CONTRIBUTION	1,004	1,136	1,258	766	1,812	1,812	1,328	1,830	1,830	
OFFICE SUPPLIES	937	1,457	2,209	526	1,500	1,500	1,500	1,535	1,535	
PROFESSIONAL DEVELOPMENT	1,960	4,049	504	1,190	8,505	8,505	1,824	8,658	8,658	
TRAVEL-FUEL	379	1,003	1,062	757	1,200	1,200	1,200	1,440	1,440	
TELEPHONE	2,639	3,202	3,314	1,621	3,300	3,300	3,000	4,116	4,000	
PRINTING	106	202	103	0	200	200	200	275	275	
MAINT/REPAIR-EQUIPMENT	0	0	0	0	200	200	0	300	300	
MAINT/REPAIR-VEHICLE	131	365	336	0	500	500	250	800	800	
COMPUTER SOFTWARE/SUPPORT	528	648	648	0	650	650	650	650	650	
LEGAL ADVERTISING	0	-166	0	0	0	0	0	0	0	
INFORMATION/EDUCATION COSTS	6,173	4,163	1,703	5,440	6,500	10,500	9,000	8,155	8,155	
EQUIPMENT PURCHASE	2,395	2,481	2,614	0	0	0	0	3,975	0	
CONTRACT SERVICES	3,267	3,600	4,441	1,663	2,800	2,800	2,845	3,140	3,140	
DUES & SUBSCRIPTIONS	1,153	1,298	1,148	456	1,400	1,400	1,184	1,434	1,434	
COUNTY BEAVER BOUNTY PROGRAM	70	50	140	0	200	200	0	200	200	
GRANT PROJ. ADFP-15-09 EXPENSE	1,070	0	0	0	0	0				
Totals	127,928	142,023	147,497	90,346	164,537	173,459	162,597	174,943	170,852	0

## 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: Horizon, Cornerstone, Pamlico Pals, Becoming a Man (CARE), Mediation Center of Eastern Inc., Helping Youth Pursue Excellence (HYPE) 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.

YOUTH SERVICES	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23
Pamlico Pals	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ -
Boys & Girls Club	40,000	40,000	40,000	40,000	-
JCPC	238,351	205,454	205,454	204,187	-
<b>Totals</b>	<b>\$ 280,351</b>	<b>\$ 247,454</b>	<b>\$ 247,454</b>	<b>\$ 246,187</b>	<b>\$ -</b>

YOUTH SERVICES	2019	2020	2021	AS OF	2022	AS OF				
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL BUDGET	3/31/2022	2022	2023	2023	2023
						REVISED BUDGET	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
PAMLICO PALS	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
BOYS/GIRLS CLUB	40,000	40,000	40,000	-	40,000	40,000	40,000	40,000	40,000	40,000
CBA-COMMUNITY BASED ALTERN.	166,840	200,077	238,351	116,587	205,454	205,454	205,454	204,187	204,187	
REPAY CBA-PRIOR YEAR	(811)	811	-	-			-			
<b>Totals</b>	<b>\$ 208,029</b>	<b>\$ 242,888</b>	<b>\$ 280,351</b>	<b>\$ 118,587</b>	<b>\$ 247,454</b>	<b>\$ 247,454</b>	<b>\$ 247,454</b>	<b>\$ 246,187</b>	<b>\$ 246,187</b>	<b>\$ -</b>

# 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.

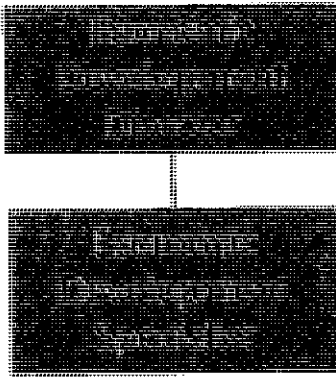
A spreadsheet listing each agency and/or appropriation is attached. The spreadsheet shows prior appropriations, current requests, and recommended appropriations for the FY 22-23.

OUTSIDE AGENCIES	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Appropriations	\$ 446,397	\$ 447,922	\$ 447,922	\$ 447,922	\$ -

OUTSIDE AGENCIES	2019	2020	2021	AS OF	2022	AS OF				
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
				ACTUALS	BUDGET	2022	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						REVISED				
					BUDGET					
TOWN OF AURORA APPROPRIATION	\$ -	\$ -	\$ 18,583	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOWN OF PANTEGO APPROPRIATION	-	-	6,413	-	-	-	-	-	-	-
AURORA RECREATION	4,500	4,500	4,500	-	4,500	4,500	4,500	4,500	4,500	4,500
BATH RECREATION	6,000	6,000	6,000	6,000	6,000	6,000	6,000	8,000	6,000	
BELHAVEN RECREATION	-	-	-	-	10,800	10,800	10,800	10,800	10,800	10,800
CHOCOWINITY RECREATION	7,200	7,200	7,200	-	7,200	7,200	7,200	141,807	7,200	
PANTEGO RECREATION	4,950	4,950	4,950	4,950	4,950	4,950	4,950	4,950	4,950	
WASHINGTON RECREATION	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	
WASHINGTON PARK RECREATION	1,620	1,620	1,620	1,620	1,620	1,620	1,620	1,620	1,620	
BROWN LIBRARY	-	-	-	-	-	-	-	-	-	-
AURORA FOSSIL MUSEUM	2,000	2,000	2,000	-	2,000	2,000	2,000	13,979	2,000	
BELHAVEN MEMORIAL MUSEUM	1,000	1,000	1,000	-	1,000	1,000	1,000	1,000	1,000	
WASHINGTON SENIOR CENTER	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	
BC ARTS COUNCIL	20,000	20,000	20,000	-	20,000	20,000	20,000	20,000	20,000	
B-H-M LIBRARY	216,300	221,631	221,631	224,352	224,352	224,352	224,352	228,840	224,352	
LITERACY VOLUNTEERS	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	
HWY 17 TRANSPORTATION ASSOC.	20,000	20,000	20,000	20,000	20,000	20,000	20,000	25,000	20,000	
CITIZENS ON SOUTHSIDE TOGETHER	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	
EAGLES WINGS	2,000	2,000	2,000	2,000	2,000	2,000	2,000	5,000	2,000	
RUTHS HOUSE	2,500	2,500	2,500	2,500	2,500	2,500	2,500	5,000	2,500	
NC ESTUARIUM	15,000	15,000	15,000	15,000	15,000	15,000	15,000	30,000	15,000	
CORNERSTONE	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	
TOURISM PROMOTION	10,000	5,001	2,000	1,000	15,000	15,000	15,000	15,000	15,000	
PANTEGO ACADEMY HIST. MUSEUM	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	
HIGHER HEIGHTS HUMAN SVS	10,000	-	-	-	-	-	-	-	-	-
ZION SHELTER	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	
BLACKBEARD TRICENTENNIAL	5,000	-	-	-	-	-	-	-	-	-
HISTORIC BATH FOUNDATION	25,000	-	-	-	-	-	-	-	-	-
INNER BANKS STEM CENTER	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	
AGAPE	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	
OPEN DOOR COMMUNITY CENTER	5,000	-	-	-	-	-	-	2,000	-	-
P.S. JONES ALUMNI PARK	5,000	-	-	-	-	-	-	-	-	-
2ND JUDICIAL DIST. RECOV. COURT	-	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	
HUMANE SOCIETY OF BC	-	-	-	-	-	-	-	10,000	-	-
BFT/HYDE PTR FOR CHILDREN	-	10,000	10,000	-	10,000	10,000	10,000	10,000	10,000	
JOHN A WILKINSON BUILDING	-	-	-	-	-	-	-	-	-	-
Totals	\$ 454,070	\$ 424,402	\$ 446,397	\$ 378,422	\$ 447,922	\$ 447,922	\$ 447,922	\$ 638,496	\$ 447,922	\$ -

## ECONOMIC DEVELOPMENT

Beaufort County Economic Development with the assistance of the Beaufort County Economic Development Advisory Board oversees: the strategic activities for the economic development of Beaufort County; identifies plans, develops and markets specific projects to meet 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; assists businesses with grant applications; works with SBC and SBTDC to assist small businesses with writing business plan; 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, social media, and websites; collaborates with business, state, regional and local allies; maintains operates the Skills Center as a training and incubator space for Beaufort County and the Committee of 100.



Brad Hufford, Director  
Susan Squires, ED Specialist

Skills Center  
705 Page Road  
Washington, North Carolina 27889

Phone: (252) 946-3970  
Fax: (252) 946-0849  
Email: [brad.hufford@beaufortedc.com](mailto:brad.hufford@beaufortedc.com)  
Email: [susan.squires@beaufortedc.com](mailto:susan.squires@beaufortedc.com)

### FULL-TIME POSITIONS AUTHORIZED

FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23 Recommended
2	2	2	2	2

ECONOMIC DEVELOPMENT	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Personnel	\$ 144,521	\$ 159,922	\$ 144,665	\$ 153,039	\$ -
Benefits	38,972	46,579	46,673	47,721	-
Operating	113,558	103,408	123,460	112,708	-
Capital	10,710	-	-	-	-
Totals	\$ 307,761	\$ 309,909	\$ 314,798	\$ 313,468	\$ -

ECONOMIC DEVELOPMENT	2019	2020	2021	AS OF	2022	AS OF				
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	2022	2022	2023	2023
					BUDGET	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
					BUDGET					
SALARIES	\$ 132,123	\$ 135,802	\$ 139,313	\$ 73,689	\$ 154,922	\$ 139,065	\$ 136,721	\$ 148,039	\$ 148,039	
SALARIES - OVERTIME						\$ 600	\$ 600	\$ -	\$ -	
TRAVEL ALLOWANCE	5,000	5,000	5,209	3,125	5,000	5,000	5,000	5,000	5,000	
FICA 6.2%	8,200	8,492	8,789	4,645	9,916	9,916	8,641	9,526	9,526	
LOC. GOV. EMP. RETIREMENT	10,306	12,235	14,258	8,389	17,661	17,661	15,425	18,060	18,060	
HOSPITALIZATION-EMPLOYEE	12,248	12,639	10,789	6,767	13,154	13,248	10,770	14,668	14,668	
MEDICARE 1.45%	1,918	1,986	2,056	1,086	2,319	2,319	2,021	2,228	2,228	
LIFE INSURANCE-EMPLOYEE	47	44	49	23	60	60	44	60	60	
WORKERS COMPENSATION INSURANCE	415	302	293	278	377	377	377	206	206	
401(K) EMPLOYER CONTRIBUTION	2,643	2,716	2,738	1,472	3,092	3,092	2,706	2,973	2,973	
ECONOMIC DEVELOP. RECRUITMENT	6,138	4,660	5,501	3,413	7,000	6,700	7,000	7,000	7,000	
PROFESSIONAL SERVICES	4,696	2,111	-	-	-	-	-	-	-	
OFFICE SUPPLIES	1,196	1,168	710	493	1,200	1,200	1,200	1,200	1,200	
PROFESSIONAL DEVELOPMENT	2,474	2,424	4,108	1,719	4,500	4,500	4,500	4,500	4,500	
TELEPHONE	6,098	6,314	6,946	2,702	6,500	6,500	6,500	6,600	6,600	
POSTAGE	37	55	17	-	100	100	100	100	100	
PRINTING	150	150	50	100	100	100	100	100	100	
MAINTENANCE-INDUS	-	-	2,845	909	-	-	970	-	-	
ADVERTISING/PROMOTIONS	9,799	7,329	5,344	1,386	8,000	4,800	8,000	8,000	8,000	
COMPUTER SOFTWARE/SUPPORT	3,755	876	669	205	1,000	3,900	1,000	1,000	1,000	
TEMPORARY EMP. SER	-	-	2,445	10,466	-	10,682	10,682	-	-	
CONTRACT SERVICES	14,666	29,094	29,315	16,209	15,750	24,750	24,750	25,500	25,500	
DUES & SUBSCRIPTIONS	2,044	1,748	2,793	1,045	2,550	2,550	2,550	2,000	2,000	
CAPITAL OUTLAY - EQUIPMENT	-	-	10,710	-	-	-	-	-	-	
SKILLS CENTER - RENT	21,708	21,708	21,708	12,663	21,708	21,708	21,708	21,708	21,708	
SKILLS CENTER - MAINTENANCE	13,376	27,907	13,074	7,052	15,000	15,000	15,000	15,000	15,000	
SKILLS CENTER - UTILITIES	15,545	16,337	18,032	10,009	20,000	20,000	20,000	20,000	20,000	
	\$ 274,581	\$ 301,098	\$ 307,761	\$ 167,845	\$ 309,909	\$ 314,798	\$ 306,364	\$ 313,468	\$ 313,468	\$ -

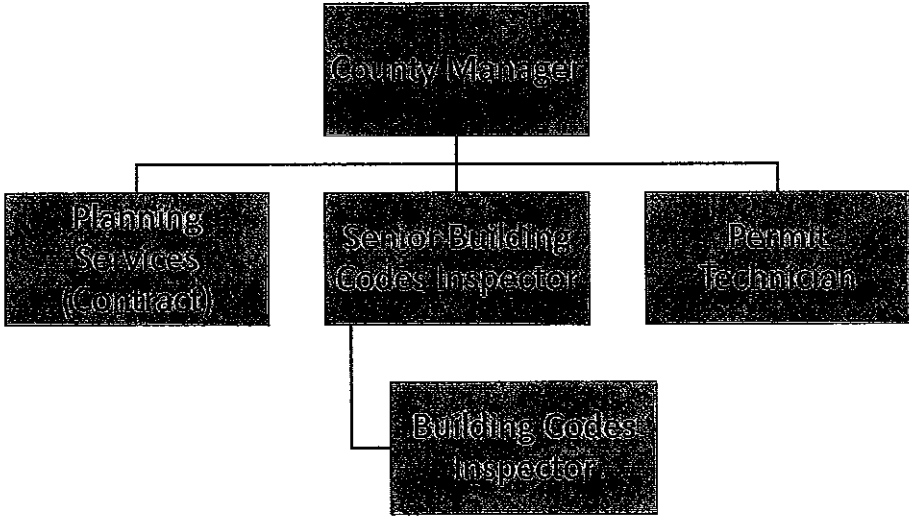
# PLANNING

The Planning Department is comprised of County Planning and Building Inspections. Planning provides taxpayers with technical assistance on a wide range of planning issues including land use, subdivision and mobile home/travel trailer park developments, and environmental regulations. Staff provides advisory and administrative support to the County Commissioners and Planning Board members. Building inspection staff facilitates the permitting process of commercial and residential construction and renovation. Staff conducts field inspections of all building and structures and work therein for which a permit of any kind has been issued to compliance with N.C. State Building Codes.

Phyllis Richards, Accounting Permit Tech.  
 Brandon Hayes, Senior Building Codes Inspector

220 N. Market Street  
 Washington, North Carolina 27889

Phone: (252) 946-7182  
 Fax: (252) 940-6154  
 Email: [phyllis.richards@beaufortcountync.gov](mailto:phyllis.richards@beaufortcountync.gov)  
[brandon.hayes@beaufortcountync.gov](mailto:brandon.hayes@beaufortcountync.gov)



FULL-TIME POSITIONS AUTHORIZED				
FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23 Recommended
3	3	3	3	3

PLANNING	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Personnel	\$ 127,921	\$ 137,695	\$ 143,224	\$ 139,046	\$ -
Benefits	40,675	51,105	52,814	53,658	-
Operating	94,577	114,980	114,980	124,080	-
Capital	0	-	-	26,000	-
<b>Totals</b>	<b>\$ 263,173</b>	<b>\$ 303,780</b>	<b>\$ 311,018</b>	<b>\$ 342,784</b>	<b>\$ -</b>

PLANNING	2019	2020	2021	AS OF	2022	AS OF				
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
				ACTUALS	BUDGET	2022	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						REVISED				
					BUDGET					
SALARIES	\$ 125,108	\$ 130,652	\$ 127,921	\$ 78,626	\$ 137,195	\$ 142,724	\$ 142,018	\$ 139,046	\$ 139,046	
SALARIES-OVERTIME	295	1,240	-	-	500	500	-	-	-	
FICA 6.2%	7,115	7,608	7,086	4,396	8,537	8,537	7,914	8,621	8,621	
LOC. GOV. EMP. RETIREMENT	9,781	11,878	13,117	8,946	15,697	15,697	15,591	16,894	16,894	
HOSPITALIZATION-EMPLOYEE	18,374	14,182	15,858	11,718	19,731	21,440	21,609	22,002	22,002	
MEDICARE 1.45%	1,664	1,779	1,662	1,028	1,996	1,996	1,851	2,016	2,016	
LIFE INSURANCE-EMPLOYEE	75	78	80	52	90	90	89	90	90	
WORKERS COMPENSATION INSURANCE	622	2,233	439	417	2,300	2,300	2,300	1,254	1,254	
401(K) EMPLOYER CONTRIBUTION	2,058	2,260	2,433	1,569	2,754	2,754	2,735	2,781	2,781	
PROFESSIONAL SERVICES	892	12,985	75	75	10,000	10,000	10,000	10,000	10,000	
PROF SERV MIDEAST PLANNING	60,000	60,425	53,865	21,531	60,000	60,000	60,000	60,000	60,000	
PROFESSIONAL SERVICE-GRANT	-	-	-	-	-	-	-	-	-	
PROFESSIONAL SERVICE-BIKE PLAN	9,724	35,456	-	-	-	-	-	-	-	
UNIFORMS	149	257	265	165	300	300	300	300	300	
OFFICE SUPPLIES	922	991	940	443	1,500	807	1,500	1,500	1,500	
PROFESSIONAL DEVELOPMENT	847	96	1,892	891	3,000	3,000	3,000	2,000	2,000	
VEHICLE FUEL	4,750	4,247	4,448	2,791	4,800	4,800	4,800	6,500	6,500	
TELEPHONE	2,189	2,023	2,308	1,367	2,100	2,100	2,100	2,600	2,600	
POSTAGE	-	-	-	-	-	-	-	-	-	
PRINTING	-	-	-	-	-	-	-	-	-	
MAINT/REPAIR-VEHICLE	1,503	1,262	2,028	1,311	2,500	2,500	2,500	2,500	2,500	
COMPUTER SOFTWARE/SUPPORT	8,793	9,968	9,068	9,262	9,100	9,955	9,262	16,000	16,000	
LEGAL ADVERTISING	187	-	-	-	-	-	-	-	-	
EQUIPMENT PURCHASE	-	4,606	-	-	-	-	-	-	-	
CONTRACT SERVICES	6,333	6,543	7,321	4,906	7,500	7,500	7,500	7,500	7,500	
DUES & SUBSCRIPTIONS	-	-	-	-	180	180	180	180	180	
B.C. ROAD SIGN MAINTENANCE	11,171	17,070	12,367	8,595	14,000	13,838	13,838	15,000	15,000	
CAPITAL OUTLAY - VEHICLES	-	-	-	-	-	-	-	-	26,000	
Totals	\$ 272,553	\$ 327,839	\$ 263,173	\$ 158,090	\$ 303,780	\$ 311,018	\$ 309,088	\$ 316,784	\$ 342,784	\$ -

# BEAUFORT COUNTY PUBLIC SCHOOL SYSTEM

Although the public school system is primarily financed by the state, the average county allocates nearly half 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.

Matthew Cheeseman, Superintendent  
 Mr. Butch Oliver, Chairman of the Board

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

Phone: (252) 946-6593

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.

BEAUFORT COUNTY SCHOOL SYSTEM	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Current Expense	\$ 14,587,140	\$ 14,587,140	\$ 14,587,140	\$ 14,587,140	\$ -
School Planning	-	-	-	-	-
Capital Outlay - Cash	1,270,878	1,115,695	1,115,695	1,675,939	-
SRO Funding	-	603,600	603,600	603,600	-
<b>Totals</b>	<b>\$ 15,858,018</b>	<b>\$ 16,306,435</b>	<b>\$ 16,306,435</b>	<b>\$ 16,866,679</b>	<b>\$ -</b>

BEAUFORT COUNTY PUBLIC SCHOOL SYSTEM				AS OF	2022	AS OF				
	2019	2020	2021	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
	ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	REVISIED	PROJECTED*	REQUESTED	RECOMMENDED*	APPROVED
						BUDGET				
SCHOOL PLANNING	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
CURRENT EXPENSE	14,392,140	14,767,140	14,587,140	8,509,165	14,587,140	14,587,140	14,587,140	15,614,148	14,587,140	
SRO FUNDING	765,362	-	-	278,314	603,600	603,600	355,710	603,600	603,600	
CAPITAL OUTLAY	1,115,695	1,115,695	1,270,878	650,822	1,115,695	1,115,695	1,537,518	2,000,000	1,675,939	
<b>Totals</b>	<b>\$ 16,273,197</b>	<b>\$ 15,902,835</b>	<b>\$ 15,858,018</b>	<b>\$ 9,438,301</b>	<b>\$ 16,306,435</b>	<b>\$ 16,306,435</b>	<b>\$ 16,480,368</b>	<b>\$ 18,217,748</b>	<b>\$ 16,866,679</b>	

\*The additional capital funds shown in 2022 Projected (\$423,823) and 2023 Recommended (\$562,243) above the budgetary amounts result from the statutory calculation of sales tax revenue that is required to be spent on schools for capital. The numbers shown are estimates. The County may exceed the statutory amount and allocate above what is required, but must spend at least 30% of Article 40 and 60% of Article 42 must be spent on school capital.

*Beaufort County Schools*  
**FY '23 Local Funding Request**

FY '22 Local Current Expense Funding	14,587,140.00
FY '22 SRO Funding (Committed Three Years)	<del>603,600.00</del>
Fines & Forfeitures	200,000.00
Sales Tax Refund	45,000.00
Fund Balance Appropriated	180,260.00
FY '22 Adopted Budget	15,616,000.00
Additional Funding Needed for FY '23	1,027,008.00
FY '23 Local PROJECTED Budget	16,643,008.00

FY '22 Local Operating Budget	15,616,000.00
-------------------------------	---------------

**Projected STATE Mandates:**

- Ret. Rate Incr. (22.89% to 24.19%) on Salaries:	57,831.71	
- Ret. Rate Incr. (22.89% to 24.19%) on Suppl.:	11,380.66	102,098.00
- Health Insurance Increase (\$7019 to \$7397):	32,886.00	

**Projected STATE Mandated (2.50%) Raise**

- Salary Increase ( 2.5% ):	111,214.80	146,626.00
- Social Security (7.65%):	8,507.90	
- Retirement (24.19%):	26,902.90	

**Bringing All Employees to \$ 15/Hour per STATE Mandate**

- Salary Increase ( 2.5% ):	40,415.50	
- Social Security (7.65%):	3,091.79	53,284.00
- Retirement (24.19%):	9,776.51	

Site Engineer:	100,000.00
----------------	------------

Curriculum: LETRS	125,000.00
-------------------	------------

Technology: Five Year Plan (Per Year Amount)	500,000.00
--	------------

Projected FY '23 Budget:	16,643,008.00
--------------------------	---------------

BALANCED:	0.00
-----------	------

County Appropriation FY '21:	14,587,140.00
County Appropriation FY '22:	(14,587,140.00)
REDUCTION:	-

Audited & Estimated Fund Balances				
Fund	Description	2020 Actual	2021 Estimated	2022 Estimated
1	STATE Public School Fund	-	-	-
2	Local Current Expense	1,337,775.00	1,337,775.00	1,337,775.00
3	FEDERAL Programs	15,712,448.56	16,788,599.88	17,815,212.01
			1,487,842.56	
4	Individual School Funds	765,711.00		
5	Other Restricted Revenues	1,444,752.00	1,444,752.00	1,444,752.00

Carryover from Ongoing Projects  
 Funds are Proprietary, therefore Cash Basis  
 Decline due to lack of activities  
 Proprietary Fund closed 6/30/2021

Current Budgets		
Fund	Description	Current Budget
1	State Allocations	46,966,162.84
2	Local Current Expense	15,616,062.88
3	Federal	33,103,824.84
4	Capital Outlay	2,780,003.90
5	School Nutrition	3,825,126.00
6	School Funds	1,308,467.16
7	After School Programs	
8	Grants & Other Funds	2,693,219.39
		106,292,867.01

FY '21 Per Pupil Calculation				
<i>(Typically, P/P are based on Expenditures not Budgets)</i>				
Fund	Description	General	Special Population	Current Budget
1	STATE Public School Fund	39,162,528.40	7,803,634.44	46,966,162.84
2	Local Current Expense	15,616,062.88		15,616,062.88
3	FEDERAL Programs	25,222,228.96	7,881,595.88	33,103,824.84
4	Capital Outlay	2,780,003.90		2,780,003.90
5	School Nutrition	3,825,126.00		3,825,126.00
6	Individual School Funds		1,308,467.16	1,308,467.16
7	After School Programs			
8	Other Restricted Revenues		2,693,219.39	2,693,219.39
	Budgetary Subtotal:	86,605,950.14	19,686,916.87	106,292,867.01
	General ADM:	5,887		5,887
	Per Pupil Cost:	14,711.39		18,055.52

Budgetary Subtotal:	
less estimated FY '22 Fund Bal.:	(11,751,154.41)
Subtotal:	94,541,712.60
General ADM:	5,887
ESTIMATED Per Pupil Cost:	18,055.52
Difference:	3,864,668

COVID - 19/ESSER Monies				
PRC	Description	Amount	Spent	Bal. as of 03/29/2022
163	CARES Act - Emergency Relieve Fund - MTSS Coord., Inst. Facil., suppl. & mat.	1,953,855.00	1,496,417.00	457,438.00
165	CARES Act - Digital Curriculum	46,344.00	45,401.30	942.70
166	CARES Act - Learning Mgmt. System	13,090.00	12,706.64	383.36
167	CARES Act - Exceptional Childrens Grant	41,900.00	41,495.31	404.69
169	GEER - Student Health Support	184,241.00	154,945.31	29,295.69
170	GEER - Suppl. Instructional Services	100,676.00	-	100,676.00
171	ESSER II K-12 Emergency Relief	7,624,115.00	7,128,197.65	495,917.35
173	ESSER II Suppl Contracted Service	40,323.00	40,323.00	-
174	ESSER II - SN - COVID Support	44,215.00	-	44,215.00
176	ESSER II Learning Loss Funding	161,370.00	3,634.66	157,735.34
177	ESSER II Smmer Career Accelerator	108,704.00	-	108,704.00
178	ESSER II Competency Based Assesment	35,939.00	-	35,939.00
181	ESSER II K-12 Emergency Relief Fund	17,093,607.00	813,702.85	16,279,904.15
183	ESSER II Homeless I	20,000.00	19,435.40	564.60
184	ESSER II Homeless II	56,839.00	-	56,839.00
185	ESSER II ARP IDEA 611 Grant to State	348,649.00	-	348,649.00
186	ESSER II ARP IDEA Preschool Grants	43,106.00	-	43,106.00
187	ESSER II Coordinated Early Intervention	65,174.00	-	65,174.00
191	ESSER III Location Missing Students	38,158.00		38,158.00
192	ESSER II Cyberbullying & Suicide Prevention	64,084.00	25,124.00	38,960.00
193	ESSER II Gaggle Grant	20,026.00	20,026.00	-
203	ESSER II Teacher Bonuses	355,410.00	353,680.10	1,729.90
205	ESSER II Driver Training	1,701.00		1,701.00
		28,461,526.00	10,155,089.22	18,306,436.78

2022-2023 CAPITAL OUTLAY REQUEST

CHOCOWINITY PRIMARY SCHOOL					
Capital Project Itemized List (ordered by top priority)	Description	New or Repeat	Point of Contact	Cost	
1	Roof Replaced & Repaired	New	Lynn Whittington/ Jamie Stokes	\$70,000.00	
2	Roof Painted	New	Lynn Whittington/ Jamie Stokes	\$4,000.00	
3	Gym blinds /Window tinting	New	PE Teacher- Bryce List	\$3,000.00	
4	Handicap Ramp Repaired /Dumpster pad	Repeat	Lynn Whittington	\$6,000.00	
5	Ceiling tiles replaced in cafeteria	New	Pam Lampkins	\$5,000.00	
6	Kitchen painted	New	Pam Lampkins	\$4,000.00	
7	Front entrance ceiling upgrade	New	Lynn Whittington	\$1,500.00	
				\$93,500.00	
CHOCOWINITY MIDDLE SCHOOL					
Capital Project Itemized List (ordered by top priority)	Description	New or Repeat	Point of Contact	Cost	
8	Packed Rock (Bus Parking Lot)	New	Greg Lentine	\$25,000.00	

9	Paint Parking Spaces in front parking lot	Include additional van & car handicapped parking	New	Greg Lentine	\$1,000.00
10	Replacement Blinds in Classrooms	Classrooms: 200, 201, 203, 204, 205, 206, 207, 208, 300, 301, 303 (44 total blinds)	Repeat	Greg Lentine	\$7,500.00
11	EC Building Kitchen Stove	Either move stove to opposite wall or relocate the smoke/fire alarm	New	Sarina Gibbs	\$2,000.00
12	Band Room Carpet	Replace, there is a huge torn seam in the middle	Repeat	Christina Mauser	\$4,800.00
13	Library Carpet	Replace, old, faded, needs to be replaced	New	Summer Dail	\$13,000.00
14	Custodian Closet/Office	Replace floor tiles	New	Sarina Gibbs	\$3,000.00
					\$56,300.00

**SOUTHSIDE HIGH SCHOOL**

	Capital Project Itemized List (ordered by top priority)	Description	New or Repeat	Point of Contact	Cost
15	Auditorium Speakers System (need)	Auditorium speakers need to be replaced and adjusted in their location. The audio feedback is a substantial problem preventing successful acoustics and presentation.	New	Jay Petty, Justin Holt	\$50,000.00
16	Softball Field Upgrade(s) - (need)	Speakers aren't working on softball field. Additional upgrade is requested to cut-out concessions window and addition of single restroom to press box. Finally, small benches (bleachers) are requested for dugouts. Fence needs to be moved from 250 to 200 due to field specs and drainage issues.	New	Kam Rouse, Justin Holt	\$15,000.00
17	Multi Purpose Athletic Building (repurposed on defunct Tennis Court site) - (want)	This multipurpose facility would help take the athletic facilities to the next level, providing space for team workouts during inclement (and hot) weather. The facility would have sports flooring and (3) roll-up doors. It would also help serve as a Community Use facility and hub. (quote received in August '21)	New	Justin Holt	\$500,000.00
18	Pressure Wash Building (need)	School facility to be pressure washed.	New	Kam Rouse, Justin Holt	\$20,000.00

							\$585,000.00
<b>ED TECH CENTER</b>							
	Capital Project Itemized List (ordered by top priority)	Description	New or Repeat	Point of Contact	Cost		
19	Office Furniture	Office/Counselor area - furniture (tables/chairs, desks)	New	Bookkeeper	\$5,000.00 \$5,000.00		
<b>S. W. SNOWDEN ELEMENTARY SCHOOL</b>							
	Capital Project Itemized List (ordered by top priority)	Description	New or Repeat	Point of Contact	Cost		
20	Gym makeover (paint the entry way, the inside of the gym, replace the padding on the walls, deep clean the bleachers and replace the flooring in the entry way of the gym)	The gym and entry way are in desperate need of painting. The current condition is not a true representation of the school. The current paint is old, dirty, and peeling off the walls. The paddings on the walls are also in need of replacing. They are old and dirty. The bleachers are also in need of a deep cleaning. Replace the flooring in the entry way of the gym	New	DeMarquis Howell Patricia Horton-Albritton	\$40,000.00		
21	Replace the score boards in the gym	In need of repair or replace.	New	DeMarquis Howell Patricia Horton-	\$10,000.00		
22	Shelter area on the playground	Currently there is no shelter on the playground. It would be nice to have a hip roof structure or a gazebo.	New	Patricia Horton-Albritton	\$3,500.00		
23	Gutters in the front entrance of the school	Gutters will give parent and students a dry area to walk under when raining. Need to add to 21-22 Capital for additional funding.	Repeat	Patricia Horton-Albritton Lauren Hodges	\$10,000.00		
24	Replace carpet in classroom 104	Students enrollment is increasing. Currently we are using every classroom in the elementary building. The carpet in bubbling classroom 104.	New	Patricia Horton-Albritton Lauren Hodges	\$3,500.00		
					\$67,000.00		

**EASTERN ELEMENTARY SCHOOL**

Capital Project Itemized List (ordered by top priority)	Description	New or Repeat	Point of Contact	Cost
25	Parking Lot for drivers	New	Vosburgh	\$6,000.00
26	Lights for unsafe dark areas	New	Lampkins	\$6,000.00
27	Key fobs for pods/classrooms	New	Vosburgh	\$50,000.00
28	Roofing for Pods	New	Lampkins	\$270,000.00
				\$332,000.00

**JOHN C. TAYLOR ELEMENTARY SCHOOL**

Capital Project Itemized List (ordered by top priority)	Description	New or Repeat	Point of Contact	Cost
29	Replace Carpet in Office	New	Brown/Henson	\$7,500.00
30	Create Bus Lot	Repeat	Brown/Henson	\$40,000.00
31	Replace Trailer outside ramps	New	Brown/Henson	\$50,000.00
32	Exterior Painting	New	Brown/Henson	\$60,000.00
33	Interior Painting	New	Brown/Henson	\$60,000.00
34	Carpet for Media Center	New	Brown	\$7,500.00
				\$225,000.00

**JOHN SMALL ELEMENTARY SCHOOL**

Capital Project Itemized List (ordered by top priority)	Description	New or Repeat	Point of Contact	Cost

	Capital Project Itemized List (ordered by top priority)	Description	New or Repeat	Point of Contact	Cost
35	Accordion Divider Wall in gym	Replace or fix - Will not close tightly - used to help reduce noise between cafeteria and physical education classes	New	Glenn Crocker	\$10,000.00
36	EC Playground	New playground equipment/additional fence to increase space	New	Jenee Brewer	\$60,000.00
37	Repave Bus Parking Lot	Where buses turn after dropping students off holes have formed	New	Keith Mitchell	\$80,000.00
38	Separating Walls inside two rooms - Rm. 401 & 501	There use to be separating walls inside classrooms to allow for two work spaces	New	Keith Mitchell	\$15,000.00
					\$165,000.00

P. S. JONES MIDDLE SCHOOL

Capital Project Itemized List (ordered by top priority)	Description	New or Repeat	Point of Contact	Cost
39 EC Adaptive Bathroom	We have had to split the adaptive classroom into 2 rooms due to the large class size. The second room needs it's own adaptive bathroom with the handicap accessible features. There is an office in this classroom that can be easily converted	New	Tim Satchell	\$40,000.00
40 Covered breezeway from the 7th and 8th grade halls outside	We transition our Science students outside to decrease congestion in the very crowded hallways. It would be great to have the walkway between the buildings covered to protect the students from the weather.	New	Tim Satchell	\$65,000.00
41 Pond Deck Repaired/Replaced	Students use for fishing club and observation deck for science class. 17 boards need repair.	New	Tim Satchell	\$3,000.00
42 Parking Lot added in the back for sports parking	Our parking for sports games is in the front of the building and is not enough to host large games or large family nights. An extra parking lot in the back would serve both purposes.	New	Tim Satchell/Tim Ratliff	\$70,000.00
				\$178,000.00

WASHINGTON HIGH SCHOOL

Capital Project Itemized List (ordered by top priority)	Description	New or Repeat	Point of Contact	Cost
43 Resurface Track	Approved last year/Stokes suggested drainage a priority/push track to next year	Repeat	Raper/Stokes	\$110,000.00
44 Track Mats	Mats that will protect new track from cleat damage	New	Raper	\$10,000.00
45 Concrete repair	Near Gym - walkway beside modulars	New	Sauls/Stokes	\$60,000.00
46 Pit Area in Auditorium	Pit continues to leak and standing water exists after rain	Repeat	Stokes/Sauls	\$6,000.00
47 Sky Light Repair	Water leaks around sky lights on West Hall by first locker bay and near gym; North Hall first locker bay	Repeat	Thigpen/Sauls/ Thefaine	\$20,000.00

48	Auditorium	Roof leaks above stage on each side	Repeat	Thigpen/Sauls/ Thefaine	\$100,000.00
49	Auditorium	Ceiling damage from decaying sheet rock	Repeat	Thigpen/Sauls/ Thefaine	\$10,000.00
50	Auditorium	Control room wall mold due to humidity in summer	Repeat	Thigpen/Sauls/ Thefaine	\$2,000.00
51	Roll up door	North Hall weilding shop roll up door damaged and needs replaced	New	Thigpen/Sauls	\$7,000.00
52	Weight room Benches Replaced	Old Weight room Benches - 7 total	New	Sauls/Kozuch/ Penhollow	\$7,000.00
53	Weights	New weights for weight room, existing weights in good condition will be rotated and reused in gym weight room	New	Raper/ Crumney	\$12,000.00
<b>NORTHEAST ELEMENTARY SCHOOL</b>					
	Capital Project Itemized List (ordered by top priority)	Description	New or Repeat	Point of Contact	Cost
54	New Tin Roof for Softball and Baseball Dugouts	Shingles have blown off from weather and storms over the years. Roof on dugouts needs to be replaced. Replacing with Tin may be the more efficient way to go.	New	Coach Woolard	\$50,000.00
					\$50,000.00
<b>BATH ELEMENTARY SCHOOL</b>					
	Capital Project Itemized List (ordered by top priority)	Description	New or Repeat	Point of Contact	Cost
55	Enclose walkway from 500-600 Building	Close in walkway with A/C and Heat	Repeat	Charles Clark	\$250,000.00
56	Replace Countertop in 510	Replace countertop with solid science counter top by sink	Repeat	Charles Clark	\$4,000.00
57	Enclosed walkway from gym to main building	Build connecting corridor from main building to gym and kindergarten building	Repeat	Charles Clark	\$500,000.00
58	Renovate field house	Update field house and include heating and air	New	Charles Clark	\$40,000.00

59	Renovate Old Concession Stand and bathrooms	Update concession stand and bathrooms for football field	New	Charles Clark	\$50,000.00
60	Sound Proof the Gym	Install sound panels to reduce echoes etc.	Repeat	Charles Clark	Hold for final gym decision
61	Replace carpet - 502	Replace carpet with laminate wood flooring	New	Charles Clark	\$3,500.00
					\$847,500.00
<b>NORTHSIDE HIGH SCHOOL</b>					
	Capital Project Itemized List (ordered by top priority)	Description	New or Repeat	Point of Contact	Cost
62	Repave staff and student parking lots	Repave the entrance to student/staff lots, actual parking spaces	New	Nixon	\$500,000.00
63	Paint stairwells & replace ceiling tiles	Professional crew to paint stairwells and replace ceiling tiles with water damage	New	Nixon	\$8,000.00
64	Paint and Paint Supplies	All over building	New	Nixon	\$5,000.00
65	Football Press Box Repair	Fix the ceiling, replace the windows, replace damaged boards	New	Nixon/Jared Adams	\$4,000.00
66	Football Concession Stand	Repair facial boards, repaint building	New	Nixon/Jared Adams	\$20,000.00
67	Blinds	Replace blinds throughout the building that need to be replaced	New	Nixon	\$5,000.00
68	Cabinet Tear-Out	Remove old small cabinets in band room	New	Dantel Garcia	\$6,000.00
69	Teacher Desks and Chairs	Replace 30 year old teacher desks with new desks and teacher chairs	New	Nixon	\$18,000.00
70	Replace Roll-up Doors	In storage building behind main concession stand	New	Nixon	\$7,000.00
					\$573,000.00
<b>TRANSPORTATION</b>					
	Capital Project Itemized List (ordered by top priority)	Description	New or Repeat	Point of Contact	Cost
71	Wrecker Replacement	Wrecker is outdated (25yrs) and not capable to tow new busses (over-loaded)	New	Jeffery Miller	\$150,000.00

72	Portable Bus Wash	We can save money washing our busses/vehicles in house	New	Jeffery Miller	\$40,000.00
73	Activity Bus Replacement	We have 3 activity busses that are 20 years or older	New	Jeffery Miller	\$300,000.00
74	Shelter for Outdoor lift	We need a shelter for our lift outside to protect it from the elements	New	Jeffery Miller	\$21,000.00
75	Top for fuel island	We need a top/shelter for the fuel docking station.(used daily)	New	Jeffery Miller	\$25,000.00
76	Shelter for wrecker/fuel	We need a shelter big enough to cover the wrecker and fuel trucks	New	Jeffery Miller	\$22,000.00
77	Drainage/concrete repair	Front of Transportation office and other area flood/sidewalks sinking	New	Jeffery Miller	\$5,000.00
78	Paint Building	Paint inside and outside of Department	New	Jeffery Miller	\$3,500.00
79	Service truck	Replace 1997 service truck (parts truck)	New	Jeffery Miller	\$35,000.00
80	Bathroom addition	Parts department has no bathroom or running water	New	Jeffery Miller	\$50,000.00
81	Rock	Rock/gravel for bus lot. (Need \$5k per year for several years)	New	Jeffery Miller	\$5,000.00
82	Garage door openers	Requesting electric garage door openers for shop and parts dept.	New	Jeffery Miller	\$20,000.00
83	Tire changer/Balancer	We need a new automotive tire machine and balancer over 25 years old	New	Jeffery Miller	\$10,000.00
84	Dispensing Equipment		New	Jeffery Miller	\$43,333.00
					\$729,833.00
<b>BUILDING 4</b>					
	Capital Project Itemized List (ordered by top priority)	Description	New or Repeat	Point of Contact	Cost
85	Entire Building	carpet	New	Brenda	\$21,000.00
86	Room 110	new window A/C unit	New	Brenda	\$800.00
87	Small Bathroom	growth on wall	New	Brenda	\$500.00
88	Downstairs	heat	New	Jennifer	\$10,000.00
89	Room 108	blinds	New	Emily	\$300.00
90	Room 100 wall	growth on wall	New	Maria & Amie	\$500.00
91	Room 100 cinderblock walls	cracks	New	Maria & Amie	\$500.00

92	Room 101 wall	hole in wall	New	Lisa	\$500.00
93	Room 105	new blinds	New	Gayle	\$300.00
94	Room 105 & 104	cold air coming in windows	New	Gayle	\$500.00
95	Testing	growth on wall	New	Tonya & Vickie	\$500.00
96	Testing Bathroom	no hot water	New	Tonya & Vickie	\$500.00
97	Testing Office	new window A/C unit	New	Vickie	\$800.00
98	Testing Office	water leak near chimney	New	Vickie	\$500.00
99	Front Door	leaks cold area	New	Brenda	\$500.00
					\$37,700.00
<b>MAINTENANCE</b>					
	Capital Project Itemized List (ordered by top priority)	Description	New or Repeat	Point of Contact	Cost
100	Gas Jetter	Gas Jetter	New	Plumber	\$8,000.00
101	Utility Locator	Utility Locator	New	Maintenance	\$5,000.00
102	Speedrooter	Speedrooter	New	Plumber	\$3,000.00
103	Dump Trailer	Dump Trailer	New	Maintenance	\$15,000.00
104	Strom Drains	Strom Drains	New	PST, JSS, SHS	\$30,000.00
105	F350 Dump Truck	F350 Dump Truck	New	Maintenance	\$75,000.00
106	Steps for Pre-K Playground	Steps for Pre-K Playground	New	CPS	\$10,000.00
107	Enclosed 7 X 14 Trailer	Enclosed 7 X 14 Trailer	New	Maintenance	\$8,000.00
108	Mower for Excavator	Mower for Excavator	New	Landscaping	\$9,000.00
109	Grapple for New Holland	Grapple for New Holland	New	Landscaping	\$3,500.00
110	Roof with Fan	Roof with Fan - New Holland	New	Landscaping	\$1,500.00
111	Extend Fence at Plant Ops	Extend Fence at Plant Ops	New	Maintenance	\$10,000.00
112	Power Broom for Tractor	Power Broom for Tractor	New	Maintenance	\$3,500.00
113	Clean out Playgrounds-rubber mulch	Clean out Playgrounds-rubber mulch	New	NES	\$80,000.00
114	Ductwork	Reinsulating of BES ductwork	New	500 Building - BES	\$40,000.00

115	Building Automation Upgrades	Building Automation Upgrades	New	Systemwide	\$50,000.00
116	Reinsulating of Chill Water Pipes	Reinsulating of Chill Water Pipes	New	NHS	\$100,000.00
					\$451,500.00
<b>SCHOOL NUTRITION</b>					
	Capital Project Itemized List (ordered by top priority)	Description	New or Repeat	Point of Contact	Cost
117	Paint	Cafeteria bathroom painted - EES	New	Russell Gibson	\$1,000.00
118	Paint	Dining room painted - EES	New	Russell Gibson	\$10,000.00
119	Floor	New kitchen floor - CMS	Repeat	Kathy Jones	\$8,000.00
120	Paint	Paint cafeteria - CMS	New	Kathy Jones	\$10,000.00
121	Paint	Paint kitchen - CPS	New	Pam Lampkins	\$5,000.00
122	Ceiling Tiles	Replace ceiling tiles in cafe - CPS	New	Pam Lampkins	\$2,000.00
123	Floor Tiles	Broken tile on floor near tilt skillet - JSS	New	Penny Coward	\$300.00
124	Paint	Repaint kitchen - JSS	New	Penny Coward	\$8,000.00
125	Hot Water Heater and Paint	Finish installing hot water heater, patch and paint the wall, paint the boiler room - NES	New	Angela Logan	\$3,000.00
126	Floor Repair	Floor repair in cafe managers office (laminated tile is cracked - rodents) Wax - NES	New	Angela Logan	\$1,500.00
127	Floor Repair	Review and repair tile floor in cafe (particularly by dish room area)	New	Angela Logan	\$2,000.00
128	Repair Wall	Repair cracked wall in storage area. Caulk corners in kitchen - NES	New	Angela Logan	\$1,000.00
129	Ceiling Tiles	Ceiling tile in corner of kitchen needs to be replaced - NES	New	Angela Logan	\$50.00
130	Repair Wall	Repair walls in serving area - NES	New	Angela Logan	\$1,000.00
131	Repair Wall	Repair concrete outside of kitchen back door - NES	New	Angela Logan	\$1,000.00
132	Floor Repair	Floor repair in dish room - NHS	New	Annette Satchell	\$1,500.00
133	Paint	Painting can and janitor room - NHS	New	Annette Satchell	\$1,500.00
134	Tile	Retile behind ice machine - PSJ	New	Penny Matrice	\$1,000.00

135	Paint	Paint ceilings and walls in kitchen - PSJ	New	Penny Mattice	\$14,000.00
136	Floor Repair	Chemical room floor repair - SHS	New	Demetria Williams	\$2,000.00
137	Paint	Cafe manager office painted, floor waxed - SHS	New	Demetria Williams	\$1,500.00
138	Paint	Storeroom painted - SHS	New	Demetria Williams	\$1,500.00
139	Ventilation	Ventilation system for dishwasher - WHS	New	Martha Gurganus	\$15,000.00
140	Floor Repair	Floor tile needs replacing in parts of cafe - WHS	New	Martha Gurganus	\$3,000.00
141	Combi oven (remove kettle)	Combi oven (remove kettle) - EES	New	Kirven	\$28,000.00
142	Food Slicer	Food Slicer - BES	New	Kirven	\$1,500.00
143	Serving cart for food	Serving cart for food - ECHS	New	Kirvon	\$750.00
144	Combi oven	Combi oven - CMS	New	Kirven	\$28,000.00
145	Tilt skillet	Tilt skillet - CMS	New	Kirven	\$15,000.00
146	Ninja Chopper	Ninja Chopper - CMS	New	Kirven	\$150.00
147	Combi oven	Combi oven - CPS	New	Kirven	\$28,000.00
148	Hot box(es)	Hot box(es) - CPS	New	Kirvsn	\$3,000.00
149	Dish machine	Dish machine - CPS	New	Kirvnn	\$50,000.00
150	Repair on tilt skillet	Repair on tilt skillet - JSS	New	Kirven	\$1,500.00
151	Combi oven	Combi oven - NHS	New	Kirven	\$28,000.00
152	Combi oven	Combi oven - SHS	New	Kirven	\$28,000.00
153	Combi oven	Combi oven - WHS	New	Kirven	\$28,000.00
					\$334,750.00
<b>TECHNOLOGY</b>					
	Capital Project Itemized List (ordered by top priority)	Description	New or Repeat	Point of Contact	Cost
154		Technology			\$300,000.00
					\$300,000.00
<b>SAFETY &amp; SECURITY</b>					
	Capital Project Itemized List (ordered by top priority)	Description	New or Repeat	Point of Contact	Cost

155	Cameras (Inside School)	Needed in Gym and Media Center - JCT	New	Brown/Henson	\$1,500.00
156	New Fencing	Fence needed between area the back of the front office and cafeteria door. This is a transition area that a student could run out of the door. Safety issue. - JCT	New	Brown/Henson	\$4,000.00
157	Office Door Controllers	Door that staff buzzes visors in before entry into building- WHS	New	McCullor/ Stokes	\$5,000.00
158	ADA Door access	Front Door - Automatic door for folks with disabilities - WHS	New		\$5,000.00
159	Interior/Exterior Cameras	New Cameras that allow visibility to hidden areas - WHS	New	Crummey/ Stokes	\$3,000.00
160	Buzzer doors	Buzzers placed on 5 exterior doors, ensure school safety - WHS	New	Crummey/ Stokes	\$4,000.00
161	Cameras	We are in need of more cameras for blind spots we have discovered within the buildings	Repeat	Tim Ratliff	\$3,500.00
162	Safety and Security	To address additional safety and security needs	Repeat		\$124,000.00
					\$150,000.00
					\$5,525,083.00

## BEAUFORT COUNTY COMMUNITY COLLEGE

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

Dr. David Loope, President

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

Phone: (252) 940-6201

Email: [Dave.Loope@BeaufortCCC.edu](mailto:Dave.Loope@BeaufortCCC.edu)

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

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

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

COMMUNITY COLLEGE	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Current Expense	\$ 2,697,118	\$ 2,794,143	\$ 2,794,143	\$ 2,917,912	\$ -
Capital Outlay - Cash	240,000	706,000	706,000	279,000	-
Totals	\$ 2,937,118	\$ 3,500,143	\$ 3,500,143	\$ 3,196,912	\$ -

BEAUFORT COUNTY COMMUNITY COLLEGE				AS OF	2022	AS OF				
	2019	2020	2021	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
	ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	2022	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						REVISED				
						BUDGET				
CURRENT EXPENSE	\$ 2,606,500	\$ 2,697,118	\$ 2,697,118	\$ 1,629,917	\$ 2,794,143	\$ 2,794,143	\$ 2,794,143	\$ 2,917,912	\$ 2,917,912	
CAPITAL OUTLAY	246,000	240,000	240,000	411,833	706,000	706,000	706,000	279,000	279,000	
Totals	\$ 2,852,500	\$ 2,937,118	\$ 2,937,118	\$ 2,041,750	\$ 3,500,143	\$ 3,500,143	\$ 3,500,143	\$ 3,196,912	\$ 3,196,912	\$ -

\*A \$1,000,000 appropriation of fund balance is included in the Transfer to Other Funds Cost Center to establish a separate fund to reimburse the College for tuition under the Beaufort Promise scholarship program for Beaufort County residents. The estimated cost per year is \$250,000 so the initial funding of \$1 mil will cover 4 years.

# Beaufort County Community College

## County Budget Request for Fiscal Year 2023

**Summary with Prior Year Approved Budgets:**

FY	Current	Capital	Total	Variance	Percent Change
2020	\$ 2,697,118	\$ 240,000	\$ 2,937,118	\$ 84,618	3.0%
2021	\$ 2,697,118	\$ 240,000	\$ 2,937,118	-	0.0%
2022	\$ 2,794,143	\$ 706,000	\$ 3,500,143	\$ 563,025	19.2%
2023	\$ 3,917,912	\$ 279,000	\$ 4,196,912	\$ 696,769	19.9%

- We are requesting a 19.9% increase or \$696,769 more than our previous year's approved budget. The increase is associated with requesting \$1,000,000 to cover four years of Beaufort Promise scholarships for Beaufort County residents. This request eliminates the \$450,000 nonrecurring capital for the Boat Building Program from fiscal year 2022.
- A more detailed breakdown of this projection is shown on the next three pages.

Revision Date: February 9, 2022

### Current Expense Budget Request

	2022 Approved	2023 Request	Variance	Percent Change
Salaries and Benefits	\$1,566,051	\$1,680,385	\$114,334	7.30%
Contracted Services and Insurance	\$245,327	\$245,327	\$0	0.00%
Utilities	\$537,200	\$537,200	\$0	0.00%
Supplies	\$142,300	\$145,000	\$2,700	1.90%
Repairs to Facilities	\$212,000	\$212,000	\$0	0.00%
Miscellaneous	\$91,265	\$98,000	\$6,735	7.38%
Beaufort Promise Student Aid	\$0	\$1,000,000	\$1,000,000	100.00%
<b>Total</b>	<b>\$2,794,143</b>	<b>\$3,917,912</b>	<b>\$1,123,769</b>	<b>40.22%</b>

### Breakdown of the Request:

- The increase in Salaries is attributed to a 2.5% increase in COLA and associated benefits for 2023. The State required agencies to provide a minimum salary equivalent to \$13 per hour for FY 22 and \$15 for FY 23. Employees will receive the higher of the 2.5% raise or the minimum salary increase. The State provided required employer contributions for medical (\$7,019) and retirement (22.89%) for 2022. We don't know the benefit requirements for FY 23 at this point.
- The increase in miscellaneous is due to the purchase of the Alertus software application for emergency notifications.
- The increase in supplies is due to across the board increase in material costs.
- The Beaufort Promise Student Aid program is designed to pay for four years of tuition and fees for Beaufort County residents only who enroll in 9+ credit hours or in an initial workforce credential program of 50+ hours in duration. This is a last dollar scholarship awarded after other federal or state grants are applied to a student's account.

### Capital Expense Budget Request

	2022 Approved	2023 Request	Variance	Percent Change
Alterations, Add. & Improvements to Buildings				
Major	\$450,000		-\$450,000	100.00%
Minor	\$161,000	\$184,000	\$23,000	14.29%
Land and Land Improvements	\$0	\$0	\$0	
Maintenance Equipment	\$30,000	\$30,000	\$0	0.00%
Adm. & Communications Equipment	\$3,000	\$3,000	\$0	0.00%
Motor Vehicles	\$62,000	\$62,000	\$0	0.00%
<b>Total</b>	<b>\$706,000</b>	<b>\$279,000</b>	<b>(\$427,000)</b>	<b>-60.48%</b>

**Breakdown of the Request:**

We have divided the capital requests into two categories: minor maintenance items (\$184,000) and no major capital improvement projects this year.

**The major items include:**

- None

**The minor maintenance items include:**

- General roof maintenance - \$24,000
- B10 HVAC 2 units - \$50,000
- B12 Variable Drive Replacement - \$30,000
- B12 Compressor Replacement - \$50,000
- HVAC Controls Upgrade - \$20,000
- Classroom Upgrades - \$10,000
- Modify classroom layout in computer labs for collaborative learning, cover cost of electrical and data cable modifications.

Revision Date: February 9, 2022

**The major capital items include:**

- None

**The maintenance equipment items include:**

- Minor Equipment - \$15,000.  
Includes miscellaneous equipment for maintenance and general facilities...mowers, weed eaters, trimmers, vacuums, floor machines, tools, white boards, blinds, fire extinguishers, etc.
- Maintenance Equipment - \$15,000.  
New lawn mower.

**The Communications Equipment includes:**

- Voice over Internet Protocol Communications System hardware - \$3,000.

**The Motor Vehicles include:**

- Replace worn vehicles - \$62,000.  
Replace 2002 Dodge Ram Truck with a pick-up for Maintenance - \$12,000  
Replace 2009 Dodge Charger for General TMP - \$25,000  
Replace 2010 Dodge Charger for General TMP - \$25,000

# 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

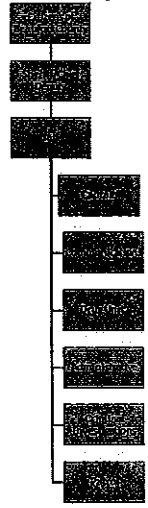
Beaufort County Sheriff's Office  
 210 North Market St.  
 Washington, North Carolina 27889

Phone: (252) 946-7111  
 Fax: (252) 946-0993  
 Email: [info@beaufortcountync.gov](mailto:info@beaufortcountync.gov)

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.



\*Org Chart Changes are per Deputy Rose

<b>FULL-TIME POSITIONS AUTHORIZED</b>				
FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23 Recommended
107	107	102	94	94

This page left blank intentionally.

## 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@beaufortcountync.gov](mailto:info@beaufortcountync.gov)

SHERIFF	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Personnel	\$ 3,560,907	\$ 3,274,548	\$ 3,376,188	\$ 3,253,823	\$ -
Benefits	1,338,039	1,353,419	1,353,419	1,338,057	-
Operating	947,981	1,019,432	1,026,132	1,373,569	-
Capital	18,650	200,000	362,040	400,000	-
Totals	\$ 5,865,577	\$ 5,847,399	\$ 6,117,779	\$ 6,365,449	\$ -

SHERIFF	2019	2020	2021	AS OF	2022	AS OF				
				1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
	ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						BUDGET				
SALARIES	\$ 2,740,905	\$ 3,055,488	\$ 3,248,209	\$ 1,573,786	\$ 2,999,548	\$ 3,101,188	\$ 2,800,000	\$ 2,978,823	\$ 2,978,823	
SALARIES-OVERTIME	256,514	306,921	282,691	126,153	250,000	250,000	250,000	250,000	250,000	250,000
SALARIES-PART TIME	44,843	45,017	30,006	4,508	25,000	25,000	10,000	25,000	25,000	25,000
LEO SEPARATION ALLOWANCE	75,333	67,782	70,219	38,571	80,000	80,000	67,000	38,800	38,800	38,800
401(K) 5% LEO EMPLR SUPP. RET.	136,607	152,076	160,428	77,115	145,308	145,308	133,000	147,513	147,513	147,513
SHERIFF'S SUPPLEMENTAL PENSION	3,667	-	-	-	5,000	5,000	6,875	5,000	5,000	5,000
FICA 6.2%	183,605	203,971	212,699	102,033	210,189	210,189	181,414	204,143	204,143	204,143
LOC. GOV. EMP. RETIREMENT	20,685	29,173	32,968	17,646	38,562	38,562	33,000	33,846	33,846	33,846
RETIREMENT-LEO LOC. GOV.	232,233	295,276	349,608	185,693	355,319	355,319	310,461	384,713	384,713	384,713
HOSPITALIZATION-EMPLOYEE	340,507	366,691	375,274	191,935	381,466	381,466	318,000	425,372	425,372	425,372
MEDICARE 1.45%	42,939	47,703	49,744	23,862	49,157	49,157	42,170	47,743	47,743	47,743
LIFE INSURANCE-EMPLOYEE	1,448	1,613	1,790	892	1,740	1,740	1,100	1,740	1,740	1,740
WORKERS COMPENSATION INSURANCE	100,340	77,586	78,866	77,364	80,000	80,000	77,354	43,616	43,616	43,616
401(K) EMPLOYER CONTRIBUTION	5,301	6,447	6,443	3,096	6,678	6,678	5,456	5,571	5,571	5,571
ELECTRONIC HOUSE ARREST	31,747	27,021	26,553	10,608	30,000	30,000	30,000	40,000	40,000	40,000
K-9 KENNEL CARE SUPPLIES	577	-	-	-	-	-	-	-	-	-
UNIFORMS	100,644	86,179	56,168	34,466	62,706	62,706	62,500	100,000	100,000	100,000
EDUCATION/PROMOTION	3,266	3,369	3,755	203	4,000	4,000	4,000	4,000	4,000	4,000
VEHICLE TAGS (RENEW/REPLACE)	384	15	168	6	200	200	200	200	200	200
OFFICE SUPPLIES	16,924	18,829	20,413	10,556	15,000	15,000	15,000	20,000	20,000	20,000
BENEVOLENT DONATIONS-EXPENSE	2,839	3,940	8,860	5,516	1	1	6,000	5,000	5,000	5,000
LAW ENFORCEMENT SUPPLIES	37,644	35,142	24,667	15,366	40,000	40,000	40,000	75,000	60,000	60,000
PROFESSIONAL DEVELOPMENT	38,045	23,286	22,114	19,193	40,000	40,000	30,000	25,000	25,000	25,000
TRAVEL-FUEL	160,865	172,816	164,729	89,005	150,000	150,000	230,000	230,000	230,000	230,000
TELEPHONE	50,129	60,233	70,900	31,662	60,000	60,000	70,000	75,000	75,000	75,000
POSTAGE	1,356	961	414	693	1,500	6,500	1,000	1,000	1,000	1,000
PRINTING	1,785	995	967	319	1,500	1,500	750	1,000	1,000	1,000
MAINT/REPAIR-EQUIPMENT	2,629	3,754	7,788	644	5,000	5,000	5,800	5,000	5,000	5,000
MAINT/REPAIR-VEHICLE	152,228	200,834	161,411	66,993	150,000	150,000	150,000	200,000	200,000	200,000
ADVERTISING	536	(12)	536	1,043	1,000	1,000	1,000	1,000	1,000	1,000
COMPUTER SOFTWARE/SUPPORT	150,350	131,809	132,618	145,366	160,000	160,000	150,000	176,376	176,376	176,376
FITNESS INCENTIVE	14,677	12,705	15,820	12,112	16,000	14,500	12,500	15,000	15,000	15,000
LAW ENFORCEMENT INFORMATION	82,101	94,490	75,563	52,870	125,000	125,000	100,000	175,000	150,000	150,000
EQUIPMENT PURCHASE	63,509	160,161	97,944	90,355	100,000	100,000	100,000	200,000	180,000	180,000
STORAGE RENT	22,632	22,632	22,632	17,154	30,000	30,000	60,000	60,000	60,000	60,000
RENTAL EQUIPMENT	22,573	21,097	25,446	12,233	18,000	21,200	23,000	20,000	20,000	20,000
CONTRACT SERVICES	18,804	26,006	724	964	8,182	8,182	8,000	1,200	1,200	1,200
INSURANCE AND BONDS	14,983	17,244	6,952	1,000	-	-	1,000	10,000	10,000	10,000
DUES & SUBSCRIPTIONS	1,089	1,514	841	847	1,343	1,343	1,343	1,293	1,293	1,293
CAPITAL OUTLAY-EQUIPMENT	-	-	14,874	-	200,000	192,800	192,800	70,000	-	-
CAPITAL OUTLAY-VEHICLES	511,078	360,017	3,776	137,050	-	169,240	169,240	400,000	400,000	400,000
Totals	\$ 5,688,323	\$ 6,140,779	\$ 5,865,577	\$ 3,178,878	\$ 5,847,399	\$ 6,117,779	\$ 5,699,973	\$ 6,502,949	\$ 6,365,449	\$ -

# 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  
 Jeremy Hewitt, Captain/ Jail Administrator

210 North Market St.  
 Washington, North Carolina 27889

Phone: (252) 946-7111  
 Fax: (252) 946-0993  
 Email: [info@beaufortcountync.gov](mailto:info@beaufortcountync.gov)

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.

JAIL	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Personnel	\$ 926,833	\$ 996,759	\$ 1,018,213	\$ 1,033,792	-
Benefits	326,123	360,811	369,717	399,644	-
Operating	696,773	889,523	888,023	1,141,573	-
Capital	20,875	30,000	30,000	-	-
<b>Totals</b>	<b>\$ 1,970,604</b>	<b>\$ 2,277,093</b>	<b>\$ 2,305,953</b>	<b>\$ 2,575,009</b>	<b>-</b>

JAIL	2019	2020	2021	AS OF	2022	AS OF				
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
				ACTUALS	BUDGET	2022	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						REVISED				
					BUDGET					
SALARIES	\$ 804,322	\$ 880,952	\$ 839,705	\$ 429,531	\$ 881,759	\$ 903,213	\$ 711,786	\$ 908,792	\$ 908,792	
SALARIES-OVERTIME	85,152	100,565	75,457	43,234	90,000	90,000	90,000	100,000	100,000	
FITNESS INCENTIVE										
SALARIES-PART TIME	19,392	16,945	11,672	10,497	25,000	25,000	20,000	25,000	25,000	
401(K) 5% LEO EMPLR SUPP. RET.	3,757	4,349	1,372	282	-	-	1,000	3,853	3,853	
FICA 6.2%	53,019	58,762	54,389	28,378	54,669	54,669	47,781	64,095	64,095	
LOC. GOV. EMP. RETIREMENT	63,519	80,157	91,228	53,159	99,180	99,180	86,080	113,205	113,205	
RETIREMENT-LEO LOC. GOV.	6,386	8,443	2,682	678	7,665	7,665	7,500	10,049	10,049	
HOSPITALIZATION-EMPLOYEE	115,516	126,489	119,483	56,219	131,540	140,446	92,486	154,014	154,014	
MEDICARE 1.45%	12,399	13,743	12,722	6,637	12,614	12,614	11,104	14,990	14,990	
LIFE INSURANCE-EMPLOYEE	492	540	553	273	600	600	600	630	630	
WORKERS COMPENSATION INSURANCE	36,589	28,312	28,796	28,257	37,000	37,000	28,500	20,173	20,173	
401(K) EMPLOYER CONTRIBUTION	13,672	14,604	14,887	7,931	17,543	17,543	12,825	18,635	18,635	
PROFESSIONAL SERVICE-MEDICAL	793	-	-	-	-	-	-	-	-	
INMATE PRESCRIPTIONS	50,519	39,696	31,984	18,767	45,000	37,000	45,000	50,000	50,000	
INMATE MENTAL HEALTH	24,600	24,600	12,300	10,250	25,000	25,000	25,000	25,000	25,000	
INMATE OUT OF FACILITY SERVICES	227,952	212,357	230,582	205,440	200,000	200,000	280,000	225,000	225,000	
MEDICAL STOP LOSS INSURANCE	31,761	34,725	33,878	29,792	35,000	35,000	30,000	35,000	35,000	
JANITORIAL SUPPLIES	59,673	58,180	67,670	53,408	60,000	75,000	75,000	75,000	75,000	
UNIFORMS	16,925	6,597	14,473	2,606	15,000	15,000	12,500	20,000	20,000	
INMATE MEALS	173,022	116,167	143,119	92,882	200,000	193,000	200,000	250,000	250,000	
SUPPLIES	25,805	24,336	23,275	14,356	25,000	25,000	25,000	35,000	30,000	
PROFESSIONAL DEVELOPMENT	7,593	7,156	-	2,627	20,000	20,000	5,000	20,000	20,000	
TELEPHONE	2,930	3,170	3,240	1,902	3,500	3,500	3,500	5,000	3,800	
POSTAGE-INMATE	-	-	-	-	500	500	500	500	500	
MAINT/REPAIR-JAIL	2,554	9,062	6,574	343	10,000	10,000	5,000	10,000	10,000	
MAINT/REPAIR-EQUIPMENT	20,923	14,945	4,291	827	10,000	10,000	5,000	5,000	5,000	
FITNESS INCENTIVE	4,500	756	-	1,023	4,500	3,000	1,500	3,000	3,000	
EQUIPMENT PURCHASE	6,711	8,960	7,725	6,600	20,000	20,000	20,000	50,000	50,000	
RENTAL EQUIPMENT	662	149	-	-	1,750	1,750	1,000	1,000	1,000	
CONTRACT SERVICES	-	-	-	13,000	13,773	13,773	13,773	37,773	37,773	
INSURANCE DEDUCTIBLES	6,596	-	-	-	-	-	-	-	-	
DUES & SUBSCRIPTIONS	262	315	-	-	500	500	500	500	500	
CAPITAL OUTLAY-EQUIPMENT	7,100	-	20,875	11,000	30,000	30,000	30,000			
SAFEKEEPING	212,324	78,573	110,286	70,944	100,000	100,000	100,000	150,000	150,000	
SAFEKEEPING-CAPACITY	167,444	22,332	7,374	39,333	100,000	100,000	100,000	150,000	150,000	
TRAVEL-INMATE TRANSFER	-	1,586	-	-	-	-	-	-	-	
Totals	\$ 2,264,864	\$ 1,997,523	\$ 1,970,604	\$ 1,240,174	\$ 2,277,093	\$ 2,305,953	\$ 2,087,936	\$ 2,581,209	\$ 2,575,009	\$ -

## SHERIFF'S OFFICE - COMMUNICATIONS

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

Ernie Coleman, Sheriff  
 Charlie Rose, Chief Deputy  
 Victoria Van Nortwick, Director of E-911 Center

210 North Market St.  
 Washington, North Carolina 27889

Phone: (252) 946-7111  
 Fax: (252) 946-0993  
 Email: [info@beaufortcountync.gov](mailto:info@beaufortcountync.gov)

EMERGENCY COMMUNICATIONS	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Personnel	\$ 739,724	\$ 839,482	\$ 859,251	\$ 800,577	\$ -
Benefits	241,404	289,043	292,646	299,634	-
Operating	141,573	289,971	288,971	341,125	-
Capital	-	-	-	-	-
Totals	\$ 1,122,701	\$ 1,418,496	\$ 1,440,868	\$ 1,441,336	\$ -

EMERGENCY COMMUNICATIONS	2019	2020	2021	AS OF	2022	AS OF				
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	
				ACTUALS	BUDGET	2022	PROJECTED	REQUESTED	RECOMMENDED	2023
						REVISED				APPROVED
					BUDGET					
SALARIES	\$ 558,884	\$ 593,565	\$ 635,163	\$ 337,239	\$ 699,482	\$ 719,251	\$ 599,030	\$ 660,577	\$ 660,577	
SALARIES-OVERTIME	132,028	115,937	98,780	49,698	125,000	125,000	110,000	125,000	125,000	
SALARIES-PART TIME	-	7,679	5,781	1,764	15,000	15,000	8,000	25,000	15,000	
FICA 6.2%	41,263	42,585	43,832	22,871	51,738	51,738	40,443	49,636	49,636	
LOC. GOV. EMP. RETIREMENT	53,891	63,909	75,121	44,025	92,866	92,866	76,847	95,448	95,448	
HOSPITALIZATION-EMPLOYEE	100,226	98,465	94,487	52,017	111,809	115,412	93,583	124,678	124,678	
MEDICARE 1.45%	9,650	9,959	10,251	5,349	12,100	12,100	9,476	11,608	11,608	
LIFE INSURANCE-EMPLOYEE	363	358	403	223	480	480	480	480	480	
WORKERS COMPENSATION INSURANCE	3,732	2,720	2,635	2,500	3,800	3,800	3,500	2,072	2,072	
401(K) EMPLOYER CONTRIBUTION	13,397	13,942	14,676	7,724	16,250	16,250	13,009	15,712	15,712	
UNIFORMS	279	4,131	-	-	1,000	1,000	500	1,000	1,000	
OFFICE SUPPLIES	1,775	539	4,386	1,276	5,000	5,000	5,000	10,000	6,000	
PROFESSIONAL DEVELOPMENT	10,749	7,942	738	1,530	25,000	25,000	10,000	15,000	15,000	
TELEPHONE	1,923	6,874	12,472	7,055	30,000	30,000	12,500	30,000	15,000	
E911 SERVICES	-	-	-	-	-	-	-	-	-	
MAINT/REPAIR-EQUIPMENT	1,492	2,170	153	-	2,500	2,500	1,000	2,500	2,500	
SOFTWARE MAINTENANCE	22,000	38,733	16,205	13,120	42,685	42,685	38,000	13,012	13,012	
TRAINING/SCHOOL COSTS	760	-	-	-	-	-	-	-	-	
FITNESS INCENTIVE	3,033	2,866	3,627	1,532	4,200	2,200	2,100	3,500	3,500	
EQUIPMENT PURCHASE	-	-	968	253	26,670	26,670	18,000	73,500	73,500	
RENTAL EQUIPMENT	2,845	5,880	-	-	-	-	-	-	-	
MAINTENANCE CONTRACTS	71,730	80,728	102,653	64,172	148,901	148,901	148,901	209,433	209,433	
DUES & SUBSCRIPTIONS	2,651	364	370	1,045	4,015	4,015	4,015	2,180	2,180	
Grant Expenses						1,000				
<b>Totals</b>	<b>\$ 1,032,672</b>	<b>\$ 1,099,345</b>	<b>\$ 1,122,701</b>	<b>\$ 613,393</b>	<b>\$ 1,418,496</b>	<b>\$ 1,440,868</b>	<b>\$ 1,194,385</b>	<b>\$ 1,470,336</b>	<b>\$ 1,441,336</b>	<b>\$ -</b>

## OFFICE OF EMERGENCY SERVICES

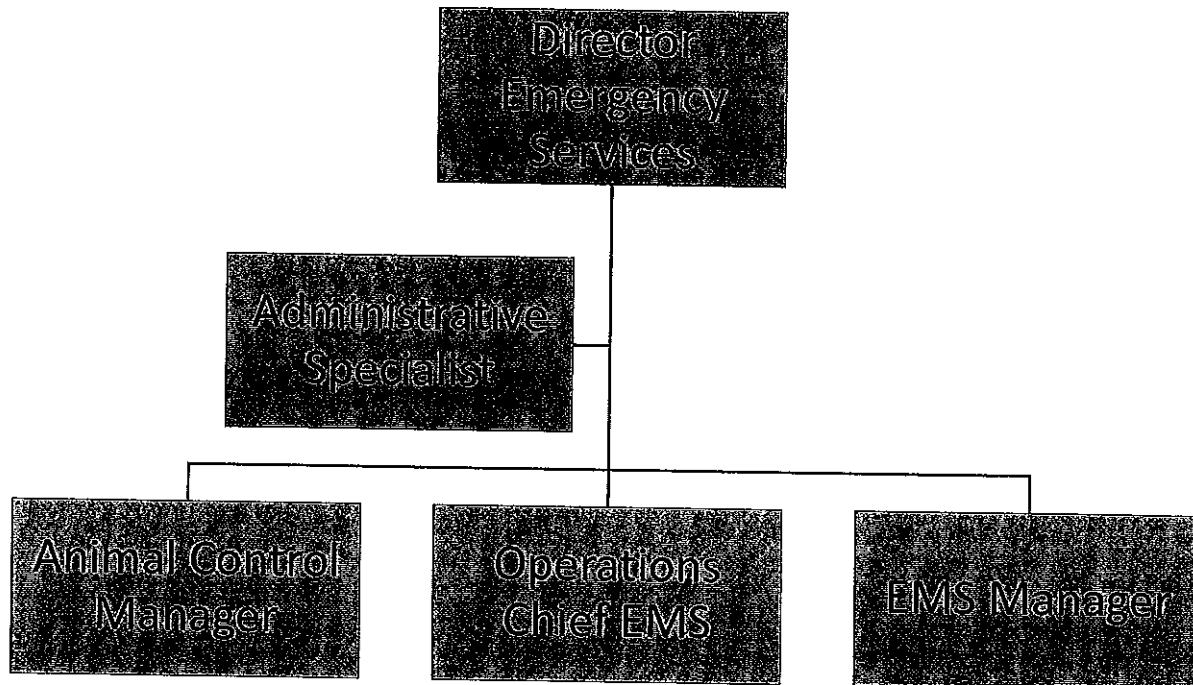
The Office of Emergency Services is comprised of Animal Control, Emergency Medical Services, and Fire/Emergency Management Divisions. It is our mission to serve the residents of Beaufort County through providing education, code enforcement, planning, coordination of emergency response to medical, natural, 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 Manager  
Jeffrey Hibbard, EMS Manager  
Chris Newkirk, Deputy Director Emergency Services

Beaufort County Office of Emergency Services  
1420 Highland Drive  
Washington, NC 27889

Phone: 252-946-0079

Email: [carnie.hedgepeth@beaufortcountync.gov](mailto:carnie.hedgepeth@beaufortcountync.gov)



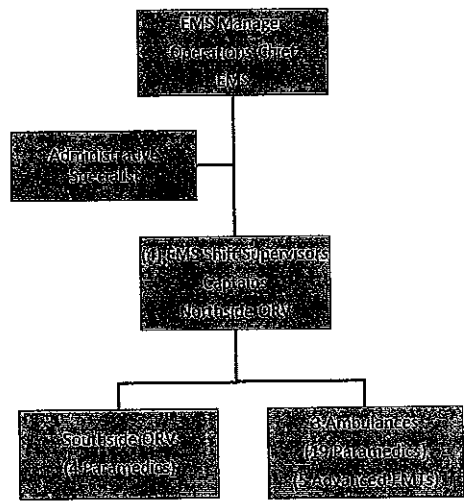
This page left blank intentionally.

# 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 three ambulances 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 Office of Emergency Services.

Camie Hedgepeth, Director Emergency Services  
 Chris Newkirk, Deputy Director Emergency Services  
 Jeffrey Hibbard, EMS Manager

1420 Highland Dr.  
 Washington, North Carolina 27889  
 Phone: (252) 940-6512  
 Fax: (252) 975-6802  
 Email: [jeff.hibbard@beaufortcountync.gov](mailto:jeff.hibbard@beaufortcountync.gov)



FULL-TIME POSITIONS AUTHORIZED				
FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23 Recommended
34	34	34	34	34

EMERGENCY MEDICAL SERVICES	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Personnel	\$ 1,701,344	\$ 1,788,852	\$ 1,841,143	\$ 1,845,147	\$ -
Benefits	578,434	660,707	664,775	677,579	-
Operating	384,940	353,045	374,283	383,618	-
Capital	23,975	298,000	278,000	108,000	-
<b>Totals</b>	<b>\$ 2,688,694</b>	<b>\$ 3,100,604</b>	<b>\$ 3,158,201</b>	<b>\$ 3,014,344</b>	<b>\$ -</b>

EMERGENCY MEDICAL SERVICES										
	2019	2020	2021	AS OF	2022	AS OF				
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
				ACTUALS	BUDGET	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						BUDGET				
SALARIES	\$ 1,171,389	\$ 1,212,893	\$ 1,316,296	\$ 814,915	\$ 1,337,640	\$ 1,389,931	\$ 1,437,839	\$ 1,393,935	\$ 1,393,935	
SALARIES-OVERTIME	401,812	437,728	294,618	213,789	360,000	360,000	360,000	360,000	360,000	
SALARIES-PART TIME	40,037	67,022	90,431	41,290	91,212	91,212	\$91,212	91,212	91,212	
FICA 6.2%	95,045	101,399	100,644	63,954	110,662	110,662	111,593	112,849	112,849	
LOC. GOV. EMP. RETIREMENT	122,587	146,309	162,686	116,445	193,076	193,076	198,948	210,066	210,066	
HOSPITALIZATION-EMPLOYEE	180,133	184,299	196,271	124,410	230,195	234,263	222,423	256,690	256,690	
MEDICARE 1.45%	22,228	23,714	23,616	14,957	25,881	25,881	26,476	26,392	26,392	
LIFE INSURANCE-EMPLOYEE	824	828	950	570	1,020	1,020	975	1,020	1,020	
WORKERS COMPENSATION INSURANCE	64,869	58,706	64,400	46,636	66,000	66,000	66,000	35,983	35,983	
401(K) EMPLOYER CONTRIBUTION	29,801	31,670	29,868	18,830	33,873	33,873	31,521	34,579	34,579	
PROFESSIONAL SERVICE	263	188	403	250	500	1,000	500	500	500	
UNIFORMS	14,252	13,217	11,771	5,436	15,000	15,000	15,000	15,000	15,000	
MEDICAL SUPPLIES	68,588	75,821	81,846	31,622	95,000	95,000	95,000	95,000	95,000	
OFFICE SUPPLIES	5,176	4,871	3,163	995	5,500	4,500	5,500	5,500	5,500	
PROFESSIONAL DEVELOPMENT	4,352	1,155	750	2,687	6,000	6,000	6,000	10,000	10,000	
TRAVEL-FUEL	35,582	37,113	39,322	28,712	40,000	40,000	54,000	63,210	63,210	
TELEPHONE	8,495	8,522	9,047	5,344	8,800	8,800	8,800	8,800	8,800	
UTILITIES	10,650	11,080	12,386	8,840	16,000	16,000	16,000	16,000	16,000	
PRINTING	2,546	2,313	2,437	-	3,000	3,000	3,000	3,000	3,000	
MAINT/REPAIR-BUILDINGS	2,799	4,011	17,534	1,912	8,000	8,000	5,500	8,000	8,000	
MAINT/REPAIR-EQUIPMENT	5,739	1,039	7,760	314	8,000	8,000	8,000	8,000	8,000	
MAINT/REPAIR-VEHICLE	18,316	20,710	40,304	9,737	28,000	29,238	29,238	29,238	29,238	
ADVERTISING	-	-	-	-	-	-	-	-	-	
COMPUTER SOFTWARE/SUPPORT	5,238	5,532	6,976	1,770	6,125	6,625	6,630	7,050	7,050	
EQUIPMENT PURCHASE	8,336	9,416	36,525	26,013	12,800	32,800	32,800	12,800	12,800	
OFFICE RENT	38,805	40,984	41,184	24,024	37,200	37,200	41,410	37,200	37,200	
RENTAL EQUIPMENT	44,731	66,404	63,236	53,030	56,120	56,120	53,030	56,120	56,120	
CONTRACT SERVICES	35,606	40,651	9,406	1,446	5,000	5,000	5,000	9,700	6,700	
DUES & SUBSCRIPTIONS	1,056	968	891	-	2,000	2,000	1,220	1,500	1,500	
CAPITAL OUTLAY-EQUIPMENT	-	-	23,975	-	20,000	-	-	51,000	51,000	
CAPITAL OUTLAY-VEHICLES	231,362	38,916	-	26,800	278,000	278,000	-	57,000	57,000	
	\$ 2,670,611	\$ 2,647,418	\$ 2,688,694	\$ 1,684,728	\$ 3,100,604	\$ 3,158,201	\$ 2,933,615	\$ 3,017,344	\$ 3,014,344	\$ -

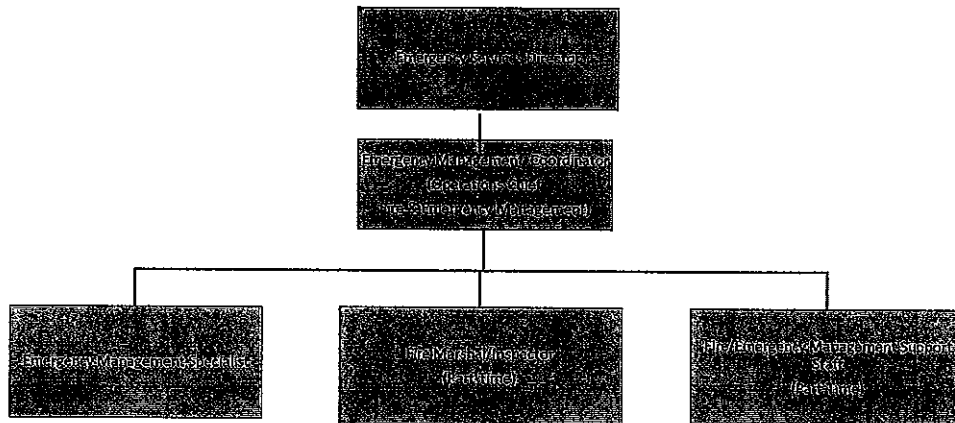
## EMERGENCY MANAGEMENT

In accordance with NC GS 166A-19.15, the Operations Chief of Fire & Emergency Management 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 Planning & Mitigation Specialist assists in all areas listed above. 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 Office of Emergency Services.

Carnie Hedgepeth, Director Emergency Services  
 Chris Newkirk, Deputy Director Emergency Services  
 Emergency Management Coordinator  
 Melissa Beacham Emergency Management Specialist  
 Curtis Avery, Fire Marshal/Inspector

Beaufort County Emergency Management  
 1420 Highland Drive  
 Washington, NC 27889

Phone: 252-946-2046  
 Email: Chris.newkirk@beaufortcountync.gov



FULL-TIME POSITIONS AUTHORIZED				
FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23 Recommended
3	3	3	3	3

EMERGENCY MANAGEMENT	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Personnel	\$ 245,822	\$ 252,060	\$ 259,820	\$ 272,684	-
Benefits	68,052	74,033	76,309	84,325	-
Operating	89,876	67,580	69,585	71,200	-
Capital	22,971	(0)	(0)	47,000	-
<b>Totals</b>	<b>\$ 426,721</b>	<b>\$ 393,672</b>	<b>\$ 405,713</b>	<b>\$ 475,208</b>	<b>-</b>

EMERGENCY MANAGEMENT	2019	2020	2021	AS OF	2022	AS OF				
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
				ACTUALS	BUDGET	2022	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						REVISED				
					BUDGET					
SALARIES	\$ 221,042	\$ 216,071	\$ 235,398	\$ 130,234	\$ 231,327	\$ 239,087	\$ 235,051	\$ 233,983	\$ 233,983	\$ -
SALARIES-OVERTIME	16,570	1,142	3,506	1,870	2,700	2,700	2,700	2,700	2,700	
SALARIES-PART TIME	12,432	8,116	6,918	15,968	18,032	18,032	30,510	36,000	36,000	
FICA 6.2%	13,719	12,192	13,508	8,343	15,627	15,627	15,391	16,906	16,906	
LOC. GOV. EMP. RETIREMENT	14,407	16,473	21,019	13,241	23,288	23,288	22,953	28,757	28,757	
HOSPITALIZATION-EMPLOYEE	23,458	23,464	25,262	15,622	26,308	28,584	28,810	29,336	29,336	
MEDICARE 1.45%	3,209	2,851	3,158	1,951	3,655	3,655	3,539	3,954	3,954	
LIFE INSURANCE-EMPLOYEE	98	98	115	69	120	120	110	120	120	
WORKERS COMPENSATION INSURANCE	3,798	758	894	626	950	950	626	518	518	
401(K) EMPLOYER CONTRIBUTION	3,694	3,657	4,102	2,323	4,085	4,085	4,060	4,734	4,734	
OFFICE SUPPLIES	3,315	2,824	5,877	1,805	3,450	3,450	3,450	3,450	3,450	
PROFESSIONAL DEVELOPMENT	3,107	2,630	947	4,908	4,500	6,500	6,500	6,500	6,500	
TRAVEL-FUEL	17,187	11,182	11,115	5,449	9,000	9,000	14,500	16,000	16,000	
TELEPHONE	8,499	7,552	8,041	4,418	7,000	7,000	8,836	8,900	8,900	
POSTAGE	15	40	49	-	150	150	-	150	150	
PRINTING	828	13	450	-	500	500	-	500	500	
MAINT/REPAIR-BUILDINGS	29	477	354	-	500	500	500	500	500	
MAINT/REPAIR-EQUIPMENT	5,875	5,194	5,631	1,607	7,800	7,800	5,000	7,800	7,800	
MAINT/REPAIR-VEHICLE	2,064	2,676	3,344	1,103	4,000	4,000	4,000	4,000	4,000	
FREIGHT	-	44	-	-	-	-	-	-	-	
ADVERTISING	-	-	-	-	-	-	-	-	-	
COMPUTER SOFTWARE/SUPPORT	744	2,264	2,419	419	2,000	2,000	2,300	2,300	2,300	
LEGAL ADVERTISING	333	680	-	-	-	-	-	-	-	
TRAINING/SCHOOL COSTS	-	-	-	-	-	-	-	-	-	
EQUIPMENT PURCHASE	23,287	58,479	9,567	2,763	9,000	9,005	5,000	9,000	9,000	
CONTRACT SERVICES	17,682	17,647	16,390	13,564	17,680	17,680	15,000	11,100	11,100	
DUES & SUBSCRIPTIONS	1,792	1,737	1,810	574	2,000	2,000	1,000	1,000	1,000	
CAPITAL OUTLAY-EQUIPMENT	-	-	22,971	-	-	-	-	-	-	
CAPITAL OUTLAY-VEHICLES	34,706	37,993	-	-	-	-	-	47,000	47,000	
GRANT EXPENSES	-	-	23,883	-	-	-	-	-	-	
Totals	\$ 431,888	\$ 436,252	\$ 426,721	\$ 226,858	\$ 393,672	\$ 405,713	\$ 409,836	\$ 475,208	\$ 475,208	\$ -

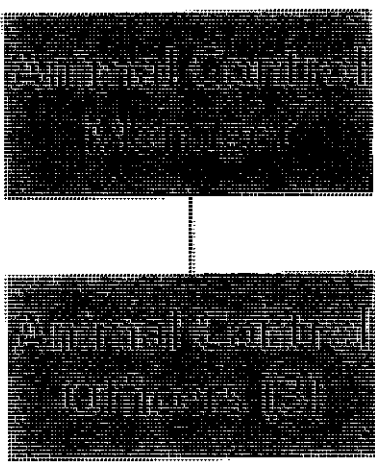
# ANIMAL CONTROL

Animal Control provides animal control services to the citizens of Beaufort County. Including but not limited to, animal bites, strays, injured, sick, diseased, dangerous, and rabid animals. Investigate citizen complaints of cruelty/neglect, abandonment, livestock, nuisance, tethering and rabies violations. The Department euthanizes dangerous/vicious animals in a safe, humane manner and incinerates remains for multiple agencies. Animal Control also operates the County Animal Shelter. Officers operate the animal shelter six days a week for adoption services. Animal Control Officers are on call 24/7 for emergencies. Staff transports adopted animals to local veterinary offices for spay/neuter and treatment. Staff also vaccinate/ medicate 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  
 Chris Newkirk, Deputy Director Emergency Services  
 Melanie Sawyer, Animal Control Manager

Beaufort County Animal Control  
 3931 US Hwy 264 East  
 Washington, North Carolina 27889  
 Phone: (252) 946-4517  
 Fax: (252) 946-6731

Email: [animal.control@beaufortcountync.gov](mailto:animal.control@beaufortcountync.gov)



<b>FULL-TIME POSITIONS AUTHORIZED</b>				
FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23 Recommended
4	4	4	4	4

ANIMAL CONTROL	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Personnel	\$ 211,051	\$ 225,881	\$ 231,371	\$ 223,109	-
Benefits	64,892	71,872	72,582	74,200	-
Operating	99,851	104,520	105,860	113,620	-
Capital	-	30,000	42,244	81,100	-
<b>Totals</b>	<b>\$ 375,794</b>	<b>\$ 432,273</b>	<b>\$ 452,057</b>	<b>\$ 492,029</b>	<b>\$ -</b>

ANIMAL CONTROL	2019	2020	2021	AS OF	2022	AS OF				
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
				ACTUALS	BUDGET	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						BUDGET				
SALARIES	\$ 127,832	\$ 135,323	\$ 151,444	\$ 85,909	\$ 159,881	\$ 165,371	\$ 155,900	\$ 157,109	\$ 157,109	
SALARIES-OVERTIME	26,901	25,017	23,246	8,620	25,000	25,000	25,000	25,000	25,000	
SALARIES-PART TIME	38,334	35,902	36,362	15,744	41,000	41,000	41,000	41,000	41,000	
FICA 6.2%	11,620	11,873	12,829	6,763	14,005	14,005	12,213	13,833	13,833	
LOC. GOV. EMP. RETIREMENT	12,069	14,445	17,954	10,742	20,983	20,983	19,733	22,126	22,126	
HOSPITALIZATION-EMPLOYEE	23,458	22,631	24,197	14,056	26,308	27,018	25,019	29,336	29,336	
MEDICARE 1.45%	2,718	2,777	3,017	1,582	3,275	3,275	2,973	3,235	3,235	
LIFE INSURANCE-EMPLOYEE	96	96	108	60	120	120	109	120	120	
WORKERS COMPENSATION INSURANCE	4,824	2,390	3,294	2,848	3,500	3,500	2,848	1,908	1,908	
401(K) EMPLOYER CONTRIBUTION	3,095	3,207	3,492	1,885	3,681	3,681	3,462	3,642	3,642	
PROFESSIONAL SERVICE-VETERINAR	118	587	967	718	1,500	1,500	1,500	2,200	2,200	
PROFESSIONAL SERVICES - SNIP	11,488	13,079	14,625	6,201	11,000	11,000	11,000	11,000	11,000	
SHELTER KENNEL CARE SUPPLIES	4,797	3,969	4,697	3,918	5,000	5,000	5,000	7,000	7,000	
UNIFORMS	1,889	2,240	2,338	1,320	2,000	2,000	2,000	2,000	2,000	
MEDICAL SUPPLIES	13,975	15,353	9,472	5,489	18,000	16,800	17,000	18,000	17,000	
OFFICE SUPPLIES	2,360	1,652	1,768	496	2,500	2,500	2,500	2,500	2,500	
PROFESSIONAL DEVELOPMENT	3,282	1,566	908	1,015	4,000	4,840	2,000	4,000	4,000	
VEHICLE-FUEL	8,383	10,064	9,829	6,157	10,000	10,000	10,000	12,000	12,000	
TELEPHONE	5,185	4,827	5,352	2,796	5,500	5,500	5,500	5,500	5,500	
POSTAGE	340	347	137	133	400	400	400	400	400	
UTILITIES-ANIMAL CONTROL	28,199	26,028	26,164	17,270	28,000	28,000	28,000	31,000	31,000	
MAINT/REPAIR-BUILDINGS	577	1,304	649	1,896	1,000	2,700	2,700	2,700	2,700	
MAINT/REPAIR-EQUIPMENT	1,657	281	457	-	1,400	1,400		1,400	1,400	
MAINT/REPAIR-VEHICLE	1,875	2,783	6,331	1,804	2,500	2,500	5,700	2,500	2,500	
ADVERTISING	-	107	-	-	100	100	100	100	100	
COMPUTER SOFTWARE/SUPPORT	1,152	1,068	1,238	-	1,100	1,100		1,300	1,300	
EQUIPMENT PURCHASE	28,890	2,845	1,177	-	3,500	3,500		3,500	3,500	
DUMPSTER RENTAL	882	1,283	1,163	975	1,500	1,500	1,500	1,700	1,700	
RENTAL EQUIPMENT	1,131	935	952	616	1,220	1,220	1,220	1,220	1,220	
CONTRACT SERVICES	3,030	4,066	4,129	2,608	4,300	4,300	4,300	4,300	4,300	
DUES & SUBSCRIPTIONS				125	-	-	125	300	300	
CAPITAL OUTLAY - EQUIPMENT				-	-	-		35,000	35,000	
CAPITAL OUTLAY-VEHICLES				26,800	30,000	28,660	26,800	32,500	32,500	
CAPITAL OUTLAY - BUILDINGS			7,500	12,878	-	13,584	13,584	13,600	13,600	
	\$ 370,158	\$ 348,046	\$ 375,794	\$ 241,424	\$ 432,273	\$ 452,057	\$ 429,185	\$ 493,029	\$ 492,029	\$

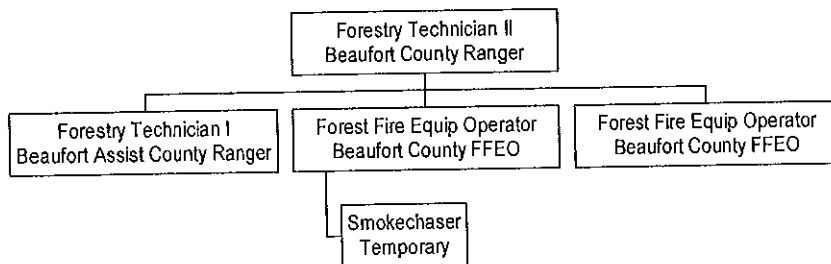
# FORESTRY ADMINISTRATION

**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.

Logan Matthews, County Ranger

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

Phone: (252) 946-3944  
Fax: (252) 964-8644  
Email: logan.matthews@ncagr.gov



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

FORESTRY	FY 19-20 Actual	FY 20-21 Original	FY 20-21 Amended	FY 21-22 Recommended	FY 21-22 Approved
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	-	-	-	-	-
Operating	118,058	169,634	169,634	173,905	-
Capital	-	-	-	-	-
<b>Totals</b>	<b>\$ 118,058</b>	<b>\$ 169,634</b>	<b>\$ 169,634</b>	<b>\$ 173,905</b>	<b>\$ -</b>

FORESTRY	2019	2020	2021	AS OF	2022	AS OF				
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
					BUDGET	REVISIED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						BUDGET				
NC FORESTRY SERV.-COUNTY SHARE	\$120,333	\$126,560	\$ 118,058	\$ 70,682	\$ 169,634	\$169,634	\$ 169,634	\$ 173,905	\$ 173,905	
<b>Totals</b>	<b>\$120,333</b>	<b>\$126,560</b>	<b>\$ 118,058</b>	<b>\$ 70,682</b>	<b>\$ 169,634</b>	<b>\$169,634</b>	<b>\$ 169,634</b>	<b>\$ 173,905</b>	<b>\$ 173,905</b>	<b>\$ -</b>

## 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 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Sidney Dive Team	\$ 10,000	\$ 22,500	\$ 22,500	\$ 10,000	\$ -
VFD Fire Safety House	3,500	3,500	3,500	3,500	-
Medical Examiner	41,200	55,000	55,000	45,000	-
<b>Totals</b>	<b>\$ 54,700</b>	<b>\$ 81,000</b>	<b>\$ 81,000</b>	<b>\$ 58,500</b>	<b>\$ -</b>

OTHER EMERGENCY SERVICES	2019	2020	2021	AS OF	2022	AS OF				
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
					BUDGET	2022	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
						REVISED				
						BUDGET				
SIDNEY DIVE TEAM APPROPRIATION	\$ 10,000	\$ 10,000	\$ 10,000	\$ 22,500	\$ 22,500	\$ 22,500	\$ 22,500	\$ 17,500	\$ 10,000	
VFD FIRE SAFETY HOUSE	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	
PROFESSIONAL SERVICE-MEDICAL	55,350	29,200	41,200	11,450	55,000	55,000	40,000	45,000	45,000	
Totals	\$ 68,850	\$ 42,700	\$ 54,700	\$ 37,450	\$ 81,000	\$ 81,000	\$ 66,000	\$ 66,000	\$ 58,500	\$ -

## SPECIAL REVENUES

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

- E-911 Telephone System – This fund is used to account for revenues and expenses associated with the County’s PSAP system.
- State/Federal Seized Funds – This fund is used to account for revenues and expenses associated with seized drug funds received from the State and Federal government.
- Fire & Rescue Tax Districts – This fund is used to account for tax collections and distributions to the County Fire and Rescue/EMS districts.
- Tax Revaluation Reserve Fund – North Carolina G.S. 153-A-150 mandates that counties set aside funds to finance the octennial reappraisal of real property. Each year a county must appropriate funds to the reappraisal reserve fund in an amount that will accumulate enough to finance the next reappraisal. Once placed in the fund, the monies are restricted for that purpose. The 2025 reappraisal cost is estimated at a total price of \$1,281,840. A contribution of \$162,050 is needed for FY 22/23.
- Economic Development Fund – This fund is used to account for specific funds associated with economic development such as the Airport Tax Grant with the City of Washington and for the recruitment of industries to Beaufort County. Appropriations are made annually for the Tax Grant and as needed for recruitment opportunities.
- Capital Reserve Fund – This fund is used to account for transfers to the Capital Reserve Fund for future capital purchases.
- HCCBG Aging – This fund is used to account for the Home and Community Care Block Grant services, which are provided to eligible seniors in Beaufort County.
- Healthcare Reserve Fund – This fund is used to account for funds the County received when the trust accounts set up to account for trailing liabilities were closed years after the hospital was transferred to Vidant Health Systems.
- Facility/Capital Reserve Fund- This fund is used to account for transfers equal to \$.01 per \$100 tax valuation for facility/capital improvements.

- EMS Special Revenue Fund – This Fund is used to account for EMS billing related revenue and expenditures. Revenue in this fund will be generated from FCA Collections, Colleton Billing, and the NC Debt Setoff program. Expenditures will include fees for funds collected and pay outs to EMS agencies in which Beaufort County has collected billing funds.
- 4-H Special Revenue Fund – This Fund is used to account for Beaufort County Cooperative Extension programs operated out of these accounts include the (1) Beaufort County 4-H Livestock Show and Sale, (2) Summer Camping, (3) 4-H Clubs, and (4) 4-H Programming. The funds in these special lines are restricted funds. There is no county money in this account.
- Cooperative Extension Special Revenue Fund – This Fund is used to account for Beaufort County Cooperative Extension programs operated out of this account include (1) Agriculture Programming, (2) Horticulture Programming, (3) Master Gardeners, and (4) Family and Consumer Science Programming. The funds in these special lines are restricted funds. There is no county money in this account.
- DSS Representative Payee Special Revenue Fund – This fund is used to account for when the Department of Social Services serves as representative payee for our wards, Special Assistance In-Home clients and foster children. The funds in these special lines are restricted client funds. There is no county money in this account.
- Beaufort Promise Special Revenue Fund – This fund is used to reimburse the College for scholarships awarded to Beaufort County residents attending BCCC.

<b>SPECIAL REVENUES</b>	<b>FY 20-21 Actuals</b>	<b>FY 21-22 Original</b>	<b>FY 21-22 Amended</b>	<b>FY 22-23 Recommended</b>	<b>FY 22.23 Approved</b>
<b>E-911 Revenues</b>					
E-911 Surcharge	304,189	209,672	209,672	116,817	
Appropriated Fund Balance	0	0	0	0	
Interest Income	359	0	0	0	
E-911 FB Appropriated	0	0	0	29,935	
Transfer from General Fund	78,790	0	0	0	
<b>E-911 Total Revenues</b>	<b>383,338</b>	<b>209,672</b>	<b>209,672</b>	<b>146,752</b>	
<b>Seized Funds Revenues</b>					
Unauthorized Substance Tax	34,427	40,000	40,000	35,000	
Investment Earnings	153	0	0	0	
Miscellaneous Income	7,958	4,000	4,000	5,000	
Appropriated Fund Balance	0	21,000	28,726	25,000	
<b>Seized Funds Total Revenues</b>	<b>42,538</b>	<b>65,000</b>	<b>72,726</b>	<b>65,000</b>	
<b>Fire Tax District Revenues</b>					
Richlands Fire/Rescue Tax	894,694	836,221	836,221	848,000	
Chocowinity Fire Tax	393,310	376,000	376,000	393,000	
Northside Fire Tax	1,021,258	978,000	978,000	1,030,290	
<b>Total Fire Tax Revenues</b>	<b>2,309,262</b>	<b>2,190,221</b>	<b>2,190,221</b>	<b>2,271,290</b>	
<b>EMS Tax District Revenues</b>					
Bath Township EMS Tax	373,178	385,000	385,000	400,000	
Bath	24,376	25,000	25,000	24,500	
Belhaven	63,455	54,500	54,500	64,000	
Chocowinity Township EMS Tax	457,199	437,000	437,000	457,000	
Chocowinity Municipal EMS Tax	35,931	35,000	35,000	36,000	
Long Acre Township EMS Tax	311,104	299,000	299,000	310,000	
Pantego Township EMS Tax	182,652	175,000	175,000	183,000	
Pantego Municipal EMS Tax	8,599	8,300	8,300	8,800	
Pamlico Beach	35,000	10,000	10,000	10,000	
Washington Township EMS Tax	211,054	200,000	200,000	212,000	
<b>Total EMS Tax Revenues</b>	<b>1,702,548</b>	<b>1,628,800</b>	<b>1,628,800</b>	<b>1,705,300</b>	
<b>Tax Revaluation Fund Revenues</b>					
Investment Earnings	898	0	0	0	
Transfer from General Fund	162,050	162,050	162,050	162,050	
Appropriated Fund Balance	0	0	0	0	
<b>Total Revaluation Fund Revenues</b>	<b>162,948</b>	<b>162,050</b>	<b>162,050</b>	<b>162,050</b>	
<b>Economic Development Fund Revenues</b>					
Duke Energy Site Readiness Grant	10,000	0	0	0	
Transfer from General Fund	80,000	45,000	45,000	45,000	
<b>Total Economic Development Fund Revenues</b>	<b>90,000</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>	
<b>Capital Reserve Fund Revenues</b>					
Investment Earnings	361	0	0	0	
Transfer from General Fund	55,000	55,000	55,000	30,000	
<b>Total Capital Reserve Fund</b>	<b>55,361</b>	<b>55,000</b>	<b>55,000</b>	<b>30,000</b>	

	FY 20-21 Actuals	FY 21-22 Original	FY 21-22 Revised	FY 22-23 Recommended	FY 22-23 Approved
<b>HCCBG – Aging Revenues</b>					
Home Delivered Meals–Contributions	187	1,500	1,500	1,500	
Congregate Meals–Contributions	1,084	1,500	1,500	1,500	
Transportation–Contributions	0	200	200	200	
In Home Aide Services–Contributions	0	50	50	50	
Congregate Meals-Families 1 <sup>st</sup>	25,926	0	0	0	
Home Delivered Meals- Families 1st	51,112	0	0	0	
Interest Income	54	0	0	0	
Fund Balance-Appropriated	0	12,667	12,667	12,667	
<b>Total HCCBG – Aging Revenues</b>	<b>78,363</b>	<b>15,917</b>	<b>15,917</b>	<b>15,917</b>	
<b>Healthcare Reserve Fund Revenues</b>					
Investment Earnings	2,834	0	0	0	
Loan Payments from General Fund	31,376	371,540	371,540	371,540	
<b>Total Health Care Reserve Fund Revenues</b>	<b>34,210</b>	<b>371,540</b>	<b>371,540</b>	<b>371,540</b>	
<b>Facility/Capital Reserve Fund Revenues</b>					
Transfer from General Fund	329,350	575,000	575,000	603,275	
<b>EMS Special Revenue Fund Revenues</b>					
Agency Transport Collections	1,636,004	1,617,281	1,617,281	1,800,000	
Debt Setoff Collections	22,172	17,185	17,185	10,000	
SCA Collections	8,273	12,063	12,063	12,000	
Medicaid Cost Settlement	447,586	500,000	500,000	500,000	
<b>Total EMS Special Revenue Fund Revenues</b>	<b>2,114,035</b>	<b>2,146,529</b>	<b>2,146,529</b>	<b>2,322,000</b>	
<b>4-H Special Revenue Fund Revenues</b>					
4-H Special Revenue Fund	0	33,723	33,723	36,000	
<b>Cooperative Extension Special Revenue Fund Revenues</b>					
Cooperative Extension Special Revenue Fund	0	37,798	37,798	40,000	
<b>DSS Representative Payee Special Revenue Fund Revenues</b>					
DSS Representative Payee Special Revenue Fund	0	149,452	149,452	165,000	
<b>Beaufort Promise Special Revenue Fund Revenues</b>					
Transfer from GF				1,000,000	

<b>E-911 Expenditures</b>	<b>FY 20-21 Actuals</b>	<b>FY 21-22 Original</b>	<b>FY 21-22 Revised</b>	<b>FY 22-23 Recommended</b>	<b>FY 22-23 Approved</b>
Implemental Functions	35,630	83,894	54,094	0	
Contingency	0	1,485	1,485	0	
Telephone	62,307	81,680	81,680	81,860	
Software Maintenance	60,210	0	36,000	19,875	
Hardware Maintenance	7,310	27,247	15,247	11,070	
Furniture	0	1,844	7,644	9,225	
Capital	0	0	0	0	
Back-up PSAP	0	0	0	0	
Training	1,825	13,522	13,522	24,722	
<b>E-911 Total Exp.</b>	<b>167,282</b>	<b>209,672</b>	<b>209,672</b>	<b>146,752</b>	
<b>Seized Funds Expenditures</b>					
Equipment Purchase	77,024	65,000	72,726	65,000	
Capital Outlay – Equipment	16,275	0	0	0	
<b>Seized Funds Total Exp.</b>	<b>93,299</b>	<b>65,000</b>	<b>72,726</b>	<b>65,000</b>	
<b>Fire Tax District Expenditures</b>					
Richlands Fire/Rescue Tax	893,963	833,221	833,221	847,300	
Chocowinity Fire Tax	391,601	374,900	374,900	391,300	
Northside Fire Tax	1,016,710	975,100	975,100	1,025,690	
DMV Collection Fees (All Districts)	6,988	7,000	7,000	7,000	
<b>Total Fire Tax Exp.</b>	<b>2,309,262</b>	<b>2,190,221</b>	<b>2,190,221</b>	<b>2,271,290</b>	
<b>EMS Tax District Expenditures</b>					
Pamlico Beach EMS	35,000	10,000	10,000	10,000	
Bath Township EMS to GF	371,892	385,000	385,000	399,000	
Bath to GF	24,376	25,000	25,000	24,500	
Belhaven to GF	63,456	54,500	54,500	64,000	
Chocowinity Township EMS	455,226	437,000	437,000	455,400	
Chocowinity Municipal EMS	35,861	35,000	35,000	35,350	
Broad Creek EMS	237,607	230,000	230,000	236,900	
Pinetown EMS	71,778	69,000	69,000	71,600	
Pantego Township EMS to GF	182,061	168,000	168,000	182,500	
Pantego Municipal EMS	8,559	8,300	8,300	8,750	
Washington Township EMS to GF	209,832	200,000	200,000	211,000	
DMV Collection Fees (All Districts)	6,900	7,000	7,000	6,300	
<b>Total EMS Tax Exp.</b>	<b>1,702,548</b>	<b>1,628,800</b>	<b>1,628,800</b>	<b>1,705,300</b>	
<b>Tax Revaluation Fund Expenditures</b>					
Transfer to Revaluation Project Fund	0	0	0	0	
To Fund Balance for 2025 Reval	162,050	162,050	162,050	162,050	
<b>Total Reval Fund Exp.</b>	<b>162,050</b>	<b>162,050</b>	<b>162,050</b>	<b>162,050</b>	
<b>Economic Development Fund Expend.</b>					
Committee of 100 – Industry Ready Bldg. Pymt.	0	0	0	0	
Airport Grant – City of Washington	13,261	45,000	45,000	45,000	
Duke Energy Site Readiness Grant	10,000	0	0	0	
<b>Total Economic Development Exp.</b>	<b>23,261</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>	
<b>Capital Reserve Fund Expenditures</b>					
Voting Machine Capital Reserve Exp.	55,000	55,000	55,000	30,000	

	FY 20-21 Actuals	FY 21-22 Original	FY 21-22 Revised	FY 22-23 Recommended	FY 22-23 Approved
<b>HCCBG – Aging Expenditures</b>					
In Home Aide Services	706	6,347	6,347	6,347	
Home Delivered Meals Purchases	4,971	6,500	6,500	6,500	
Congregate Meal Purchases	477	2,870	2,870	2,870	
Congregate Meals - Families 1st	19,027	0	0	0	
Home Delivered Meals - Families 1st	38,055	0	0	0	
Transportation Expenses	0	200	200	200	
Total HCCBG – Aging Exp.	<b>63,236</b>	<b>15,917</b>	<b>15,917</b>	<b>15,917</b>	
<b>Healthcare Reserve Fund Expenditures</b>					
To Healthcare Fund Balance	0	371,540	371,540	371,540	
<b>Facility/ Capital Reserve Fund Expenditures</b>					
Transfer to Capital Project Fund	329,350	575,000	575,000	603,275	
<b>EMS Special Revenue Fund Expenditures</b>					
Collection Fees	108,319	120,500	120,500	130,000	
Contracted Services	14,428	20,000	20,000	20,000	
EMS District Payments	1,558,130	1,526,029	1,526,029	1,672,000	
Medicaid Cost Settlement	433,158	480,000	480,000	500,000	
Total EMS Special Revenue Fund Exp.	<b>2,114,035</b>	<b>2,146,529</b>	<b>2,146,529</b>	<b>2,322,000</b>	
<b>4-H Special Revenue Fund Expenditures</b>					
4-H Special Revenue Fund	0	33,723	33,723	36,000	
<b>Cooperative Extension Special Revenue Fund Expenditures</b>					
Cooperative Extension Special Revenue Fund	0	37,798	37,798	40,000	
<b>DSS Representative Payee Special Revenue Fund Expenditures</b>					
DSS Representative Payee Special Revenue Fund	0	149,452	149,452	165,000	
<b>Beaufort Promise Special Revenue Fund Expenditures</b>					
Scholarships – Beaufort Promise				1,000,000	

## EMERGENCY TELEPHONE SYSTEM FUND (ETSF)

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

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

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

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

### **Current and future considerations:**

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

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

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

This page left blank intentionally.

	2019	2020	2021	Actuals through 1/31/2022	2022 ORIGINAL BUDGET	2022 REVISED BUDGET	2022 PROJECTED	2023 REQUESTED	2023 RECOMMENDED	2023 APPROVED
EXPENDITURES	ACTUALS	ACTUALS	ACTUALS							
IMPLEMENTAL FUNCTIONS	\$ 33,180	\$ 31,023	\$ 35,631	\$ 32,802	\$ 83,894	\$ 59,894	\$ 59,894	\$ -		
TELEPHONE	84,079	65,514	36,945	23,158	81,680	81,680	81,680	81,860		
E911 SERVICES	-	-	-	-	-	-	-	-		
HARDWARE MAINTENANCE	3,753	13,861	4,355	-	27,247	15,247	15,247	11,070		
SOFTWARE MAINTENANCE	69,183	27,665	60,210	20,990	-	36,000	36,000	19,875		
TRAINING/SCHOOL COSTS	-	4,002	1,770	12,331	13,522	13,522	13,522	24,722		
FURNITURE	2,191	-	-	-	1,844	1,844	1,844	9,225		
CAPITAL OUTLAY-EQUIPMENT	29,716	-	-	-	-	-	-	-		
BACK-UP PSAP	-	-	-	-	-	-	-	-		
CONTINGENCY	-	-	-	-	1,485	1,485	1,485	-		
<b>TOTALS</b>	<b>\$ 222,101</b>	<b>\$ 142,064</b>	<b>\$ 138,910</b>	<b>\$ 89,280</b>	<b>\$ 209,672</b>	<b>\$ 209,672</b>	<b>\$ 209,672</b>	<b>\$ 146,752</b>	<b>\$ -</b>	<b>\$ -</b>

This page left blank intentionally.

DRUG SEIZURES

	2019	2020	2021	ACTUALS THROUGH 1/31/2022	2022 ORIGINAL BUDGET	2022 REVISED BUDGET	2022 PROJECTED	2023 REQUESTED	2023 RECOMMENDED	2023 APPROVED
EXPENDITURES										
EQUIPMENT PURCHASE	\$ 59,768	\$ 2,695	\$ 90,584	\$ 8,999	\$ 65,000	\$ 72,726	\$ 40,000	\$ 65,000	\$ 65,000	
CAPITAL OUTLAY-EQUIPMENT	-	-	16,275	-	-	-	-	-	-	
CAPITAL OUTLAY-VEHICLES	-	-	-	-	-	-	-	-	-	
TOTALS	\$ 82,071	\$ 59,768	\$ 2,695	\$ 8,999	\$ 65,000	\$ 72,726	\$ 40,000	\$ 65,000	\$ 65,000	\$ -

This page left blank intentionally.

## **HCCBG - AGING**

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

HCCBG Services include:

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

	FY 20-21	FY 21-22	FY 21-22	FY 22-23	FY 22-23
	Actuals	Original	Revised	Recommended	Approved
<b>HCCBG – Aging Revenues</b>					
Home Delivered Meals–Contributions	187	1,500	1,500	1,500	
Congregate Meals–Contributions	1,084	1,500	1,500	1,500	
Transportation–Contributions	0	200	200	200	
In Home Aide Services-Contributions	0	50	50	50	
Congregate Meals-Families 1 <sup>st</sup>	25,926	0	0	0	
Home Delivered Meals- Families 1st	51,112	0	0	0	
Interest Income	54	0	0	0	
Fund Balance-Appropriated	0	12,667	12,667	12,667	
<b>Total HCCBG– Aging Revenues</b>	<b>78,363</b>	<b>15,917</b>	<b>15,917</b>	<b>15,917</b>	

HCCBG AGING										
	2019	2020	2021	Actuals	2022	2022	2022	2023	2023	2023
	ACTUALS	ACTUALS	ACTUALS	through	ORIGINAL	REVISED				
				1/31/2022	BUDGET	BUDGET	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
<b>EXPENDITURES</b>										
IN HOME AIDE SERVICES	\$ (1,143)	\$ 15,930	\$ 706	\$ -	\$ 6,347	\$ 6,347	\$ 6,347	\$ 6,347	\$ 6,347	
HOME DELIVERED MEAL PURCHASES	(1,556)	10,000	4,971	494	6,500	6,500	6,500	6,500	6,500	
CONGREGATE MEAL PURCHASES	(163)	1,059	477	181	2,870	2,870	2,870	2,870	2,870	
CONGREGATE MEAL PURCHASES	(293)	-	19,027	-	-	-	-	-	-	
TRANSPORTATION EXPENSES	-	720	38,055	-	200	200	200	200	200	
<b>TOTALS</b>	<b>\$ (3,155)</b>	<b>\$ 27,708</b>	<b>\$ 63,236</b>	<b>\$ 675</b>	<b>\$ 15,917</b>	<b>\$ 15,917</b>	<b>\$ 15,917</b>	<b>\$ 15,917</b>	<b>\$ 15,917</b>	<b>\$ -</b>

# WATER

Historically, Beaufort County Water has consisted of seven independent water districts. These Districts were formed at different times with the first created in 1989. Each District continues to be a separate legal entity. In the FY 18/19 budget, the seven districts were consolidated into one operational entity through an interlocal operating agreement. This created operational efficiencies and allows the system to charge a uniform rate. The transition to a uniform rate has been occurring the past few years and is forecasted to be complete in FY23.

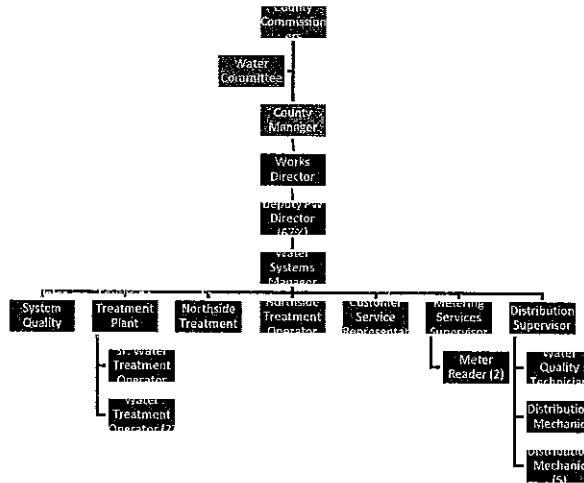
In addition to the general maintenance and upkeep of the system, the Water Division of the Public Works Department is also in the midst of six capital improvement projects. These projects include the conversion from gas chlorine to liquid chlorine for disinfection purposes, the installation of stand-by generators, and the expansion and renovation of booster pump stations, valve stations, and treatment plants.

Christina Smith, Public Works Director  
 West Overman, Public Works Deputy Director  
 Erick Jennings, Water Systems Manager

111 West 2<sup>nd</sup> Street  
 Washington, North Carolina 27889

Phone: (252) 975-0720  
 Fax: (252) 975-0489  
 Email: [Christina.smith@beaufortcountync.gov](mailto:Christina.smith@beaufortcountync.gov)  
[West.overman@beaufortcountync.gov](mailto:West.overman@beaufortcountync.gov)  
[Erick.jennings@beaufortcountync.gov](mailto:Erick.jennings@beaufortcountync.gov)

The Customer Service division of the Water Department is 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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23 Recommended
28	28	27	27	27

WATER REVENUES	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Total Revenues	\$ 7,798,954	\$ 8,085,108	\$ 8,342,073	\$ 8,368,632	

WATER	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Personnel	\$ 998,296	\$ 1,203,863	\$ 1,223,521	\$ 1,200,495	\$ -
Benefits	394,143	475,081	485,807	504,241	-
Operating	5,632,510	3,233,251	3,370,077	3,403,059	-
Debit Service	642,808	2,893,750	2,895,772	2,968,805	-
Fund Balance Reserve	128,268	118,175	118,175	108,082	-
Capital	2,931	160,988	248,721	183,950	-
<b>Totals</b>	<b>\$ 7,798,954</b>	<b>\$ 8,085,108</b>	<b>\$ 8,342,073</b>	<b>\$ 8,368,632</b>	<b>\$ -</b>

BEAUFORT COUNTY WATER DISTRICT	2019	2020	2021	AS OF	2022	AS OF	2022	2023	2023	2023
	ACTUALS	ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
				ACTUALS	BUDGET	REVISED	PROJECTED	REQUESTED	RECOMMENDED	APPROVED
SALARIES	\$ 854,164	\$ 873,494	\$ 938,132	\$ 556,580	\$ 1,113,863	\$ 1,133,521	\$ 997,049	\$ 1,110,495	\$ 1,110,495	\$ 1,110,495
SALARIES-OVERTIME	76,297	63,454	60,164	34,998	80,000	80,000	58,738	80,000	80,000	80,000
SALARIES-PART TIME	2,324	2,829	-	-	10,000	10,000	-	10,000	10,000	10,000
COMPENSATED ABSENCES ADJ	17,068	4,257	13,640	-	-	-	-	-	-	-
FICA 6.2%	54,217	54,428	57,126	34,443	73,384	73,384	62,043	74,431	74,431	74,431
LOC. GOV. EMP. RETIREMENT	72,410	261,542	102,364	67,314	133,791	133,791	117,227	144,645	144,645	144,645
LGERS PENSION EXPENSE	93,709	-	167,061	-	-	-	-	-	-	-
LGERS CY CONTRIBUTIONS	(72,410)	(83,345)	(102,514)	-	-	-	-	-	-	-
HOSPITALIZATION-EMPLOYEE	173,531	178,917	173,776	106,371	198,428	209,517	187,577	227,868	227,868	227,868
OPEB EXPENSE	104,902	132,257	151,700	-	-	-	-	-	-	-
CY PREMIUMS PAID - OPEB	(24,496)	(26,372)	(28,778)	-	-	-	-	-	-	-
MEDICARE 1.45%	12,680	12,729	13,532	8,137	17,163	17,163	14,510	17,407	17,407	17,407
LIFE INSURANCE-EMPLOYEE	619	636	668	386	785	785	669	782	782	782
WORKERS COMPENSATION INSURANCE	36,020	26,204	28,059	27,695	28,059	27,696	27,695	15,298	15,298	15,298
401(K) EMPLOYER CONTRIBUTION	17,088	17,232	18,618	10,854	23,471	23,471	18,897	23,810	23,810	23,810
PROF. SERVICE-AUDIT/ACCOUNTING	3,229	2,254	67,554	2,754	3,500	4,700	3,000	3,500	3,500	3,500
DEBT ISSUANCE EXP	-	-	133,495	-	-	-	-	-	-	-
PROFESSIONAL SERVICE-ENG/TEST	4,533	1,143	8,319	600	27,000	31,790	12,000	30,000	30,000	30,000
ADMINISTRATIVE COST TO GF	220,086	220,086	256,077	120,108	240,216	240,216	240,216	240,216	240,216	254,880
UNIFORMS	15,686	14,802	13,490	6,284	20,320	20,320	20,000	20,320	20,320	20,320
SUPPLIES-MAINT./REPAIR	16,078	19,407	13,881	6,048	20,000	20,000	25,000	22,000	22,000	22,000
OFFICE SUPPLIES	3,402	4,092	3,572	2,265	3,500	3,500	3,500	3,500	3,500	3,500
SUPPLIES-TREATMENT	137,983	141,438	161,008	81,442	174,420	174,420	175,000	198,783	198,783	198,783
SUPPLIES-DISTRIBUTION	119,824	104,147	172,890	148,812	195,000	195,000	195,000	229,500	229,500	229,500
WATER PURCHASE	895,058	785,752	1,021,714	336,388	955,000	955,000	825,000	924,000	924,000	924,000
PROFESSIONAL DEVELOPMENT	7,333	6,770	3,624	3,110	12,000	12,000	6,000	12,000	12,000	12,000
TRAVEL-FUEL	70,623	63,001	60,874	42,313	68,000	68,000	80,000	88,000	88,000	88,000
TELEPHONE	37,791	38,535	41,149	24,265	47,000	47,000	44,275	47,000	47,000	47,000
POSTAGE	66,922	70,728	74,957	37,472	68,400	68,400	68,000	70,143	70,143	70,143
UTILITIES	180,366	171,380	201,990	112,324	211,250	211,250	209,795	219,000	219,000	219,000
MAINT/REPAIR-BUILDINGS	27,133	50,712	50,812	17,587	51,615	46,988	51,000	37,680	37,680	37,680
MAINT/REPAIR	108,145	14,918	64,820	30,621	94,168	92,353	85,000	99,000	99,000	99,000
MAINT/REPAIR-SCADA	8,425	21,498	14,162	5,144	25,000	25,000	12,000	10,000	10,000	10,000
MAINT/REPAIR-WATER TANKS	162,544	165,467	168,409	85,836	172,620	172,620	174,248	184,703	184,703	184,703
MAINT/REPAIR-VEHICLE	29,358	28,462	27,783	11,498	30,000	30,000	28,000	30,000	30,000	30,000
COMPUTER SOFTWARE/SUPPORT	34,367	33,821	71,106	66,650	123,582	123,582	87,000	139,000	139,000	139,000
LEGAL ADVERTISING	1,592	713	816	714	1,000	2,000	1,500	1,750	1,750	1,750
TEMPORARY EMP-SERVICES	67,038	24,403	-	-	-	-	-	-	-	-
WATER BILLING SERVICE	18,984	20,616	21,832	11,018	24,010	24,010	20,500	22,500	22,500	22,500
EQUIPMENT PURCHASE	21,894	11,945	18,172	11,393	17,060	17,060	17,000	14,000	14,000	14,000
EQUIPMENT PURCHASE-TREATMENT	-	7,251	14,040	11,795	22,444	22,444	19,643	20,140	20,140	20,140
RENTAL EQUIPMENT	28,950	30,073	30,856	16,478	35,200	35,200	30,000	35,200	35,200	35,200
CONTRACT SERVICES	39,588	40,889	130,622	50,377	79,650	79,650	74,000	84,500	84,500	84,500
CONTRACTS-LANDSCAPE	43,628	40,072	45,601	29,622	50,000	50,000	45,000	55,000	55,000	55,000
CONTRACTS-TESTING SERVICES	22,749	26,552	28,699	15,970	33,000	33,000	30,500	33,000	33,000	33,000
CONTRACTS-BORING SERVICES	13,000	7,000	21,900	1,000	23,000	23,000	9,000	23,000	23,000	23,000
PERMITS	6,485	6,581	6,581	6,581	7,100	6,581	6,581	7,100	7,100	7,100
INSURANCE AND BONDS	114,591	115,901	178,674	128,145	204,000	190,919	128,145	174,150	174,150	174,150
INSURANCE DEDUCTIBLES	1,000	-	-	-	-	-	-	-	-	-
INSURANCE DEDUCTIBLES	-	2,104	-	-	2,000	2,000	-	2,000	2,000	2,000
CREDIT CARD FEES (BANK CHARGE)	45,330	51,898	60,707	34,079	60,300	60,300	68,475	70,525	70,525	70,525
DEPRECIATION EXPENSE	2,161,944	2,196,516	2,228,560	-	-	-	-	-	-	-
AMORTIZATION EXPENSE	(89,757)	(89,762)	(73,527)	-	-	-	-	-	-	-
DUES & SUBSCRIPTIONS	1,940	2,318	1,042	745	3,800	3,800	2,200	3,000	3,000	3,000
CAPITAL OUTLAY-EQUIPMENT	-	-	-	81,976	78,403	105,707	105,707	118,950	118,950	118,950
CAPITAL OUTLAY-VEHICLES	-	-	2,931	51,608	82,585	143,014	143,014	65,000	65,000	65,000
PROPOSED NEW DEBT SERVICE	-	-	-	-	97,740	97,740	-	-	-	-
PRINCIPAL H-LRX-F-11-1735	-	-	-	-	55,000	55,000	55,000	55,000	55,000	55,000
PRINCIPAL H-LRX-F-11-1741	-	-	-	-	55,000	55,000	55,000	55,000	55,000	55,000
PRINCIPAL BOND-WDI	-	-	-	-	-	-	-	-	-	-
PRINCIPAL BOND-WDII	-	-	-	-	-	-	-	-	-	-
PRINCIPAL BOND-WDIII	-	-	-	-	-	-	-	-	-	-
PRINCIPAL BOND-WDIV	-	-	-	-	-	-	-	-	-	-
PRINCIPAL BOND-WDV	-	-	-	-	-	-	-	-	-	-
PRINCIPAL BOND-WDVI	-	-	-	-	-	-	-	-	-	-
PRINCIPAL BOND-WDVII	-	-	-	-	-	-	-	-	-	-
PRINCIPAL-BANK OF AMERICA	-	-	-	175,000	300,000	300,000	300,000	300,000	300,000	300,000
PRINCIPAL H-SRP-D-17-0090	-	-	-	-	4,029	4,029	4,029	4,029	4,029	4,029
PRINCIPAL H-SRP-D-17-0091	-	-	-	-	6,888	6,888	6,888	6,888	6,888	6,888
PRINCIPAL H-SRP-D-17-0085	-	-	-	-	4,121	4,121	4,121	4,121	4,121	4,121
PRINCIPAL H-SRP-D-17-0010	-	-	-	-	-	-	-	24,225	24,225	24,225
PRINCIPAL H-SRP-D-17-0019	-	-	-	-	-	-	-	37,500	37,500	37,500
PRINCIPAL H-SRP-D-17-0093	-	-	-	-	-	-	-	33,666	33,666	33,666
PRINCIPAL H-SRP-D-17-0089	-	-	-	-	-	-	-	5,098	5,098	5,098
PRINCIPAL 2021 LOBS REFUNDING	-	-	-	-	1,825,000	1,825,000	1,825,000	1,845,000	1,845,000	1,845,000
INTEREST-BOND	117,705	-	(8,364)	-	-	-	-	-	-	-
INTEREST-BOND-WDI	185,263	180,063	87,231	-	-	-	-	-	-	-
INTEREST-BOND-WDII	131,800	124,200	59,200	-	-	-	-	-	-	-
INTEREST-BOND-WDIII	160,700	152,300	71,650	-	-	-	-	-	-	-
INTEREST-BOND-WDIV	259,850	251,250	121,125	-	-	-	-	-	-	-
INTEREST-BOND-WDV	121,331	117,131	56,366	-	-	-	-	-	-	-
INTEREST-BOND-WDVI	356,781	347,581	168,891	-	-	-	-	-	-	-
INTEREST-BOND-WDVII	184,175	177,975	85,588	-	-	-	-	-	-	-
INTEREST-BANK OF AMERICA	123,011	138,961	128,268	70,162	118,175	118,175	118,175	108,082	108,082	108,082
INTEREST 2021 LOBS REFUNDING	-	-	-	342,756	643,712	643,712	643,712	596,255	596,255	596,255
NC DOT RELOCATION/PROJECTS	-	-	6,898	5,260	8,000	159,700	151,700	8,000	8,000	8,000
TRANSFER TO WATER FUND BALANCE	-	-	-	-	-	-	-	-	-	170,000
TRANSFER TO WATER CAPITAL PROJECT FUND	23,030	75,000	80,243	-	-	-	-	-	-	-
TRANSFER TO WORKER'S COMP FUND	-	-	-	-	-	-	-	30,000	30,000	30,000
HURRICANE FLORENCE EXPENSE	6,166	-	-	-	-	-	-	-	-	-
HURRICANE DORIAN EXPENSE	-	9,707	-	-	-	-	-	-	-	-
HURRICANE ISAIAS	-	-	23	-	-	-	-	-	-	-
FUEL SPILL EXPENSES	220	-	-	-	-	-	-	-	-	-
CONTINGENCY	-	-	-	-	22,366	22,366	-	27,865	27,865	27,865
Totals	\$ 7,736,995	\$ 7,545,324	\$ 7,798,954	\$ 3,032,955	\$ 8,085,108	\$ 8,342,073	\$ 7,693,429	\$ 8,183,625	\$ 8,183,625	\$ 8,368,632

# SOLID WASTE

The Solid Waste Division of the Public Works Department is responsible for managing contracts and issues related to solid waste disposal.

Beaufort County currently contracts with Republic Services to provide disposal of the County's solid waste. Republic Services handles approximately 25,000 tons of waste annually and employs approximately 45 employees in Beaufort County. Republic Services maintains ten collection 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 collection sites are self-service. Waste types collected include Municipal Solid Waste (MSW), bulky household waste, vegetative debris, and waste oil. Mixed metals, white goods, electronics, and corrugated cardboard are also collected to be recycled.

Christina Smith, Public Works Director  
 West Overman, Deputy Public Works Director

Solid Waste  
 111 W. 2nd Street  
 Washington, North Carolina 27889

Phone: (252) 975-0720  
 Email: [west.overman@beaufortcountync.gov](mailto:west.overman@beaufortcountync.gov)

The County also maintains an active vegetative debris landfill, a scrap tire recycling area, and an inactive MSW landfill. Landscaping Unlimited is contracted to operate and maintain the landfill facility.

A percentage of the salaries of the Public Works Director and Deputy Public Works Director are allocated to the Solid Waste Enterprise Fund.

SOLID WASTE REVENUES	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Total Revenues	\$ 3,946,161	\$ 4,302,912	\$ 4,346,582	\$ 4,222,905	

SOLID WASTE	FY 20-21 Actual	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
Personnel	\$ 29,212	\$ 35,337	\$ 35,892	\$ 33,977	\$ -
Benefits	8,126	10,137	10,440	9,993	-
Operating	3,674,252	4,245,085	4,287,342	4,170,921	-
Capital	-	-	-	-	-
Contingency	-	12,353	12,353	8,014	-
Totals	\$ 3,711,590	\$ 4,302,912	\$ 4,346,027	\$ 4,222,905	\$ -

SOLID WASTE/LANDFILL	2019	2020	2021	AS OF	2022	AS OF	2022	2023	2023	2023
		ACTUALS	ACTUALS	1/31/2022	ORIGINAL	3/31/2022	2022	2023	2023	2023
				ACTUALS	BUDGET	REVISED	PROJECTED	REQUESTED	RECOMMENDED	RECOMMENDED
						BUDGET				
SALARIES	\$ 9,526	\$ 12,431	\$ 29,212	\$ 21,286	\$ 35,337	\$ 35,892	\$ 35,892	\$ 33,977	\$ 33,977	
SALARIES-PART TIME	850	480	-	-	-	-	-	-	-	
FICA 6.2%	628	776	1,645	1,267	2,149	2,149	2,149	2,107	2,107	
LOC. GOV. EMP. RETIREMENT	743	1,120	2,997	2,427	3,950	3,950	3,950	493	493	
HOSPITALIZATION-EMPLOYEE	612	1,077	2,482	1,653	2,828	3,131	3,131	2,828	2,828	
MEDICARE 1.45%	147	182	400	296	503	503	503	13	13	
LIFE INSURANCE-EMPLOYEE	3	4	10	7	13	13	13	3,873	3,873	
401(K) EMPLOYER CONTRIBUTION	191	221	592	426	694	694	694	680	680	
PROFESSIONAL SERVICES	-	-	-	-	-	-	-	10,000	10,000	
ADMINISTRATIVE COST TO GF	84,301	84,301	87,699	44,272	88,544	87,989	88,544	88,544	111,716	
SOLID WASTE-LANDFILL CONTRACT	54,917	58,011	77,036	87,250	260,500	174,500	174,500	174,500	174,500	
PROFESSIONAL DEVELOPMENT	-	301	368	857	1,000	1,500	1,175	2,250	2,250	
TELEPHONE	257	264	1,313	3,731	6,300	7,800	7,197	9,200	9,200	
UTILITIES	-	-	-	1,284	5,700	5,700	2,897	3,000	3,000	
MAINT/REPAIR-BUILDINGS	717	-	-	10,787	50,000	50,000	50,000	-	-	
MAINT/REPAIR-LANDFILL	110,109	10,420	139,258	33,341	117,000	136,000	134,000	130,000	130,000	
SOLID WASTE TRANSFER/STATION	728,895	757,383	749,827	360,731	764,400	764,400	711,349	800,000	800,000	
SOLID WASTE IN-COUNTY TRANSFER	769,531	703,999	734,325	385,542	769,080	787,080	785,387	765,000	765,000	
SCRAP TIRE DISPOSAL	117,857	124,627	138,273	103,437	138,000	224,000	206,000	224,000	224,000	
COMPUTER SOFTWARE/SUPPORT	2,463	2,000	2,000	1,500	4,000	4,000	3,000	4,000	4,000	
REGIONAL LANDFILL	1,130,174	1,174,347	1,180,511	576,834	1,192,880	1,230,000	1,137,284	1,276,000	1,276,000	
CONVENIENCE SITES	439,831	437,327	411,867	202,108	615,676	572,311	571,200	448,000	448,000	
RECYCLING-AVOIDANCE FEES	236,837	177,242	139,451	64,287	165,000	150,000	126,000	28,000	28,000	
WHITE GOODS DISPOSAL	8,429	8,998	8,046	4,014	8,755	10,000	7,916	8,755	8,755	
RECYCLING - ELECTRONICS	-	-	-	-	-	-	-	125,000	125,000	
CONTRACT SERVICES	94,218	6,500	2,700	21,077	57,500	81,312	73,800	-	-	
INSURANCE AND BONDS	772	604	750	796	750	750	796	1,500	1,500	
DEPRECIATION EXPENSE	1,002	827	827	-	-	-	-	-	-	
TRANSFER TO SOLID WASTE CPF	51,700	-	-	-	-	-	-	-	-	
HURRICANE DORIAN EXPENSE	-	47,916	-	-	-	-	-	-	-	
TO SOLID WASTE FUND BALANCE	-	-	-	-	-	-	-	50,000	50,000	
CONTINGENCY	-	-	-	-	12,353	12,353	-	7,164	8,014	
TOTALS	\$3,844,707	\$ 3,611,359	\$3,711,590	\$1,929,210	\$4,302,912	\$4,346,027	\$4,127,377	\$4,198,883	\$ 4,222,905	\$ -

**INTERNAL SERVICE FUND**

**Internal Service Funds-** Internal Service Funds are used to account for services within the government's different departments. The purpose is to pool resources for more efficient operations to lower costs.

- **Workers Compensation Fund** – This fund is used to account for payments received from the General Fund and Water Fund that are then used to pay workers compensation claims.

Internal Service Fund	FY 20-21 Actuals	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
<b>Workers Compensation Fund Revenues</b>					
Payments from General Fund	0	0	0	746,000	
Payments from Water Fund	0	0	0	30,000	
Total Revenues	0	0	0	776,000	
<b>Workers Compensation Fund Expenditures</b>					
General Fund Claims	0	0	0	40,000	
Water Fund Claims	0	0	0	20,000	
To Workers Comp Fund Balance	0	0	0	716,000	
Total Expenditures	0	0	0	776,000	

This page left blank intentionally.

## CAPITAL PROJECTS

**Capital Project Funds-** Capital Project Funds are used to account for revenues and expenditures associated with large facility improvements and capital expenditures. The capital project fund is a multi-year fund in which the budgetary appropriations last the life of the project.

- Capital Facility/Improvements Fund – This fund is used to account for facility upgrades and improvements as well as other large capital needs of the County.

Capital Project Funds	FY 20-21 Actuals	FY 21-22 Original	FY 21-22 Amended	FY 22-23 Recommended	FY 22-23 Approved
<b>Capital/Facility Improvements Fund Revenues</b>					
Transfer from Capital Reserve Fund	575,000	575,000	575,000	603,275	
<b>Capital/Facility Improvements Expenditures</b>					
Building Improvements	575,000	574,403	575,403	575,000	
Contingency	0	597	597	28,275	
<b>Total Expenditures</b>	<b>575,000</b>	<b>575,000</b>	<b>575,000</b>	<b>603,275</b>	

This page left blank intentionally.

Administrative Charges to General Fund  
Fiscal Year 2022-2023

Basis	General	General Percent Share	Water	Water Percent Share	Solid Waste	Solid Waste Percent Share	Total
1 Board	333,573	92.50%	18,031	5.00%	9,015	2.50%	360,619
2 Administration	459,642	92.50%	24,846	5.00%	12,423	2.50%	496,910
3 Human Resources	228,514	92.66%	18,093	7.34%	-	0.00%	246,607
4 Finance	531,063	78.64%	135,064	20.00%	9,194	1.36%	675,321
5 Information Technology	276,170	87.69%	35,531	11.28%	3,230	1.03%	314,931
6 Tax/Solid Waste Bills	15,657	50%	-	0.00%	15,657	50%	31,313
7 Tax/Solid Waste Collections	26,614	50%	-	0.00%	26,614	50%	53,227
8 Rent	-		23,295		35,584		42,595
Total	\$ 1,871,231		\$ 254,860		\$ 111,716		\$ 2,221,523

1 Based on estimated time spent on governance

2 Based on estimated Manager/Clerk/Safety Risk Manager's time

3 Based on the number of employees by fund

4 Based on the number of invoices paid by fund

5 Based on the number of computers by fund

6 Based on splitting actual cost of mailing annual bills 50/50

7 Based on 50% of one tax collection position

8 Based on \$15 sq. foot/yr. for Water; SW is based on avg. of rent paid to outside vendors for other convenience sites

This page left blank intentionally.

## 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 Emergency Medical Service Fees  
Updated 5/9/2022

Fee Description	Revised Fee
ALS1 Emergency	\$ 670.00
ALS2 Emergency	\$ 975.00
BLS Emergency	\$ 500.00
ALS Non-Emergent	\$ 400.00
BLS Non-Emergent	\$ 325.00
Mileage	\$ 12.00
Specialty Care	\$ 1,150.00
Treat – No Transport	\$ 150.00

## Beaufort County Animal Control Fee Schedule 2022-2023

Description		Fee	Code
<b>Citations</b>			
Animal Cruelty:	1 <sup>st</sup> Offense	\$ 50.00	100400-438000
	2 <sup>nd</sup> Offense	\$ 75.00	
	3 <sup>rd</sup> Offense	\$150.00	
	4 <sup>th</sup> Offense	\$250.00	
	5 <sup>th</sup> Offense	\$500.00	
Abandonment:	1 <sup>st</sup> Offense	\$ 50.00	100400-438000
	2 <sup>nd</sup> Offense	\$ 75.00	
	3 <sup>rd</sup> Offense	\$150.00	
	4 <sup>th</sup> Offense	\$250.00	
	5 <sup>th</sup> Offense	\$500.00	
Tethering Violation:	1 <sup>st</sup> Offense	\$ 50.00	100400-438000
	2 <sup>nd</sup> Offense	\$ 75.00	
	3 <sup>rd</sup> Offense	\$150.00	
	4 <sup>th</sup> Offense	\$250.00	
	5 <sup>th</sup> Offense	\$500.00	
Teasing or Molesting Animals:	1 <sup>st</sup> Offense	\$ 50.00	100400-438000
	2 <sup>nd</sup> Offense	\$ 75.00	
	3 <sup>rd</sup> Offense	\$150.00	
	4 <sup>th</sup> Offense	\$250.00	
	5 <sup>th</sup> Offense	\$500.00	

Feeding or Harboring	1 <sup>st</sup> Offense	\$ 50.00	100400-438000
Stray Animals:	2 <sup>nd</sup> Offense	\$ 75.00	
	3 <sup>rd</sup> Offense	\$150.00	
	4 <sup>th</sup> Offense	\$250.00	
	5 <sup>th</sup> Offense	\$500.00	
Nuisance:	1 <sup>st</sup> Offense	\$ 50.00	100400-438000
	2 <sup>nd</sup> Offense	\$ 75.00	
	3 <sup>rd</sup> Offense	\$150.00	
	4 <sup>th</sup> Offense	\$250.00	
	5 <sup>th</sup> Offense	\$500.00	
Collar & Identification:	1 <sup>st</sup> Offense	\$ 50.00	100400-438000
	2 <sup>nd</sup> Offense	\$ 75.00	
	3 <sup>rd</sup> Offense	\$150.00	
	4 <sup>th</sup> Offense	\$250.00	
	5 <sup>th</sup> Offense	\$500.00	
Livestock at Large:	1 <sup>st</sup> Offense	\$ 50.00	100400-438000
	2 <sup>nd</sup> Offense	\$ 75.00	
	3 <sup>rd</sup> Offense	\$150.00	
	4 <sup>th</sup> Offense	\$250.00	
	5 <sup>th</sup> Offense	\$500.00	
Fowl at Large:	1 <sup>st</sup> Offense	\$ 50.00	100400-438000
	2 <sup>nd</sup> Offense	\$ 75.00	
	3 <sup>rd</sup> Offense	\$150.00	
	4 <sup>th</sup> Offense	\$250.00	
	5 <sup>th</sup> Offense	\$500.00	

Dangerous Dog	1 <sup>st</sup> Offense	\$100.00	100400-438000
Violation:	2 <sup>nd</sup> Offense	\$150.00	
	3 <sup>rd</sup> Offense	\$200.00	
	4 <sup>th</sup> Offense	\$250.00	
	5 <sup>th</sup> Offense	\$500.00	

Failure to Vaccinate	1 <sup>st</sup> Offense	\$ 50.00	100400-438000
For Rabies:	2 <sup>nd</sup> Offense	\$ 75.00	
	3 <sup>rd</sup> Offense	\$150.00	
	4 <sup>th</sup> Offense	\$250.00	
	5 <sup>th</sup> Offense	\$500.00	

Interference:	1 <sup>st</sup> Offense	\$ 50.00	100400-438000
	2 <sup>nd</sup> Offense	\$ 75.00	
	3 <sup>rd</sup> Offense	\$150.00	
	4 <sup>th</sup> Offense	\$250.00	
	5 <sup>th</sup> Offense	\$500.00	

### **Impoundment and Boarding**

Cat or Dog	\$25.00 impoundment per animal	100400-438000
	\$ 8.00 per day boarding per animal	100400-438000

### **Rabies Vaccine**

Cat or Dog	\$10.00 1 year vaccination only	100400-438000
------------	---------------------------------	---------------

## **Beaufort County Animal Control Fee Schedule 2022-2023**

<u>Description</u>	<u>Fee</u>	<u>Code</u>
<b>Adoption</b>		
Cat      Altered	\$20.00	100400-438000
Unaltered	\$55.00	100000-325000
Dog      Altered	\$20.00	100400-438000
Unaltered	\$75.00	100000-325000



## Beaufort County Health Department Fee Schedule FY 22-23

Definition/Comments – Fees for health department clinical and environmental health services

### Clinical Service Fees:

- \*Indicates Medicaid billing only; UD modifiers also indicate Medicaid billing only
- Outside labs identified with 90 modifier that have a fee associated are only billed to Self-Pay and Private Insurance clients (LabCorp bills Medicaid directly)

CPT	Description	Fee
0001A	1st dose COVID-19 Pfizer Vaccine Administration Fee	\$20.00
0002A	2nd dose COVID-19 Pfizer Vaccine Administration Fee	\$30.00
0003A	3rd dose COVID-19 Pfizer Vaccine Administration Fee	\$30.00
0004A	Pfizer Booster Vaccine Administration Fee	\$30.00
0011A	1st dose COVID-19 Moderna Vaccine Administration Fee	\$20.00
0012A	2nd dose COVID-19 Moderna Vaccine Administration Fee	\$30.00
0013A	3rd dose COVID-19 Moderna Vaccine Administration Fee	\$30.00
0031A	Janssen COVID-19 Vaccine Administration Fee	\$30.00
0034A	Janssen Booster Vaccine Administration Fee	\$30.00
0064A	Moderna Booster Vaccine Administration Fee	\$30.00
0071A	Pfizer Peds 1st dose Vaccine Administration Fee	\$20.00
0072A	Pfizer Peds 2nd dose Vaccine Administration Fee	\$30.00
10060	Incision & Drainage Abscess Simple/Single	\$159.00
10120	Incision & Removal Foreign Body Subcutaneous Tissue Simple	\$181.00
10121	Incision & Removal Foreign Body Subcutaneous Tissue complicated	\$302.00
10140	Incision & Drainage Hematoma Seroma/Fluid Collection	\$187.00
11055	Paring/Cutting Benign Hyperkeratotic Lesion single	\$45.00
11056	Paring/Cutting Benign Hyperkeratotic Lesion (2-4)	\$54.00
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	\$96.00
11201	Removal Skin Tags Multiple Fibro-cutaneous Tags Any Area each additional 10 lesions	\$28.00
11300	Shaving Skin Lesion single Trunk/Arm/Leg 0.5cm or less than	\$87.00
11301	Shaving Skin Lesion single Trunk/Arm/Leg 0.6-1.0 cm	\$110.00
11302	Shaving Skin Lesion single Trunk/Arm/Leg 1.1-2.0 cm	\$124.00
11303	Shaving Skin Lesion single Trunk/Arm/Leg >2 cm	\$151.00
11305	Shaving Skin Lesion single Scalp/Neck/Head/Feet/Genitalia 0.5 cm or less	\$87.00
11306	Shaving Skin Lesion single Scalp/Neck/Head/Feet/Genitalia 0.6-1.0 cm	\$108.00
11307	Shaving Skin Lesion single Scalp/Neck/Head/Feet/Genitalia 1.1-2.0 cm	\$124.00

11308	Shaving Skin Lesion single Scalp/Neck/Head/Feet/Genitalia >2cm	\$132.00
11310	Shaving Skin Lesion single Face/Ear/Eyelid/Nose/Lips/Mucous membrane 0.5 cm or less than	\$105.00
11311	Shaving Skin Lesion single Face/Ear/Eyelid/Nose/Lips/Mucous membrane 0.6-1.0 cm	\$116.00
11312	Shaving Skin Lesion single Face/Ear/Eyelid/Nose/Lips/Mucous membrane 1.1-2.0 cm	\$139.00
11313	Shaving Skin Lesion single Face/Ear/Eyelid/Nose/Lips/mucous membrane >2.0 cm	\$175.00
11730	Avulsion Nail Plate Partial Or complete Simple/Single	\$142.00
11740	Evacuation Subungual Hematoma	\$76.00
11750	Excision Nail Matrix partial or complete for Permanent Removal	\$231.00
11981	Insertion Drug Implant Device	\$226.00
11982	Remove Drug Implant Device	\$242.00
11983	Removal w// Reinsertion of Implant Device	\$354.00
12001	Simple Repair of superficial wounds of Scalp/Neck/Axillae/Genitalia/Trunk (including hands and feet) 2.5cm or less	\$189.00
12002	Simple Repair of superficial wounds of Scalp/Neck/Axillae/Genitalia/Trunk (including hands and feet) 2.6-7.5 cm	\$227.00
12011	Simple Repair of superficial wounds Face/Ears/Eyelids/Nose/Lips/Mucous membrane 2.5cm or less	\$223.00
12013	Simple Repair of superficial wounds Face/Ears/Eyelids/Nose /Lips/Mucous membrane 2.6-5.0 cm	\$268.00
12031	Repair Intermediate wounds of Scalp/Axillae/Trunk/Extremities 2.5 cm or less	\$258.00
12032	Repair Intermediate wounds of Scalp/Axillae/Trunk/Extremities 2.6-7.5 Cm	\$337.00
12041	Repair Intermediate Neck/Hands/Feet/external Genitalia	\$286.00
12042	Repair Intermediate Neck/Hands/Feet/external Genitalia	\$328.00
12051	Repair Intermediate Face/Ears/Eyelids/Nose/Lips&/Mucous membrane 2.5 cm or less	\$328.00
12052	Repair Intermediate Face/Ears/Eyelids/Nose/Lips&/Mucous membrane 2.6-5.0 cm	\$350.00
16000	Initial Treatment 1st Degree Burn Local	\$98.00
16020	Dressing/Debridement of partial thickness burns, initial or subsequent, small less than 5% of body surface area	\$130.00
17000	Destruction Premalignant Lesion 1st	\$85.00
17003	Destruction Premalignant Lesion, second through 14 lesions	\$13.00
17110	Destruction Benign Lesions Up To 14	\$139.00
17111	Destruction Benign Lesions 15 or more lesions	\$156.00
17250	Chemical Cauterization Granulation Tissue	\$102.00
2000F	Blood Pressure Monitoring (Inc. referral & follow up)	Flat Fee \$10.00
20552	Injection Single/Multiple Trigger Point 1-2 muscles	\$93.00
20600	Arthrocentesis Aspiration and or/Injection Small Joint/Bursa without ultrasound guidance	\$81.00
20605	Arthrocentesis Aspiration/and or Injection Intermediate Joint/Bursa without ultrasound guidance	\$90.00
20610	Arthrocentesis Aspiration and or Injection Major Joint/Bursa without ultrasound guidance	\$117.00
29105	Application of Long Arm Splint Shoulder to Hand	\$167.00
29125	Application of Short Arm Splint Forearm to Hand	\$120.00
29130	Application of Finger Splint Static	\$67.00
30300	Removal Foreign Body Intranasal Office Type Procedure	\$294.00

36415	Venipuncture	\$10.00
46900	Destruction of lesion(s), anus, simple	\$161.00
46924	Destruction of lesion(s), anus, extensive	\$360.00
51701	Insertion of Non-indwelling Bladder Catheter	\$99.00
54050	Destruction of lesion(s), male genitals, simple	\$99.00
54065	Destruction of lesion(s), male genitals, extensive	\$169.00
56501	Destruction of lesion(s), female genitals, simple	\$101.00
56515	Destruction of lesion(s), female genitals, extensive	\$172.00
57150	Condylomata treatment	\$86.00
57170	Diaphragm Fitting	\$120.00
58300	IUD Insertion	\$149.00
58301	IUD Removal	\$154.00
59025	Fetal Non-Stress Test	\$82.00
59425	AntePartum Care 4-6 Visits	\$1,200.00
59426	AntePartum Care 7+	\$2,300.00
59430	Post-Partum Care	\$202.00
65205	Removal Foreign Body, external eye, Conjunctival Superficial	\$82.00
69200	Removal of Foreign body from external Auditor Cana without Anesthesia	\$173.00
69210	Removal Impacted Cerumen requiring Instrumentation, unilateral	\$88.00
80048-90	Basic Metabolic Panel Calcium Total	\$40.00
80050-90	General Health Panel	\$15.00
80051-90	Electrolyte Panel	\$9.00
80053-90	Comprehensive Metabolic Panel	\$6.00
80061-90	Lipid Panel	\$45.06
80069-90	Renal Function Panel	\$35.00
80074-90	Acute Hepatitis Panel	\$21.00
80076-90	Hepatic Function	\$8.00
80305	POC Urine	\$0.00
80307-90	Urine Drug Screen	\$0.00
81000	Urinalysis Dip Stick/Tablet Reagent Non-Automated with microscopy	\$10.00
81001	Urinalysis Dip Stick/Tablet Reagent Automated with Microscopy	\$18.00
81002	Urinalysis Dip Stick/Tablet Reagent Non-Automated Without microscopy	\$7.50
81003	Urinalysis w/o Microscope Automated	\$8.00
81025	Pregnancy Test - Urine	\$18.00
82040-90	Albumin Serum, Plasma or Whole Blood	\$7.00
82043-90	Albumin Urine or other source quantitative each specimen	\$7.00
82120	Amine Test	\$10.00
82150-90	Assay Of Amylase	\$5.00
82247-90	Bilirubin Total	\$14.00
82248-90	Bilirubin Direct	\$7.00
82274	Fecal Occult Blood	\$30.00
82306-90	Vitamin D, 25 Hydroxy Includes Fractions If Performed	\$15.00
82310-90	Calcium Total	\$7.00
82374-90	Carbon Dioxide Bicarbonate	\$7.00

82435-90	Chloride, Blood	\$6.00
82465-90	Cholesterol Serum/Whole Blood ,Total	\$12.00
82550-90	Creatinine, Kinase Total	\$5.00
82565-90	Creatinine, Blood	\$7.00
82575-90	Creatinine Clearance	\$10.00
82607-90	Cyanocobalamin Vitamin B-12	\$20.00
82670-90	Assay Of Estradiol	\$5.00
82672-90	Assay Of Estrogens Total	\$5.00
82677-90	Assay Of Estriol	\$5.00
82728-90	Assay Of Ferritin	\$18.00
82746-90	Assay Of Folic Acid Serum	\$19.00
82947	Glucose – Venous	\$12.00
82948	Glucose Blood Reagent Strip	\$8.74
82950	Glucose – 1HR	\$21.00
82951	Glucose Tolerance Test	\$46.00
82952	GTT 4th Specimen	\$16.00
82962	Glucose – Monitoring Device	\$10.00
83001-90	Gonadotropin Follicle Stimulating Hormone	\$6.00
83002-90	Gonadotropin Luteinizing Hormone	\$24.00
83018-90	Heavy Metal Quantitative Each	\$5.00
83020-90	Hemoglobin Fractionation/Quantitation Electrophoresis	\$0.00
83036	Hemoglobin (Hb) A1c	\$20.00
83525-90	Assay Of Insulin, Total	\$5.00
83540-90	Assay Of Iron	\$9.00
83550-90	Iron Binding Capacity	\$12.00
83655	Lead Blood (Adult)	\$23.00
83690-90	Assay Of Lipase	\$4.00
83718-90	Lipoprotein Direct Measurement High Density Cholesterol	\$11.00
84075-90	Assay Of Phosphatase Alkaline	\$7.00
84132-90	Potassium Serum ,Plasma or Whole Blood	\$6.00
84144-90	Assay Of Progesterone	\$5.00
84146-90	Assay Of Prolactin	\$5.00
84152-90	Assay Of Prostate Specific Antigen (PSA)Complexed	\$5.00
84153-90	Assay Of Prostate Specific Antigen(PSA), Total	\$5.00
84155-90	Protein except Refractometry Serum Plasma or whole blood	\$5.00
84295-90	Sodium, Serum Plasma Or Whole Blood	\$7.00
84402-90	Assay Of Testosterone Free	\$30.00
84403-90	Assay Of Testosterone Total	\$30.00
84436-90	Assay Of Thyroxine Total	\$8.00
84439-90	Assay Of Free Thyroxine	\$12.00
84442-90	Assay Of Thyroxine Binding Globulin	\$5.00
84443-90	Assay Of Thyroid Stimulating Hormone (TSH)	\$21.00
84450-90	Transferase Aspartate Amino (AST) (SGOT)	\$7.28
84460-90	Transferase Alanine Amino (Alt) (SGPT)	\$7.00

84478-90	Assay Of Triglycerides	\$8.00
84479-90	Thyroid Hormone(T3 or T4) Uptake or Thyroid Hormone Binding ratio	\$8.00
84480-90	Assay Of Triiodothyronine T3 Total Tt3	\$19.00
84520-90	Assay Of Urea Nitrogen Quantitative	\$5.00
84550-90	Assay Of Blood/Uric Acid	\$3.00
84681-90	Assay Of C-Peptide	\$5.00
84702-90	Gonadotropin Chorionic Quantitative	\$12.22
84703-90	Gonadotropin Chorionic Qualitative	\$20.18
85007	Blood Count Smear Microscopic exam With/Manual Differential WBC count	\$11.00
85008	Blood Count Smear Microscopic W/O Manual Differential WBC count	\$13.00
85018	Hemoglobin	\$10.00
85025-90	CBC with Differential	\$4.00
85027	Blood Count Complete/Automated	\$23.00
85045-90	Blood Count Reticulocyte Automated	\$6.00
85245-90	Clotting Factor VII VW factor, ristocetin cofactor	\$5.00
85246-90	Clotting Factor VIII VW Factor Antigen	\$5.00
85420-90	Fibrinolytic Factors & Inhibitors, plasminogen, except antigenic assay	\$5.00
85610-90	Prothrombin Time	\$6.00
85651-90	Sedimentation Rate RBC Non-Automated	\$9.42
85652-90	Sedimentation Rate RBC Automated	\$7.40
85730-90	Thromboplastin Time Partial Plasma/Whole	\$6.00
86003-90	Allergen Specific IgE Quantitative /Semiquantitative each allergen	\$5.00
86038-90	Antinuclear Antibodies (ANA)	\$4.00
86140-90	C-Reactive Protein	\$5.00
86141-90	C-Reactive Protein High Sensitivity	\$5.00
86200-90	Cyclic Citrullinated Peptide( CCP) Antibody	\$5.00
86225-90	DNA Antibody Native/Double Stranded	\$32.23
86280-90	Hemagglutination Inhibition Test (HAI)	\$5.00
86308-90	Heterophile Antibodies, Screen	\$23.00
86317-90	Hepatitis B Surface Antibody (Hepatitis B Titer)	\$50.00
86336-90	Inhibin A	\$5.00
86341-90	Islet Cell Antibody	\$5.00
86376-90	Microsomal Antibodies, Each	\$55.00
86382	Rabies Titer	\$5.00
86430-90	Rheumatoid Factor, Qualitative	\$5.00
86431-90	Rheumatoid Factor, Quantitative	\$5.00
86580	TB Skin Test	Flat Fee \$16.00
86592	RPR	\$10.00
86593-90	Syphilis Test Quantitative	\$0.00
86615-90	Antibody Bordetella	\$5.00
86618-90	Antibody Borrelia Burgdorferi (Lyme Disease)	\$5.00
86677-90	Antibody Helicobacter Pylori	\$5.00
86695-90	Antibody Herpes Simplex Type 1	\$17.00
86696-90	Antibody Herpes Simplex Type 2	\$25.00

86704-90	Hepatitis B Core Antibody (HBcAb) Total	\$6.00
86706-90	Hepatitis B Surf Antibody (HBsAb)	\$5.00
86708-90	Hepatitis A Ab, Total	\$10.00
86709-90	Hepatitis A Ab, IgM	\$10.00
86735-90	Mumps Titer (MMR Immunity Profile)	\$10.00
86753-90	Antibody Protozoa, not elsewhere specified	\$5.00
86762-90	Rubella Titer (MMR Immunity Profile)	\$10.00
86765-90	Measles Titer (MMR Immunity Profile)	\$10.00
86787-90	Varicella Titer	\$12.00
86800-90	Thyroglobulin Antibody	\$5.00
86803-90	Hepatitis C Antibody	\$0.00
86850-90	Antibody Screening	\$8.00
86870-90	Antibody Identification RBC antibodies each panel for each serum technique	\$0.00
86900-90	Blood Typing ABO	\$12.00
86901-90	Blood Typing Serologic Rh (D)	\$4.00
86904-90	Blood Typing antigen screening for compatible unit using patient serum, per unit screened	\$0.00
87040-90	Culture Bacterial Blood Aerobic With isolation and presumptive identification of isolates	\$5.00
87045-90	Culture Bacterial, Stool Aerobic with isolation and preliminary examination, salmonella and shigella species	\$5.00
87046-90	Culture Bacteria Stool Aerobic additional pathogens, isolation and presumptive identification of isolates, each plate	\$5.00
87070-90	Culture Bacteria, any other source except urine, blood or stool with isolation and presumptive identification of isolates	\$17.00
87081-90	Culture Presumptive Pathogenic Organisms Screening only	\$18.16
87086-90	Urine Culture	\$10.00
87088-90	Culture bacterial, with isolation and presumptive identification of each isolate, urine	\$23.00
87110-90	Culture Chlamydia Any Source	\$0.00
87150-90	Group B Beta Strep	\$47.00
87164-90	Dark Field Exam Any Source, includes specimen collection	\$9.00
87177-90	Ova & Parasites Direct Smears Concentration	\$5.00
87184-90	Susceptibility Study Antimicrobial Disk per plate	\$19.00
87205-90	Smear Primary Source with interpretation Gram/Giemsa Stain for bacteria, fungi or cell types	\$17.00
87209-90	Smear Primary Source Complex Special Stain Ova & Parasite	\$5.00
87210	Wet Mount	\$12.00
87220	Tissue examination by KOH Slide from sample of skin, hair nails for fungi or ectoparasite ova or mites (scabies)	\$16.00
87329-90	Infectious agent antigen detection by immunoassay technique EIA Giardia	\$5.00
87340-90	Infectious agent antigen detection by immunoassay technique EIA Hep B surface antigen (HBeAg)	\$4.00
87389-90	Infectious agent antigen detection by immunoassay technique EIA W/Hiv-1 & Hiv-2 Antibody	\$0.00
87420-90	Infectious agent antigen detection by immunoassay technique EIA Respiratory Syncytial Virus	\$32.96

87426	Infectious Agent Antigen Detection by Immunoassay	\$45.00
87427-90	Infectious agent antigen detection by immunoassay technique EIA Shiga-Like Toxin	\$5.00
87491-90	Infectious Agent detection by nucleic acid Chlamydia Trachomatis Amplified Probe technique	\$0.00
87522-90	Infectious Agent detection by nucleic acid Hepatitis C Quantification includes Reverse Transcription when performed	\$100.00
87528-90	Infectious Agent detection by nucleic acid Herpes Simplex Virus Direct Probe T	\$0.00
87591-90	Infectious Agent detection by nucleic acid Neisseria Gonorrhoeae Amplified Probe	\$0.00
87624-90	HPV High Risk Strain	\$30.00
87635	COVID-19 Testing	\$95.31
87801	Infectious Agent detection by nucleic acid Multiple Organisms Amplified Probe	\$92.00
87804	Infectious Agent detection by immunoassay with direct optical observation Influenza	\$22.00
87850-90	Infectious Agent detection by immunoassay with direct optical observation Neisseria Gonorrhoeae	\$14.00
87880	Infectious Agent detection by immunoassay with direct optical observation Streptococcus Group A	\$32.96
87902-90	Infectious agent genotype analysis by nucleic acid Hepatitis C Virus	\$112.00
88175-90	Pap Smear (Non-Medicaid Only)	\$22.00
90378	Respiratory Syncytial Virus, monoclonal antibody, recombinant, intramuscular use 50 Mg	\$1,832.00
90460	Immunization first component, with counseling	\$21.00
90461	Immunization additional components, with coun.	\$11.00
90471	Immunization Update 1 Unit	\$22.50
90471EP	Immunization Update 1 Unit (Children)	\$22.50
90472	Immunization Update 2+ Units (use w/ 90471)	\$15.00
90472EP	Immunization Update 2+ Units (use w/90471) Children	\$15.00
90473 EP	Immunization Administration - Oral Vaccine	*\$12.00
90474 EP	Immunization Administration - Oral & Injectable	*\$8.00
90633	Hepatitis A	\$33.00
90636	Twinrix (Hepatitis A / Hepatitis B)	\$102.00
90648	HIB	\$30.00
90649	Gardasil/HPV	\$215.00
90651	Gardasil 9	\$220.00
90657	Influenza	\$12.50
90658	Influenza - (3yr and above)	\$12.50
90662	Influenza High Dose	\$43.00
90670	Pneumococcal Prevnar	\$215.00
90675	Rabies - Intramuscular (pre/post)	\$268.00
90677	Prevnar 20	\$263.00
90680	Rotavirus	\$110.00
90685	Influenza	\$12.50
90686	Influenza	\$12.50
90687	Influenza	\$12.50
90688	Influenza	\$12.50
90696	Kinrix (Dtap/IPV)	\$55.00

90698	Pentacel (Dtap/IPV/Hib)	\$90.00
90700	DTaP	\$28.00
90707	MMR (Mumps, Measles, Rubella)	\$80.00
90710	MMRV (Mumps, Measles, Rubella, Varicella)	\$125.00
90713	IPV	\$33.00
90714	Td (Tetanus)	\$35.00
90715	Tdap	\$45.00
90716	Varicella	\$138.00
90732	Pneumococcal	\$115.00
90734	Meningococcal	\$130.00
90744	Hepatitis B Pediatric	\$25.00
90746	Hepatitis B (Adult)	\$65.00
90772	Therapeutic Prop Diaj Injec	\$39.73
90782	Injection	\$20.00
90785	Interactive Add on	\$18.00
90791	Psychiatric Evaluation	\$129.00
90792	Psychiatric Evaluation with medical services	\$248.00
90832	Psychotherapy 16-37 min	\$95.00
90834	Psychotherapy 38-52 min	\$110.00
90837	Psychotherapy 53+ min	\$125.00
90839	Psychotherapy for crisis 30-74 min	\$145.00
90840	Psychotherapy for crisis, each additional 30 minutes beyond 74 min	\$95.00
90846	Family therapy without client	\$114.00
90847	Family therapy with client	\$135.00
90849	Group therapy (multi-family)	\$95.00
90853	Group therapy (other than of a multi-family group)	\$46.00
92002	Ophthalmological Medical exam and evaluation with initiation of diagnostic and treatment , program, intermediate new patient	\$81.00
92012	Ophthalmological Medical exam and evaluation with initiation of diagnostic and treatment , Intermediate Established patient	\$81.00
92551	Screening Test Pure Tone Air Only	\$22.00
92567	Tympanometry	\$35.00
92587	Distortion Product Evoked Otoacoustic Emissions, limited evaluation with interpretation and report	\$74.00
93000	Electrocardiogram Routine Ecg W/Least 12 Leads with interpretation and report	\$37.00
93040	Rhythm ECG 1-3 Leads With Interpretation and report	\$28.00
93041	Rhythm ECG 1-3 Leads tracing only without Interpretation and report	\$40.00
94010	Spirometry expiratory flow rate measurements, with or without maximal voluntary ventilation	\$47.00
94060	Bronchodilation Responsiveness Spirometry Pre & Post-Bronchodilator Administration	\$82.00
94640	Pressurized/ Non-pressurized Inhalation Treatment	\$31.00
94664	Demo&/Evaluation Of Patient Utilization of Generator/Nebulizer/Inhaler	\$39.00
94760	Noninvasive Ear/Pulse Oximetry, for oxygen saturation Single Determination	\$8.00

95115	Professional services for allergen immunotherapy ,not including provision of allergenic extracts, single injection	\$17.00
95117	Professional services for allergen immunotherapy ,not including provision of allergenic extracts,2 or more injections	\$23.00
96101	Psychological Testing Per hour , includes administration interpret and report	\$81.00
96110	Developmental Screen With/Scoring & Documentation, per standardized instrument	\$19.00
96111	Developmental Testing W/Interpretation & Report	\$121.00
96127	Brief emotional or behavior assessment	\$8.00
96160	Administration Of Patient-Focused Health	\$19.00
96372	Injection -17P	\$25.00
97802	Medical Nutrition, Initial Assess. & Intervention	\$38.00
97803	Medical Nutrition, Individual, Subsequent	\$34.00
97804	Medical Nutrition, Group 2 or more	\$25.00
98960	Education & Training Self-Management non-physician, using standardized curriculum face to face, each 30 minutes individual patient	\$25.00
98961	Education & Training Self-Management Non physician 2-4 patients	\$24.00
99000	Specimen Collection & Handling	\$14.00
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	\$41.00
99070	Supplies & Materials Provided By the physician or QHP over and above those usually included with the office visit or other services related	\$15.00
99080	Special Reports such as insurance forms, more than the information conveyed in the usual communications or standard reporting form	\$36.05
99173	Screening Test of Visual Acuity Quantitative bilateral	\$21.00
99201	Office Visit I	\$72.00
99202	Office Visit II	\$110.00
99203	Office Visit III	\$161.00
99204	Office Visit IV	\$241.00
99205	Office Visit V	\$307.00
99211	Office Visit I	\$40.00
99212	Office Visit II	\$68.00
99213	Office Visit III	\$100.00
99214	Office Visit IV	\$153.00
99215	Office Visit V	\$224.00
99241	Office Consultation Level 1	\$110.00
99242	Office Consultation Level 2	\$178.00
99243	Office Consultation Level 3	\$230.00
99244	Office Consultation Level 4	\$331.00
99245	Office Consultation Level 5	\$414.00
99354	Prolong Svc Office O/P Dir Contact 1st Hr	\$116.00
99381	Initial Preventive Medicine New Patient age younger than1 year	\$148.00
99382	Initial Preventive Medicine New Pt Age 1- 4 years	\$153.00
99383	Initial Preventive Medicine New Pt Age 5-11 years	\$153.00

99384	Office Visit 12-17 YR	\$195.00
99385	Office Visit 18-39 YR	\$199.00
99386	Office Visit 40-64 YR	\$230.00
99387	Office Visit 64+ YR	\$247.00
99391	Periodic Preventive Med Established Patient age younger than 1 year	\$140.00
99392	Periodic Preventive Med Est Patient 1-4 years	\$142.00
99393	Periodic Preventive Med Est Patient 5-11 years	\$142.00
99394	Office Visit 12-17 YR	\$168.00
99395	Office Visit 18-39 YR	\$170.00
99396	Office Visit 40-64 YR	\$186.00
99397	Office Visit 64+ YR	\$202.00
99401	Preventive Med Counseling 15 Minutes	\$45.00
99402	Preventive Med Counseling 30 Minutes	\$79.00
99406	Tobacco Cessation Counseling (3-10 min)	\$19.00
99407	Tobacco Cessation Counseling (10+ min)	\$37.00
99408	Alcohol/Substance Screen & Intervention 15-30 minutes	\$45.00
99409	Alcohol/Substance Screen & Intervention greater than 30 minutes	\$90.00
99411	Preventive Medicine Counseling Group 30 min	\$27.00
99412	Preventive Medicine Counseling Group 60 min	\$33.00
99417	Prolonged Office Visit	\$32.00
99441	Telephone evaluation and management service. 5-10 min. of medical discussion	\$43.00
99442	Telephone evaluation and management service. 11-20 min. of medical discussion	\$72.00
99443	Telephone evaluation and management service. 21-30 min. of medical discussion	\$105.00
99455	Work Related or medical disability examination by the treating physician	\$118.00
99499	CDL Exam	\$90.00
99501	Maternal Assessment Home Visit	\$86.00
99502	Newborn Assessment Home Visit	*\$89.00
90471EP	Immunization Update 1 Unit (Children)	\$22.50
90472EP	Immunization Update 2+ Units (use w/90471) Children	\$15.00
D0145	Oral Evaluation for a patient under 3 years of age and counseling with primary caregiver	\$42.00
D1206	Topical application of fluoride varnish	\$19.00
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
G0103	Prostate cancer Screening (PSA) prostate specific antigen test	\$55.69
G0108	Diabetes Outpatient Self-Management Individual	\$55.00
G0109	Diabetes Outpatient Self-Management Group 2 or more	\$25.00
G0179	Physician Recertification for Medicare covered home health services	\$0.00
G0180	Physician Certification for Medicare home health services	\$0.00
G0270	Medical Nutrition Therapy; Reassess Individual	\$35.00
G0271	Medical Nutrition Therapy; Reassess Group	\$20.00
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
G0480-90	Urine Drug Screen Define	\$0.00
G9873	1ST MDPP core session	\$27.50
G9874	4 MDPP core sessions attended	\$55.00
G9875	9 MDPP core sessions attended	\$99.00
G9876	2 MDPP core maintenance sessions attended in months 7-9; no weight loss	\$16.50
G9877	2 MDPP core maintenance sessions attended in months 10-12; no weight loss	\$16.50
G9878	2 MDPP core maintenance sessions attended in months 7-9; 5% weight loss	\$66.00
G9879	2 MDPP core maintenance sessions attended in months 10-12; 5% weight loss	\$66.00
G9880	5% weight loss in months 1-12	\$176.00
G9881	9% weight loss in months 1-24	\$27.50
G9882	2 MDPP ongoing maintenance sessions attended in months 13-15; maintained weight loss	\$55.00
G9883	2 MDPP ongoing maintenance sessions attended in months 16-18; maintained weight loss	\$55.00
G9884	2 MDPP ongoing maintenance sessions attended in months 19-21; maintained weight loss	\$55.00
G9885	2 MDPP ongoing maintenance sessions attended in months 22-24; maintained weight loss	\$55.00
G9890	Bridge payment	\$27.50
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
J1050	Depo Provera	\$0.43/unit
J1050UD	Depo Provera	Acquisition
J1094	Injection Dexamethasone Acetate	\$1.16
J1100	Dexamethasone Sodium Phosphate	\$0.45
J1200	Diphenhydramine Hcl Injection	\$1.00
J1725	17P	*\$20/unit
J1885	Ketorolac Tromethamine Injection	\$0.50
J2001	Lidocaine Injection	\$0.50
J2550	Promethazine Hcl Injection	\$1.50
J2790	Rhogram Injection	\$114.00
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
J7298	Mirena	\$744.00
J7298UD	Mirena	Acquisition
J7300	Paraguard	\$430.00
J7300UD	Paraguard	Acquisition
J7307	Nexplanon	\$714.00
J7307UD	Nexplanon	Acquisition
J7613	Albuterol Non-Comp Unit	\$32.00

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
Q3014	Telemedicine Originating Site Facility Fee	\$40.00
S0280	Completion Pregnancy Risk Screening (Pregnancy Medical Home)	\$50.00
S0281	Postpartum Clinic Visit (Pregnancy Medical Home)	\$150.00
S4993	Birth Control Pills (per pack)	\$6.00
S4993UD	Birth Control Pills (per pack)	Acquisition
S9442	Childbirth Education Class	\$13.00/Hour
S9455	Diabetic Management Program	\$40.00
S9465	Diabetic Management Program, Dietitian Visit	\$40.00
S9470	Nutritional Counseling, Dietitian Visit	\$40.00
T1001	MC Skilled Nurse Home Visit (15 minutes per unit)	*\$128/Unit
T1002	TB Control Treatment (15 minutes per unit)	*\$93.00/Unit
T1002	STD Control Treatment (15 minutes per unit)	*\$93.00/Unit
N/A	Rabies Titer Shipping & Supplies Fee (Previously RabPak)	\$70.00
N/A	Minority Diabetes Prevention Program Fee	\$10.00
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	PPD Reading, Skin Test Performed by Other Facility	\$8.00

## Environmental Health Service Fees

Description	Fee
Site Evaluation for Wastewater System (Improvements Permit or Denial for new sites, 1 acre or less)	\$125.00
Revisit for Site not ready for inspection (new or existing lot evaluations)	\$25.00
Construction Authorization/ Operation Permit for new installation	\$125.00
Permit Revision ( If site plan or design flow changes)	\$100.00
Wastewater System Repair Permit (requested by owner)	\$50.00
Wastewater System Repair Permit (by complaint Investigation)	\$75.00
Existing System Re-use Inspection	\$75.00
Letter of Authorization for Mobile Home Park Site	\$30.00
Operation Permits for systems under Management Entity	
Less than 480 gallons per day	\$60.00
Greater than 480 gallons per day (valid for 5yrs)	\$120.00
Contractor Re-Inspection for Denied Installations	\$50.00
Water Samples	
Bacteriological (required well inspection)	\$40.00
Chemical	\$75.00
Pesticide	\$75.00
Petroleum	\$75.00
Lead	\$75.00
Nitrates	\$75.00
New Private Drinking Water Well Permit (includes sampling and inspections required)	\$250.00
Swimming Pool Annual Permit (per pool)	\$100.00
Swimming Pool Plan Review ( for new or remodel)	\$150.00
Swimming Pool Revisit (for failure at initial permitting annually)	\$50.00
Swimming Pool Lighting Evaluation (annually for pools with night swimming)	\$50.00
Tattoo Artist (Annual Fee)	\$200.00
Limited Food Service Establishment Permit (Annual Fee - calendar year)	\$75.00
Temporary Food Establishment (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
Establishment Plan Review (new construction)	\$250.00
Establishment Plan Review (existing establishment with changes to facility or changes to establishments in transitional permitting requiring review)	\$150.00
Engineered Option Permit Fee	30% of Cumulative total for Improvements Permit, Construction Authorization, and Operation Permits

Reference – NC GS §130A-39; Consolidated Agreement

Revenue Codes – Clinical Services have various revenue codes based on source and program (Restricted Federal Health 100221-XXXXXX and Sales and Service 100400-XXXX). Environmental Health fees utilize revenue codes 100400-447510 and 100400-447530.

# BEAUFORT COUNTY PLANNING AND INSPECTIONS

220 N MARKET STREET  
WASHINGTON, NC 27889

Phone 252/946-7182  
Fax 252/940-6154

## Public Notice

Effective January 6, 1998, Beaufort County implemented the following changes in the Building Inspections Department:

1. Construction Permits may now be paid in full or in part by each contractor.
2. Building Permit/Inspection Fee Schedule will be as follows:

### New Building Inspection Fee Schedule

Residential & Commercial -New and Additions

	Heated	Unheated
Building & Insulation	.09	.05
Electrical	.03	.02
Plumbing	.03	.02
HVAC	.03	.02
Open Sheds	.05	.05
Home Owner Recovery Fee	\$10.00	
Other Permits:		
Mobile Homes		
Singlewides	\$75.00	
Doublewides	\$100.00	
Triplewides & Modulars	same as per stick built	
Fema Setup(Flood Zone)	\$25.00 in addition to regular permit	
Solar Farms	\$ 0.25 per panel	
Insulation only	\$30.00	
Open Sheds, Piers	\$30.00	
Signs	\$30.00	
Temp. or Pole Service	\$30.00	
Change of Service	\$30.00	
Large Agricultural Bldgs	Electrical Permit only: .03 x sq.ft.	
Building & Fire Inspect Combined	\$75.00	
<b>Minimum Fee</b>	<b>\$30.00</b>	

**Re-inspection fee-** Additional inspections made necessary due to failure to comply with code requirements or the job not being ready when an inspection is requested will be charged a fee of \$30.00 payable prior to the final inspection being made.

**Subdivision Fees**

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

Any questions please call the Beaufort County Department of Building Inspections at  
252/946-7182 between the hours of 7:30am and 4:30pm

# REGISTER OF DEEDS

## FEES SCHEDULE – EFFECTIVE OCTOBER 1, 2011 as set by State of North Carolina

### Recording Real Estate Instruments

- Instruments except deeds of trust and mortgages \$26.00 first 15 pages /\$4 each add'l page
  - Deeds of trust and mortgages \$64.00 first 35 pages / \$4 each add'l page
  - Plats \$21.00 each sheet
  - Nonstandard document \$25.00
  - Multiple instruments as one, each \$10.00
  - Satisfaction instruments No fee
  - Add'l subsequent instrument index reference for assignments, each \$10.00
- \*Excessive recording data fee \$2.00 for each party listed in instrument in excess of 20 (GS 147-54.3)  
10.1.2015

### 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.

This page left blank intentionally.



# BEAUFORT COUNTY WATER DEPT

## RATE SCHEDULE

*Effective: July 1, 2022*

### ALL DISTRICTS

A. Rural Residential

First 2,000	\$37.95 Minimum
All over 2,000	\$6.95/1,000 Gallons

B. Rural Commercial

First 2,000	\$44.50 Minimum
All over 2,000	\$6.95/1,000 Gallons

C. All Other

First 2,000	\$45.50 Minimum
All over 2,000	\$6.95/1,000 Gallons

# BEAUFORT COUNTY WATER DEPT

Effective : July 1, 2022

## Tap-On Fee

- ¾" Meter (Short Service – 60 LF or less) \$ 1,100.00
- ¾" Meter (Long Service – 61 LF or more) \$ 1,900.00
- 1" Meter (Short Service – 60 LF or less) \$ 1,300.00
- 1" Meter (Long Service – 61 LF or more) \$ 2,100.00
- Meters larger than one inch Cost plus 20% with \$3,000 minimum

## Deposit

- ¾" Meter \$ 100.00
- 1" Meter \$ 100.00
- 2" Meter \$ 200.00

## Change of Occupancy Fee

\$ 50.00

## Reconnect Fee

\$ 50.00

## Late Fee

greater of \$4.00 or  
4% of outstanding balance

## Meter Test

- ¾" Meter \$ 50.00
- 1" Meter \$ 100.00

## Tampering Fees

### 1<sup>st</sup> Occurrence

- Lock Based upon actual physical damage \$ 95.00
- MXU Cover \$ 95.00
- MXU \$ 235.00
- MXU & Meter \$ 420.00
- Entire Meter Assembly \$ 620.00
- Other damage \$ 620.00 + cost + 20%

### 2<sup>nd</sup> Occurrence

- Lock \$ 145.00
- MXU Cover \$ 145.00
- MXU \$ 285.00
- All others Current Tap Fee

## Move Meter

- Existing tap re-used \$ 400.00 + cost of service line  
greater than 20 feet + 20%
- New tap required  
¾" Meter (Short Service – 60 LF or less) \$ 550.00  
¾" Meter (Long Service – 61 LF or more) \$1,650.00

## Returned Check Fee

\$ 25.00

## Hydrant Meter

\$ 32.00/month, plus  
\$6.75 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 each



Beaufort County Sheriff's Office  
Fee Schedule

<b>Service Description</b>	<b>Amount</b>
Civil Paper Service	\$30
Pistol Purchase Permit Application	\$5
Additional Purchase Permits	\$5/each
Concealed Weapons Permit	
	New \$80
	Renewal \$75
Fingerprinting	\$10

**BOARD OF COMMISSIONERS**  
Jerry Evans, Chairman  
Jerry E. Langley, Vice-Chairman  
Ed Booth  
Gary L. Brinn  
Stan Deatherage  
Frankie Waters  
Hood Richardson



**COUNTY OFFICIALS**  
Brian M. Alligood, County Manager  
Katie Mosher, Clerk to the Board  
Anita C. Radcliffe, Finance Director  
David Francisco, County Attorney

**BEAUFORT COUNTY**  
**NORTH CAROLINA**

## **FY2023 Solid Waste Fee Schedule**

Commercial Yard Waste Disposal Fee	\$30.00 per ton
Commercial After-Hours Landfill Access Card	\$10.00 per card (new & replacement)
Annual Solid Waste Fee - Proposed	\$175 per household

**SUMMARY OF REQUESTED SERVICE EXPANSIONS**

GENERAL FUND REVENUE	County Manager Recommends
Amount Available from Service Expansions (Revenues over Expenditures)	\$1,022,224
Amount Requested from Fund Balance	\$0
Total	\$1,022,224
Total Available for Service Expansions	\$0

**REQUESTS**

Page	Department	Title	Estimated Initial Cost	Estimated Annual Revenue Offset	Estimated Initial Net Cost	Estimated Annual Recurring Cost	Comments
	General Fund	5% COLA	1,115,804	-	1,115,804	1,115,804	Amt. shown here is General Fund portion only.
	General Fund	6% COLA	1,338,227	-	1,338,227	1,338,227	Amt. shown here is General Fund portion only.
	General Fund	7% COLA	1,561,266	-	1,561,266	1,561,266	Amt. shown here is General Fund portion only.
	General Fund	8% COLA	1,784,324	-	1,784,324	1,784,324	Amt. shown here is General Fund portion only.
	General Fund	9.0% COLA	2,007,365	-	2,007,365	2,007,365	Amt. shown here is General Fund portion only.
	General Fund	Increased 401k Contribution for Non-LEO Employees	448,492	-	448,492	448,492	Amt. shown here is General Fund portion only.
	General Fund	Employee Dental Insurance	165,081	-	165,081	165,081	Amt. shown here is General Fund portion only.
	County Manager's Office	Communications Director	95,240	-	95,240	95,240	New position requested.
	DSS	Remodel Conference Room #141	19,560	9,780	9,780	-	Quotes received from area vendors. 50% will be reimbursed by the State.
	Economic Development	Expanded ED Specialist Responsibilities	10,994	-	10,994	10,994	Reclass of position is requested.
	Economic Development	Internal and External Marketing	25,000	-	25,000	25,000	Additional funds requested for marketing.
	Economic Development	Expanded Business Assistance Contract Services	16,000	-	16,000	16,000	Additional funds requested for local business assistance.
	Emergency Medical Services	Senior Paramedics	33,000	-	33,000	33,000	Request 5% increase in position classification to establish Senior EMS Paramedics.
	Emergency Mgmt/Sidney Dive Team	Annual Allocation Increase	2,500	-	2,500	2,500	Request additional annual funding above current allocation to cover increasing costs.
	Emergency Mgmt/Sidney Dive Team	Training for Sidney Dive Team	5,000	-	5,000	-	1 time funding for training.
	Sheriff/911 Communications	Tele-Communicator x 2	100,000	-	100,000	100,000	2 new positions requested.
	Sheriff	Deputy Sheriff(Patrol) x 4	240,000	-	240,000	240,000	4 new deputy positions requested.
	Tax Collector	Upgrade CS Rep to Delinquent Tax Specialist	3,500	150,000	(146,500)	-	Upgrade in position requested.
	Tax Assessor	Upgrade CSR to Sr. CSR	3,654	10,000	(6,364)	-	Upgrade in position requested.
	Tax Assessor	Business Personal Property Audits	30,000	90,000	(60,000)	-	Funds requested for business property audits.
	Tax Assessor	Aerial Maps(Eagle View)	47,690	-	47,690	47,690	Update maps for obliques over 3 yrs.
	Outside Agency	Aurora Fossil Museum	11,979	-	11,979	-	Additional funds requested by agency for equipment
	Outside Agency	BHM Library	4,488	-	4,488	4,488	Additional funds requested by agency for operations
	Outside Agency	Eagles Wings	3,000	-	3,000	3,000	Additional funds requested by agency for operations
	Outside Agency	Hwy 17/64 Association	5,000	-	5,000	5,000	Additional funds requested by agency for operations
	Outside Agency	NC Estuarium	15,000	-	15,000	-	Additional funds requested by agency for equipment
	Outside Agency	Open Door Community Center	2,000	-	2,000	2,000	Additional funds requested by agency for operations

**REQUESTS**

Page	Department	Title	Estimated Initial Cost	Estimated Annual Revenue Offset	Estimated Initial Net Cost	Estimated Annual Recurring Cost	Comments
	Outside Agency	Ruth's House	2,500	-	2,500	2,500	Additional funds requested by agency for operations
	Outside Agency	Town of Chocowinity-Recreation	134,607	-	134,607	-	Additional funds requested by agency equipment
	Outside Agency	Town of Bath-Recreation	2,000	-	2,000	-	Additional funds requested by agency for equipment
	Outside Agency	Humane Society of Beaufort County- Dr. Chuck Manning	10,000	-	10,000	10,000	New funds requested by agency for spay/neuter program
Total of all General Fund Service Expansion Request (includes 5% COLA and all other requests)			2,552,089	259,780	2,292,291	2,326,789	

## Request for Service Expansion

**Title of Service Expansion:** Cost of Living Adjustment (COLA)

**Name of Department:** General Fund

**Purpose and Justification:** Financial impact for COLA on \$18,236,342 payroll for General Fund is listed below. CPI from March 2021 to March 2022 increased by 9.1%. Costs associated with COLAs ranging from 5%-9% are shown below for General Fund.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$1,115,804	5% COLA
	\$1,338,227	6% COLA
	\$1,561,266	7% COLA
	\$1,784,324	8% COLA
	\$2,007,365	9.0% COLA
Operational		
Capital Outlay		
Total Expenditures		

Revenue to offset Costs		
<i>Total Cost of Service Expansion</i>	\$1,115,804	5% COLA
	\$1,338,227	6% COLA
	\$1,561,266	7% COLA
	\$1,784,324	8% COLA
	\$2,007,365	9.0% COLA

# NEWS RELEASE

## BUREAU OF LABOR STATISTICS

U.S. DEPARTMENT OF LABOR



For Release: Wednesday, May 11, 2022

22-889-ATL

SOUTHEAST INFORMATION OFFICE: Atlanta, Ga.

Technical information: (404) 893-4222 BLSInfoAtlanta@bls.gov www.bls.gov/regions/southeast

Media contact: (404) 893-4220

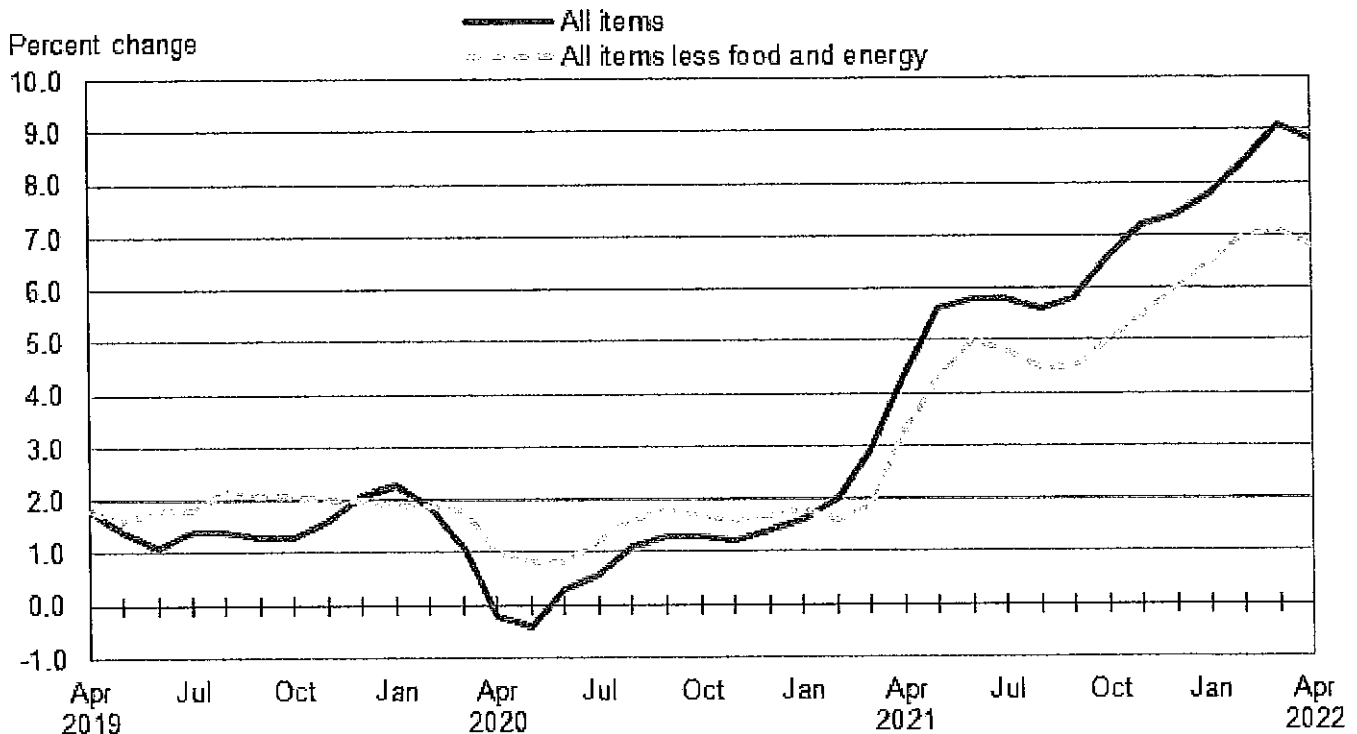
### Consumer Price Index, South Region — April 2022

Prices in the South up 0.5 percent over the month and 8.8 percent over the past year

The Consumer Price Index for All Urban Consumers (CPI-U) for the South increased 0.5 percent in April, the U.S. Bureau of Labor Statistics reported today. The index for all items less food and energy also rose 0.5 percent over the month. The food index increased 0.9 percent in April, while the energy index declined 0.5 percent. (Data in this report are not seasonally adjusted. Accordingly, month-to-month changes reflect the impact of seasonal influences.)

The all items CPI-U for the South advanced 8.8 percent for the 12 months ending in April, after increasing 9.1-percent over the 12-month period ending in March. The index for all items less food and energy advanced 6.8 percent over the past year. The energy index and the food index also increased over the past 12 months, up 29.8 percent and 9.3 percent, respectively. (See chart 1 and table 1.)

**Chart 1. Over-the-year percent change in CPI-U, South region, April 2019–April 2022**



Source: U.S. Bureau of Labor Statistics.

## Food

The food index increased 0.9 percent in April, led by a 1.3 percent increase in the food at home index. The food away from home index also rose in April, up 0.3 percent.

The food index advanced 9.3 percent for the 12 months ending in April, reflecting increases in the food at home (+10.5 percent) and food away from home (+7.5 percent) indexes.

## Energy

The energy index declined 0.5 percent in April, reflecting a 2.3 percent decrease in the gasoline index. In contrast, the electricity and utility (piped) gas service indexes increased over the month, up 1.5 percent and 3.4 percent, respectively.

The energy index advanced 29.8 percent for the 12 months ending in April, led by a 44.6-percent increase in the gasoline index. The electricity index rose 11.4 percent over the month, while the utility (piped) gas service index increased 21.5 percent.

## All items less food and energy

The index for all items less food and energy rose 0.5 percent in April, reflecting increases in several indexes, including shelter (+0.6 percent) and recreation (+1.0 percent). The new and used motor vehicles index was little changed in April, up 0.1 percent, as a 1.0-percent increase in the new vehicles index was offset by a 0.6-percent decline in the used cars and trucks index.

The index for all items less food and energy advanced 6.8 percent for the 12 months ending in April, led by a 6.0-percent increase in the shelter index. The new and used motor vehicles index advanced 17.3 percent over the past 12 months, reflecting increases in the used cars and trucks (+22.6 percent) and new vehicles (+13.3 percent) indexes.

## Geographic divisions

Additional price indexes are now available for the three divisions of the South. In April, the all items CPI-U rose 0.7 percent in the East South Central division and 0.6 percent in the West South Central division. The all items index in the South Atlantic division edged up 0.3 percent.

Over the year, the all items index advanced 9.3 percent in the West South Central division. The all items index rose 8.8 percent in the South Atlantic division and 7.8 percent in the East South Central division.

**Table A. South region CPI-U 1-month and 12-month percent changes, all items index, not seasonally adjusted**

Month	2018		2019		2020		2021		2022	
	1-month	12-month	1-month	12-month	1-month	12-month	1-month	12-month	1-month	12-month
January.....	0.5	1.8	0.2	1.2	0.3	2.3	0.5	1.6	0.9	7.8
February.....	0.6	2.1	0.5	1.1	0.2	1.9	0.5	2.0	1.1	8.4
March.....	0.2	2.3	0.7	1.6	-0.1	1.1	0.8	2.9	1.4	9.1
April.....	0.4	2.4	0.5	1.8	-0.8	-0.2	0.7	4.4	0.5	8.8
May.....	0.3	2.7	-0.1	1.4	-0.2	-0.4	0.8	5.6		
June.....	0.2	2.7	-0.1	1.1	0.6	0.3	0.9	5.8		
July.....	0.0	2.9	0.3	1.4	0.6	0.6	0.5	5.8		
August.....	-0.1	2.4	-0.1	1.4	0.4	1.1	0.3	5.6		
September.....	0.0	1.7	0.0	1.3	0.2	1.3	0.3	5.8		
October.....	0.2	2.1	0.2	1.3	0.1	1.3	1.0	6.6		
November.....	-0.3	1.9	0.0	1.6	-0.1	1.2	0.4	7.2		
December.....	-0.5	1.5	0.0	2.1	0.2	1.4	0.3	7.4		

**The Consumer Price Index for May 2022 is scheduled to be released on Friday, June 10, 2022, at 8:30 a.m. (ET).**

### Technical Note

The Consumer Price Index (CPI) is a measure of the average change in prices over time in a fixed market basket of goods and services. The Bureau of Labor Statistics publishes CPIs for two population groups: (1) a CPI for All Urban Consumers (CPI-U) which covers approximately 93 percent of the total U.S. population and (2) a CPI for Urban Wage Earners and Clerical Workers (CPI-W) which covers approximately 29 percent of the total U.S. population. The CPI-U includes, in addition to wage earners and clerical workers, groups such as professional, managerial, and technical workers, the self-employed, short-term workers, the unemployed, and retirees and others not in the labor force.

The CPI is based on prices of food, clothing, shelter, and fuels, transportation fares, charges for doctors' and dentists' services, drugs, and the other goods and services that people buy for day-to-day living. Each month, prices are collected in 75 urban areas across the country from about 6,000 housing units and approximately 22,000 retail establishments—department stores, supermarkets, hospitals, filling stations, and other types of stores and service establishments. All taxes directly associated with the purchase and use of items are included in the index.

The index measures price changes from a designated reference date; for most of the CPI-U the reference base is 1982-84 equals 100. An increase of 7 percent from the reference base, for example, is shown as 107.000. Alternatively, that relationship can also be expressed as the price of a base period market basket of goods and services rising from \$100 to \$107. For further details see the CPI home page on the Internet at [www.bls.gov/cpi](http://www.bls.gov/cpi) and the CPI section of the BLS Handbook of Methods available on the internet at [www.bls.gov/opub/hom/cpi/](http://www.bls.gov/opub/hom/cpi/).

In calculating the index, price changes for the various items in each location are averaged together with weights that represent their importance in the spending of the appropriate population group. Local data are then combined to obtain a U.S. city average. Because the sample size of a local area is smaller, the local area index is subject to substantially more sampling and other measurement error than the national index. In addition, local indexes are not adjusted for seasonal influences. As a result, local area indexes show greater volatility than the national index, although their long-term trends are quite similar. **NOTE: Area indexes do not measure differences in the level of prices between cities; they only measure the average change in prices for each area since the base period.**

The **South region** is comprised of Alabama, Arkansas, Delaware, District of Columbia, Florida, Georgia, Kentucky, Louisiana, Maryland, Mississippi, North Carolina, Oklahoma, South Carolina, Tennessee, Texas, Virginia, and West Virginia.

Information in this release will be made available to sensory impaired individuals upon request. Voice phone: (202) 691-5200; Federal Relay Service: (800) 877-8339.

**Table 1. Consumer Price Index for All Urban Consumers (CPI-U): Indexes and percent changes for selected periods South (1982-84=100 unless otherwise noted)**

Item and Group	Indexes			Percent change from-		
	Feb. 2022	Mar. 2022	Apr. 2022	Apr. 2021	Feb. 2022	Mar. 2022
<b>Expenditure category</b>						
All Items.....	274.688	278.598	279.879	8.8	1.9	0.5
All items (December 1977=100).....	445.582	451.925	454.002	-	-	-
Food and beverages .....	286.289	289.302	291.755	8.9	1.9	0.8
Food .....	288.729	291.883	294.609	9.3	2.0	0.9
Food at home .....	271.047	275.222	278.880	10.5	2.9	1.3
Cereal and bakery products .....	312.551	318.757	323.203	10.8	3.4	1.4
Meats, poultry, fish, and eggs.....	294.166	297.929	302.814	14.1	2.9	1.6
Dairy and related products .....	240.727	244.669	250.215	8.5	3.9	2.3
Fruits and vegetables .....	314.731	320.082	319.719	5.7	1.6	-0.1
Nonalcoholic beverages and beverage materials.....	187.271	189.062	192.198	10.6	2.6	1.7
Other food at home .....	236.255	240.239	243.811	10.8	3.2	1.5
Food away from home.....	317.675	318.933	319.932	7.5	0.7	0.3
Alcoholic beverages .....	252.384	253.443	252.096	2.6	-0.1	-0.5
Housing .....	268.728	270.537	272.278	7.0	1.3	0.6
Shelter .....	308.941	311.085	312.814	6.0	1.3	0.6
Rent of primary residence .....	325.362	327.124	329.443	6.3	1.3	0.7
Owners' equiv. rent of residences(1).....	310.623	312.040	313.676	5.4	1.0	0.5
Owners' equiv. rent of primary residence(1).....	310.618	312.034	313.672	5.4	1.0	0.5
Fuels and utilities.....	267.286	267.919	271.551	10.7	1.6	1.4
Household energy .....	216.495	217.196	220.979	13.3	2.1	1.7
Energy services.....	215.760	216.103	220.033	12.8	2.0	1.8
Electricity .....	209.768	209.956	213.188	11.4	1.6	1.5
Utility (piped) gas service .....	237.872	239.200	247.382	21.5	4.0	3.4
Household furnishings and operations .....	139.782	141.153	141.850	10.1	1.5	0.5
Apparel.....	136.479	136.594	136.131	7.0	-0.3	-0.3
Transportation .....	256.401	268.755	269.144	20.6	5.0	0.1
Private transportation .....	259.523	271.780	270.803	20.8	4.3	-0.4
New and used motor vehicles(2).....	130.720	130.501	130.594	17.3	-0.1	0.1
New vehicles .....	174.304	175.662	177.369	13.3	1.8	1.0
New cars and trucks(2)(3).....	118.743	119.700	-	-	-	-
New cars(3).....	173.253	174.209	176.819	14.3	2.1	1.5
Used cars and trucks.....	213.031	209.376	208.048	22.6	-2.3	-0.6
Motor fuel .....	292.312	352.110	344.680	45.1	17.9	-2.1
Gasoline (all types).....	290.641	349.852	341.836	44.6	17.6	-2.3
Unleaded regular(3) .....	284.703	343.529	335.176	45.3	17.7	-2.4
Unleaded midgrade(3)(4) .....	319.902	380.888	375.678	42.1	17.4	-1.4
Unleaded premium(3).....	309.071	364.950	360.554	38.8	16.7	-1.2
Medical care .....	509.264	512.534	513.192	3.6	0.8	0.1
Medical care commodities.....	358.358	359.712	362.212	3.7	1.1	0.7
Medical care services.....	560.353	564.287	564.288	3.6	0.7	0.0
Professional services .....	387.294	389.751	387.911	1.1	0.2	-0.5
Recreation(2).....	129.388	128.704	129.972	3.8	0.5	1.0
Education and communication(2).....	138.857	138.955	138.682	1.2	-0.1	-0.2
Tuition, other school fees, and child care(5) ..	1,402.142	1,400.967	1,402.439	2.7	0.0	0.1
Other goods and services .....	476.452	477.312	479.148	6.0	0.6	0.4
<b>Commodity and service group</b>						
All Items.....	274.688	278.598	279.879	8.8	1.9	0.5
Commodities .....	212.992	218.696	218.958	13.4	2.8	0.1
Commodities less food and beverages.....	177.654	183.927	183.461	16.0	3.3	-0.3

Note: See footnotes at end of table.

**Table 1. Consumer Price Index for All Urban Consumers (CPI-U): Indexes and percent changes for selected periods South (1982-84=100 unless otherwise noted) - Continued**

Item and Group	Indexes			Percent change from-		
	Feb. 2022	Mar. 2022	Apr. 2022	Apr. 2021	Feb. 2022	Mar. 2022
Nondurables less food and beverages.....	225.069	242.159	240.485	18.3	6.8	-0.7
Nondurables less food, beverages, and apparel .....	278.603	304.866	302.518	21.3	8.6	-0.8
Durables .....	131.470	131.359	131.578	14.1	0.1	0.2
Services.....	336.301	338.263	340.604	5.9	1.3	0.7
Rent of shelter(1).....	317.792	320.038	321.843	6.1	1.3	0.6
Transportation services .....	377.457	384.347	392.565	8.4	4.0	2.1
Other services .....	371.482	370.325	371.930	3.2	0.1	0.4
<b>Special aggregate indexes</b>						
All items less medical care.....	261.798	265.725	267.032	9.3	2.0	0.5
All items less food .....	272.253	276.264	277.339	8.7	1.9	0.4
All items less shelter.....	262.488	267.114	268.224	10.1	2.2	0.4
Commodities less food .....	180.072	186.262	185.776	15.5	3.2	-0.3
Nondurables .....	254.019	264.550	264.803	13.3	4.2	0.1
Nondurables less food.....	226.275	242.454	240.799	17.3	6.4	-0.7
Nondurables less food and apparel.....	274.891	298.928	296.675	19.7	7.9	-0.8
Services less rent of shelter(1).....	370.192	371.853	374.946	5.7	1.3	0.8
Services less medical care services.....	316.153	317.946	320.450	6.2	1.4	0.8
Energy .....	246.813	274.544	273.118	29.8	10.7	-0.5
All items less energy .....	279.073	280.614	282.174	7.1	1.1	0.6
All items less food and energy .....	277.875	279.164	280.540	6.8	1.0	0.5
Commodities less food and energy commodities .....	166.959	167.121	167.418	10.2	0.3	0.2
Energy commodities.....	297.413	357.393	349.922	44.8	17.7	-2.1
Services less energy services .....	349.087	351.220	353.395	5.5	1.2	0.6

**Footnotes**

- (1) Indexes on a December 1982=100 base.
- (2) Indexes on a December 1997=100 base.
- (3) Special index based on a substantially smaller sample.
- (4) Indexes on a December 1993=100 base.
- (5) Indexes on a December 1977=100 base.

- Data not available.

Regions defined as the four Census regions. South includes Alabama, Arkansas, Delaware, District of Columbia, Florida, Georgia, Kentucky, Louisiana, Maryland, Mississippi, North Carolina, Oklahoma, South Carolina, Tennessee, Texas, Virginia, and West Virginia.

NOTE: Index applies to a month as a whole, not to any specific date. Data not seasonally adjusted.

## Request for Service Expansion

**Title of Service Expansion** Increased 401k Contribution for Non-LEO Employees

**Name of Department:** County-wide

**Purpose and Justification:** The County is required by General Statute to contribute 5% to 401k for Law Enforcement Officers (LEO). Non-LEO county employees currently receive between a 1% and 2% 401k contribution from the County depending on the amount that the employee contributes. Most non-LEO employees receive 2% with only a handful receiving 1%. This expansion request would provide for a County 401k match on a one-to-one basis up to 5% of the employee's salary.

<u>Employee Contribution</u>	<u>County Contribution</u>
0	0
1%	1%
2%	2%
3%	3%
4%	4%
5%	5%

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$448,492 GF \$35,715 Water \$1,159 SW	This amount assumes that all County non-LEO employees will contribute 5% as to receive the full County 5% match, to show the largest possible cost of the expansion to the County.
Operational		
Capital Outlay		
Total Expenditures		

<b>Revenue to offset Costs</b>		
<i>Total Cost of Service Expansion</i>	<b>\$485,366</b>	Total cost to all 3 funds (GF, Water, SW)

# Request for Service Expansion

**Title of Service Expansion** Employee Dental Insurance

**Name of Department:** County-wide

**Purpose and Justification:** The 2017 MAPS Pay Study compared Beaufort County's benefits with 9 other county and municipal governments considered to be comparable peers. Beaufort County is the only local government employer in the group that does not pay for some or all the employee portion of dental insurance. This Expansion Request shows the cost for the County to begin providing the employee share only of dental insurance.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$165,081 GF \$12,116 Water \$200 SW	Cost for County to pay for employee only dental (\$38.60 per employee per month)
Operational		
Capital Outlay		
Total Expenditures		

<b>Revenue to offset Costs</b>		
<i>Total Cost of Service Expansion</i>	<b>\$177,397</b>	Total annual cost to all 3 funds (GF, Water, SW)

## Request for Service Expansion

**Title of Service Expansion:** Communications Director

**Name of Department:** County Manager's Office

**Purpose and Justification:** Establish a new Communications Director position in the County Manager's Office. See attached job description. Grade 73.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$72,030 \$15,846 \$7,364	Mid-point of Grade 73 22% for benefits Insurance
Operational		Absorbed within existing department budget
Capital Outlay		
Total Expenditures	\$95,240	

<b>Revenue to offset Costs</b>		
<i>Total Cost of Service Expansion</i>	<b>\$95,240</b>	

## COMMUNICATIONS DIRECTOR

### General Statement of Duties

Performs responsible technical and administrative work communicating and coordinating information flow to the public on a broad range of County programs, activities, and services.

### Distinguishing Features of the Class

An employee in this class is responsible for external communications of the County including public information and communications via the County website, the County government access TV channel, and social media sites. Work includes filming, editing and production of videotaped meetings and programs; producing and managing content and design of the County's website and social media sites; creating and producing entertaining and informative programs for the government access channel; performing as host and interviewing guests for multiple programs and shows on the government access channel; and planning a wide variety of means to inform and educate the public on County programs, activities, and services. The employee serves as the County's spokesperson to the media researching and responding to media inquiries and requests; gathering information; producing and distributing press releases; conducting live interviews; and coordinating the distribution of information for the County. Work requires knowledge of journalism and significant writing skills as well as use of office and media technology. Work involves considerable broad contact with the public, federal, state, and local government officials, and the media. The employee works under the regular supervision of the County Manager and work is reviewed by inspection or in conference for accuracy, effectiveness, and citizen satisfaction.

### Duties and Responsibilities

#### Essential Duties and Tasks

Participates in planning a wide variety of means to inform and educate the public on County programs, activities, and services.

Performs as host and interviews guests for multiple programs and videos created for the County government access TV channel.

Creates, directs, edits, and produces video and character generator programming.

Approves programming for all time slots on the government access channel 24 hours per day, 7 days per week; researches ways to increase viewership.

Oversees and maintains the content on the County website and social media sites to facilitate the distribution of information to citizens.

Serves as County's spokesperson to the media; researches and interviews County staff to obtain answers and information for inquiries; answers media inquiries about County business and activities; conducts live interviews; produces and distributes press releases; coordinates the distribution of information for County departments.

Develops and monitors budget for the department; approves the purchase of audio and video equipment and necessary materials and supplies.

Maintains on-going relationship with press and representatives of other local governments.

Serves as station manager and producer of information on the County's government access cable television channel.

#### Additional Job Duties

Performs related tasks as assigned.

## Recruitment and Selection Guidelines

### Knowledge, Skills and Abilities

Considerable knowledge the principles, methods, procedures, and strategies concerning a public information, communications, and community relations program, and of policies, regulations, guidelines, and legal standards pertaining to the distribution of news and public information.

Considerable knowledge of office and desktop publishing software applications, web site maintenance, and various media such as photographic and video equipment, and of photography, graphics, design, and printing.

Considerable knowledge of grammar, punctuation, proofreading, editing and layout.

Skill in oral and written communication skills and strong interpersonal skills to interact with all levels of the organization, the public, and the media.

Ability to coordinate and disseminate information regarding program and services to media, staff and the community in an accurate and timely manner that increases understanding of Town programs and activities.

Ability to work independently and to exercise sound judgment in making decisions related to the release and communication of public information.

Ability to plan and prioritize work assignments.

Ability to communicate effectively in interviews, public presentations, and written form.

Ability to establish and maintain effective working relationships with members of the press, elected and appointed officials, department heads, employees, and general public.

Ability to maintain confidentiality of information obtained during work operations.

### Physical Requirements

Must be able to perform the basic life operational functions of climbing, reaching, walking, pushing, pulling, lifting, grasping, talking, and hearing.

Must be able to perform light work exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects.

Must possess the visual acuity to compile and compute data and information, to operate a computer, do extensive reading and research, and proof and inspect finished written material.

### Desirable Education and Experience

Graduation from an accredited college or university with a bachelor's degree in journalism, communications, public relations, or a related field and considerable related experience, preferably including project coordination and supervision; or an equivalent combination of education and experience.

### Special Requirement

Possession of a valid North Carolina driver's license.

### Pay and Classification Plan

Grade 73

FLSA Exempt

Safety Sensitive

This page left blank intentionally.

## Request for Service Expansion

**Title of Service Expansion:** Remodel Conference Room #141

**Name of Department:** Department of Social Services

**Purpose and Justification:** BCDSS is requesting that the Board of Commissioners approve the remodel of a current conference room to a new visitation room.

A new visitation room is needed to accommodate the number of visitations held at our agency for our foster children. We hold several visitations outside the agency when possible and still our visitations rooms are often full. Despite our best efforts to find immediate placements for children, sometimes there is a delay in locating residential facilities. Until placement can be secured there are times when children must stay overnight. We would like to provide a homelike space with sleeping quarters and a private restroom for these children when needed. Currently we do not have the private facilities in place to serve this need. We would like to install a bathroom with a shower, a washing machine and a dryer to provide for the personal hygiene needs of children until placement is secured.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$19,560	Estimates for plumbing, electrical, construction, washer/dryer, and furniture
Capital Outlay		
<b>Total Expenditures</b>	<b>\$19,560</b>	

<b>Revenue to offset Costs</b>	<b>\$9,780</b>	50% reimbursement
<b>Total Cost of Service Expansion</b>	<b>\$9,780</b>	

Estimates provided by Todd Taylor for Room 141 remodel  
Wiring and Electrical - \$3,500  
Construction of walls - \$4,500

Estimate provided by Hardees Plumbing Company  
Plumbing - \$9,261

Estimate of Furniture  
Amazon - 2 Futons and 2 chairs – \$891

Estimate for Washer and Dryer  
Lowe's - \$1,408

**TOTAL - \$19,560**

**Hardees Plumbing Company**  
P.O. Box 1908  
Winterville, NC 28590  
(252) 341-5899

# Estimate

**ADDRESS**

Todd Taylor  
Beaufort County Courthouse  
123 W 3rd St.  
Washington, NC 27889

**ESTIMATE #** 4388  
**DATE** 01/27/2022  
**EXPIRATION DATE** 02/27/2022

**WORK ORDER #**

DSS Building

**TECHNICIAN**

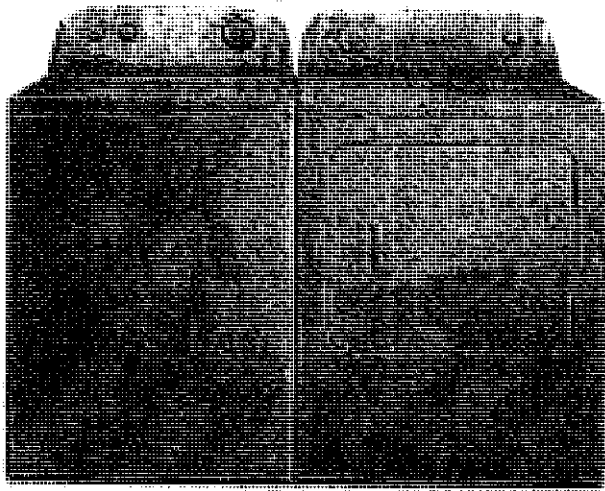
Tanner

DATE	ACTIVITY	QTY	PRICE	AMOUNT
01/27/2022	<b>P-EST</b> Plumbing Estimate - ROUGH IN -pull toilet in womans restroom and bust concrete going to bathroom addition -bust concrete for bathroom addition and rough in toilet and shower drain -run water and vent lines up wall and tie into ceiling -install fiberglass 36"x36" shower and Moen valve -pressure test and inspect -backfill and pour concrete -rough in washer box, drain, water and vent lines go through wall and run drain line into main sewer line in yard -backfill and rake yard	1	7,200.00	7,200.00T
	<b>P-EST</b> Plumbing Estimate - TRIM OUT -Install chrome Moen shower trim -install 40 gallon electric water heater and pan drain -install Pro flo ADA elongated toilet	1	1,475.00	1,475.00T

-----  
**SUBTOTAL** 8,675.00  
**TAX (6.75%)** 585.56  
**TOTAL** **\$9,260.56**

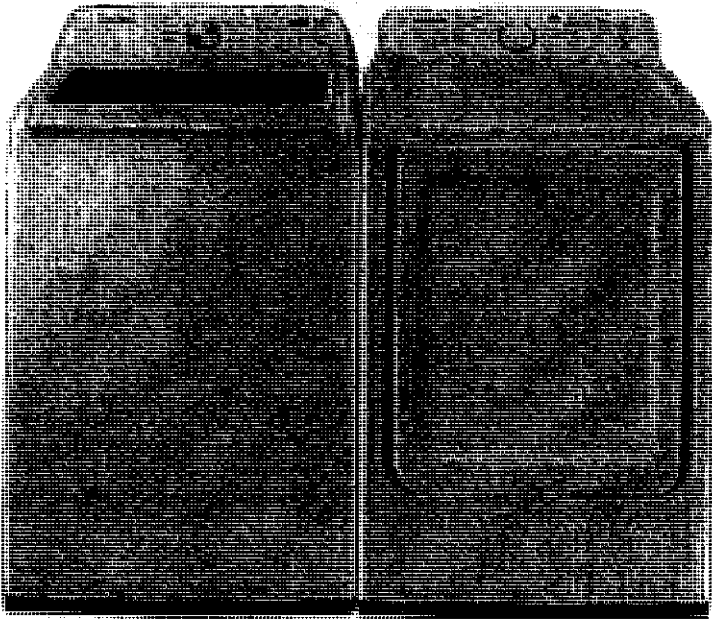
Accepted By

Accepted Date



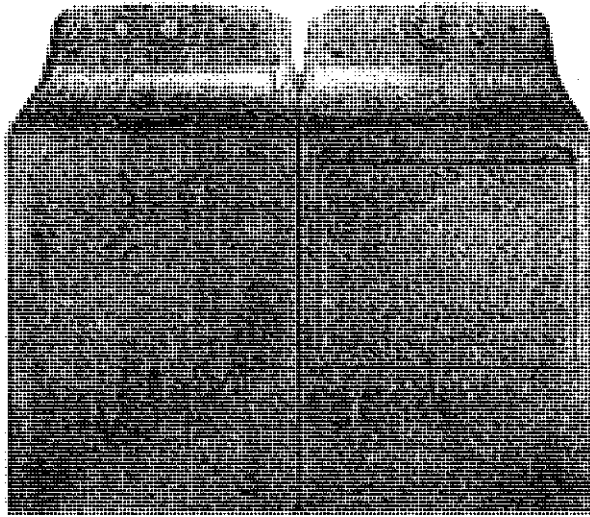
**Amana Top Load Dual Action Agitator Washer & Dryer Set - \$1,198**

[https://www.lowes.com/collections/Amana-Top-Load-Dual-Action-Agitator-Washer-Dryer-Set/GR\\_1488](https://www.lowes.com/collections/Amana-Top-Load-Dual-Action-Agitator-Washer-Dryer-Set/GR_1488)



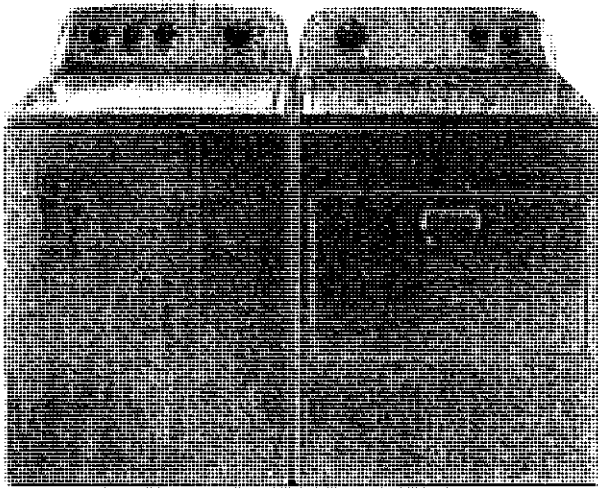
**Samsung 4.4 cu ft High Efficiency ActiveWave Agitator Top-Load Washer & Electric Dryer Set - \$1,698**

[https://www.lowes.com/collections/Samsung-4-4-cu-ft-High-Efficiency-ActiveWave-Agitator-Top-Load-Washer-Electric-Dryer-Set/GR\\_1855](https://www.lowes.com/collections/Samsung-4-4-cu-ft-High-Efficiency-ActiveWave-Agitator-Top-Load-Washer-Electric-Dryer-Set/GR_1855)



**GE Top-Load Washer & Electric Dryer Set - \$1,398**

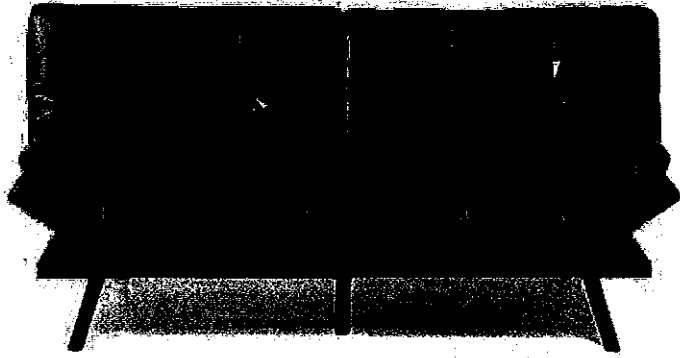
[https://www.lowes.com/collections/GE-Top-Load-Washer-Electric-Dryer-Set/GR\\_206](https://www.lowes.com/collections/GE-Top-Load-Washer-Electric-Dryer-Set/GR_206)



**Whirlpool 3.9 cu ft High Efficiency Top-Load Impeller Washer and Electric Dryer Set - \$1,338**

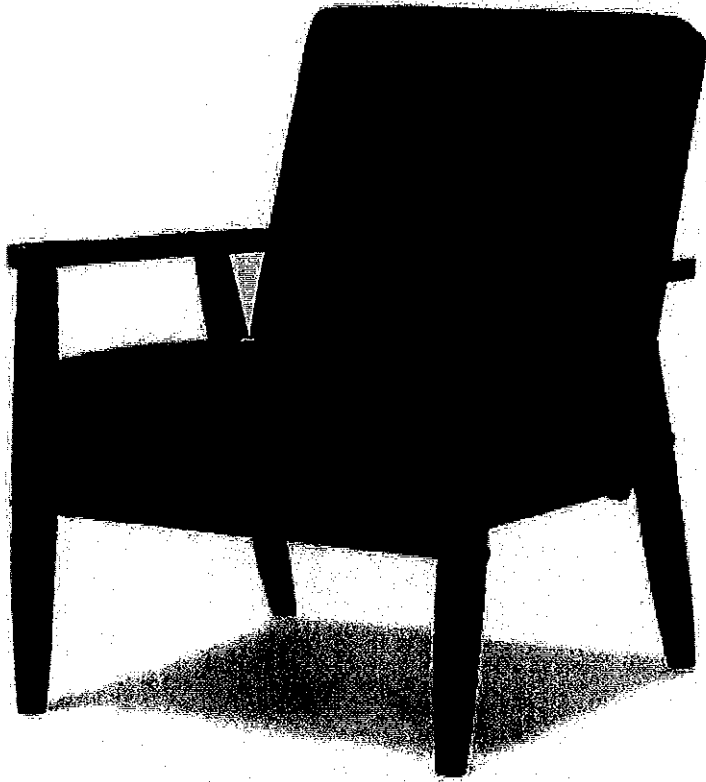
[https://www.lowes.com/collections/Whirlpool-3-9-cu-ft-High-Efficiency-Top-Load-Impeller-Washer-and-Electric-Dryer-Set/GR\\_1796](https://www.lowes.com/collections/Whirlpool-3-9-cu-ft-High-Efficiency-Top-Load-Impeller-Washer-and-Electric-Dryer-Set/GR_1796)

**AVERAGE COST - \$1,408**



**(2) Futon Sofa Bed, Faux Leather Memory Foam Couch Futon Sets, Daybed with Mattress Included, Modern Convertible Love seat Sofa Bed for Small/Compact Living Space, Black - \$299.97 x 2 = \$599.94**

[https://www.amazon.com/Leather-Mattress-Included-Convertible-Compact/dp/B09LXNRNQ3/ref=sr\\_1\\_2\\_sspa?keywords=futon+sofa+bed&qid=1647288655&srefix=futon%2Caps%2C80&sr=8-2-spons&psc=1&spLa=ZW5jcnlwdGVkUXVhbGlmaWVyPUEwSFpKQ0FBRE5SRDIIJmVuY3J5cHRIZEIkPUEwNDczODQ1TIIYSU9HMTRQMFIZJmVuY3J5cHRIZEFkSWQ9QTA0MTg5NTJQMENC0VFLVUQ4RU4md2lkZ2V0TmFtZT1zcF9hdGYmYWNOaW9uPWNSaWNRUmVkaXJlY3QmZG9Ob3RMb2dDbGljaz10cnVl](https://www.amazon.com/Leather-Mattress-Included-Convertible-Compact/dp/B09LXNRNQ3/ref=sr_1_2_sspa?keywords=futon+sofa+bed&qid=1647288655&srefix=futon%2Caps%2C80&sr=8-2-spons&psc=1&spLa=ZW5jcnlwdGVkUXVhbGlmaWVyPUEwSFpKQ0FBRE5SRDIIJmVuY3J5cHRIZEIkPUEwNDczODQ1TIIYSU9HMTRQMFIZJmVuY3J5cHRIZEFkSWQ9QTA0MTg5NTJQMENC0VFLVUQ4RU4md2lkZ2V0TmFtZT1zcF9hdGYmYWNOaW9uPWNSaWNRUmVkaXJlY3QmZG9Ob3RMb2dDbGljaz10cnVl)



**(2) Baxton Studio BBT8013-Black Chair armchairs, Black - \$145.52 x 2 = \$291.04**

[https://www.amazon.com/Baxton-Studio-Mid-Century-Upholstered-Chair/dp/B019516W92/ref=sr\\_1\\_27?crid=1ABB685CWS4M&keywords=furniture+chair+faux+leather&qid=1647288905&srefix=furniture+chair+faux+leather%2Caps%2C69&sr=8-27](https://www.amazon.com/Baxton-Studio-Mid-Century-Upholstered-Chair/dp/B019516W92/ref=sr_1_27?crid=1ABB685CWS4M&keywords=furniture+chair+faux+leather&qid=1647288905&srefix=furniture+chair+faux+leather%2Caps%2C69&sr=8-27)

**TOTAL - \$890.98**

# Request for Service Expansion

**Title of Service Expansion: Expanded ED Specialist Responsibilities**

**Name of Department: Economic Development**

**Purpose and Justification:** Position has evolved due to shift of knowledge from the Director to ED Specialist with anticipated ongoing responsibilities in the following fields:

Responsible for collection, analysis and submission of CIRs(Community Investment Reports) to NC Department of Commerce; Administers contract services JobsEQ Labor Force, Site To Do Pictometry Data & Graphics, Zoom, Google, Adobe, on non-expense recurring P Card invoices; Creates and Implements Marketing Strategies with input from Director; Administrator of Economic Development Web Page; serves as Economic Development representative on Mid-East Region CEDS(Comprehensive Economic Development Strategy) Advisory Committee, NC Office of State Budget and Management Strategic Partnership Monthly Connect Team, Blue Economy Corridor, Aurora Industrial Park Team, Workforce Development External Partners, Fiber Broadband Public Officials Committee, Beaufort County and Aurora RCCP Community Action Teams; keeps files and current records of maps, sites, finances, buildings, utilities, projects, demographics; supervises ECU intern, makes work assignments, monitors work and provides guidance.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$10,994	\$9,000 wage increase plus benefits of \$1,994
Operational	\$0	
Capital Outlay	\$0	
Total Expenditures	\$10,994	

<b>Revenue to offset Costs</b>	<b>\$0</b>	Improved service and efficiency will lead to incalculable jobs and investment in the County.
<b>Total Cost of Service Expansion</b>	<b>\$10,994</b>	

## Request for Service Expansion

**Title of Service Expansion: Internal and External Marketing for a new County image**

**Name of Department: Economic Development**

**Purpose and Justification:** The economy of Beaufort County has gone through a great renaissance over the last decade, but the image of the County has not kept up with the changes that have occurred. The historic image of Beaufort County is of a poor rural County that is at the mercy of unpredictable external forces creating a pessimistic view of the future. This view includes a lack of jobs, nothing to do, no shops or restaurants worth frequenting and a view that winners leave the County and only losers stay or come to Beaufort County. This view is far from reality.

To change this view, using the proposed strategic plan for the County an internal and external marketing program in collaboration with the Committee of 100, the chambers of commerce in the County and local governments needs to be undertaken to retain, attract and grow the population and workforce of Beaufort County.

This need is urgent as the population and workforce of Beaufort County is aging leading to population decline and no workforce for the businesses of Beaufort County.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$25,000	See above
Capital Outlay	\$0	
Total Expenditures	\$25,000	Funds for articles in social and other media

<b>Revenue to offset Costs</b>	<b>\$0</b>	Increased population, jobs, and investment in Beaufort County
<b>Total Cost of Service Expansion</b>	<b>\$25,000</b>	

# Request for Service Expansion

**Title of Service Expansion: Expanded Business Assistance Contract Services**

**Name of Department: Economic Development**

**Purpose and Justification:** Small and medium sized businesses have a hard time accessing business services, grants, and loans to maintain, expand or change their business product or serviced lines. Although there are a large number of agencies providing assistance to small businesses in the region such as the ECU Small Business and Technology Development Center, the BCCC Business Center, and the EDPNC Business Services Division none of these organization offer hands on business services. They do not have the time to visit businesses in their operation or translate the business owner’s ideas to paper. Often it is the business owner that has to learn a new skill or complete needed documents when they are trying to run their business. This was particularly an issue during COVID when many medium and small businesses needed their owners to work to help the business survive and did not have the time to learn new skills. This need for hands-on business services continues in the current volatile post pandemic, war, and inflationary business environment. Thus, Beaufort County ED needs to expand its business services offerings through a contract (see attached) with Pamlico Business Resources Center to fund their services for a full year rather than half a year to provide hands on business services to the small and medium sized companies of Beaufort County.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$16,000	See above
Operational	\$0	
Capital Outlay	\$0	
Total Expenditures	\$16,000	Increased consulting fees to assist small and medium sized businesses business services and to apply for grants and loans from public and private organizations

<b>Revenue to offset Costs</b>	<b>\$0</b>	Improved service will lead to incalculable jobs and investment in the County.
<b>Total Cost of Service Expansion</b>	<b>\$16,000</b>	

# **Business Resource Expansion Proposal**

## **Beaufort County Economic Development**

### Project Scope

It is proposed that Keith Hudson, President Pamlico Business Resources Center will make himself more available, on a scheduled basis to work with and assist the Beaufort County Economic Development Director in working with prospective business owners for a maximum of 10 hours, in helping them develop the knowledge and information they will need to establish, grow, or retain a business in Beaufort County.

Topics will include but not be limited to

- Business Entity, registration licensing and Incorporation
- General business, advise, and guidance,
- Business mentoring,
- Local business development resource referrals
- Financing - government, private and public granting opportunities
- Grant and SBA loan application development,
- Business plan development and SWOT Analysis
- Short- and Long-term strategic planning
- Market Research and competitive analysis

### Qualification

Keith has a Bachelor's degree in Mechanical Engineering a Masters in Manufacturing Technology and has enjoyed a successful career as a business owner and consultant with nationwide clients across a broad spectrum of businesses, specializing in Strategic and Business Planning.

### Compensation

Billable hours cost will be a \$50.00 per billable hour, billed on a weekly basis.

Keith Hudson, President  
Pamlico Business Resource Center  
524 W Main Street  
Washington NC 27889  
310-850-6445

## Request for Service Expansion

**Title of Service Expansion:** Senior EMS Paramedic

**Name of Department:** Emergency Services/EMS

**Purpose and Justification:** Establish a dedicated Senior EMS Paramedic for each transporting EMS unit. This is not a position reclassification but a 5% increase in current position classification.

EMS is becoming a highly competitive market in acquiring and keeping EMS personnel. Agencies across the state are drastically increasing pay and looking at other tactics to appeal to the EMS employee looking for options. Our employees are thankful for the implementation of the Payroll Study in the past years; however, administration is constantly looking for ways to improve employee morale and aid in career development. A common theme across the EMS community is very few places offer some type of EMS employee career ladder. Most like us, have truck Paramedics and then administration. The implementation of these pay bonuses helps build an employee career ladder in our EMS division.

3 Transport EMS Units x 4 Shifts = 12 Total Senior EMS Paramedic Positions

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$33,000	This includes a 5% pay increase and all associated increases for FICA, Medical, 401K, etc.
Operational		
Capital Outlay		
Total Expenditures	\$33,000	

<b>Revenue to offset Costs</b>		
<b>Total Cost of Service Expansion</b>	<b>\$33,000</b>	

## Request for Service Expansion

**Title of Service Expansion:** Increase Annual Allocation

**Name of Department:** Sidney Dive Team

**Purpose and Justification:** Sidney Dive Team is a total volunteer agency supporting Beaufort County's response to water search and rescue, law enforcement, and all needs pertaining to the utilization of divers. With increasing annual insurance costs, there is a request to increase the county's allocation from \$10,000 a year to \$12,500 a year.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$2,500	Increase in insurance and operational costs.
Capital Outlay		
Total Expenditures	\$2,500	

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

# Request for Service Expansion

**Title of Service Expansion:** Funding for Dive System Training

**Name of Department:** Sidney Dive Team

**Purpose and Justification:** Sidney Dive Team is a total volunteer agency supporting Beaufort County's response to water search and rescue, law enforcement, and all needs pertaining to the utilization of divers. Sidney Dive Team is always looking for opportunities through grants and other means to acquire funding streams for equipment purchase and general operations. The team has worked diligently in covering the costs of new dive suits which increase safety and functionality for the dive team.

The team has been working specifically on obtaining a dive system and dive suits which will allow the diver to be totally encapsulated and provide the safest environment for the diver. The last part of this system needed was two dive helmets (\$12,000/ea.) and training needed to fully understand the use of this new system. Last year, Beaufort County was gracious to allocate \$12,500 of our requested \$25,000 for this project. With last years allocation, the Sidney dive team purchased one helmet.

In gratitude for assistance, Carteret County Commissioners gave the team an additional \$12,000 this year in which the team has now purchased a second helmet. The only remaining need for this system now is training. The Sidney Dive Team is respectfully requesting the Beaufort County Commissioners to support a 1-time allotment of \$5,000 to be used specifically for training on this new dive system, thus completing the full implementation of this purchase.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$5,000	Training program for use of the new dive system.
Capital Outlay		
Total Expenditures	\$5,000	

<b>Revenue to offset Costs</b>		
<b>Total Cost of Service Expansion</b>	<b>\$5,000</b>	

## Request for Service Expansion

**Title of Service Expansion:** Tele-Communicator x2

**Name of Department:** Sheriff/ 911 Communications

**Purpose and Justification:**

In 2016, 911/ Communications initiated the final stage of Emergency Medical Dispatch. The change in the way we conducted calls for emergency medical services changed so dramatically that we needed to add a position to each shift. Two years later, our office suffered a cut in sworn positions that we needed to adjust to. Part of this adjustment was to take two positions, that were vacant at the time, and re-assign them to patrol.

We are now looking to get these positions back to where they were. Currently, we have one opening in Communications with a new hire pending. Backfilling these positions will give us a four-person shift, making it possible to keep three people answering calls and dispatching emergency responders to calls through peak times each shift.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	100,000	2 Telecommunicators (Salaries and Benefits estimated at \$50k per year each)
Operational		
Capital Outlay		
Total Expenditures		

<b>Revenue to offset Costs</b>		
<i>Total Cost of Service Expansion</i>	<i>100,000</i>	

This page left blank intentionally.

# Request for Service Expansion

**Title of Service Expansion:** Deputy Sheriff (Patrol) x 4

**Name of Department:** Sheriff

**Purpose and Justification:**

After the dust settled in this fiscal year's budget, we got to work and adjusted our organization to make sure that we had enough people in the right place to take care of the tasks that we need to take care of, some of these tasks are mandated by law and some of the tasks are mandated by the people that we serve. We moved 4 positions from around the office to add a deputy sheriff to each shift and moved 2 positions back to Communications, getting us back to 54 sworn positions and 16 FTEs in Communications.

At 6 deputies per shift, we end up chasing calls for most of the shift, with supervisors having to answer just as many calls as the deputies that they supervise. With 7 deputies per shift, we could be more pro-active in more areas in the county and be able to handle the transports that come up during a shift. We would have to rely on callouts (overtime) less. The following matters of fact should justify the decision:

- Patrol is responding to more calls. Patrol Deputies have responded to over 500 more calls over the last three years than the previous two years. Also, calls are taking more deputies to safely complete, and calls are taking longer to complete. Some calls take multiple deputies several hours to safely complete. I have several body-cam examples of what the "normal" call looks like now compared to just a couple of years ago.
- Over the last few years, we have been asked to provide more LE services for municipalities in the county. Aurora has gotten out of the LE business. We now provide all the LE services for Aurora, Bath, Pantego, and Washington Park. We also answer most of the calls for service in Chocowinity. We provide LE supplementation to Belhaven and Washington. Our Deputies provide most of the drug enforcement for Beaufort County.
- Our Patrol Deputies are being requested to respond to more Fire and EMS call than we have responded to in the past. For many years, LEOs were only requested to Fire, and EMS calls for keeping the peace or crowd control. LEOs are now called to be an active responder on many medical calls (Delta and Echo level) to assist EMS professionals in life saving measures. LEOs are called to every overdose call that EMS responds to.
- Our office is having to handle an extraordinary number of transports (Inmate transfers and IVC mostly). A normal day we have 4-6 transports of some kind, some days we have over a dozen transports. Each transport takes at least 1 deputy out of the county for anywhere from 1-12 hours. Also, whenever an inmate must go to the hospital, a deputy is with the inmate until they return to the jail. Sometimes inmates are in the hospital for several days to several weeks. That is a deputy that would be doing something else, or we are paying overtime hours for the entire event.
- Since 2015, we have upgraded and improved our storm response in every way I can think of. We have acquired and improved equipment and tools to respond to all weather-related threats. We have been able to staff our 2 high-clearance military vehicles with deputies to assist with evacuations and calls for service in areas affected by flooding because of our staffing levels. We have staffed emergency shelters 24/7 with deputies since 2015 because of our staffing levels. We can only respond like we have if we have the available staffing to do it.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	240,000	
Operational		
Capital Outlay		
Total Expenditures		

<b>Revenue to offset Costs</b>		
<i>Total Cost of Service Expansion</i>	<b>240,000</b>	

## Request for Service Expansion

**Title of Service Expansion:** Upgrade CS Rep to Delinquent Tax Specialist

**Name of Department:** Tax Collections

**Purpose and Justification:** To help strengthen and increase the collection of previous years' delinquent taxes. This position should help with all delinquent bills and increase our collection by at least .5% or an estimated \$150,000. This request is to take a position 60 Customer Service Rep and place in the Delinquent Tax Specialist position. The position is a class 63. It will only increase by an estimate of \$3,500.00.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$ 3,500	See Above.
Operational		
Capital Outlay		
Total Expenditures	\$ 3,500	

<b>Revenue to offset Costs</b>	\$150,000	See above.
<b>Total Cost of Service Expansion</b>	-\$146,500	Estimated additional annual revenue from tax collections

## Request for Service Expansion

**Title of Service Expansion:** Upgrade CSR to Sr. CSR

**Name of Department:** Tax Assessor

**Purpose and Justification:** I need 2 people to be certified Automobile Assessors in our county, which means being a Sr. CSR or higher. Currently the Assistant Assessor is doing some of this role, but I'd rather use her position for more supervisory/qc functions. This would allow for some revenue increase (gap billing at the least), but more importantly a much better quality and work flow. The compliance aspect of this would be high.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$3,000  \$654	Salary  \$186 FICA, \$44 Medicare, \$365 LGERS, \$60 401k
Operational		
Capital Outlay		
Total Expenditures	\$3,654	

<b>Revenue to offset Costs</b>	\$10,000	Gap billing alone would be \$15,000 or more, allowing for some paper cost and a very conservative number. MINIMUM of 10k in added revenue, but more likely 20k.
<b>Total Cost of Service Expansion</b>	<b>-\$6,346</b>	

## Request for Service Expansion

**Title of Service Expansion:** Business Personal Property Audits (County Tax Services)

**Name of Department:** Tax Assessor

**Purpose and Justification:** Business Personal Property Audits are a way of making sure we are properly assessing property in the county. Additionally, it is highly likely to find missed revenue in this manner.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$30,000	This is a good first year amount to invest to begin a yearly review plan.
Capital Outlay		
Total Expenditures	\$30,000	

<b>Revenue to offset Costs</b>	90k +	Looking at the counties around us, the normal Return on dollar (ROD spent is between 3-8 dollars a year, more in the first few year's normally). I've conservatively said 90k, but it'll likely be more. The company has, to my knowledge, never shown a negative ROD spent on a "full" audit.
<b>Total Cost of Service Expansion</b>	<b>-60,000</b>	Keep in mind, the return would be billed /shown in the next bill cycle

## Request for Service Expansion

**Title of Service Expansion:** Aerial Maps (Eagle View)

**Name of Department:** Assessor's Office

**Purpose and Justification:** Update the maps used for obliques and used for quality control for the revaluation and other county uses.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$47,689.50 a year for 3 years	The current oblique photography / detailed renderings used for assessment review is from 2016
Capital Outlay		
Total Expenditures	\$47,689.50 a year for 3 years	\$143,068 Total over 3 years

<b>Revenue to offset Costs</b>		
<i>Total Cost of Service Expansion</i>	\$47,689.50 a year for 3 years	\$143,068 Total over 3 years

## Request for Service Expansion

**Title of Service Expansion:** Aurora Fossil Museum

**Name of Department:** Outside Agency

**Purpose and Justification:** Agency is requesting additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational		
Capital Outlay	\$ 11,979	Additional funds requested by agency above current year allocation of \$2,000.  To upgrade the security system for the safety of our staff, community, volunteers, and visitors.
Total Expenditures	\$ 11,979	

<b>Revenue to offset Costs</b>		
<i>Total Cost of Service Expansion</i>	\$ 11,979	

**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*

Agency: Aurora Fossil Museum Foundation, Inc.

Amount Requested \$13,979.00

	FY 2020-21 Actual	FY 2021-22 Budget	FY 2021-22 Estimated Actual Expenses	FY 2022-23 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County	\$2,000.00	\$2,000.00	\$2,000.00	\$13,979.00
Federal	\$26,170.00		\$5,000.00	
State	\$79,174.25	\$65,000.00	\$60,000.00	
Cities/Towns	\$7,462.25			
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers	\$93,633.95	\$140,300.00	\$126,000.00	
Fees/Dues				
Sales	\$168,143.57	\$150,000.00	\$170,000.00	
Miscellaneous	\$41,848.56	\$11,000.00	\$11,000.00	
Beginning Balance (Deficit)				
<b>TOTAL:</b>	<b>\$418,432.55</b>	<b>\$368,000.00</b>	<b>\$374,000.00</b>	
<b>EXPENSES:</b>				
Salaries and Benefits	\$141,334.55	\$151,000.00	\$178,000.00	
Program Services	\$5,136.13	\$5,000.00	\$4,000.00	
Contractual Services	\$7,136.13	\$7,200.00	\$10,000.00	
Commodities & Supplies	\$93,215.21	\$85,700.00	\$100,000.00	
Fundraisers	\$427.02	\$43,700.00	\$40,000.00	
Capital				
Other	\$96,889.77	\$75,700.00	\$42,000.00	
<b>TOTAL:</b>	<b>\$344,615.79</b>	<b>\$368,300.00</b>	<b>\$374,000.00</b>	

Organizational Data

Board Chairman: William (Bill) Cook  
 Board Vice-Chair: Candice Fuller  
 Executive Director: Cynthia Crane

Completed by: Cynthia D. Crane  
 (Signature)

Date: 02/28/2022

Cynthia D. Crane  
 (Name)

Executive 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 2020-21 Last Yr Actual	Fiscal 2021-22 This Yr Estimated	Fiscal 2022-23 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> <b>TOTAL:</b>	28,250	60,000	80,000
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year			
<b>2. RESIDENCE OF PARTICIPANTS TOTAL:</b>			
2a. Washington			
2b. Washington Park			
2c. Chocowinity			
2d. Bath			
2e. Belhaven			
2f. Aurora			
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown			
<b>3. AGE GROUP TOTAL:</b>			
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			
<b>4. INCOME OF PARTICIPANTS TOTAL:</b>			
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			
<b>5. SEX TOTAL:</b>			
5a. Male			
5b. Female			
5c. Not recorded			

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: Aurora Fossil Museum Foundation, Inc.

Contact Information: Cynthia D. Crane, executive Director  
P.O Box 352 / 400 Main Street  
Aurora, North Carolina 27806  
252.322.4238  
director@aurorafossilmuseum.org

Amount Requested: \$13,979.00

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 Aurora Fossil Museum Foundation, Inc. is requesting the sum of \$13,979.00 to cover the cost of needed upgrades to our security system (see quote attached). We are working with the Washington, NC branch of Advanced Communication Services, Inc, (ACS) and Nutrien Phosphate-Aurora employees to acquire, install, and implement the upgraded system. Attached, you will find the estimate from ACS for their portion of the project. Nutrien Employees and Aurora Fossil Museum Staff will donate their time to assist with installing the system.**

**The requested Beaufort County appropriation will upgrade the Aurora Fossil Museum's security system to increase the safety of our staff, community, volunteers, and visitors. We hope that the Beaufort County Commissioners will consider the positive impact that the Aurora Fossil Museum continues to have as a Beaufort County asset and support the museum by funding this important project.**

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

Cynthia D. Crane 02/28/2022  
Signature & Date

# Advanced Communication Services

151 Hood Dr  
Goldsboro, NC, 27530  
brandon.hood@acsgo.com  
www.acsgo.com  
9199220431

# Estimate

Estimate No: 5581  
02/19/2022



For: Aurora Fossil Museum  
400 Main St  
Aurora, NC 27806

Description	Quantity	Rate	Amount
Aurora Fossil Museum - Camera Project - Quote 5166-R2			
ACS will furnish and install an IP security system at the Aurora Fossil Museum in Aurora, NC. Cameras will be installed in the following locations:			
Main Building Building B Gazebo			
The camera locations were determined during the on-site meeting. Any electrical needs will be handled by others. The system will consist of the following hardware listed below.			
32-channel NVR w/ integrated 24-port PoE switch	1	\$1,180.00	\$1,180.00
Seagate SkyHawk 8TB AI Hard Drive	1	\$396.00	\$396.00
2MP IP Bullet Camera	13	\$230.00	\$2,990.00
Mini Junction Box for bullet camera	13	\$28.00	\$364.00
2MP IP Dome Camera	9	\$230.00	\$2,070.00
Mini Junction Box for dome camera	9	\$25.00	\$225.00
27" Monitor	1	\$299.00	\$299.00
Labor	1	\$4,000.00	\$4,000.00
Misc. Material	1	\$250.00	\$250.00
Cat 6 Data Cable	2,300	\$0.25	\$575.00

Advanced Communication Services - Estimate 5581 - 02/19/2022

Description	Quantity	Rate	Amount
16-Port Poe Switch	1	\$385.00	\$385.00
8-Port PoE Switch	1	\$275.00	\$275.00
5GHz Point To Point Wireless Radio	4	\$160.00	\$640.00
Outdoor Junction Box	1	\$330.00	\$330.00
Subtotal			\$13,979.00
Total			\$13,979.00
<b>Total</b>			<b>\$13,979.00</b>

DEPARTMENT OF THE TREASURY

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

Employer Identification Number:  
56-2181393  
DLN:  
17053074001042  
Contact Person: ARIANE H. BARRS ID# 52662  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
JUNE 30  
Form 990 Required:  
Yes  
Addendum Applies:  
No

Date: JUN 24 2002

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

Dear Applicant:

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

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

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

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

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

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

Letter 947 (DO/CG)

**AURORA FOSSIL MUSEUM FOUNDATION INC**

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

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

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

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

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

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

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

Letter 947 (DO/CG)

ROSA FOSSIL MUSEUM FOUNDATION INC

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

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

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

Sincerely yours,

*Steven T. Miller*  
Steven T. Miller  
Director, Exempt Organizations

Letter 947 (DO/CG)

This page left blank intentionally.

## Request for Service Expansion

**Title of Service Expansion:** BHM Regional Library Inc.

**Name of Department:** Outside Agency

**Purpose and Justification:** Agency is requesting additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	4,488	Additional funds requested by agency above current year allocation of \$224,352.
Capital Outlay		
Total Expenditures	\$ 4,488	

<b>Revenue to offset Costs</b>		
<i>Total Cost of Service Expansion</i>	\$ 4,488	

**BHM Regional Library, Inc.**

158 N Market St.  
Washington, NC 27889  
(252) 946-6401



March 14, 2022

Brian Alligood  
Beaufort County Manager  
121 West 3rd Street  
Washington, NC 27889

Dear Manager Alligood,

I am writing behalf of the BHM Regional Library to request an appropriation from Beaufort County for the fiscal year 2022-2023. This appropriation finances the operation of our four branch libraries within the county in Aurora, Bath, Belhaven, and Washington, and a share of support for regional expenses to fund IT staffing.

This year, we are requesting an increase of \$4,488 for an increased a total appropriation of \$228,840. These funds pay for staffing and personnel costs for two full time and eleven part time employees across the four branches. These funds will help pay for books, and materials, internet and phone services, rent and building maintenance, equipment and supply purchases, and utilities.

I would like to thank Beaufort County and the Beaufort County Commissioners for your continued support for the library services in our community. Enclosed is a copy of our proposed budget along with the required Forms 1-3. Please contact me if you have any questions and I look forward to seeing you at an upcoming commissioner's meeting.

Sincerely,

A handwritten signature in black ink that reads "Karey Blanchard". The signature is fluid and cursive.

Karey Blanchard  
Director, BHM Regional Library  
[kblanchard@bhmlib.org](mailto:kblanchard@bhmlib.org)  
252-964-4501 ext. 11

**BHM REGIONAL LIBRARY  
BEAUFORT COUNTY FUNDS  
PROPOSED BUDGET 2022-2023**

**INCOME**

Beaufort County	\$ 228,840
Town of Aurora	\$ 4,250
Town of Belhaven	\$ 7,242
Town of Bath	\$ 3,100
Miscellaneous Revenue - Friends of Bath Donation	\$ 1,940
Friends of Aurora	\$ 540
Carryover	\$ <u>21,830</u>
<b>TOTAL INCOME</b>	<b>\$ 267,742</b>

**EXPENSES**

<b>\$ 175,038</b>	<b>Personnel</b> Salaries & benefits for: <u>Aurora:</u> Branch Mgr. FT, 1 Lib. Asst. PT, 1 Lib. Clerk PT; <u>Bath:</u> Branch Mgr. PT, 3 PT Lib. Clerks, 1 PT Lib Asst.; <u>Belhaven:</u> Branch Mgr. FT, 2 PT Clerks; <u>HQ:</u> 2 Lib. Clerk PT.
	\$ 138,000 Total Salaries
	\$ 10,218 FICA
	\$ 19,000 Health Insurance
	\$ 120 Life Insurance
	\$ 7,700 Retirement
	<b>\$ 175,038</b>
\$ 16,875	<b>BOOKS</b> 10,000 Adult books for Aurora, Belhaven, Bath, and HQ 6,875 Children's Books (Aurora, Bath, Belhaven, HQ)
\$ 800	<b>Periodicals</b> (Aurora, Bath, Belhaven, HQ)
\$ 830	<b>DVDs</b> (Aurora, Belhaven)
\$ 500	<b>Audiobooks</b> (Bath)
\$ 16,140	<b>Internet and Phone</b> (\$4,000 Internet & \$3,000 Phone)
\$ 13,700	<b>Rent and Building Maintenance</b> (HQ Rent/cleaning, Bath Rent, PO Boxes)
\$ 2,500	<b>Copier Maintenance</b>
\$ 2,800	<b>Equipment</b>
\$ 14,000	<b>Utilities</b> HQ, Bath, Aurora
\$ 24,559	<b>Regional Expenses</b> (see explanation below)
<b>\$267,742</b>	<b>TOTAL EXPENSE</b>

\*\*\*\*\*

**The division of regional expenses paid with county funds amounts to .55 per capita**

	<u>POPULATION</u>	<u>PER CAPITA</u>	
Beaufort	44,652	\$ 24,559	<b>Population Figures</b>
Hyde	4,589	\$ 2,524	<b>US Census Bureau 2020</b>
Martin	<u>22,031</u>	<u>\$ 12,118</u>	
<b>Total</b>	<b>71,272</b>	<b>\$ 39,201</b>	

**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*

Agency: BHM Regional Library

Amount Requested \$228,840

	FY 2020-21 Actual	FY 2021-22 Budget	FY 2021-22 Estimated Actual Expenses	FY 2022-23 Budget Request
<b>REVENUES:</b>	221,631	224,352	224,352	228,840
Requested from Beaufort County				
Federal				
State	299,888	299,950	279,494	279,494
Cities/Towns	129,750	123,598	123,598	148,632
United Way				
Other Counties excluding Beaufort County	155,194	157,950	157,950	160,070
Other:		3,965	3,965	3,965
Donations/Fundraisers				
Fees/Dues	8,231	12,000	12,000	12,000
Sales				
Miscellaneous	64,448	68,166	68,116	60,000
Beginning Balance (Deficit)				
TOTAL:	879,142	889,981	869,525	893,001
<b>EXPENSES:</b>	573,231	621,407	621,407	621,407
Salaries and Benefits				
Program Services				
Contractual Services				
Commodities & Supplies				
Fundraisers				
Capital				
Other	305,911	268,574	248,118	271,594
TOTAL:	879,142	889,981	869,525	893,001

Organizational Data

President: Penny Sermons  
 Executive Director: Karey Blanchard  
 Treasurer: Amy Asby  
 Other Officers:

Completed by: \_\_\_\_\_

*Karey Blanchard*  
 (Signature)

*Karey Blanchard*  
 (Name)

*Director*  
 (Title)

Date: 3/14/2022

Phone: (252)946-6401

**Beaufort County, North Carolina**  
**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2*

Agency: BHM Regional Library

1. WHOM DO YOU SERVE?	Fiscal 2020-21 Last Yr Actual	Fiscal 2021-22 This Yr Estimated	Fiscal 2022-23 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> <b>TOTAL:</b>	30,459	30,609	30,759
1a. Total continuing from previous fiscal year	30,309	30,459	30,609
1b. Total new for the year	150	150	150
1c. Total terminated during the year	0	0	0
<b>TOTAL:</b>	30,459	30,609	30,759
2. RESIDENCE OF PARTICIPANTS <b>TOTAL:</b>			
2a. Washington	1,879	2,047	2,197
2b. Washington Park	Included in Washington	Included in Washington	Included in Washington
2c. Chocowinity	456	456	456
2d. Bath	617	617	617
2e. Belhaven	755	755	755
2f. Aurora	337	337	337
2g. Pantego	182	182	182
2h. Pinetown	251	251	251
2i. Outside Beaufort County or Unknown	25,982	25,964	25,964
<b>TOTAL:</b>	30,459	30,609	30,759
3. AGE GROUP <b>TOTAL:</b>			
3a. Infants through 4 years of age			
3b. 5 through 12 years of age (ages 0-12)	811	1,371	1,521
3c. 13 through 17 years of age	238	313	313
3d. 18 through 29 years of age (ages 18+)	4,185	7,318	7,318
3e. 30 through 64 years of age			
3f. 65 and over	25,225	21,607	21,607
3g. Not known or not applicable			
<b>TOTAL:</b>	30,459	30,609	30,759
4. INCOME OF PARTICIPANTS <b>TOTAL:</b>			
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	30,459	30,609	30,759
<b>TOTAL:</b>	30,459	30,609	30,759
5. SEX <b>TOTAL:</b>			
5a. Male	3,545	3,620	3,695
5b. Female	6,341	6,416	6,491
5c. Not recorded	20,573	20,573	20,573

## PROGRAM PARTICIPANTS STATISTICS

*Budget Form 2 part 2*

Agency: BHM Regional Library

**Please Note:** We use the number of library card holders to complete Form 2 “unduplicated individuals served.” This figure is limited in showing what services are utilized throughout our libraries. The following are several statistics commonly used by public libraries to quantify how our services are used. Due to library closures (beginning in March of 2020 until last year), some statistics have decreased. However, other areas have increased because of the need for library services.

<b>Fiscal Year</b>	<b>2019-2020</b>	<b>2020-2021</b>
Library Visits	29,382	36,751
Computer Sessions	7,119	4,751
Wi-Fi Sessions	15,393	17,113
Adult Books Circulated	15,784	30,652
Children's Books Circulated	4,304	20,882
DVD's Circulated	2,140	3,227
Audiobooks Circulated	329	916
Adult Programs	720	520
Children's Programs	2,784	1,728

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: BHM Regional Library

Contact Information: Karey Blanchard, Director  
158 N. Market Street Washington, NC 27889  
kblanchard@bhmlib.org  
(252) 946-6401 ext. 11

Amount Requested: \$228,840

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. We appreciate your support of BHM Regional Library.

---

---

---

---

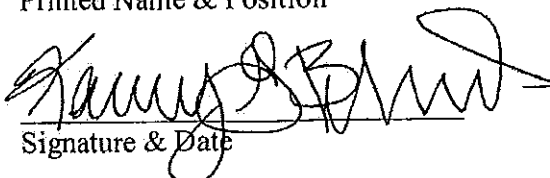
---

---

---

---

Completed By: Karey Blanchard, Director  
Printed Name & Position

 3/14/2022  
Signature & Date

This page left blank intentionally.

## Request for Service Expansion

**Title of Service Expansion:** Eagles Wings

**Name of Department:** Outside Agency

**Purpose and Justification:** Agency is requesting additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$ 3,000	Additional funds requested by agency above current year allocation of \$2,000
Capital Outlay		
Total Expenditures	\$ 3,000	

<b>Revenue to offset Costs</b>		
<i>Total Cost of Service Expansion</i>	\$ 3,000	

Rec. 2/4/22



## Eagle's Wings Food Pantry

CHRISTIAN LOVE IN ACTION

BEAUFORT COUNTY'S LARGEST FOOD PANTRY

P.O. Box 426, 932 West 3<sup>rd</sup> Street

WASHINGTON, NC 27889

(252) 975-1138

Tax ID #56-1685703

*The Mission of Eagle's Wings is to spread the Good News of Jesus Christ through alleviating hunger in Beaufort County, NC*

February 4, 2022

Beaufort County North Carolina  
c/o Ms. Jennifer B. Hopkins  
132 W. 2<sup>nd</sup>. Street  
Washington, NC 27889

Dear Ms. Hopkins:

Enclosed please find our completed Funding Request forms.

Eagle's Wings serves throughout our county only, and with rising prices for items and transportation, our expenses are expected to be higher this coming year than in years past.

Our satellite operations, along with our medically home-bound delivery clients, are now comprising half of all client numbers. That is why we are requesting funding assistance for the satellite program, our fastest growing program.

Thank you for your consideration. Please be assured that all funds received will be used strictly for this purpose.

Sincerely,

Ann-Marie Montague  
Executive Director

**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*

Agency: Eagle's Wings

Amount Requested \$ 5,000.-

	FY 2020-21 Actual	FY 2021-22 Budget	FY 2021-22 Estimated Actual Expenses	FY 2022-23 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County	\$ 2,000-	\$ 5,000-	\$ 2,000-	\$ 5,000-
Federal				
State				
Cities/Towns	1,000-	1050-		2,000-
United Way	7552-	15,000-	7,900-	10,000-
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers	217,317-	154,560-	201,500-	200,000-
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
<b>TOTAL:</b>	<b>\$ 227,869-</b>	<b>\$ 175,610-</b>	<b>\$ 211,400-</b>	<b>\$ 217,000-</b>
<b>EXPENSES:</b>				
Salaries and Benefits	\$ 107,940-	\$ 113,337-	\$ 114,870-	\$ 115,000-
Program Services	75,178-	78,937-	79,915-	80,000-
Contractual Services				
Commodities & Supplies	2750-	2888-	2,975-	3000-
Fundraisers	1255-	1,890-	1,610-	1,900-
Capital				
Other	65,929	64,347-	65,020-	66,000-
<b>TOTAL:</b>	<b>\$ 253,032-</b>	<b>\$ 261,399-</b>	<b>\$ 264,390-</b>	<b>\$ 265,900-</b>

Organizational Data

President: MARK STEVENS  
 Executive Director: ANN-MARIE MONTAGUE  
 Treasurer: JERRY SNAPP  
 Other Officers: SEC. = STEVEN WOOD

Completed by: *Ann-Marie Montague*  
 (Signature)

Date: Feb. 4, 2022

ANN-MARIE MONTAGUE  
 (Name)

EXEC. DIRECTOR  
 (Title)

Phone: 252-975-1138

**Beaufort County, North Carolina**  
**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2*

Agency: Eagle's Wings

1. WHOM DO YOU SERVE?	Fiscal 2020-21 Last Yr Actual	Fiscal 2021-22 This Yr Estimated	Fiscal 2022-23 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> TOTAL:	2804	2752	2820
1a. Total continuing from previous fiscal year		2704	
1b. Total new for the year		48	
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:		2752	
2a. Washington } 2b. Washington Park }		1492	
2c. Chocowinity		400	
2d. Bath		194	
2e. Belhaven		102	
2f. Aurora + Edward + Blounts Creek		510	
2g. Pantego		24	
2h. Pinetown		30	
2i. Outside Beaufort County or Unknown			
3. AGE GROUP TOTAL:		2752	
3a. Infants through 4 years of age		138	
3b. 5 through 12 years of age } 3c. 13 through 17 years of age }		550	
3d. 18 through 29 years of age } 3e. 30 through 64 years of age }		1128	
3f. 65 and over		743	
3g. Not known or not applicable		193	
4. INCOME OF PARTICIPANTS TOTAL:		2752	
4a. Below official poverty level (\$12,000) } 4b. At or near poverty level }		2752	
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Nor known or not applicable			
5. SEX TOTAL:		2752	
5a. Male		771	
5b. Female		1981	
5c. Not recorded			

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: Eagle's Wings Food Pantry

Contact Information: Ann-Marie Montague - Exec. Director  
252-975-1138

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.

This request will specifically be used to offset  
expenses for our satellite pantries. With no real  
public transportation in our county, and a high  
percentage of citizens without vehicles, we are bringing  
pantry operations to 4 different locations each month.  
This one program has an estimated expense of over  
\$ 38,000 - annually.

Completed By: ANN-MARIE MONTAGUE - EXEC. DIRECTOR  
Printed Name & Position

Ann Marie Montague 2/4/22  
Signature & Date

INTERNAL REVENUE SERVICE  
DISTRICT DIRECTOR  
C - 1130  
ATLANTA, GA 30301

DEPARTMENT OF THE TREASURY

Letter 1991

Date:

Employer Identification Number:  
66-1685703  
Contact Person:  
JERRY FINKLIN  
Contact Telephone Number:  
(404) 331-0172

EAGLES WINGS CHRISTIAN LOVE IN  
ACTION  
C/O JOSEPH D TURNER  
PO BOX 479  
CHOCOWINITY, NC 27817-0879

Accounting Period Ends:  
December 31  
Foundation Status Classification:  
509(a)(1)  
Advance Ruling Period Begins:  
May 16, 1990  
Advance Ruling Period Ends:  
December 31, 1994  
Addendum Applies:  
Yes

Dear Applicant:

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

Because you are a newly created organization, we are not now making a final determination of your foundation status under section 509(a) of the Code. However, we have determined that you can reasonably be expected to be a publicly supported organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

Accordingly, you will be treated as a publicly supported organization, and not as a private foundation, during an advance ruling period. This advance ruling period begins and ends on the dates shown above.

Within 90 days after the end of your advance ruling period, you must submit to us information needed to determine whether you have met the requirements of the applicable support test during the advance ruling period. If you establish that you have been a publicly supported organization, you will be classified as a section 509(a)(1) or 509(a)(2) organization as long as you continue to meet the requirements of the applicable support test. If you do not meet the public support requirements during the advance ruling period, you will be classified as a private foundation for future periods. Also, if you are classified as a private foundation, you will be treated as a private foundation from the date of your inception for purposes of sections 507(d) and 4940.

Grantors and contributors may rely on the determination that you are not a private foundation until 90 days after the end of your advance ruling period. If you submit the required information within the 90 days, grantors and contributors may continue to rely on the advance determination until the Service

## Request for Service Expansion

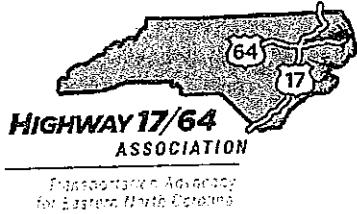
**Title of Service Expansion:** HWY 17/64 Association

**Name of Department:** Outside Agency

**Purpose and Justification:** Agency is requesting additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$ 5,000	Additional funds requested by agency above current year allocation of \$20,000.
Capital Outlay		
Total Expenditures	\$ 5,000	

<b>Revenue to offset Costs</b>		
<i>Total Cost of Service Expansion</i>	\$ 5,000	



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

February 23, 2022

Mr. Brian M. Alligood  
Manager  
Beaufort County  
121 West 3<sup>rd</sup> Street  
Washington, NC 27889

Dear Mr. Alligood:

The Highway 17/64 Association greatly appreciates the support of Beaufort County over the years. Our mission continues to be to build US 17 from South Carolina to Virginia to the highest possible standard, and to build I-87 between Raleigh and Norfolk as quickly as possible, but certainly within the timeframe promised when the corridor received its future interstate designation in 2016. Our work has created economic prosperity in eastern North Carolina over our sixteen years of advocacy and will continue to do so. For fiscal year 2023 we respectfully ask Beaufort County to consider a contribution of \$25,000 so that we can continue our important work.

NCDOT has come through several years of economic difficulty as it had to overcome challenges associated with hurricanes, litigation and – most importantly – the COVID-19 pandemic. These financial constraints have caused delays in many of the capital projects important to Eastern North Carolina, but there is reason for optimism going forward.

Congress recently passed the bipartisan infrastructure legislation that reauthorized the Surface Transportation Act and also appropriated billions of additional dollars toward highways, bridges, rail, transit and other modes of transportation. North Carolina will benefit from approximately \$500 million more in transportation spending for each of the next five years than previously anticipated. At some \$6 billion per year, North Carolina will have a robust operations and maintenance budget, as well as a reinvigorated capital budget for highway projects.

The Highway 17/64 Association has a seat at the table when policy and budgeting decisions are made at NCDOT and in the General Assembly. As chairman of the board of NC Go!, the statewide transportation advocacy coalition, I have been a strong voice for NCDOT and transportation investment in North Carolina, and will continue to do so. The relationships our Association has made and nurtured have served us well in our advocacy for US 17 and US 64 projects, and all of eastern North Carolina transportation.

We have accomplished much over the last sixteen years, but projects remain to fund, plan and build, including notably this year the Hampstead Bypass and the last remaining ten miles of two-lane US 17 between Washington and Williamston. With your continued support we can achieve our mission and make eastern North Carolina safer and more prosperous.

Sincerely,

Marc Finlayson  
Executive Director

*Thanks for all  
you do Brian!*

## Request for Service Expansion

**Title of Service Expansion:** NC Estuarium

**Name of Department:** Outside Agency

**Purpose and Justification:** Agency is requesting additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational		
Capital Outlay	\$15,000	Additional funds requested by agency above current year allocation of \$15,000.  The fund request is to replace office systems. This includes desktops, laptops, printers and applicable software.
Total Expenditures	\$15,000	

<b>Revenue to offset Costs</b>		
<i>Total Cost of Service Expansion</i>	\$ 15,000	

PARTNERSHIP  
for the *Sounds*

March 18, 2022

Mr. Brian Alligood  
Manager, Beaufort County  
132 West 2<sup>nd</sup> Street  
Washington, NC 27889

RE: Budget Request FY2022/23 from the North Carolina Estuarium

Dear Brian:

Enclosed you will find the completed budget request forms from the Estuarium for FY2022/23. Our Financial Statement was delivered to your office in November 2021.

On behalf of the Board of Directors of the Partnership we are most grateful for the support the Estuarium receives from the County Commissioners and you.

Please contact me if you need additional information.

Best regards,

*Jackie*  
Jackie Woolard

Executive Director

COLUMBIA • WASHINGTON • MATTAMUSKEET • WINDSOR

P.O. Box 55 COLUMBIA • NC 27925  
PH 252 796 • 1000 FX 252 796 • 0218  
PH 252 974 • 1044 (WASHINGTON • NC)

**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*

Agency: North Carolina Estuarium      Amount Requested \$30,000.00

	FY 2020-21 Actual	FY 2021-22 Budget	FY 2021-22 Estimated Actual Expenses	FY 2022-23 Budget Request
<b>REVENUES:</b>	15,000	20,000	15,000	30,000
Requested from Beaufort County				
Federal (PPP Loan)	33,638			
State	41,526	41,526	60,000	60,000
Cities/Towns	12,960	15,000	12,960	15,000
United Way				
Other Counties excluding Beaufort County				
Other:	23,421	33,560	30,000	40,000
Donations/Fundraisers				
Fees/Dues	24,526	28,000	32,000	35,000
Sales	21,737	20,000	23,000	25,000
Miscellaneous	20,712	86,914	40,000	40,000
Beginning Balance (Deficit)				
<b>TOTAL:</b>	193,520	245,000	212,960	245,000
<b>EXPENSES:</b>				
Salaries and Benefits	112,206	143,000	113,960	135,000
Program Services	4,741	15,000	10,000	12,000
Contractual Services	96	1,000	2,000	8,000
Commodities & Supplies	68,795	90,000	75,000	75,000
Fundraisers				
Capital	2,943	10,000	6,000	10,000
Other	4,739	6,000	6,000	5,000
<b>TOTAL:</b>	193,520	245,000	212,960	245,000

Organizational Data

Chairman of the Board David Clegg:  
 Executive Director: Jackie Woolard  
 Treasurer John Ed Whitehurst  
 Vice-Chairman: Bill Rich

Completed by: Tom Stroud  
 (Signature)

Date: 3/18/2022

Tom Stroud  
 (Name)

Director  
 (Title)

Phone: 252-948-0000

**Beaufort County, North Carolina**  
**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2*

Agency: North Carolina Estuarium

1. WHOM DO YOU SERVE?	Calendar 2021 Yr Actual	Calendar 2022 This Yr Estimated	Calendar 2023 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> <b>TOTAL:</b>			
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year			
<b>2. RESIDENCE OF PARTICIPANTS TOTAL:</b>	12,861	15,000	20,000
2a. Washington	2,169	3,500	3,500
Other Beaufort County	1,896	2,500	2,500
Other NC counties	4,993	5,000	7,900
Other US states	2,076	1,900	4,000
Foreign countries (18)	46	100	100
2f. Aurora			
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown	1,683	2,000	2,000
<b>3. AGE GROUP TOTAL:</b>			
3a. Infants through 4 years of age			
3b. 5 through 12 years of age			
3c. 13 through 17 years of age			
3d. 18 through 29 years of age			
3e. 30 through 64 years of age			
3f. 65 and over			
3g. Not known or not applicable	X	X	X
<b>4. INCOME OF PARTICIPANTS TOTAL:</b>			
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	X	X	X
<b>5. SEX TOTAL:</b>			
5a. Male			
5b. Female			
5c. Not recorded	X	X	X

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: NORTH CAROLINA ESTUARIUM

Contact Information: Jackie Woolard  
252-948-0000

Amount Requested: \$30,000.00

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.

---

Mission Statement: *To provide meaningful science-based education and information about the environmental and cultural heritage of North Carolina's estuaries and their surroundings, and in so doing promote tourism, stewardship, and community-driven economic development.*

The Estuarium is working toward our 25<sup>th</sup> year of operation. We have welcomed over 370,000 visitors which without a doubt have made a significant economic impact to Beaufort County. All Beaufort County schools have toured the exhibits and participated in hands-on environmental programs as well as school systems and youth groups from across the State. Our visitors have come from all North Carolina Counties, all 50 states and over 50 countries, giving us a far-reaching audience to hear and embrace our message that everyone shares in the responsibility for protecting our waterways.

But time and usage have rendered our technology woefully inadequate. Due to reduced funding we have made very few technology upgrades since 2010. Attached you will find a detailed quote for completely replacing our office systems at the Estuarium. These upgrades are vital to education outreach, social media use, marketing, fund development, scientific inquiry, record-keeping and every other aspect of operating a credible education facility in this connected world.

We applaud the many ongoing efforts to entice new businesses and residents to Beaufort County. One of the primary reasons people choose to come here is the appeal of our rivers and waterways, but businesses will fail and people will move away if our waterways become dirty, smelly, and unusable.

Keeping the Estuarium exhibits, programs, and **technology up-to-date** is crucial in our efforts to inspire public participation in keeping our waterways healthy and desirable.

*Jackie Woolard, Executive Director*  
Printed Name & Position

*Jackie Woolard* *March 18, 2022*  
Signature & Date



The SoundSide Group, Inc.

Phone: (252)793-9226

Fax: (252)793-9253

125 West Water Street

Plymouth, NC 27962

# North Carolina Estuarium

Quote # 20725

Date: 05/18/2021

Prepared for: Helen Craddock

Partnership for the Sounds

203 S Ludington Drive

PO Box 55

Columbia, NC 27925 U.S.A.

Prepared by: Laura D. Reid

Email: quotes@soundsidegroup.com

**ldr - Partnership for the Sounds NC Estuarium -  
Desktops, Laptop and Printers**

LN	Qty	Description	UOM	Price	Total
1	8	Dell Optiplex 3080 SFF Core i5-10500 3.1Ghz 6C proc 8GB RAM 256GB SSD Win 10 Pro, Intel WiFi, 3 yr Pro support onsite NBD	EA	\$1,033.00	\$8,264.00
2	2	Dell 23.8" 1920x1080P 16:9 IPS monitor, LED-backlit, 250cd/m2, 5ms (GTG), 1000:1, HDMI, DP, VGA, USB, Tilt, Swivel, Pivot, Height adjustable	EA	\$221.00	\$442.00
3	6	Dell 24 Monitor for Video-Conferencing	EA	\$298.00	\$1,788.00
4	1	Dell Latitude 5520 Core i5-1135G7 4C 8 GB RAM 256 SSD 15.6" Win 10 Pro 3 yr. Pro Supp Plus NBD	EA	\$1,713.00	\$1,713.00
5	1	HP Color LaserJet Pro MFP M283fdw - Multifunction printer - color - laser - Legal (8.5 in x 14 in) (original) - A4/Legal (media) - up to 22 ppm (copy)	EA	\$511.00	\$511.00
6	2	HP LaserJet Pro MFP M227fdw Monochrome Printer	EA	\$307.00	\$614.00
7	1	Pinnacle Studio 24 Video Editing Software	EA	\$59.00	\$59.00
8	8	Belkin Surge suppressor ( external ) - 8 output connector(s)	EA	\$35.00	\$280.00
9	11	Tripp Lite - Patch cable - RJ-45 (M) - RJ-45 (M) - 14 ft - UTP - CAT 6 - molded, stranded, snagless - blue	EA	\$11.00	\$121.00
10	1	Dell T440 PE Svr Xeon Silver 4208.5G 8C/16T 64GB RAM 4x 1.92TB SATA SSD + 2x 240G M.2 Sticks iDRAC Basic 3 yr Pro Support NBD	EA	\$6,382.00	\$6,382.00
11	8	Microsoft Windows Server 2019 Standard License - 2 cores - Open Business - Single Language	EA	\$122.00	\$976.00
12	4	Microsoft Windows Server 2019 - License - 1 user CAL - Open Business - Single Language	EA	\$47.00	\$188.00
13		Project Materials			\$300.00
14		Installation of desktops, printers, laptop, server. Update POS HSoftware			\$6,500.00

**Sub-Total: \$28,138.00**

Freight: \$190.00

Sales Tax: \$1,912.14

**Total: \$30,240.14**

Prices are firm until 6/7/2021

Terms: Net 30 Days

Comments:

# North Carolina Estuarium

Quote # 20725

Date: 05/18/2021

## Scope of Work

Unpack computers and connect all peripheral devices (i.e. monitor keyboard mouse network)  
Connect PCs to domain if necessary  
Install all needed applications (including windows Updates if Applicable)  
Setup printers  
Verify customer can get to all needed applications and internet access  
Decommission old PCs- Remove Domain  
Configure camera monitor for Zoom and Test  
Configure WiFi on PC's  
Update POS Software  
Configure new VM on Host  
Power on Server and install OS from Datastore ISO or Template  
Configure Customer specific server needs (AD, DHCP, DNS, File/App Server)  
Test with Customer  
Update documentation

---

Accepted by: \_\_\_\_\_

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

## Disclaimer

DO NOT PAY FROM QUOTE - INVOICES ARE MAILED SEPARATELY. This quote is valid for 20 days, however equipment pricing is subject to change based on manufacturer change-outs or discontinuation. If labor estimates are not specified on the quote, they are To Be Determined & will be billed separately. If hardware is covered under warranty this does not include labor and will be billed at the appropriate rate. This quote contains privileged & confidential information which is the property of The SoundSide Group, intended only for the use of the intended recipient(s). Unauthorized use or disclosure of this information is strictly prohibited.

This page left blank intentionally.

## Request for Service Expansion

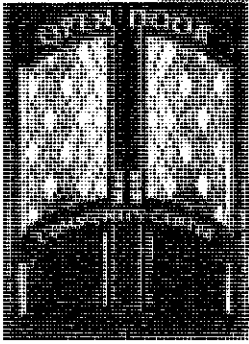
**Title of Service Expansion:** Open Door Community Center

**Name of Department:** Outside Agency

**Purpose and Justification:** Agency is requesting additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$2,000	Funds are requested to provide services to homeless women and their children in the community.
Capital Outlay		
Total Expenditures	\$ 2,000	

<b>Revenue to offset Costs</b>		
<i>Total Cost of Service Expansion</i>	\$ 2,000	



*OPEN DOOR COMMUNITY CENTER*  
*Welcoming Women and Children in Need*

March 15, 2022

Mr. Brian Alligood, County Manager  
Beaufort County  
121 West 3<sup>rd</sup> Street  
Washington NC 27889

Dear Mr. Alligood:

Thank you for the opportunity to provide information about Open Door Community Center and the services it provides to homeless women and their children in our community. Please find enclosed Open Door Community Center's Request for County Funding Support. If any other information is needed, please let me know. Thank you.

Sincerely,

Marcia Norwood  
Executive Director  
252-833-8514  
odccwashington.org



1240 Cowell Farm Road, Washington, NC 27889 edodcc@yahoo.com 252-833-8514

ODCC is a 501 (c) (3) Non-Profit Corporation No goods or services were provided in return for the contribution.

Please consult with your tax adviser about your eligibility for a state or federal income tax charitable deduction for this donation.

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

Agency: Open Door Community Center

Amount Requested \$ 2,000.00

	FY 2020-21 Actual	FY 2021-22 Budget	FY 2021-22 Estimated Actual Expenses	FY 2022-23 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County		2,000.00	2,000.00	<b>2,000.00</b>
Federal	20,096.00	4,000.00	2,000.00	<b>1,000.00</b>
State				
Cities/Towns		2,000.00	2,000.00	<b>5,000.00</b>
United Way	5,640.00	5,640.00	5,350.00	<b>5,640.00</b>
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers	79,279.50	100,267.00	138,853.00	<b>100,267.00</b>
Fees/Dues				
Sales				
Miscellaneous (In-kind volunteer labor)	2,996.91	31,840.00	5,155.85	<b>31,840.00</b>
Beginning Balance (Deficit)	268,473.15		261,694.74	
<b>TOTAL:</b>	<b>376,485.56</b>	<b>145,747.00</b>	<b>417,053.59</b>	<b>145,747.00</b>
<b>EXPENSES:</b>				
Salaries and Benefits	76,831.16	87,612.00	88,081.08	<b>87,612.00</b>
Program Services	20,949.20	14,661.00	25,005.30	<b>14,661.00</b>
Contractual Services	8,440.50	8,982.00	8,785.14	<b>8,982.00</b>
Commodities & Supplies	8,513.22	2,992.00	3,842.28	<b>2,992.00</b>
Fundraisers	56.74	1,500.00	1,251.05	<b>1,500.00</b>
Capital				
Other (In-kind volunteer labor)		30,000.00		<b>30,000.00</b>
<b>TOTAL:</b>	<b>114,790.82</b>	<b>145,747.00</b>	<b>126,964.85</b>	<b>145,747.00</b>

Organizational Data

President: Bill Staton  
Executive Director: Marcia Norwood  
Treasurer: Doreen Trotter  
Other Officers: Vice President: Brandy Vinson;  
Secretary: Teresa Carraway

Completed by: Marcia Norwood  
(Signature)

Date: March 15, 2022

Marcia Norwood  
(Name)

Executive Director  
(Title)

Phone: 252-833-8514

**Beaufort County, North Carolina**  
**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2*

Agency: Open Door Community Center

1. WHOM DO YOU SERVE?	Fiscal 2020-21 Last Yr Actual	Fiscal 2021-22 This Yr Estimated	Fiscal 2022-23 Next Yr Projected
Unduplicated count of individuals served ( <i>if family, please count individual members</i> ) <b>TOTAL:</b>	23	40	45
1a. Total continuing from previous fiscal year	2	5	5
1b. Total new for the year	21	35	40
1c. Total terminated during the year	18	30	35
<b>2. RESIDENCE OF PARTICIPANTS TOTAL:</b>	23	40	45
2a. Washington	12	26	32
2b. Washington Park			
2c. Chocowinity	2	2	3
2d. Bath			
2e. Belhaven	1	1	1
2f. Aurora	1		1
2g. Pantego			3
2h. Pinetown			
2i. Outside Beaufort County or Unknown	7	11	5
<b>3. AGE GROUP TOTAL:</b>	23	40	45
3a. Infants through 4 years of age	2	8	9
3b. 5 through 12 years of age	3	7	8
3c. 13 through 17 years of age			
3d. 18 through 29 years of age	8	8	11
3e. 30 through 64 years of age	10	14	14
3f. 65 and over		3	3
3g. Not known or not applicable			
<b>4. INCOME OF PARTICIPANTS TOTAL:</b>	23	40	45
4a. Below official poverty level (\$12,000)	16	28	32
4b. At or near poverty level	7	12	13
4c. Middle income (\$30,000)			
4d. Upper income (\$60,000)			
4e. Not known or not applicable			
<b>5. SEX TOTAL:</b>	23	40	45
5a. Male	4	9	10
5b. Female	19	31	35
5c. Not recorded			

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: Open Door Community Center

Contact Information: Marcia Norwood, (252) 833-8514

1240 Cowell Farm Road, Washington NC 27889

Amount Requested: \$2,000

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

Open Door Community Center's mission is to provide a safe, stable place for women and their children to live while preparing themselves to transition into long-term, stable housing. Each woman works with the Case Manager to complete an intake form and in-depth analysis to determine the cause(s) of her homelessness. Working together, an action plan is developed and each woman meets with the Case Manager weekly to assess progress being made to met the action plan's goals.

While living in the Center, each woman is responsible for her meal preparation, laundry, cleaning her personal space and assigned areas of the common spaces, etc. The Case Manager provides information on resources but each woman is responsible to make contact with the appropriate agencies and follow through as needed. The Center's staff and volunteers come alongside each woman to guide and educate, but it is the woman's responsibility to meet her goals and provide for herself. Because of this commit-ment to encourage independence in each woman, funding from Beaufort County will be used for operational expenses. These items are critical to ensure the

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Open Door Community Center  
Page Two

women have a safe, stable place to live while working to prepare themselves to transition into long-term, stable housing.

The Center opened January 22, 2019 and to date, thirty-eight women and twenty-six children have transitioned into their new homes after living at the Center an average of three months. In recent months a mother with four children came to the Center from living in their vehicle. She was able to secure a job, find affordable housing, and move her family into their new apartment. The Center also admitted in recent months a mother with three children who were living in their vehicle. She has found a job and their apartment will be ready for them to move in by the end of March.

Participants come to the Center from a wide variety of backgrounds and resources. Some examples are women who:

hold two B.A. degrees, was employed full-time and volunteered in a homeless shelter

lived in her car with her young child

wasn't able to return to where she had been living after being hospitalized

lost her job, was unable to find another job, and was evicted

lost her apartment due to substance abuse and was homeless during treatment

As these, and other women/children live in the Center and then transition into long-term, stable housing, they express their appreciation of the support given them by the Center. By partnering

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Open Door Community Center  
Page Three

together Beaufort County and Open Door Community Center enable women to improve their lives  
for themselves and their children. Thank you for your consideration of this request.

Completed By: Marcia Norwood, Executive Director  
Printed Name & Position

Marcia Norwood Nov 15, 2022  
Signature & Date

Date: JUN 28 2017

OPEN DOOR COMMUNITY CENTER  
C/O DORIS W MOATE  
121 E 2ND ST APT 101  
WASHINGTON, NC 27889

Employer Identification Number:  
81-5237670  
DLN:  
17053111331037  
Contact Person: ERIC KAYE ID# 31612  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
June 30  
Public Charity Status:  
170(b)(1)(A)(vi)  
Form 990/990-EZ/990-N Required:  
Yes  
Effective Date of Exemption:  
February 2, 2017  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

OPEN DOOR COMMUNITY CENTER

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

Sincerely,

*Stephen R. Miller*

Director, Exempt Organizations  
Rulings and Agreements

Letter 947

This page left blank intentionally.

## Request for Service Expansion

**Title of Service Expansion:** Ruth's House

**Name of Department:** Outside Agency

**Purpose and Justification:** Agency is requesting additional funding beyond current year level by amount indicated below.

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

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

Rec. 3.24.22



Ruth's House  
PO Box 2843  
Washington, NC 27888

24-Hour Helpline  
252-940-0007

March 18, 2022

Beaufort County Board of Commissioners  
121 W. Third Street  
Washington, NC 27889

Commissioners,

Please find enclosed our 2022/2023 request for funding. I would like to thank you for supporting us through the years, and respectfully request that support again for the upcoming fiscal year. As you will see in our application, Ruth's House continues to provide vital services to many in our community. Thank you for contributing to that work!

Sincerely,

Valerie Kines  
Ruth's House- Executive Director

**Ruth's House, Inc. is a 501 (c) (3) non-profit organization. Your contribution is tax deductible to the extent allowed by law. No goods or services were or will be provided in exchange for your generous financial donation. Tax # 45-3028421**

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

Agency: Ruth's House

Amount Requested \$ 5000

	FY 2020-21 Actual	FY 2021-22 Budget	FY 2021-22 Estimated Actual Expenses	FY 2022-23 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County	2500	2500		<b>5000</b>
Federal	136231	153255		<b>114247</b>
State	149704	91069		<b>91069</b>
Cities/Towns	0	0		<b>0</b>
United Way	6520	5000		<b>4000</b>
Other Counties excluding Beaufort County	0	0		<b>0</b>
Other: Donations/Fundraisers	85250	42525		
Fees/Dues				
Sales	5980			
Miscellaneous (other grants)	2000	28412		
Beginning Balance (Deficit)				
<b>TOTAL:</b>	<b>388185</b>	<b>322761</b>		
<b>EXPENSES:</b>				
Salaries and Benefits	205668	209762	198605	
Program Services	102409	90649	102457	
Contractual Services	5695	3920	3920	
Commodities & Supplies	6759	4700	4300	
Fundraisers	2962	2000	750	
Capital				
Other				
<b>TOTAL:</b>	<b>323493</b>	<b>309031</b>	<b>310032</b>	

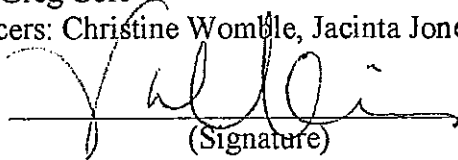
Organizational Data

President: Matthew Jackson

Executive Director: Valerie Kines

Treasurer: Greg Cole

Other Officers: Christine Womble, Jacinta Jones, Stephen Battan

Completed by:   
 (Signature)

Date: 3/17/2022

Valerie Kines  
 (Name)

Executive Director  
 (Title)

Phone: 252-940-0007

**Beaufort County, North Carolina**  
**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2*

Agency: Ruth's House

1. WHOM DO YOU SERVE?	Fiscal 2020-21 Last Yr Actual	Fiscal 2021-22 This Yr Estimated	Fiscal 2022-23 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) <b>TOTAL:</b>	273	300	320
1a. Total continuing from previous fiscal year	0	2	10
1b. Total new for the year	273	298	310
1c. Total terminated during the year	222	280	290
<b>TOTAL:</b>	273	300	320
2. RESIDENCE OF PARTICIPANTS <b>TOTAL:</b>			
2a. Washington	104	65	70
2b. Washington Park	0	0	0
2c. Chocowinity	26	35	40
2d. Bath	7	20	23
2e. Belhaven	7	20	23
2f. Aurora	4	15	20
2g. Pantego	0	5	15
2h. Pinetown	3	10	15
2i. Outside Beaufort County or Unknown	122	130	114
<b>TOTAL:</b>	273	300	320
3. AGE GROUP <b>TOTAL:</b>			
3a. Infants through 4 years of age	8	20	20
3b. 5 through 12 years of age	6	15	15
3c. 13 through 17 years of age	2	10	15
3d. 18 through 29 years of age	24	35	40
3e. 30 through 64 years of age	133	155	160
3f. 65 and over	8	15	20
3g. Not known or not applicable	92	50	50
<b>TOTAL:</b>	273	300	320
4. INCOME OF PARTICIPANTS <b>TOTAL:</b>			
4a. Below official poverty level (\$12,000)	87	120	130
4b. At or near poverty level	0	80	85
4c. Middle income (\$30,000)	0	5	10
4d. Upper income (\$60,000)	0	5	5
4e. Not known or not applicable	186	90	90
<b>TOTAL:</b>	273	300	320
5. SEX <b>TOTAL:</b>			
5a. Male	15	50	55
5b. Female	247	250	265
5c. Not recorded	11	0	0

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: Ruth's House

Contact Information: Valerie Kines, valerie.kines@ruths-house.org, 252-940-0007

Amount Requested: \$5000

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

Ruth's House has continued to operate 24/7 and 365 days of the year despite ongoing pandemic issues.

We were lucky to receive extra funding through the CARES ACT, which offset the lack of income we


did not receive due to the closure of our antique store. We recognize that CARES ACT funding is lim-

ited and time-constrained, and therefore Ruth's House will need additional funds to carry out shelter and

services operations in the upcoming fiscal year. I would kindly remind you that we are an organization

that never closes, which explains the higher operational/staff costs.

Completed By: Valerie Kines  
Printed Name & Position

  
Signature & Date

3/17/22

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

DEPARTMENT OF THE TREASURY

1.

Date: **JAN 31 2012**

RUTHS HOUSE INC  
C/O DARRYL EVANS  
211 W SECOND ST  
WASHINGTON, NC 27889

Employer Identification Number:

45-3028421

DLN:

17053347359021

Contact Person:

DALE T SCHABER

ID# 31175

Contact Telephone Number:

(877) 829-5500

Accounting Period Ending:

June 30

Public Charity Status:

170 (b) (1) (A) (vi)

Form 990 Required:

Yes

Effective Date of Exemption:

August II, 2011

Contribution Deductibility:

Yes

Addendum Applies:

No

*file  
501(c)(3) approval*

2.

Dear Applicant:

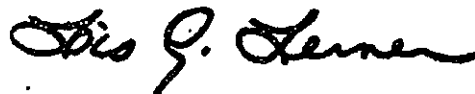
We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c) (3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive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

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

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

Sincerely,

Lois G. Lerner



Director,  
Exempt

Organizations

Enclosure: Publication 4221-PC

Letter 947 (DO/CG)

## Request for Service Expansion

**Title of Service Expansion:** The Chocowinity Recreation Department

**Name of Department:** Outside Agency

**Purpose and Justification:** Agency is requesting additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational		
Capital Outlay	\$ 134,607	Additional funds requested by agency above current year allocation of \$7,200.  Install Field Lights, Field Maintenance, John Deere 1200A Bunker and Field Rake, 18x20 Metal Storage Building, Canopy Covers, Replacement of 2 Pitching Mounds.
Total Expenditures	\$ 134,607	

<b>Revenue to offset Costs</b>		
<b>Total Cost of Service Expansion</b>	\$ 134,607	

# Chocowinity Rec Dept.



2022-2023

Funding Request

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

Agency: Chocowinity Recreation

Amount Requested \$ 141,806.87

	FY 2020-21 Actual	FY 2021-22 Budget	FY 2021-22 Estimated Actual Expenses	FY 2022-23 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County	7200.00	7200.00	7200.00	<b>141806.87</b>
Federal				
State				
Cities/Towns	4197.24	4800.00	4800.00	<b>5000.00</b>
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers	215.00	25000.00	29000.00	<b>5000.00</b>
Fees/Dues	17709.21	17100.00	18000.00	<b>17500.00</b>
Sales	6281.01	6000.00	6200.00	<b>6500.00</b>
Miscellaneous	4091.25			
Beginning Balance (Deficit)	5214.27		10273.72	
<b>TOTAL:</b>	<b>44907.98</b>	<b>58300.00</b>	<b>73673.72</b>	<b>175306.87</b>
<b>EXPENSES:</b>				
Salaries and Benefits				
Program Services	22369.43	20700.00	23500.00	<b>29570.50</b>
Contractual Services	11684.95	12000.00	11500.00	<b>47500.00</b>
Commodities & Supplies	1337.01	2000.00	1600.00	<b>2000.00</b>
Fundraisers		25000.00	19000.00	<b>2700.00</b>
Capital				
Other		400.00		<b>93536.37</b>
<b>TOTAL:</b>	<b>35391.39</b>	<b>58300.00</b>	<b>56600.50</b>	<b>175306.87</b>

Organizational Data

President: Regina Elks-252-945-0601

Executive Director:

Treasurer- Joy McRoy-

Other Officers: Charlie Elks, Amanda Carter, JT Carter, Jimmie Boykin, Milton Long, Sondra Sparks,  
Tommy Pendley,

Completed by: Joy McRoy  
 (Signature)  
Joy McRoy  
 (Name)  
Finance Officer  
 (Title)

Date: 3/21/2022

Phone: 252-946-6568

**Beaufort County, North Carolina**  
**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2*

Agency: Chocowinity Rec Department

1. WHOM DO YOU SERVE?	Fiscal 2020-21 Last Yr Actual	Fiscal 2021-22 This Yr Estimated	Fiscal 2022-23 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	110	150	175
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:			
2a. Washington			
2b. Washington Park			
2c. Chocowinity	100	130	160
2d. Bath			
2e. Belhaven			
2f. Aurora	5	10	10
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown	5	10	10
3. AGE GROUP TOTAL:			
3a. Infants through 4 years of age	20	15	20
3b. 5 through 12 years of age	90	90	95
3c. 13 through 17 years of age	50	50	60
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. Nor known or not applicable			
5. SEX TOTAL:			
5a. Male	71	77	95
5b. Female	39	73	80
5c. Not recorded			

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: Chocowinity Recreation Department

Contact Information: Regina Elks (252)945-0601

Milton Long (252)702-5317

Amount Requested: \$141,806.87

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

Please See the Attached Funding Request.

Completed By: Regina Elks, President  
Printed Name & Position

Regina Elks 3-16-22  
Signature & Date

To the Commissioners of Beaufort County:

The Chocowinity Rec. Dept. (CRD) Board of Directors would like to thank you for your consideration to review the following funding request for the 2022-2023 fiscal year. In the last two years, CRD has had a change in leadership within the Board of Directors, due to various reasons. Since the changes, the CRD Board of Directors has been focused on taking positive steps to revamp and revitalize the CRD.

Although we are taking positive steps, we are requesting assistance from the Beaufort County Board of Commissioners to assist with several tasks. We look forward to and are eager to work with the Beaufort County Commissioners.

Below are the items the CRD board of directors have approved to request funding for.

Install Field Lights Field 4 -----	\$54,000.00
Field Maintenance -----	\$35,000.00
John Deere 1200A Bunker and Field Rake -----	\$16,206.24
18 X 20 Metal Storage Building -----	\$9,986.38
Canopy Covers Replaced (Porter Corp.) -----	\$13,343.75
Replacement of 2 - 10" Full length Pitching Mounds -----	\$6,070.50
Recurring Allocation for field lighting provided by the County -----	\$7,200.00
<b>Total Requested for the 2022-2023 Fiscal Year -----</b>	<b>\$141,806.87</b>

Justifications and/or quotes are provided.

# Field 4

# Field Lights

# Installation

## Field 4 Lights Justification

The Chocowinity Recreation Department (CRD) is utilized by residents of the Town of Chocowinity as well as neighboring communities including Blounts Creek, Aurora, Vanceboro, and Washington. On average, CRD has approximately 10 baseball and softball teams with approximately 12-15 players each year. Chocowinity also has a 10U and 12U football team that has approximately 40 players combined. All the youth players age ranges from 4-16 years old. CRD caters to adult players as well by offering USSSA Adult League Softball during the fall. CRD also has a contract with a local Private School and Home School program which allows usage of the baseball and softball fields.

For several years, the Chocowinity Recreation Department (CRD) has attempted to add lights on Field 4. When the park was built several years ago, there wasn't an immediate need for lights on the field. Since then, CRD has developed a substantial need for light on the field. Field 4 is our only 90-foot base, regulation sized baseball field. Field 4 is currently used for 16U baseball and Unity Christian Academy High School Baseball.

Due to not having lights on Field 4, when unity schedules home baseball games, the games must be scheduled earlier than normal due to the lack of field lighting. In the event the game goes into extra innings and exceed past daylight hours, Unity would have to forfeit a strong competitive game due to lack of lighting. When CRD 16U schedules home baseball games, their only option is to have home games on Saturdays. Due to scheduling issues throughout the week, CRD 16U teams are often playing double headers on Saturdays in order to successfully meet the standard amount of games played per league requirements.

The CRD has entertained the idea of weekend tournaments that would cater to individuals from all over North Carolina, South Carolina, Virginia, Tennessee, and other neighboring states. Having lights on field four would allow us to open our facilities to a different age group and would allow us to expand amenities. This would positively impact the community and generate revenue for the town and business within.

The CRD is requesting that the Beaufort County Board of Commissioners review the need for adding lights on field 4 and consider granting the monies requested.



# QUOTATION

308 North Brooke Street  
Fond du Lac, WI 54935  
US

### Quotation Details

Job Name: Chocowinity Recreation complex Lighting Project      Date Created: 3/11/22  
Quote #: 973596      Exp. Date: 4/11/22

### Contact Information

Prepared By: Justin Jansen      Contact Name: Scarlet Stokes  
Phone #: (866) 308-9455      Phone #: 2529445864  
E-Mail: customer.quotes@willbrands.com      Email: jstokes@embarqmail.com  
Fax: 920-921-0781      Fax:

### Address Information

Bill To Name: Chocowinity Recreation      Ship To Name:  
Bill To:      Ship To: TBD  
NC

### Standard Products

Qty	Product	Sale Price	Ext. Price
24	[PART#] LP-HSX-410-57-MV-5N-WHP15NP-SRG-277-20-GSSPZ [DESCRIPTION] 410W, LightPolesPlus HSX Sportslighter LED Light Fixture, 60,000+ Lumens, 5700K, 120-277V Input VAC, 25 deg. Narrow Spot Distribution	\$1,449.00	\$34,776.00
6	[PART#] UM-S-ACR-BTP-4-180-GV [DESCRIPTION] 4 @ 180 deg. Fixture Mount, Steel Cross Arm Bracket, Sports Lighting Mount, Hot-Dip Galvanized Finish, USA Engineered & Manufactured [COMMENTS] mounting hardware NOT included	\$813.00	\$4,878.00

- Pricing includes delivery within the contiguous USA unless otherwise noted and is based on an order release within 30 days.
- Preshipped anchor bolts at CUSTOMER'S expense.
- Sales tax calculation (if applicable) will be finalized at order entry (OE).
- If order quantity & quote quantity are different, pricing is subject to change.
- Quote is subject to Wisconsin Lighting Lab's standard terms and conditions. See website for complete details.

**Grand Total: \$39,654.00**

### Important Notes

WOOD POLES & ELECTRICAL INSPECTED, MODIFIED AND APPROVED BY OTHERS

- Light Poles & Brackets: [8] to [12] weeks estimated production lead time.
- Mounting hardware NOT included
- LED Fixtures: [6] to [8] weeks estimated production lead time.
- CONFIRM VOLTAGE (Quote assumes 120-277v)(480v must be quoted separately)
- Loading Assumption: mounting quantity [4/2, light fixtures]; [2, brackets]; [0, cameras] per pole.
- Lightning strikes and voltage surges can cause LED fixture damage; additional surge protection available upon request.
- Non-Standard specifications may add to the production lead time.
- Customer responsible for unloading at time of delivery; line items may ship at different times during production cycle.
- Commercial shipping location with receiving dock can be provided to void limited access delivery charges.
- Quoted Lead time is an estimate and is subject to change as business conditions change.
- Tax exemption ID can be provided to void sales tax.
- Standard prepayment required to release order.

#### OTHER NOTES

DLC QPL Information for potential energy rebate incentive  
Product ID: P9MDL7LJ

**IMPORTANT:** Do you require vibration dampeners? We recommend vibration dampeners be used when (1) light poles are being installed on a parking ramp, deck, bridge, pier, airport, train or subway hub/terminal or known problem area (2) a load of 0.75 EPA or smaller is going on the light poles and (3) light poles are being used as camera supports end/or will have non-standard appendages attached to them.

IMPORTANT: Wisconsin Lighting Lab and its vendors are not responsible for the structural adequacy of new and/or existing light pole footing designs and anchor bolts. Estimated loading capacity values and wind zone ratings are based on standard commercial design and engineering criteria, and they do not account for additional loadings from objects such as (but not limited to) signs, banners, cameras, solar panels and flags. Our light pole warranty does not cover vibration induced fatigue failure.

IMPORTANT: Wisconsin Lighting Lab and its vendors consider these quoted products as produced and supplied according to the customer's dimensional, material and/or electrical specifications. To ensure proper selection of the light pole, luminaire, accessories and/or foundation, we recommend the customer consult a qualified local engineer to analyze the loading, design and project criteria for the specific application.



P: 866-308-0455  
customer.quotes@willbrands.com

308 North Brooke Street  
Fond du Lac, WI 54935  
US



Residential CenturyLink Business My CenturyLink Customer Support Contact Us User CenturyLink Customer

Web Mail

Search the Web

Mail Contacts Calendar Tasks Preferences **Fw: Chocowinity**

Close Reply Reply to All Forward Archive Delete Spam Actions

Cc: [Walter.a.manning](mailto:Walter.a.manning)

Scarlett

This is my work email. Below are the prices for poles that you would need delivered to Chocowinity. For 6 poles I am still waiting to hear from some sources on the possible lighting requirements.

Could you email me the file that you had texted me.

Thank you,

Walter A. Manning III  
President  
River City Construction, Inc.  
m: (252) 945-3768  
o: (252) 946-8164 ext. 1005

**From:** Long, Cindee L <LongCL@koppers.com>  
**Sent:** Wednesday, April 7, 2021 4:40 PM  
**To:** Walter Manning <waltermanning@rivercityinc.net>  
**Subject:** RE: Chocowinity ball field pole quote

Walter,

They just gave me pricing for Class 2's.

These prices are only good for 2 weeks.

CCA

6pcs Class 2/75' \$1879.00 each

6pcs Class 2/80' \$2159.00 each

Delivered to Chocowinity, NC

2-3 weeks lead time

This page left blank intentionally.

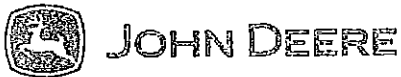
# Field Maintenance

## **Field Maintenance Justification**

Chocowinity Rec Dept. Maintenance during scheduled sports activities. Fields would need to be game ready, prepared for practice, and general grounds upkeep. This would include mowing, dragging, field stripping, maintenance and grounds keeping.

The CRD is utilized by residents of the Town of Chocowinity as well as neighboring communities including Blounts Creek, Aurora, Vanceboro, and Washington. On average, CRD has approximately 10 baseball and softball teams with approximately 12-15 players each year. Chocowinity also has a 10U and 12U football team that has approximately 40 players combined. All the youth players' age ranges from 4-16 years old. The utilization of the fields has always been high demand due to not only catering to the Chocowinity Town youth, but adults and outside programs. Chocowinity caters to Adult players as well by offering USSSA Adult League Softball during the fall. CRD also has a contract with a local Private School and Home School program which allows usage of the baseball and softball fields.

**John Deere**  
**1200A**  
**Bunker and**  
**Field Rake**



# Selling Equipment



Quote Id: 26251667      Customer Name:

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):  
 Deere & Company  
 2000 John Deere Run  
 Cary, NC 27513  
 FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:  
 Revels Turf and Tractor, LLC  
 2217 N. Main Street  
 Fuquay-varina, NC 27526  
 919-552-5697  
 revtrac@revelstractor.com

## JOHN DEERE 1200A Bunker and Field Rake

Hours:

Stock Number:

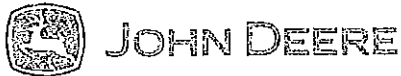
Contract: NC Grounds Maintenance Equip 515B (PG 2Y CG 22)

Selling Price \*  
 \$ 16,206.24

Price Effective Date: February 26, 2021

\* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
430BM	1200A Bunker and Field Rake	1	\$ 19,101.00	24.00	\$ 4,584.24	\$ 14,516.76	\$ 14,516.76
<b>Standard Options - Per Unit</b>							
001A	US/Canada	1	\$ 0.00	24.00	\$ 0.00	\$ 0.00	\$ 0.00
0443	OM Non CE English/ Spanish	1	\$ 0.00	24.00	\$ 0.00	\$ 0.00	\$ 0.00
1001	Rear Frame	1	\$ 0.00	24.00	\$ 0.00	\$ 0.00	\$ 0.00
2000	Bunker Rake (Serrated Blades)	1	\$ 0.00	24.00	\$ 0.00	\$ 0.00	\$ 0.00
3000	(3) Knobby Hi-Flotation Tires and Wheels	1	\$ 0.00	24.00	\$ 0.00	\$ 0.00	\$ 0.00
9011	Mid-Mount Base	1	\$ 655.00	24.00	\$ 157.20	\$ 497.80	\$ 497.80
9013	Narrow Scarifier (Interval) Tines	1	\$ 792.00	24.00	\$ 190.08	\$ 601.92	\$ 601.92
9020	40 In. Front Blade	1	\$ 776.00	24.00	\$ 186.24	\$ 589.76	\$ 589.76
<b>Standard Options Total</b>			<b>\$ 2,223.00</b>		<b>\$ 533.52</b>	<b>\$ 1,689.48</b>	<b>\$ 1,689.48</b>
<b>Value Added Services Total</b>			<b>\$ 0.00</b>			<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>Total Selling Price</b>			<b>\$ 21,324.00</b>		<b>\$ 5,117.76</b>	<b>\$ 16,206.24</b>	<b>\$ 16,206.24</b>



ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):  
 Deere & Company  
 2000 John Deere Run  
 Cary, NC 27513  
 FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:  
 Revels Turf and Tractor, LLC  
 2217 N. Main Street  
 Fuquay-varina, NC 27526  
 919-552-5697  
 revtrac@revelstractor.com

**Quote Summary**

**Prepared For:**  
 Chocowinity  
 NC  
 Home : 252-944-5864

**Delivering Dealer:**  
**Revels Turf and Tractor, LLC**  
 Karl Lewis  
 2217 N. Main Street  
 Fuquay-varina, NC 27526  
 Phone: 919-552-5697  
 lewiskarl@revelstractor.com

Scarlet,  
 Thanks for the opportunity.  
 Karl Lewis  
 919-625-5736

**Quote ID:** 26251667  
**Created On:** 15 March 2022  
**Last Modified On:** 15 March 2022  
**Expiration Date:** 14 April 2022

Equipment Summary	Selling Price	Qty	Extended
JOHN DEERE 1200A Bunker and Field Rake	\$ 16,206.24 X	1 =	\$ 16,206.24
<b>Contract:</b> NC Grounds Maintenance Equip 515B (PG 2Y CG 22)			
<b>Price Effective Date:</b> February 26, 2021			
<b>Equipment Total</b>			<b>\$ 16,206.24</b>

\* Includes Fees and Non-contract items

Quote Summary	
Equipment Total	\$ 16,206.24
Trade In	
SubTotal	<b>\$ 16,206.24</b>
Est. Service Agreement Tax	\$ 0.00
Total	\$ 16,206.24
Down Payment	(0.00)
Rental Applied	(0.00)
<b>Balance Due</b>	<b>\$ 16,206.24</b>

This page left blank intentionally.

# 18 X 20 Metal Storage Building

See attached Quote. Also an added cost of \$2500.00 to install concrete pad for building.



**STEEL CRAFT**

Steel Craft Structures  
1841 Amity Hill Rd.  
Statesville, NC, 28625  
980-434-5400  
sales@steelcraftmetal.com

Congratulations on designing your building! Our goal is to exceed your expectations of our service and product. If you have immediate questions or concerns, please contact your local sales rep or dealer.

The information below is an estimate only. Final pricing - including pricing adjustments, discounts, delivery, and taxes - will be provided with final quote prior to purchase.

Pricing and options shown are subject to change at any time and may vary based upon current promotions, specials, or annual pricing adjustments. We reserve the right to correct pricing or design errors caused by the design software. Current pricing will be included in the final quote and will require your review and approval prior to order.

We will do all we can to ensure your complete satisfaction. Please contact us for questions, concerns, or custom styles or sizes.

**Customer Details**

Customer Name	Chocowinity Rec Complex
Phone Number	252-944-5864
Email	jstokes@embarqmail.com

**Delivery and Installation Details**

Delivery Contact Person	Chocowinity Rec Complex
Delivery Address	1201 Haw Branch Rd.
Delivery City, State, ZIP	Chocowinity, NC, 27817

**Dealer or Sales Rep**

Dealer Name	East Carolina Outdoor Products, LLC
Dealer Address	3978 Hwy. 264 West
Dealer Email	brien.ecop@gmail.com
Dealer Phone	2523274505
Dealer or Sales Rep Name	Brien Jones

**Order Details**

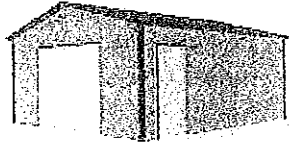
Date: Mon, Mar 7, 2022

**Additional Comments**

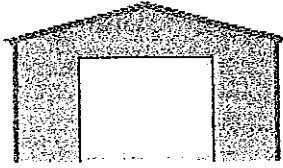
Notes, Comments, Questions: Concrete \$2160  
Contact me: I'm simply exploring building options right now. Please don't contact me yet.

**Building Images**

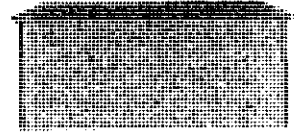
**Building Images**



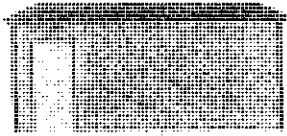
Perspective View



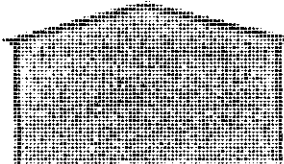
Front



Left Side

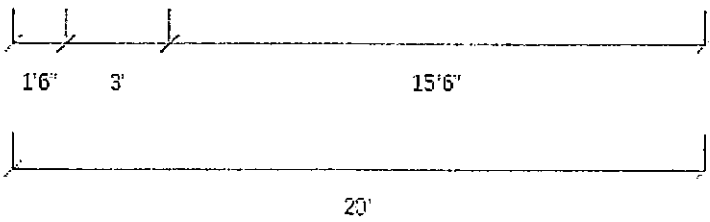
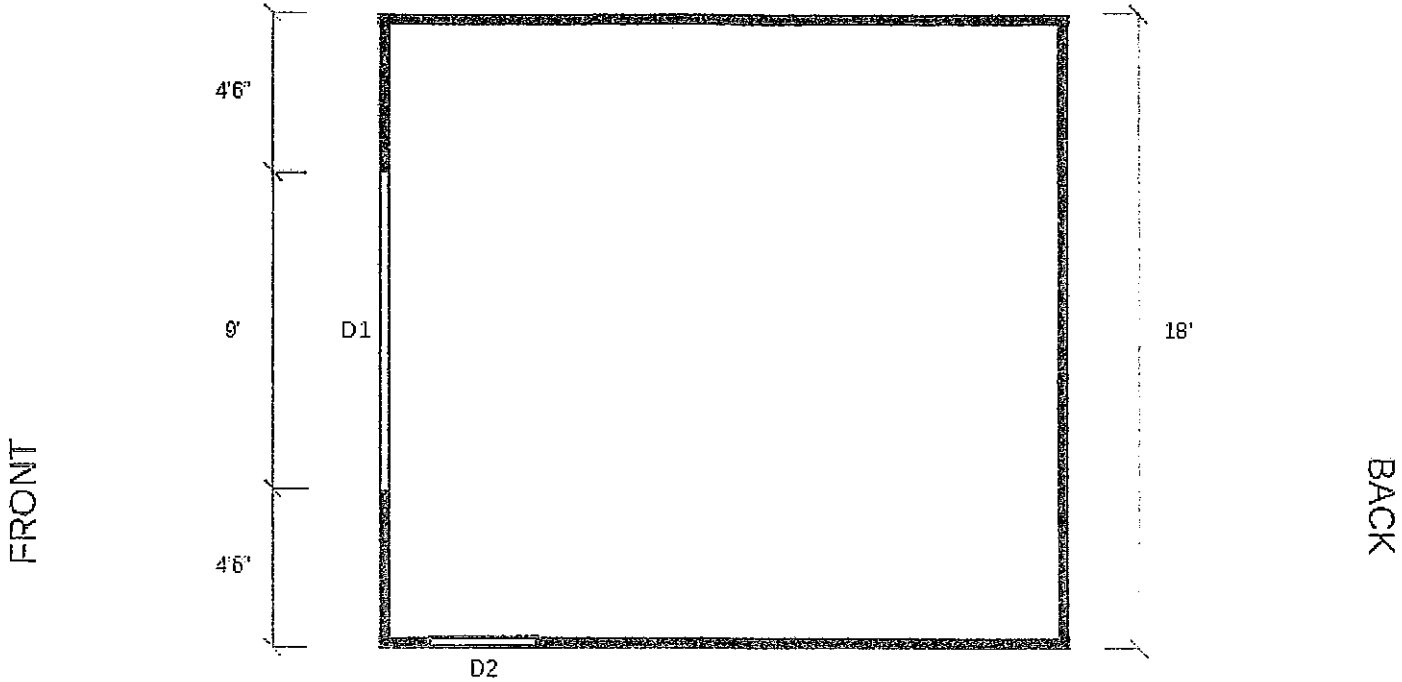


Right Side






Back

LEFT SIDE



RIGHT SIDE

SYMBOL LEGEND	
 D1	9'x7' Garage Door
 D2	Walk-in Door (36x60)
	Closed Wall

<b>Section</b>	<b>Description</b>	<b>Quantity</b>	<b>Amount</b>
<b>Structure Details</b>			
	Style: Standard (12'-24' Wide)	1	-
	Base Price: 18'x21'	1	\$1,675.00
	Roof: Black	1	-
	Trim: Black	1	-
	Gable End Siding: Saddle Tan	1	-
	Side Wall Siding: Saddle Tan	1	-
	Roof Style: Vertical Style	1	-
	Roof Overhang: 6"	1	-
	Trusses: Standard	1	-
	Leg Style: Standard	1	-
	Gauge: 14-Gauge Framing	1	-
	Brace: Standard Brace	1	-
	Engineer Certified: Certified (6 - 11 Tall)	1	\$150.00
	Leg Height: 8'	1	\$145.00
	Left Side: Fully Enclosed	1	\$300.00
	Left Side Siding: Horizontal	1	-
	Right Side: Fully Enclosed	1	\$300.00
	Right Side Siding: Horizontal	1	-
	Front End: Fully Enclosed	1	\$835.00
	Front End Siding: Horizontal	1	-
	Back End: Fully Enclosed	1	\$835.00
	Back End Siding: Horizontal	1	-
<b>Roll Doors &amp; Ramps</b>			
	9'x7' Garage Door	1	\$675.00
<b>Doors &amp; Ramps</b>			
	Walk-In Door (36x80)	1	\$325.00
<b>Frameouts</b>			
	Corner Style: Square (Traditional)	1	-
<b>Additional Options</b>			
	1/4" Double Bubble Insulation: Roof	1	\$600.00
	Material Surcharge		\$1,048.00
	Colored Screws	1	\$125.00
	Subtotal:		\$7,013.00
	Sales Tax (6.75%):		\$473.38
	Total Order Amount:		\$7,486.38

Section	Description	Quantity	Amount
		Deposit Required to Order:	\$894.75
		Final Balance Due at Installation:	\$6,591.63

### Signatures

Customer Signature:

Date:

Delivery Notes:

Dealer or Manufacturer Signature:

Date:

### Terms, Conditions, and Warranties

1. Steel Craft Structures shall have the right to correct any errors made by any party in regard to pricing and/or sales tax.
2. Lot must be level prior to installation, otherwise unit may be installed 'as is' and any and all warranties will be void.
3. Buyer is aware of Steel Craft Structures' various products and warranties, without limitation the following:
  - a. Standard (Non-certified) Units - This unit is built according to the manufacturer's specifications and industry standards, but will not likely be available for a building permit in certain areas. Inquire for warranty information.
    - i. Standard Fourteen (14) Gauge Unit - The fourteen (14) gauge unit references the tubing thickness used on the framing. Those units are constructed with 2 1/2" x 2 1/2" square tubing. Inquire for warranty information.
    - ii. Standard Twelve (12) Gauge Unit - The twelve (12) gauge unit is constructed of more rigid 2 1/4" x 2 1/4" square tubing, which offers a higher tensile strength and thickness of material. Inquire for warranty information.
  - b. Certified Units - These units, available in fourteen (14) or twelve (12) gauge, are typically installed in areas that require building permits. Certified units are built according to engineer specifications and engineer blueprint/drawings.
  - c. Anchors - All units are secured with anchors that pass through the base rail of the frame and into the ground (concrete, asphalt, etc.) The base rail is affixed only to the installation surface with those anchors and the Buyer is aware of and understands and agrees that he/she may experience water leakage under the baserail.
    - i. Standard (Non-Certified) Units - These units are anchored with rebar anchors for ground installation or concrete wedge anchors for concrete installations. The rebar anchors are thirty-two inches (32") long but may be shortened in length when installing on difficult terrain. Mobile home (auger type) anchors are available for non-certified units at a small additional charge.
    - ii. Certified Units - The standard anchor for this unit is the mobile home (auger type) anchor for ground installations. We utilize concrete anchors for concrete installations. There is an additional charge for installing mobile home (auger type) anchors on asphalt.
4. Buyer is responsible for informing the Independent Installation Contractors of any underground cables, gas lines, utility hazards or relevant matters prior to commencement of installation. Buyer agrees to indemnify and hold Steel Craft Structures (the manufacturer) and the Dealer (seller) harmless for any damage done to submerged lines, pipes, cables, or other utility instrumentalities during installation.
5. Buyer shall be solely responsible for, and shall obtain, any and all necessary city, county, or state permits prior to commencement of installation. Buyer agrees to indemnify and hold Steel Craft Structures and the Dealer (seller) harmless for violation of any and all city and county ordinances or codes and/or covenants, set-backs and restrictions.
6. Payment Terms
  - a. Down Payment - Buyer shall pay the Steel Craft Structures Authorized Dealer a 10%-15% deposit based on the retail (before tax) purchase price. The Buyer shall not pay the Steel Craft Structures Authorized Dealer an amount exceeding the above mentioned deposit. In the event that Buyer pays an amount exceeding the above mentioned deposit, Buyer does so at his/her own risk, understanding that he/she is contractually obligated to remit the remaining eighty-five to ninety percent (85%-90%) of the purchase price as set forth below.
  - b. Balance - Buyer shall pay the remaining balance of eighty-five to ninety percent (85%-90%) to the installation crew on the date of installation. Payment may be made by check or money order to the crew. To pay the balance by credit card, call to process your payment at 980-434-5400.

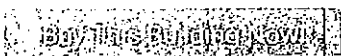
c. **Excessive Down Payments** - If Buyer pays more than the required deposit/down payment, at the time of the sale, Steel Craft Structures must receive those excessive funds from the Steel Craft Structures Authorized Dealer prior to installation.

d. **Refunds** - In the event Buyer cancels the order, Buyer will receive no refund of the down payment. Specifically, there are NO REFUNDS on special orders.

7. If Buyer alters the unit in any manner, including without limitation any interior or exterior modifications, installing electric or plumbing to the unit, **all warranties** shall be immediately void.
8. Buyer will pay an additional "labor charge" of not less than fifty dollars (\$50.00) if installers are required to dig, cut frame to level, transport materials more than fifty feet (50'), install on any wall or deck, or to install over any existing obstruction or structure. Buyer agrees to notify the Steel Craft Structures Authorized Dealer of any of these conditions at the time of the sale.
9. Buyer will pay a service charge of not less than 12% if installers cannot install the unit initially and the unit has to be reshipped due to any, but not limited to the following: Customer error, un-level installation site, concrete pad out of square, etc.
10. Steel Craft Structures and the Steel Craft Structures Authorized Dealer will not be liable to Buyer for punitive, indirect, incidental, special or consequential damages resulting from any defect or deficiencies in accepted items. For more specific terms, please contact us.
11. Steel Craft Structures and the Steel Craft Structures Authorized Dealer are not responsible for changes in delivery dates caused by circumstances beyond our control (weather, equipment breakdown, etc.). It is Steel Craft Structures intent to keep installation time frames to a minimum at all times, however, given that the weather is unpredictable and can vary from day to day, and state to state, thus we do not have an accurate way to predict dedicated leads times regardless of any statement made by any party in regard to lead times.
12. The Agreement shall be interpreted and construed according to, and governed by, the laws of the state of North Carolina. The parties hereto: (i) consent to submit itself to the personal jurisdiction of any state or federal court sitting in the County of Iredell, State of North Carolina, in any action or proceeding arising out of or relating to this Agreement, (ii) agree that all claims in respect of such action or proceeding may be heard and determined in such court, (iii) agree that they shall not attempt to deny or defeat such personal jurisdiction by motion or other request for leave from any such court, and (iv) agree not to bring any action or proceeding arising out of or relating to this Agreement in any other court. Each of the parties waive any defense of inconvenient forum to the maintenance of any action or proceeding so brought and waives any bond, surety, or other security that might be required of the other party with respect thereto.
13. The parties attest that this Agreement is the complete and exclusive statement of the agreement between the parties, and supersedes all prior written or oral communications, representations and agreements relating to the subject matter of this agreement. The terms of this Agreement, save and except the price term in the event of a pricing error/change order, may be modified or amended by a written instrument executed by the parties hereto.
14. It is the customer's responsibility to provide a telescoping lift for the installation of any unit 13 feet tall or taller if the unit includes a side entry, and is required for all units 15 feet tall and taller regardless of door placement.
15. It is the customers responsibility to provide a telescoping lift on the day of installation for any unit 32' wide and wider regardless of the height.
16. Customer will be required to pay half of the retail balance on any unit \$15,000.00 and higher prior to the unit being manufactured.
17. Customer expressly agrees that the unit shall remain property of Steel Craft Structures until payment in full is received. Steel Craft Structures hereby retains a purchase money interest in said building as set forth in Section 9 of the Uniform Commercial Codes enacted in the state where building is installed. Failure to pay will result in repossession of unit. This does not relieve the customer from liability for specific performance of the contract including legal fees and court costs, at the seller's option.
18. Steel Craft Structures strongly recommends any unit longer than 36' be purchased in the Vertical Roof, roof style configuration to avoid possible leaks and or rust at the overlap seam. Any unit that is purchased 37' long or longer will forfeit all warranties other than the workmanship warranty. The workmanship warranty on units that are 37' long or longer will be 30 days from the date of install.
19. Current approximate lead time is \_\_\_\_\_. You accept and understand a week consists of 5 business days. Scheduling may change due to weather from time to time.

Customer Initials: \_\_\_\_\_

Pricing Table (For Internal Use): - Steel Craft Structures



This estimate is provided by Steel Craft Structures. Use of this estimate with any other company violates the terms and conditions of Steel Craft Structures and will be subject to legal action.



**STEEL CRAFT**

Steel Craft Structures  
1841 Amity Hill Rd.  
Statesville, NC, 28625  
980-434-5400  
[sales@steelcraftmetal.com](mailto:sales@steelcraftmetal.com)

# Canopy Cover Replacements

## Canopy Covers Justification

Several years ago, Chocowinity Rec. Department (CRD) received a grant from Vidant Medical Center to install Canopies over the bleachers at CRD. The grant was given to several Recreation Departments to raise awareness and to help prevent skin cancer. Upon receiving the grant, the Canopies were installed and have been a great asset to the CRD.

Over time, several Canopy Covers were destroyed due to weather and natural causes. CRD reached out to Vidant Medial Center to have the Covers replaced. Vidant stated they no longer provided the grant but provided contact information for companies that could replace the covers at our cost.

The CRD made contact with several companies and received quotes to have the Canopy Covers replaced. CRD received the lowest quote from Porter Corporation to replace 6 Canopies Covers. The quote is attached from Porter Corporation.

CRD has had several individuals ask about the canopy covers stating:

“We miss having protection from the sun while watching our kids play”

“We would love to see the canopies installed again”

“Those canopies made the park look good

The CRD is requesting that the Beaufort County Board of Commissioners review the need for the Canopy Covers to have them installed at CRD.


**PORTER** CORP.  
 A POLYMER CORE COMPANY  
**poligon** CEAS+

4240 136<sup>th</sup> Ave      jack@siteconceptsva.com  
 Holland, MI 49424      336-280-0473

Project Name:	Parasol Shade Fabric
Original Order:	Y123
Original Job:	N/A
Case:	N/A

<b>QUOTE</b>	
<b>150145R1</b>	
	4/22/2021
Quote Expires:	5/22/2021

<b>Sold to:</b>	
Name:	Chocowinity Recreation Complex
	101 Williamson Lane Chocowinity, NC 27817
Phone:	252-944-5864
E-mail:	jstokes@embarqmail.com

<b>Ship to:</b>	
Name:	Chocowinity Recreation Complex
Address:	101 Williamson Lane Chocowinity, NC 27817
Phone:	252-944-5864
E-mail:	jstokes@embarqmail.com

Payment Type
TBD

Item	Description	List Price
Parts	Replacement Parts	\$ 11,700.00
Contains	Fabric Top and Cable for Y123 QTY: 6	
		Total \$ 11,700.00
		Freight \$ 800.00

Tax exempt certificate is required when applicable, if not already on file.	Pre-Tax Total	\$ 12,500.00
	Sales Tax	843.75
	Total	13,343.75

<b>QUALIFICATIONS</b>
<ul style="list-style-type: none"> <li>Changes made to engineered drawings will be reviewed and may affect pricing</li> <li>Assumes standard Poli-5000 for frame color and standard Kynar-500 for roof color</li> </ul>
<b>APPROXIMATE LEAD TIMES</b>
<ul style="list-style-type: none"> <li>Lead times vary based on required parts</li> </ul>
<b>TERMS OF PAYMENT</b>
<ul style="list-style-type: none"> <li>Payment in full is required prior to fabrication.</li> <li>All purchase orders and payments must be made out to Site Concepts LLC at address below:</li> </ul>
Site Concepts LLC PO Box 770 Millers Creek, NC 28651
<ul style="list-style-type: none"> <li>Prices are valid for 30 days</li> </ul>
To accept this quotation, sign here and return: _____
<b>Thank you for choosing Poligon!</b>

This page left blank intentionally.

# 10'' Full Length Game Pitching Mound

Attached Quote is from 2021 However, we have reached out to the company and the quote remains the same.

# Anytime Baseball Supply

2215 Lincoln Park Ave.  
Los Angeles, CA 90031  
United States



ANYTIME BASEBALL SUPPLY

## Quote

3/16/2022

---

### Description

Portolite 10" Full Length Game Pitching Mound - 1 Piece  
Free Shipping

Qty	Unit price	Total price
2	3035.25	6070.50

---

Subtotal 6070.50  
Total Amount Due 6070.50

## Request for Service Expansion

**Title of Service Expansion:** Town of Bath Recreation Department

**Name of Department:** Outside Agency

**Purpose and Justification:** Agency is requesting additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational		
Capital Outlay	\$ 2,000	Additional funds requested by agency above current year allocation of \$6,000.  Wiring/Breaker Box upgrades, Swell Drainage issues, new equipment for players and electrical work on scoreboards.
Total Expenditures	\$ 2,000	

<b>Revenue to offset Costs</b>		
<i>Total Cost of Service Expansion</i>	\$ 2,000	

Rec. JB# 4.14.22

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

Agency: Town of Bath Recreation Dept.

Amount Requested \$ 8,000

	FY 2020-21 Actual	FY 2021-22 Budget	FY 2021-22 Estimated Actual Expenses	FY 2022-23 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County			6,000	8,000
Federal				
State				
Cities/Towns				
United Way				
Other Counties excluding Beaufort County				
Other:				
Donations/Fundraisers				
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
TOTAL:				
<b>EXPENSES:</b>				
Salaries and Benefits			0	
Program Services			See Attached!	
Contractual Services				
Commodities & Supplies				
Fundraisers				
Capital				
Other				
TOTAL:				

Organizational Data

President:  
Executive Director:  
Treasurer  
Other Officers:

Completed by: [Signature]  
(Signature)

Date: 4-19-2022

Susan Orecton  
(Name)

Treasurer  
(Title)

Phone: \_\_\_\_\_

**Beaufort County, North Carolina**  
**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2*

Agency: Town of Bath Recreation Dept

1. WHOM DO YOU SERVE?	Fiscal 2020-21 Last Yr Actual	Fiscal 2021-22 This Yr Estimated	Fiscal 2022-23 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) <b>TOTAL:</b>			
1a. Total continuing from previous fiscal year			Roughly 175 participants
1b. Total new for the year			
1c. Total terminated during the year			
<b>2. RESIDENCE OF PARTICIPANTS TOTAL:</b>			
2a. Washington			
2b. Washington Park			
2c. Chocowinity			
2d. Bath			✓
2e. Belhaven			✓
2f. Aurora			
2g. Pantego			✓
2h. Pinetown			✓
2i. Outside Beaufort County or Unknown			
<b>3. AGE GROUP TOTAL:</b>			
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			
<b>4. INCOME OF PARTICIPANTS TOTAL:</b>			
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			
<b>5. SEX TOTAL:</b>			
5a. Male			✓
5b. Female			✓
5c. Not recorded			

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: Town of Bath, Recreation Dept.

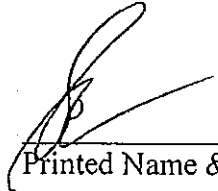
Contact Information: Susan Overton

252-945-6696

Amount Requested: \$ 8,000

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.

In 2021 the Babe Ruth tournaments for AllStars was  
held in Bath. To keep the facility sustainable for such functions  
there are Wiring upgrades/ Breaker and Box, Land Scaping - Swell  
drainage, and purchase new equipment. Need electrical work  
on scoreboards. The tournaments bring revenues to surrounding  
businesses.

Completed By:  Treasurer  
Printed Name & Position

Susan Overton 4-19-2022  
Signature & Date

## Request for Service Expansion

**Title of Service Expansion:** Humane Society of Beaufort County Dr. Chuck Manning Memorial fund

**Name of Department:** Outside Agency

**Purpose and Justification:**  
Agency is requesting additional funding beyond current year level by amount indicated below.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	10,000	To pay veterinary expense for spaying and neutering as well as rabies and distemper vaccination for feral cats.
Capital Outlay		
Total Expenditures	10,000	

<b>Revenue to offset Costs</b>		
<i>Total Cost of Service Expansion</i>	<i>10,000</i>	

Rec. 4.8.22

**Beaufort County, North Carolina**  
**REQUEST FOR COUNTY FUNDING SUPPORT**

*Budget Form 1*

Agency: HUMANE SOCIETY OF BEAUFORT COUNTY Amount Requested \$ 10,000.00  
DR. CHUCK MANNING MEMORIAL FUND

	FY 2020-21 Actual	FY 2021-22 Budget	FY 2021-22 Estimated Actual Expenses	FY 2022-23 Budget Request
<b>REVENUES:</b>				
Requested from Beaufort County	0	0		
Federal	0	0	0	10,000.00
State	0	0	0	0
Cities/Towns	0	0	0	0
United Way	0	0	0	0
Other Counties excluding Beaufort County	0	0	0	0
Other:				
Donations/Fundraisers	0	45,000.00	41,683.00	45,000.00
Fees/Dues	0	0	0	0
Sales	0	0	0	0
Miscellaneous	0	0	0	0
Beginning Balance (Deficit)	20,000.-	20,000.00	20,000.00	9,104.00
<b>TOTAL:</b>	<b>20,000.-</b>	<b>65,000.00</b>	<b>61,683.00</b>	<b>54,104.00</b>
<b>EXPENSES:</b>				
Salaries and Benefits	0	0	0	0
Program Services	0	0	0	0
Contractual Services	0	54,271.15	54,271.15	60,000.00
Commodities & Supplies	0	0	0	0
Fundraisers	0	0	0	0
Capital	0	0	0	0
Other	0	0	0	0
<b>TOTAL:</b>	<b>0</b>	<b>54,271.15</b>	<b>54,271.15</b>	<b>60,000.00</b>

Organizational Data

President: MARLETTA POFFENBERGER, D.V.M.

Executive Director:

Treasurer: BARBARA GRAU

Other Officers: BARBARA ROBITAILLE, J.P.  
MARGARET PETERSEN, J.P.  
FLORENCE S. PIEGOLS, SECRETARY

Completed by: M. J. Petersen  
 (Signature)

Date: APRIL 8, 2022

MARGARET J. PETERSEN  
 (Name)

VICE PRESIDENT  
 (Title)

Phone: 252-915-5125

**Beaufort County, North Carolina**  
**PROGRAM PARTICIPANTS STATISTICS**

*Budget Form 2*

Agency: **HUMANE SOCIETY OF BEAUFORT COUNTY**  
**DR. CHUCK MANNING MEMORIAL FUND**

1. WHOM DO YOU SERVE?	Fiscal 2020-21 Last Yr Actual	Fiscal 2021-22 This Yr Estimated	Fiscal 2022-23 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) <b>TOTAL:</b>			
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year			
<b>2. RESIDENCE OF PARTICIPANTS TOTAL:</b>			
2a. Washington			
2b. Washington Park			
2c. Chocowinity			
2d. Bath			
2e. Belhaven			
2f. Aurora			
2g. Pantego			
2h. Pinetown			
2i. Outside Beaufort County or Unknown			
<b>3. AGE GROUP TOTAL:</b>			
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			
<b>4. INCOME OF PARTICIPANTS TOTAL:</b>			
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			
<b>5. SEX TOTAL:</b>			
5a. Male			
5b. Female			
5c. Not recorded			

THE  
ENTIRE  
COUNTY

**Beaufort County**  
**Request for County Appropriation**  
*Budget Form 3*

Agency: HUMANE SOCIETY OF BEAUFORT COUNTY  
DR. CHUCK HANNING MEMORIAL FOND

Contact Information: MARGARET J. PETERSEN

Amount Requested: \$ 10,000.00

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 MONEY WILL ONLY BE USED TO PAY THE  
VETERINARY EXPENSE FOR SPAYING OR NEUTERING,  
AS WELL AS A RABIES AND DISTEMPER  
VACCINATION.

Completed By: MARGARET J. PETERSEN, VICE PRESIDENT  
Printed Name & Position

Margaret J. Petersen 4/8/22  
Signature & Date


**HUMANE SOCIETY OF BEAUFORT COUNTY**  
**P.O. Box 33**  
**Washington, NC 2788**

April 9, 2022

Many years ago, Dr. Chuck Manning established the Pamlico Animal Hospital. When he passed away, he left \$20,000.00 to the Humane Society of Beaufort County to use for the benefit of animals in the county. In December of 2020, the directors of the Humane Society decided to use the money for a "voucher" program to spay or neuter the unbelievable number of homeless/feral cats in the county.

There are caring people all over this county who provide food for homeless cats but do not have the financial resources to get them spayed or neutered. We decided to offer vouchers for \$20.00 which would spay or neuter a cat and include a rabies and distemper vaccination. This program has been extremely successful to where in just 13 months, we have been able to "fix" 1,215 cats at a cost of \$78,562.10!!!! At the usual rate of producing an average of four kittens at least twice a year, the numbers become astronomical.

Obviously, this program benefits the whole county by putting a big dent into the huge number of homeless/feral cats. The Humane Society of Beaufort County is not funded by any organization. Every penny we have is generated by volunteer fund raising, with our annual Auction/Party held at the Washington Civic Center in October being the major event. To continue the spay/neuter program we desperately need financial support and hope that the county will include us in their Service Expansion program.

  
Margaret J. Petersen  
Vice President

**Internal Revenue Service**

**District Director**

**DATE: August 3, 1995**

**Humane Society of Beaufort County**

**P. O. Box 8  
Washington, NC 27889-0008 080**

**Department of the Treasury**

**Returns Program Management  
Staff - Taxpayer Assistance  
401 West Peachtree St., NW  
C-1130, Stop 520-D  
Atlanta, GA 30365**

**Date of Inquiry:**

**June 12, 1995**

**Person to Contact:**

**Veronica Jackson**

**Telephone Number:**

**(404) 331-3008**

**EIN: 23-7410316**

**Dear Taxpayer:**

This is in response to your request for confirmation of your exemption from Federal income tax.

Our records indicate your organization was granted exemption from Federal income tax under section 501(c)(3) of the Internal Revenue Code by our letter dated Oct., 1974. You were further determined not to be a private foundation within the meaning of section 509(a) of the Code because you are an organization described in section 509(a)(2).

Contributions to you are deductible as provided in section 170 of the Code.

The tax exempt status recognized by our letter referred to above is currently in effect and will remain in effect until terminated, modified or revoked by the Internal Revenue Service. Any change in your purposes, character, or method of operation must be reported to us so we may consider the effect of the change on your exempt status. You must also report any change in your name and address.

Thank you for your cooperation.

Sincerely,

*Veronica Jackson*  
Exempt Organizations Coordinator

TPA440ltr

**SUMMARY OF REQUESTED SERVICE EXPANSIONS**

WATER FUND REVENUE	County Manager Recommends
Amount Available for Service Expansions (Revenues over Expenditures)	\$170,000
Amount Requested from Fund Balance	\$0
<b>Total</b>	<b>\$170,000</b>
<b>Total Available for Service Expansions</b>	<b>\$170,000</b>

**REQUESTS**

Page	Department	Title	Estimated Initial Cost	Estimated Annual Revenue Offset	Estimated Initial Net Cost	Estimated Annual Recurring Cost	Comments
	Water	5% COLA	\$73,110	\$0	\$73,110	\$73,110	Amt. shown here is Water portion only.
	Water	6% COLA	\$87,732	\$0	\$87,732	\$87,732	Amt. shown here is Water portion only.
	Water	7% COLA	\$102,354	\$0	\$102,354	\$102,354	Amt. shown here is Water portion only.
	Water	8% COLA	\$116,976	\$0	\$116,976	\$116,976	Amt. shown here is Water portion only.
	Water	9% COLA	\$131,598	\$0	\$131,598	\$131,598	Amt. shown here is Water portion only.
	Water	Employee Dental Insurance	\$12,116	\$0	\$12,116	\$12,116	Amt. shown here is Water portion only.
	Water	Increased 401 k Contribution for Non-LEO Employees	\$35,715	\$0	\$35,715	\$35,715	Amt. shown here is Water portion only.
				\$0			
			<b>\$120,941</b>	<b>\$0</b>	<b>\$120,941</b>	<b>\$120,941</b>	

Total of all Water Fund Expansion Requests  
(Includes 5% COLA and all other expansion requests)

## Request for Service Expansion

**Title of Service Expansion**    Cost of Living Adjustment (COLA)

**Name of Department:**        **Water Fund**

**Purpose and Justification:** Financial impact for COLA on \$1,200,495 payroll for Water Fund is listed below. CPI from March 2021 to March 2022 increased by 9.1%. Costs associated with COLAs ranging from 5%-9% are shown below for the Water Fund.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$73,110	5% COLA
	\$87,732	6% COLA
	\$102,354	7% COLA
	\$116,976	8% COLA
	\$131,598	9.0% COLA
Operational		
Capital Outlay		
Total Expenditures		

<b>Revenue to offset Costs</b>		
<i>Total Cost of Service Expansion</i>	\$73,110	5% COLA
	\$87,732	6% COLA
	\$102,354	7% COLA
	\$116,976	8% COLA
	\$131,598	9.0% COLA

## Request for Service Expansion

**Title of Service Expansion**    Employee Dental Insurance

**Name of Department:**        County-wide

**Purpose and Justification:**    The 2017 MAPS Pay Study compared Beaufort County's benefits with 9 other county and municipal governments considered to be comparable peers. Beaufort County is the only local government employer in the group that does not pay for some or all the employee portion of dental insurance. This Expansion Request shows the cost for the County to begin providing the employee share only of dental insurance.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$165,081 GF \$12,116 Water \$200 SW	Cost for County to pay for employee only dental (\$38.60 per employee per month)
Operational		
Capital Outlay		
Total Expenditures		

<b>Revenue to offset Costs</b>		
<i>Total Cost of Service Expansion</i>	<b><i>\$177,397</i></b>	Total annual cost to all 3 funds (GF, Water, SW)

# Request for Service Expansion

**Title of Service Expansion**    Increased 401k Contribution for Non-LEO Employees

**Name of Department:**        **County-wide**

**Purpose and Justification:**    The County is required by General Statute to contribute 5% to 401k for Law Enforcement Officers (LEO). Non-LEO county employees currently receive between a 1% and 2% 401k contribution from the County depending on the amount that the employee contributes. Most non-LEO employees receive 2% with only a handful receiving 1%. This expansion request would provide for a County 401k match on a one-to-one basis up to 5% of the employee's salary.

<u>Employee Contribution</u>	<u>County Contribution</u>
0	0
1%	1%
2%	2%
3%	3%
4%	4%
5%	5%

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$448,492 GF \$35,715 Water \$1,159 SW	This amount assumes that all County non-LEO employees will contribute 5% as to receive the full County 5% match, to show the largest possible cost of the expansion to the County.
Operational		
Capital Outlay		
Total Expenditures		

<b>Revenue to offset Costs</b>		
<i>Total Cost of Service Expansion</i>	<b>\$485,366</b>	Total cost to all 3 funds (GF, Water, SW)

**SUMMARY OF REQUESTED SERVICE EXPANSIONS**

SOLID WASTE FUND REVENUE	County Manager Recommends
Amount Available for Service Expansions (Revenues over Expenditures)	\$50,000
Amount Requested from Fund Balance	\$0
Total	\$50,000
Total Available for Service Expansions	\$50,000

**REQUESTS**

Page	Department	Title	Estimated Initial Cost	Estimated Annual Revenue Offset	Estimated Initial Net Cost	Estimated Annual Recurring Cost	Comments
	Solid Waste	5% COLA	\$2,353	\$0	\$2,353	\$2,353	Amt. shown here is Solid Waste portion only.
	Solid Waste	6% COLA	\$2,824	\$0	\$2,824	\$2,824	Amt. shown here is Solid Waste portion only.
	Solid Waste	7% COLA	\$3,294	\$0	\$3,294	\$3,294	Amt. shown here is Solid Waste portion only.
	Solid Waste	8% COLA	\$3,765	\$0	\$3,765	\$3,765	Amt. shown here is Solid Waste portion only.
	Solid Waste	9.0% COLA	\$4,235	\$0	\$4,235	\$4,235	Amt. shown here is Solid Waste portion only.
	Solid Waste	Employee Dental Insurance	\$200	\$0	\$200	\$200	Amt. shown here is Solid Waste portion only.
	Solid Waste	Increased 401k Contribution for Non-Leo Employees	\$1,159	\$0	\$1,159	\$1,159	Amt. shown here is Solid Waste portion only.
	Solid Waste	Enforcement Officer-Part Time	\$25,533	\$0	\$25,533	\$25,533	Payroll-Equipment Cost
	Solid Waste	Implement Limited Recycling Services	\$25,200	\$0	\$25,200	\$25,200	Recycling Service
	Solid Waste	Collection Site Repairs - Phase 2	\$186,003	\$0	\$186,003	\$0	Phase 2 of site repairs
	Solid Waste	Collection Site Repairs - Phase 3	\$129,466	\$0	\$129,466	\$0	Phase 3 of site repairs
	Solid Waste	Master Planning & Selection of Mega Sites	\$275,500	\$0	\$275,500	\$0	Consulting Engineering Fees
	Solid Waste	Master Planning & Selection of Mega Sites-Phase 3	\$202,488	\$0	\$202,488	\$0	Consulting Engineering Fees-Phase 3
			\$847,902	\$0	\$847,902	\$54,445	

Total of all Solid Waste Fund Expansion Requests  
(Includes 5% COLA and all other expansion requests)

## Request for Service Expansion

**Title of Service Expansion**    Cost of Living Adjustment (COLA)

**Name of Department:**            Solid Waste Fund

**Purpose and Justification:** Financial impact for COLA on \$38,638 payroll for Solid Waste Fund is listed below. CPI from March 2021 to March 2022 increased by 9.1%. Costs associated with COLAs ranging from 5%-9% are shown below for Solid Waste.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$2,353	5% COLA
	\$2,824	6% COLA
	\$3,294	7% COLA
	\$3,765	8% COLA
	\$4,235	9.0% COLA
Operational		
Capital Outlay		
Total Expenditures		

<b>Revenue to offset Costs</b>		
<i>Total Cost of Service Expansion</i>	\$2,353	5% COLA
	\$2,824	6% COLA
	\$3,294	7% COLA
	\$3,765	8% COLA
	\$4,235	9.0% COLA

# Request for Service Expansion

**Title of Service Expansion** Employee Dental Insurance

**Name of Department:** County-wide

**Purpose and Justification:** The 2017 MAPS Pay Study compared Beaufort County's benefits with 9 other county and municipal governments considered to be comparable peers. Beaufort County is the only local government employer in the group that does not pay for some or all the employee portion of dental insurance. This Expansion Request shows the cost for the County to begin providing the employee share only of dental insurance.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$165,081 GF \$12,116 Water \$200 SW	Cost for County to pay for employee only dental (\$38.60 per employee per month)
Operational		
Capital Outlay		
Total Expenditures		

<b>Revenue to offset Costs</b>		
<b>Total Cost of Service Expansion</b>	<b>\$177,397</b>	Total annual cost to all 3 funds (GF, Water, SW)

# Request for Service Expansion

**Title of Service Expansion:** Increased 401k Contribution for Non-LEO Employees

**Name of Department:** County-wide

**Purpose and Justification:** The County is required by General Statute to contribute 5% to 401k for Law Enforcement Officers (LEO). Non-LEO county employees currently receive between a 1% and 2% 401k contribution from the County depending on the amount that the employee contributes. Most non-LEO employees receive 2% with only a handful receiving 1%. This expansion request would provide for a County 401k match on a one-to-one basis up to 5% of the employee's salary.

<u>Employee Contribution</u>	<u>County Contribution</u>
0	0
1%	1%
2%	2%
3%	3%
4%	4%
5%	5%

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$448,492 GF \$35,715 Water \$1,159 SW	This amount assumes that all County non-LEO employees will contribute 5% as to receive the full County 5% match, to show the largest possible cost of the expansion to the County.
Operational		
Capital Outlay		
Total Expenditures		

<b>Revenue to offset Costs</b>		
<i>Total Cost of Service Expansion</i>	<b>\$485,366</b>	Total cost to all 3 funds (GF, Water, SW)

## Request for Service Expansion

**Title of Service Expansion:** Solid Waste Enforcement Officer – Part Time

**Name of Department:** Public Works – Solid Waste Division

**Purpose and Justification:** The County frequently receives notice of littering, illegal dumping, and other violations from citizens. With two employees tasked with overseeing solid waste programs for the County, only a small portion of their time is allotted to those tasks. There is limited time available for responding to, investigating, and acting on citizen reports.

A Solid Waste Enforcement Officer would be the front line of defense in combatting illegal dumping and other forms of improper management of solid wastes. The enforcement officer would be responsible for receiving, processing, investigating, and ultimately resolving solid waste complaints submitted by citizens or discovered by their own observation. The officer would enforce the current Solid Waste ordinance and coordinate with other agencies to address areas of need. Finally, the officer would assist in ensuring that clean up is performed by the appropriate responsible parties.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel	\$19,033	\$17/hour for 20 hours/week + FICA & Medicare – per salary worksheet
Operational	\$6,500	Uniforms, fuel, laptop, equipment for truck, maintenance, and repair costs for vehicle transfer from BCWD
Capital Outlay		
Total Expenditures	\$25,533	

<b>Revenue to offset Costs</b>		
<i>Total Cost of Service Expansion</i>	<b>\$25,533</b>	

## Request for Service Expansion

**Title of Service Expansion:** Implement Limited Recycling Services

**Name of Department:** Public Works – Solid Waste Division

**Purpose and Justification:** On July 6, 2020, the Board of Commissioners voted to discontinue comingled recycling services offered by the County due to increased processing fees, partly due to high contamination rates, and decreased services at the processing facility.

Recycling is a waste management best practice and is a service that many Beaufort County residents desire.

This service expansion proposal would reintroduce recycling services in a limited manner. Recycling of materials banned from disposal in landfills (aluminum cans and plastic bottles) would be staged at the Landfill Gate and Buck Jones collection sites. These sites typically experience less traffic which allows more time for the site attendants to properly monitor the operation to reduce contamination.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$25,200	120 tons x \$100/ton + 10% Republic Cost (2) Concrete Pads
Capital Outlay		
Total Expenditures	\$25,200	

<b>Revenue to offset Costs</b>		
<b>Total Cost of Service Expansion</b>	<b>\$25,200</b>	

## Request for Service Expansion

**Title of Service Expansion:** Collection Site Repairs – Phase 2

**Name of Department:** Public Works – Solid Waste

**Purpose and Justification:** Improvements are needed at the ten solid waste collection sites operated throughout the county in order to improve the safety, functionality, and appearance.

Phase 2 of the Collection Site Repair plan is to address site conditions at the five County-owned collection sites (Cherry Run, Chocowinity, Landfill Gate, Ransomville, and River Road).

The quotes below include a 5% increase from the quotes presented during last year's budget process.

Asphalt Paving	\$83,755
ABC Stone	\$51,713
Clean Stone	\$50,535

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational		
Capital Outlay	\$186,003	Collection Site Repairs – Phase 2
Total Expenditures	\$186,003	

<b>Revenue to offset Costs</b>		
<i>Total Cost of Service Expansion</i>	<b>\$186,003</b>	

# Request for Service Expansion

**Title of Service Expansion:** Collection Site Repairs – Phase 3

**Name of Department:** Public Works – Solid Waste

**Purpose and Justification:** Improvements are needed at the ten solid waste collection sites operated throughout the county in order to improve the safety, functionality, and appearance.

Phase 3 of the Collection Site Repair plan is to address site conditions at collection sites leased by the County from Republic Services, the Town of Aurora, and Weyerhaeuser Company. (Aurora, Buck Jones, Five Points, Pantego, and Yeatesville). Specific tasks involved in Phase 3 are:

The quotes below include a 5% increase from the quotes presented during last year's budget process.

ABC Stone	\$80,445
#5 Clean Stone	\$49,021

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational		
Capital Outlay	\$129,466	Collection Site Repairs – Phase 3
Total Expenditures	\$129,466	

<b>Revenue to offset Costs</b>		
<b>Total Cost of Service Expansion</b>	<b>\$129,466</b>	

## Request for Service Expansion

**Title of Service Expansion:** Master Planning of Mega Sites  
Phase 2(Design)

**Name of Department:** Public Works – Solid Waste

**Purpose and Justification:** On March 7, 2022, the Board of Commissioners approved entering into an agreement with Garrett & Moore, Inc. to develop conceptual plans, select sites, and provide property acquisition assistance for the development of two new solid waste “mega-sites”. \$47,720 was allocated to these three tasks as Phase 1(Planning) of the project.

Phase 2(Design) of the project will involve property surveys, geotechnical investigations, development of construction drawings and project manuals, and permitting.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$275,500	Consulting Engineering Fees
Capital Outlay		
Total Expenditures	\$275,500	

<b>Revenue to offset Costs</b>		
<i>Total Cost of Service Expansion</i>	<b>\$275,500</b>	

## Request for Service Expansion

**Title of Service Expansion:** Master Planning of Mega Sites  
Phase 3(Procurement and Construction)

**Name of Department:** Public Works – Solid Waste

**Purpose and Justification:** On March 7, 2022, the Board of Commissioners approved entering into an agreement with Garrett & Moore, Inc. to develop conceptual plans, select sites, and provide property acquisition assistance for the development of two new solid waste “mega-sites”. \$47,720 was allocated to these three tasks as Phase 1(Planning) of the project.

Phase 3(Procurement and Construction) of the project will involve bid and contract administration, submittal review, construction inspection, pay application processing, and final inspection/closeout.

	ESTIMATED COST/ (SAVINGS)	Detail Explanation/ Justification of Cost
Personnel		
Operational	\$202,488	Consulting Engineering Fees
Capital Outlay		
Total Expenditures	\$202,488	

<b>Revenue to offset Costs</b>		
<b>Total Cost of Service Expansion</b>	<b>\$202,488</b>	



End of  
Beaufort County Manager's  
Recommended Budget

