

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA**

June 15, 2020

6:00 PM

I. Call to Order

II. Invocation/Pledge of Allegiance

III. Adjustments/Approval of Agenda

IV. Public Comments

V. Approval of Consent Agenda

1. Administration - Amendment to the Coronavirus Relief Fund (CRF) County Plan
Request that the Board of Commissioners approve an amendment to the Coronavirus Relief Fund (CRF) County Plan allotted in Session Law 2020-4 and initiate a grant to provide COVID-19 assistance to the Municipalities.
2. Administration - Memorandum of Understanding for the Provision of Economic Development Services
Request that the Board of Commissioners approve the Memorandum of Understanding for the Provision of Economic Development Services with Brunswick County Economic Development Foundation, Inc, d/b/a "BID" Brunswick Business & Industry Development subject to the county attorney's review and approval.
3. Administration - Organizational Chart Revision
Request that the Board of Commissioner approve revisions to the organizational chart.
4. Administration - Surplus Property Offers for Upset Bid Process
Request that the Board of Commissioners accept, subject to the upset bid process, offers that have been submitted for surplus parcels that meet the value parameters previously established by the Board.
5. Board Appointment - Substance Use and Addiction Commission
Request that the Board of Commissioners appoint Jonathan A. Oliver to the vacant position representing the Brunswick County Sheriff's Office on the Substance Use and Addiction Commission. This unexpired term will expire on June 30, 2022.
6. Clerk to the Board - Meeting Minutes
Request that the Board of Commissioners approve the draft June 1, 2020 Budget Workshop and Regular Meeting minutes.
7. County Attorney - City of Boiling Spring Lakes DOD
Request that the Board of Commissioners consider accepting the Deed of Dedication for sewer infrastructure in the City of Boiling Spring Lakes, Recreational Area Utilities Extension, Phase 1.
8. Emergency Services-Town of Shallotte Interlocal Agreement (Fire Training Facility)
Request that the Board of County Commissioners approve an interlocal agreement with the Town of Shallotte for use of the Shallotte Fire Training Facility for all county fire departments.
9. Finance - Fiscal Items
Request that the Board of Commissioners approve Budget Amendments, Capital Project Ordinances and Fiscal Items of a routine nature on the consent agenda.

-NC Education Lottery Application

Request that the Board of Commissioners authorize the Chairman to execute the signed North Carolina Education Lottery application. The Brunswick County School's Finance Officer submitted the attached State Lottery Funding Application to request the use of lottery proceeds for payment of debt service in the amount of \$800,000 for FY 2020-2021.

-Timber Sales Budget Amendment

Appropriate \$48,000 of timber sales in the Water and Sewer Funds for the required herbicide and replanting of the IP tracts.

-Garden Club at St. James Grant

Appropriate \$1,000 of grant funds awarded to the 4-H Youth programs for a grant awarded from St. James Garden Club to be used for 4-H Youth Home Gardening and Horticulture program kits during the summer and for school gardens when school resumes.

-Water Revenues Budget Amendment

Appropriate water revenues to contracted services \$70,000, contracted services \$60,000, LCFWSA water purchases \$100,000 for NW Water Treatment Plant, chemicals \$124,000 for 211 water plant and \$106,000 to miscellaneous expense and authorize transfer within the water fund by the fiscal operations director as needed to prevent a statutory exception of expenditures in excess of amounts budgeted at year end.

-General Fund Revenues Budget Amendment

Appropriate \$900,000 FEMA Disaster Assistance Revenues, Register of deeds Revenue \$300,000 with offsetting expenditures of \$146,000, Solid Waste \$300,000 of solid waste revenues to offset contract services of \$300,000, Detention Center revenues reduction of \$85,000, County Administration \$36,000 increase for salary expenditures, Law Enforcement Separation expenditures increase \$65,000, and Emergency Medical Services salary and benefits of \$330,000 and the remaining amount in Non-Departmental miscellaneous expense. Amounts in Non-Departmental is to authorize transfer within the general fund by the Fiscal Operations Director as needed to prevent a statutory exception of expenditures in excess of amounts budgeted at year end.

-Northeast Brunswick Regional Capital and Replacement Budget Amendment

Transfer \$100,095 from Northeast Brunswick Regional Capital and Replacement Reserve to the NEBR Wastewater Plant for reimbursement of eligible capital and replacement expenditures.

-Emergency Telephone Budget Amendment

Appropriate \$84,878 fund balance for transfer to the emergency telephone fund and to authorize the Fiscal Operations Director to adjust the budget for final audit results as of June 30, 2020.

-Excess Collections Schools Budget Amendment and CPO

Appropriate estimated excess collections of Ad Valorem \$1,341,623 and Legislated Sales Tax \$735,925 in excess of budget for transfer to the schools capital reserve and to authorize the Fiscal Operations Director to adjust the budget for final collections as of June 30, 2020.

-Water Revenue Bonds Budget Amendment and CPO

Appropriate proceeds from revenue bonds \$2,173,620 and revenue bond premium of \$15,280,190 for final closing of the revenue bonds issued for the Northwest Plant Expansion and Reverse Osmosis Treatment Project and return \$599,600 of water funds to the reserve undesignated.

-Wastewater Revenues Budget Amendment

Appropriate \$100,000 wastewater revenues to miscellaneous expense and authorize transfer within the wastewater fund by the fiscal operations director as needed to prevent a statutory exception of expenditures in excess of amounts budgeted at year end.

-Worker's Compensation Fund Final Closeout Budget Amendment

Reduce the transfer to the general fund \$32,502, water fund \$4,202 and the wastewater fund \$1,565 for actual amounts transferred in the closing of the workers compensation fund.

-Financial Reports for May 2020 (unaudited)

Included are Summary Information for General and Enterprise Funds, key indicators of Revenues and Expenditures and Cash and Investments. All reports provided at <http://brunswickcountync.gov/finance/reports>

10. Health - 2019 Annual CD Report
Request that the Board of Commissioners review and approve the 2019 Communicable Disease Annual Report.
11. Health Services - 2019 Child Fatality Prevention Team Annual Report
Request that the Board of Commissioners review and approve the 2019 Child Fatality Prevention Team Annual Report.
12. Human Resources - Park Maintenance Reorganization
Request that the Board of Commissioners approve the reorganization of the Park Maintenance division of Operation Services to the Parks & Recreation Department effective 7/1/2020.
13. Operation Services - Emergency Watershed Protection Program
Request that the Board of Commissioners approve submittal of application documents for the USDA-Emergency Watershed Protection Program and the North Carolina Department of Agriculture and Consumer Services - Division of Soil and Water Conservation - Watershed Restoration Program to address watershed impairments due to Hurricane Florence and authorize the County Manager to sign associated documents.
14. Operation Services - Free Cleanup Week
Request that the Board of Commissioners receive updated information regarding Free Cleanup Week.
15. Operation Services - Transfer Station Repairs
Request that the Board of Commissioners approve the contract with Stonehenge Building, Inc. for repairs to the existing transfer station.
16. Planning - Gullah Geechee Cultural Heritage Corridor Multi-Use Greenway/Blueway Trail

Request that the Board of Commissioners adopt a resolution supporting the conceptual plan of the Gullah Geechee Cultural Heritage Corridor Multi-Use Greenway / Blueway Trail within Brunswick County.

17. Sheriff's Office - School Resource Officer Agreement

Request that the Board of Commissioners approve a Sheriff's Office School Resource Officer's Reimbursement Agreement with the Brunswick County Schools.

18. Superior Court Judge's Office - Memorandum of Agreement with NC Administrative Office of the Courts

Request that the Board of Commissioners approve the annual renewal of Memorandum of Agreement between Brunswick County, Judge Jason C. Disborw and the North Carolina Office of the Courts for the Trial Court Coordinator State Employee Position.

19. Tax Administration - June 2020 Discovery Valuation & Levy for May 2020

Request that the Board of Commissioners approve the June 2020 motor vehicle valuation and levy discoveries created in May 2020.

20. Tax Administration - June 2020 Releases

Request that the Board of Commissioners approve the June 2020 releases.

21. Utilities - Mid-Atlantic Rail Industrial Park EDA Grant Reapplication Documents

Request that the Board of Commissioners ratify the approval of a reapplication for an Economic Development Administration (EDA) Grant with a 20% fund match up to a maximum of \$899,030 for the construction of a 16" waterline and 500,000 gallon elevated storage tank to serve the Mid-Atlantic Rail Industrial Park (MAP) located on US HWY. 74, authorize the County Manager to sign grant-related documents and to provide a letter of interest to the Economic Development Administration.

VI. Presentation

1. Presentation - Brunswick Community College (Dr. Gene Smith, President)

Request that the Board of Commissioner receive a resolution of appreciation from the Brunswick Community College Board of Trustees.

2. Presentation - Emergency Services - Coastline Rescue Franchise Hearing

Request that the Board of Commissioners hold a hearing on the franchise application submitted by Coastline Rescue Squad and receive information from Emergency Management and Coastline Rescue.

VII. Public Hearing

1. Administration - Public Hearing to Receive Comments on the FY 2020-2021 Brunswick County Budget, Fees, and Capital Improvement Plan (Randell Woodruff, County Manager)

Request that the Board of Commissioners hold a public hearing on the Manager's FY 2020-2021 Recommended Budget, Proposed Fees and Five Year Capital Improvement Plan.

VIII. Administrative Report

1. Administration - Brunswick County Water and Sewer Utility Assistance Program (Randell Woodruff, County Manager)

Request that the Board of Commissions approve the Brunswick County Low to Moderate Income Water and Sewer Utility Assistance Program for Brunswick County Public Utilities residential retail water and sewer customers.

2. Administration - Fiscal Year 2020-2021 Budget Ordinance, Fees and Capital Improvement Plan (Randell Woodruff, County Manager)
Request that the Board of Commissioners adopt the Fiscal Year 2020-2021 Budget Ordinance, Schedule of Fees and Five-Year Capital Improvement Plan.
3. Planning - Joint Planning and Parks & Recreation Project (Kirstie Dixon, Planning Director, and Aaron Perkins, Parks & Recreation Director)
Request that the Board of Commissioners approve a service agreement with McGill Associates, P.A. for the development a community vision and two new plan documents – the Comprehensive Land Use Plan and the Parks and Recreation Comprehensive Master Plan.
4. Utilities - Town of Navassa Water and Sewer Systems Conveyance Agreement Draft (Donald Dixon, Deputy Director-Wastewater Operations)
Request that the Board of Commissioners resolve to accept the conveyance of the utility system from the Town of Navassa, authorize the Chairman to execute the Water and Sewer Service Agreement with the Town of Navassa and any additional documents necessary for conveyance subject to County Attorney approval and approve the associated budget amendment. The County will assume ownership and operational responsibility of the Navassa Water and Sewer System on July 1, 2020.

IX. Board Appointments

1. Governing Body - Annual Board Appointments
Request that the Board of Commissioners approve the annual board appointments as presented, effective July 1, 2020, to include appointing Mr. Ron Medlin to the Zoning Board of Adjustment District 2 seat, with a term expiration of June 30, 2023, and appointing Ms. Virginia Ward to the Zoning Board of Adjustment Alternate seat, with an unexpired term expiration of June 30, 2021.

X. Other Business/Informal Discussion

XI. Closed Session

1. Closed Session
Request the Board hold a closed session pursuant to G.S. 143-318.11(a)(1), (3), and (6) to approve closed session minutes, to consult with its attorney, and to consider the performance of an individual public officer or employee.

XII. Adjournment



Brunswick County Board of Commissioners

ACTION AGENDA ITEM

June 15, 2020

From:
Julie Miller

Action Item # V. - 1.

Administration - Amendment to the Coronavirus Relief Fund (CRF) County Plan

Issue/Action Requested:

Request that the Board of Commissioners approve an amendment to the Coronavirus Relief Fund (CRF) County Plan allotted in Session Law 2020-4 and initiate a grant to provide COVID-19 assistance to the Municipalities.

Background/Purpose of Request:

The Guidance on Coronavirus Relief Funds states: "that funding can be used to meet payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency". Additionally, "the Fund is designed to provide ready funding to address unforeseen financial needs and risks created by the COVID-19 public health emergency. For this reason, and as a matter of administrative convenience in light of the emergency nature of this program, a State, territorial, local, or Tribal government may presume that payroll costs for public health and public safety employees are payments for services substantially dedicated to mitigating or responding to the COVID-19 public health emergency, unless the chief executive (or equivalent) of the relevant government determines that specific circumstances indicate otherwise."

The Amended County Plan uses the funds to offsets payroll expenditures related Public Health, Emergency Services and Emergency Medical
\$2,573,728.

Additionally, the County will initiate a grant to provide COVID-19 assistance to Municipalities in the amount of \$846,100 distributed on a per Capita basis.

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Budget Amendment Appropriates Fund Balance of \$846,100 for the Municipality COVID-19 Grant in the Community Health Promotions budget

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend the Board of Commissioners approve an amendment to the Coronavirus Relief Fund (CRF) County Plan allotted in Session Law 2020-4 and initiate a grant to provide COVID-19 assistance to the Municipalities.

ATTACHMENTS:

Description

□ BrunswickCounty CRF Plan Amended.pdf

- ▣ Municipality COVID-19 Grant.pdf
- ▣ 20200615 Budget Amendment COVID-19 Assistance Health.pdf
- ▣ 20200615 Budget Amendment COVID-19 Assistance.pdf



North Carolina Pandemic Recovery Office

Coronavirus Relief Fund (CRF)

County Plan

Instructions

1. This document is to be used by counties to document the planned use of the CRF monies allotted in Session Law 2020-4.
2. Please add the name of your county in front of the existing name as follows: "NashCounty CRF plan"
3. Submit your plan to NCPRO@osbm.nc.gov on or before June 1, 2020.
4. Under Categories. Please aggregate the amount of all expenses for that specific category. Example amounts should be removed and you can enter the county amounts. The total must agree with your allotment.

The County is responsible for maintaining adequate documentation to support expenditures. If estimates are being used the methodology must be documented and defensible. The County is responsible for following the Federal *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* promulgated by the United States Office of Management and Budget unless the US Treasury publishes guidance stating otherwise.

County Information

Name of County: Brunswick
Person Submitting: Julie A. Miller
Title: Director of Fiscal Operations
Email: julie.miller@brunswickcountync.gov
Phone Number: 910-253-2067

Planned Expenditures	
Categories	Amount
1. Medical expenses such as: <ul style="list-style-type: none"> • COVID-19-related expenses of public hospitals, clinics, and similar facilities. • Expenses of establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity, including related construction costs. • Costs of providing COVID-19 testing, including serological testing. • Emergency medical response expenses, including emergency medical transportation, related to COVID-19. • Expenses for establishing and operating public telemedicine capabilities for COVID-19 related treatment. 	\$ -
2. Public health expenses such as: <ul style="list-style-type: none"> • Expenses for communication and enforcement by State, territorial, local, and Tribal governments of public health orders related to COVID-19. • Expenses for acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protection services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers in connection with the COVID-19 public health emergency. • Expenses for disinfection of public areas and other facilities, e.g., nursing homes, in response to the COVID-19 public health emergency. • Expenses for technical assistance to local authorities or other entities on mitigation of COVID-19-related threats to public health and safety. • Expenses for public safety measures undertaken in response to COVID-19. • Expenses for quarantining individuals. 	\$ -
3. Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.	\$ 2,573,728.00
4. Expenses of actions to facilitate compliance with COVID-19-related public health measures, such as: <ul style="list-style-type: none"> • Expenses for food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions. • Expenses to facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions. • Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions. • Expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions. • COVID-19-related expenses of maintaining state prisons and county jails, including as relates to sanitation and improvement of social distancing measures, to enable compliance with COVID-19 public health precautions. • Expenses for care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions. 	\$ -

5. Expenses associated with the provision of economic support in connection with the COVID-19 public health emergency, such as: <ul style="list-style-type: none"> • Expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures. • Expenditures related to a State, territorial, local, or Tribal government payroll support program. • Unemployment insurance costs related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise. 	\$ -
6. Any other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility criteria.	\$ -
7. Grants to municipalities and nonprofits. List each planned subaward. (add more rows if necessary)	
Grand Total	\$ 2,573,728.00

Signature _____

Title County Manager _____

Date June 15, 2020 _____

COVID-19 Municipality Grant

\$846,110

County and Towns	Population **	% Share of Distribution	Per Capita
BALD HEAD ISLAND	182	0.27105%	2,293
BELVILLE	2,274	3.38660%	28,654
BOILING SPRING LAKES	6,928	10.31766%	87,299
BOLIVIA	163	0.24275%	2,054
CALABASH	2,031	3.02471%	25,592
CAROLINA SHORES	3,826	5.69795%	48,211
CASWELL BEACH	462	0.68804%	5,822
HOLDEN BEACH	651	0.96951%	8,203
LELAND	20,297	30.22771%	255,760
NAVASSA	2,001	2.98003%	25,214
NORTHWEST	857	1.27630%	10,799
OAK ISLAND	7,836	11.66992%	98,740
OCEAN ISLE BEACH	661	0.98441%	8,329
ST JAMES	5,353	7.97206%	67,452
SANDY CREEK	304	0.45274%	3,831
SHALLOTTE	4,827	7.18871%	60,824
SOUTHPORT	3,515	5.23478%	44,292
SUNSET BEACH	4,323	6.43811%	54,474
VARNAMTOWN	656	0.97696%	8,266
TOTAL	67,147	100.00000%	\$ 846,110

Request Info	
Type	Budget Amendment
Description	COVID-19 Assistance
Justification	Board Meeting 06/15/2020-Appropriate \$846,100 of fund balance for County initiated grant to provide COVID-19 assistance to municipalities to be distributed on per Capita basis.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
139800	398110	Interfund Transfer Health	Trans Frm General Fund	846100	Increase	Credit
135156	465123	Community Health Promotion	COVID-19 Municipality Assist	846100	Increase	Debit

Total	
Grand Total:	1692200

Request Info	
Type	Budget Amendment
Description	COVID-19 Assistance
Justification	Board Meeting 06/15/2020-Appropriate \$846,100 of fund balance for County initiated grant to provide COVID-19 assistance to municipalities to be distributed on per Capita basis.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
100000	399100	General Revenues	Fund Balance Appropriated	846100	Increase	Credit
109800	498013	Interfund Trans General Fund	Trans To Health	846100	Increase	Debit

Total	
Grand Total:	1692200



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
June 15, 2020

From:
Randell Woodruff

Action Item # V. - 2.

Administration - Memorandum of Understanding for the Provision of Economic Development Services

Issue/Action Requested:

Request that the Board of Commissioners approve the Memorandum of Understanding for the Provision of Economic Development Services with Brunswick County Economic Development Foundation, Inc, d/b/a "BID" Brunswick Business & Industry Development subject to the county attorney's review and approval.

Background/Purpose of Request:

Chapter 158 of the NC General Statutes authorizes counties to make appropriations for economic development purposes and NCGS 153A-449 authorizes counties to contract with an appropriate money to a corporation to carry out any public purpose that a county is authorized by law to perform.

The current three year Memorandum of Understanding with Brunswick Business & Industry Development expires June 30, 2020. The proposed service agreement is for three years ending June 30, 2023. Funding amounts are determined through the annual budget process and the recommended amount for fiscal year 2021 is \$425,000 which is consistent with the previous year's budget.

Fiscal Impact:

Pre-Audit Certification Required, Reviewed By Director of Fiscal Operations
Funding available upon the approval of the FY 2021 budget.

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend the Board of Commissioners approve the Memorandum of Understanding for the Provision of Economic Development Services with Brunswick County Economic Development Foundation, Inc, d/b/a "BID" Brunswick Business & Industry Development subject to the county attorney's review and approval.

ATTACHMENTS:

Description

- Brunswick County Economic Development Foundation Inc. MOU 2020

STATE OF NORTH CAROLINA

COUNTY OF BRUNSWICK

MEMORANDUM OF UNDERSTANDING
FOR THE PROVISION OF ECONOMIC
DEVELOPMENT SERVICES

This MEMORANDUM OF UNDERSTANDING is a contract made and entered into this 15th day of June, 2020 by and between the COUNTY OF BRUNSWICK, NORTH CAROLINA, a body politic and corporate, hereinafter referred to as COUNTY, and BRUNSWICK COUNTY ECONOMIC DEVELOPMENT FOUNDATION, INC., d/b/a BRUNSWICK BUSINESS & INDUSTRY DEVELOPMENT, a non-profit corporation organized and existing under the laws of the State of North Carolina, hereinafter referred to as BID.

W I T N E S S E T H:

WHEREAS, Chapter 158 of the General Statutes of North Carolina authorizes counties to make appropriations for economic development purposes; and

WHEREAS, North Carolina General Statute 153A-449 authorizes counties to contract with and appropriate money to a corporation to carry out any public purpose that a county is authorized by law to perform; and

WHEREAS, the Board of Commissioners of Brunswick County believes that, in order to encourage the growth of good jobs for its citizens and to increase the tax base which helps fund improved services that the COUNTY and its municipalities provide to their citizens, the COUNTY should engage in economic development activities that attract new industry and business, and assist in retaining and expanding existing industry; and

WHEREAS, BID, with the consent and approval of the Brunswick County Board of Commissioners, has been organized and established solely to engage in economic development activities that enable the creation, retention, and expansion of jobs in Brunswick County to facilitate economic growth in the COUNTY; and

WHEREAS, the COUNTY has served as a primary funding source for economic development activities in the COUNTY'S jurisdictional area; and

WHEREAS, BID will conduct private sector fundraising and membership contribution opportunities to enhance the funds available for economic development activities; and

WHEREAS, BID promises that it will conduct its duties and affairs in a fair, ethical, and professional manner to the benefit of Brunswick County without bias or favoritism toward any person or group of persons, municipality, community or section of the COUNTY; and

WHEREAS, both parties desire a written memorandum of their agreement;

NOW, THEREFORE, in consideration of the mutual covenants, agreements and undertakings hereinafter stated, the parties hereto agree as follows:

1. Services to be provided to COUNTY by BID: BID, under the direction of its Board of Directors, shall carry out and perform services for and on behalf of the COUNTY, including but not limited to the following:

(a) Maintain an office in Brunswick County for the conduct of BID'S business and for the proper representation of the COUNTY.

(b) Provide representation services for the COUNTY in matters relating to economic development and industrial real estate development within guidelines as may be set from time to time by the COUNTY.

(c) Make recommendations to the Brunswick County Board of Commissioners and other organizations or boards concerning infrastructure planning and development, land use planning as it applies to business and industrial concerns, and other areas directly or indirectly impacting the COUNTY'S growth and development.

(d) Formulate projects intended to carry out economic development programs by attracting new industries, encouraging the expansion of existing industries, encouraging agricultural development, encouraging the formation of new business and industrial ventures by local as well as foreign capital, and all other activities of a similar nature.

(e) Provide real estate listing services for qualified industrial, service and commercial sites and buildings available in Brunswick County.

(f) Develop and obtain certification for industrial sites.

(g) Provide consulting and development management services to Brunswick County in activities such as creating full-service industrial parks, business parks, sites, existing buildings and new speculative buildings to meet market standards.

(h) Maintain strict confidentiality about any economic development project until the client company authorizes release of information.

(i) Act as the lead negotiating agent for Brunswick County within the guidelines as may be set by the COUNTY from time to time for any incentives that may be requested by a client company or its representative.

(j) Make recommendations to the COUNTY Board of Commissioners and any involved municipal elected boards regarding incentive requests, providing necessary information to the local governments for advertising and conducting public hearings in accordance with General Statute 158.

(k) Apply and administer various state and federal incentive, grant or loan programs which may assist in its economic development activities.

(l) Monitor compliance of the terms of all Federal, State or Local incentive contracts, or contract for such monitoring services, and report compliance or non-compliance to the appropriate governing bodies and the client company, including recommendations to those bodies for necessary remedial action.

(m) Encourage the enrichment of curricula in order to achieve appropriate occupational and technical training within the school systems serving the area; assist in the procurement of training programs for industry, business and other related entities.

(n) Maintain ongoing contact and relationships on behalf of Brunswick County with local, regional and state level economic development organizations including, but not limited, NC Department of Commerce, Economic Development Partnership of North Carolina, NC Southeast Partnership, Southeast Economic Development Commission, local Chambers of Commerce, Brunswick Community College, municipal and other local economic development entities, the Brunswick Board of Realtors, etc.

(o) Respond to Requests for Information and other inquiries from prospective new companies in an accurate and timely manner.

(p) Maintain ongoing contact with existing industries to assist with their expansion and other operational needs.

2. Funding Requests, Plan of Action and Personnel Matters: The COUNTY and BID agree to the following funding provisions, planning for economic development activities and personnel matters:

(a) BID will submit to the COUNTY on or before March 15 of each year a funding request for the County's portion of BID'S operating expenses for the next fiscal year beginning July 1. Annually budgeted funds from the COUNTY will be in the discretion of the COUNTY'S Board of Commissioners as part of its annual budgetary process. Such funds as are appropriated by the COUNTY in the approved budget will be paid by Brunswick County directly to BID in quarterly installments, each equaling one quarter (1/4th) of said annual budget, such payments to be remitted on or before the tenth (10th) day of each fiscal year quarter for the duration of this contract. As part of its funding request, BID shall submit to the COUNTY a program of work for the fiscal year, which shall establish, upon acceptance by the COUNTY, performance expectations and a methodology for monitoring the achievement of measurable results. A summary report of said measurable results in a format acceptable to the COUNTY shall be submitted thirty calendar days prior to each quarterly payment as listed in this Section 2. (a.).

(b) BID will keep accurate, thorough and detailed accounts of the receipt and expenditure of funds appropriated by the COUNTY for economic development activities in a format acceptable by BID and the COUNTY. BID will cooperate fully with the COUNTY'S Finance Director and Auditors in their examination of such accounts and will furnish written reports to the COUNTY on activities and financial matters as directed or requested by the COUNTY. BID shall furnish to the COUNTY a copy of its annual certified audit after it has been approved by BID Board of Directors.

(c) BID shall timely file and pay its state and federal payroll taxes and its tax returns and shall provide County copies of its board meeting minutes, approved budget, annual audit report, annual tax return, and any other documents reasonably related to the expenditure of the County funds appropriated to BID.

(d) BID shall procure and maintain in full force and effect at all times, and at its sole expense liability insurance offering protection against claims arising from the rendering or failure in rendering services on behalf of Brunswick County. The policy shall provide limits of liability in an amount not less than \$1,000,000 per person or \$3,000,000 for all claims occurring during the policy year. BID shall maintain property insurance on its holdings and provide COUNTY with Certificates of Insurance as proof of its property and liability coverages. The insurance policies shall be endorsed, specifically or generally, to include COUNTY as an additional insured and as a certificate holder. The Certificates of Insurance will provide for thirty (30) days' advance notice in the event of termination or cancellation of coverage. BID shall have no right of recovery or subrogation against COUNTY (including its officers, agents and employees), it being the intention of the parties that the insurance policies so affected shall protect both parties and be primary coverage for any and all losses covered by the aforementioned insurance.

(e) BID understands that this is a contract for consultation and services only and that the COUNTY acting through its Board of Commissioners, officials and designated agents shall retain all its lawful authority and responsibility without limitation, including approval of any funding through its budgetary process and necessary compliance with North Carolina General Statute 158-7.1 relating to requirements for the approval of economic development expenditures.

(f) BID shall maintain open lines of communication with the COUNTY to facilitate the accomplishment of economic development goals and to respond to needs and questions as they arise.

(g) The COUNTY agrees that BID'S Board of Directors has sole responsibility to select and hire an individual to serve as Executive Director of BID. BID will hire such other full and part-time personnel necessary to perform the services set forth in this contract. The Executive

Director and any other such personnel hired by BID shall not be considered to be employees of the COUNTY and shall not be subject to COUNTY personnel policies, insurance benefit or retirement programs.

3. Term and Termination of Agreement. This MOU and the obligations created herein take effect and become binding immediately upon the execution and delivery of this MOU by both parties. This MOU expires upon the earlier of the following:

- (a) June 30, 2023, if not extended by mutual written agreement prior to that date;
- (b) The consent of both parties to terminate the MOU and the joint undertakings contemplated herein;
- (c) The failure of either party to fulfill a material obligation hereunder. If a Party is in material breach of its obligations hereunder and the other Party provides written notice to the breaching Party specifying the nature of such breach, the breaching Party shall either cure such breach or produce a plan for such cure reasonably acceptable to the other Party within sixty (60) calendar days after such written notice. If the breaching Party does not provide a plan for cure, or comply with a plan reasonably acceptable to the non-breaching Party, the non-breaching Party shall have the right to terminate this Agreement by giving written notice of termination to the breaching Party. By way of example, a material breach would include, but not be limited to, the following:

- 1) The failure of the County to make an annual appropriation in any year of a sufficient amount to effectively carry on operations of the economic development program at the scope and extent of the program efforts of the previous year;

- 2) A change in the membership and voting structure of BID made without consent of the County Board of Commissioners. A copy of the Bylaws of BID against which to measure such change are attached hereto as Appendix 1.

- 3) Misuse of funds by BID.

Upon termination, BID shall return to the COUNTY any unearned appropriation made by the COUNTY under this CONTRACT which repayment shall be made within thirty (30) days of

termination. If County has deeded land to BID for economic development purposes, then such land shall revert to the COUNTY if still owned by BID.

4. Independent Contractor and Hold Harmless Agreement. BID is an independent contractor that is not part of, or subject to control by, COUNTY government, and is therefore not subject to open meetings and public records laws in the same manner as the COUNTY. BID shall operate as an independent contractor, and the COUNTY shall not be held responsible for any negligent or intentionally wrongful actions of BID. To the extent permitted by law, BID will indemnify, protect and save the COUNTY and its respective officers and employees harmless from all liability, obligations, losses, claims, damages, actions, suits, proceedings, costs and expenses, including reasonable attorneys' fees, arising out of, connected with, or resulting directly or indirectly from the negligent or intentionally wrongful actions of BID (or its officers, employees or other agents) related to this MOU or to the transactions contemplated by or relating to this MOU. The indemnification arising under this provision will survive the MOU's termination.

5. Representations, Covenants and Warranties. The parties represent, covenant and warrant for the benefit of the other, as follows:

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

(b) Neither the execution and delivery of this MOU, nor the consummation of the transactions contemplated hereby, nor the fulfillment of or compliance with the terms and conditions of this MOU, to the best of such party's knowledge, constitutes a violation of any provision of law governing such party.

(c) To the knowledge of each party, there is no litigation or other court or administrative proceeding pending or threatened against such party (or against any other person) affecting such party's rights to execute or deliver this MOU or to comply with its obligations under this MOU. Neither such party's execution and delivery of this MOU, nor its compliance with its

obligations under this MOU, requires the approval of any regulatory body or any other entity the approval of which has not been obtained.

(d) All of such party's representations, covenants and warranties in this MOU are true, correct and complete in all material respects, and not false or misleading in any material respect.

(e) This MOU has been validly authorized, executed and delivered by the party, and is a valid, legal and binding obligation of such party.

6. Informalities. Informalities observed in the administration or performance of this MOU and the failure of any party to insist upon strict compliance with the provisions of this MOU on one occasion shall not be deemed to be the waiver of any provision hereof or of the right of either party to this MOU to insist upon the strict performance of this MOU at any later time.

7. Law Controlling. The laws of the State of North Carolina shall control and govern this Agreement. Any and all suits or actions to enforce, interpret, or seek damages with respect to any provision of, or the performance or non-performance of, this Agreement shall be brought in the General Court of Justice sitting in Brunswick County, North Carolina. Binding arbitration may not be initiated by either party, however, the parties may agree to nonbinding mediation of any dispute prior to initiation of suit.

8. Non-Assignment. This Agreement is not assignable by any party, by operation of law or otherwise.

9. Modification. This Agreement may be modified or amended only by a written agreement executed by all parties hereto.

10. Notices.

(a) Any communication required or permitted by this MOU must be in writing except as expressly provided otherwise in this MOU.

(b) Any communication shall be sufficiently given and deemed given when delivered by hand or on the date shown on a delivery receipt from either the United States Postal Service or a nationally- recognized express delivery service, if addressed as follows:

If to the County to:

Randell Woodruff, County Manager,
P.O. Box 249
Bolivia, North Carolina 28422

If to BID:

Bill Early, Executive Director
Brunswick Business & Industry Development
1175 Turlington Ave, Suite 202
Leland, NC 28451

(c) Any addressee may designate additional or different addresses for communications by notice given under this Section to the other parties.

11. Third-Party Beneficiaries. There are no entities which are, or which are intended as, third-party beneficiaries of this MOU.

12. Divestment from Companies that Boycott Israel. BID hereby certifies that it has not been designated by the North Carolina State Treasurer as a company engaged in the boycott of Israel pursuant to N.C.G.S. § 147-86.81.

13. Debarment. BID hereby certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this agreement by any governmental department or agency. BID must notify COUNTY within thirty (30) days if debarred by any governmental entity during this agreement.

14. Non-discrimination in Employment. BID shall not discriminate against any employee or applicant for employment because of race, ethnicity, gender, gender identity, sexual orientation, age, religion, national origin, disability, color, ancestry, citizenship, genetic information, political affiliation or military/veteran status, or any other status protected by federal, state or local law or other unlawful form of discrimination. BID shall take affirmative action to ensure that applicants are employed and that employees are treated fairly during employment. In the event BID is determined by the final order of an appropriate agency or court of competent jurisdiction to be in violation of any non-discrimination provision of federal, state or local law or this provision, this agreement may be cancelled, terminated or suspended in whole or in part by COUNTY, and BID may be declared ineligible for further agreements with COUNTY.

15. E-Verify. Pursuant to N.C.G.S. § 143-133.3, BID understands that, unless it is exempt by law, it is a requirement of this agreement that BID and its subcontractors must comply with the provisions of Article 2 of Chapter 64 of the North Carolina General Statutes. In doing so, BID agrees that it shall verify the work authorization of its employees utilizing the federal E-Verify program and standards as promulgated and operated by the United States Department of Homeland Security, and it shall require its subcontractors to do the same. Upon request, BID agrees to provide COUNTY with an affidavit of compliance or exemption.

16. Governmental Immunity. COUNTY, to the extent applicable, does not waive its governmental immunity by entering into this agreement and fully retains all immunities and defenses provided by law with regard to any action based on this agreement.

17. Entire Agreement. This MOU constitutes the entire agreement between the parties with respect to the general subject matter covered hereby.

18. Signatures. This agreement, together with any amendments or modifications, may be executed in one or more counterparts, each of which shall be deemed an original and all of which shall be considered one and the same agreement. This agreement may also be executed electronically. By signing electronically, the parties indicate their intent to comply with the Electronic Commerce in Government Act (N.C.G.S § 66-358.1 et seq.) and the Uniform Electronic Transactions Act (N.C.G.S § 66-311 et seq.). Delivery of an executed counterpart of this agreement by either electronic means or by facsimile shall be as effective as a manually executed counterpart.

IN WITNESS WHEREOF, the COUNTY and BID have executed this CONTRACT as of the day and year first above written.

BRUNSWICK COUNTY
BOARD OF COMMISSIONERS

By: _____
Frank L. Williams, Chairman

ATTEST:

Andrea White
Clerk to the Board

BRUNSWICK COUNTY ECONOMIC
DEVELOPMENT FOUNDATION, INC.

DocuSigned by:
By: Jason McLeod
Jason McLeod, Chairman

ATTEST:

DocuSigned by:
Dennis Ewald
Dennis Ewald, Secretary

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

COUNTY OF BRUNSWICK, NORTH CAROLINA

DocuSigned by:
By: Julie A. Miller 6/14/2020
Julie Miller, Finance Director Date

Approved as to form and legal sufficiency.

DocuSigned by:
By: Robert V. Shaver, Jr.
Robert V. Shaver, Jr.
County Attorney

APPENDIX 1

A M E N D E D A N D R E S T A T E D
B Y L A W S

OF

BRUNSWICK COUNTY ECONOMIC
DEVELOPMENT FOUNDATION, INC.

d/b/a BRUNSWICK BUSINESS & INDUSTRY
DEVELOPMENT

(A North Carolina Nonprofit Corporation)

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A M E N D E D A N D R E S T A T E D B Y L A W S

OF

BRUNSWICK COUNTY ECONOMIC DEVELOPMENT FOUNDATION, INC.

d/b/a BRUNSWICK BUSINESS & INDUSTRY DEVELOPMENT

SECTION 1.

MISSION AND CORPORATE

SECTION 1.1 Mission. The Brunswick County Economic Development Foundation, Inc. ("Foundation") shall fulfill the following mission:

To promote economic development and create an effective climate for business development that will benefit the citizens in Brunswick County, North Carolina, by creating, retaining, and expanding jobs that facilitate economic growth, enhanced wealth, and provide coordinated and planned capital investment.

To do any other lawful activities which promote and support charitable and educational purposes that promote community economic health and vitality whenever such activities qualify under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code"), and Section 105-125 and Section 105-130.11(a)(3) of the North Carolina General Statutes.

Furthermore, the purposes of the Foundation shall be limited so that it will be an exempt Foundation pursuant to Section 501(c)(3) of the Internal Revenue Code and Section 105-130.11 of the North Carolina General Statutes, or the corresponding provision of any further revenue law.

SECTION 1.2 Principal Office. The principal office of the Foundation shall be at the

same location as the registered office or such other place as may be designated by the Board of Directors.

SECTION 1.3 Registered Office. The registered office of the Foundation required by the North Carolina Nonprofit Corporation Act to be maintained in the State of North Carolina may be, but need not be, identical with the principal office. The address of the registered office may be changed from time to time by the Board of Directors. The Foundation may have offices at such other places as the Board of Directors may from time to time determine.

SECTION 2.

INVESTORS

SECTION 2.1 Investors. Individuals, businesses, Foundations, organizations, cities, or other private or public entities with an interest in Brunswick County economic development are encouraged to become members ("Investors") of the Foundation through an investment in the Foundation's mission upon the payment of such amount of dues as shall be required by the Board of Directors. Different categories of Investors may be designated. The designation of various categories of Investors and applicable payments required among such categories of Investors shall be determined from time to time by the Board of Directors. Investor memberships are not transferable. Investors shall not have any ownership rights in the Foundation or in any property owned by the Foundation. The Investors of the Foundation shall not be liable or responsible for any action of the Board of Directors or the debts or obligations of the Foundation.

SECTION 2.2 Benefits. Investors may serve as At-Large Directors if elected pursuant to Section 3.4. The Foundation may issue certificates, placards, or other indicia of investment that the Board of Directors may determine to be appropriate, and Investors shall be entitled to such additional benefits as may from time to time be determined by the Board of Directors.

SECTION 2.3 Meetings:

a. There are no regular meetings of the Investors. The Investors shall meet upon call of the Board of Directors.

c. Notice of Meetings: Notice of meetings of Investors shall be given by the Chair or his designate by stating the time, place, and date of the meeting in a notice posted on the websites maintained by Brunswick County and the Foundation. In addition, the Foundation may provide notice to Investors via electronic mail if such form of notice is reasonably practicable and a Investor has provided an electronic mail address to the Foundation.

d. Voting Rights. Investors in the Foundation shall not have any voting rights. Investors may not vote on any policy, administrative or operational matter related to the Foundation. Such voting rights are reserved for the Board of Directors only.

SECTION 3. BOARD OF DIRECTORS

SECTION 3.1 General Powers. The Foundation shall be governed entirely by the Board of Directors. The activities and affairs of the Foundation shall be directed by the Board of Directors or by such committees as the Board may establish pursuant to these Bylaws.

SECTION 3.2 Number. The number of directors constituting the Board of Directors of the Foundation shall be seven (7) Appointed Directors, as defined in Section 3.3, eight (8) At-Large Directors, as defined in Section 3.4, and one non-voting ex officio director, who shall be the County Manager of Brunswick County, for a total of sixteen (16) directors. Other than their respective selection processes and terms or non-voting ex officio status, Appointed Directors and At-Large Directors shall be equal in all respects for purposes of these Bylaws.

SECTION 3.3 County Commissioners and Appointed Directors. The Brunswick County Board of Commissioners shall appoint five (5) directors (the "Appointed Directors"); provided, however, such persons shall not be elected officials or public officials (including employees) of a governmental agency. The Appointed Directors need not be residents of Brunswick County, but if not, shall have significant business interests in Brunswick County, as determined by the Board of Commissioners. The five (5) Appointed Directors may serve for up to two (2) consecutive three (3) years terms. Appointed Directors may be removed at any time and for any reason by the Board of Commissioners. The Chair and Vice-Chair of the Board of Commissioners shall serve as ex officio (voting) County Commissioner Directors concurrent with their term as Chair and Vice-Chair of the Board of Commissioners. If an Appointed Director's seat becomes vacant, the seat shall remain vacant until such time as a successor is appointed by the Board of Commissioners.

SECTION 3.4 At-Large Directors. Eight (8) directors shall be elected by at least two-thirds of the voting members of the Executive Committee (the "At-Large Directors"). At-Large Directors must be Investors in the Foundation or represent an Investor entity. At-Large Directors may serve for up to two (2) consecutive terms of three (3) years. A former director who has served two (2) consecutive terms may be re-appointed to the Board of Directors at least one (1) year following the expiration of the former director's prior term on the Board of Directors. Any At-Large Director serving less than three (3) years pursuant to Section 3.6 may serve after such initial term two (2) complete three (3) year terms.

SECTION 3.5 Removal. Appointed Directors may be removed with or without cause only by the Brunswick County Board of Commissioners. At-Large Directors may be removed with or without cause by a two-thirds vote of the Board of Directors.

SECTION 3.6 At-Large Directors and Respective Terms. Notwithstanding the requirements set forth in Section 3.4, upon adoption of these Bylaws, At-Large Directors and their respective terms shall be:

Director	Term Expiring
Shelbourn Stevens	June 30, 2020
Kris Ward	June 30, 2020
Don Hughes	June 30, 2020
Jason McLeod	June 30, 2019
Cliff Pyron	June 30, 2019
Donna Phillips	June 30, 2019
Robert Cox	June 30, 2018
Jeff Earp	June 30, 2018

At-Large Directors shall hold office until his successor shall have been elected and qualified or such director's death, resignation, or removal.

SECTION 3.7 Compensation. No compensation shall be paid to any member of the Board of Directors. Directors may receive reasonable reimbursement for actual expenses incurred as a result of their duties as a director.

SECTION 4.

MEETINGS OF DIRECTORS

SECTION 4.1 Regular Meetings. The Board of Directors shall meet at least eight (8) times a year, at such place, date and hour as shall be determined from time to time by the Board of Directors by resolution. Whenever feasible, the Board of Directors should establish its meeting schedule during the first meeting that occurs after the beginning of each fiscal year. The Chair may cancel any scheduled meeting upon notice provided in accordance with Section 4.3; provided, however, the Chair may not cancel two consecutive meetings.

SECTION 4.2 Special Meetings. Special meetings of the Board of Directors may be called by or at the request of the Chair or any four (4) directors. Special meetings may be held at the established location of regular meetings or may be held electronically.

SECTION 4.3 Notice of Meetings. At least five (5) days before each regular and special meeting, written notice of the meeting shall be delivered personally, sent by mail to each Director at his address as shown in the records of the Foundation, or sent by electronic mail to each Director at his electronic mail address as shown in the records of the Foundation. If personally delivered, such notice will be deemed to be given when personally delivered. If mailed, such notice will be deemed to be delivered when deposited in the United States mail in a sealed envelope so addressed, with postage prepaid. If sent by electronic mail, such notice will be deemed to be given when sent. Such notice shall specify the time, place and agenda of the

meeting.

SECTION 4.4 Waiver of Notice. A majority of the Board of Directors may waive the notice requirement for any meeting. The attendance by a Director at a meeting shall constitute a waiver of notice of such meeting, except where a Director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not called or convened in accordance with these Bylaws. A Director may also object to the waiver of notice if the Director notifies the Chair in writing of such objection. If a Director does object to the meeting based on a lack of notice, the Board of Directors shall consider the objection and may proceed with the meeting if a majority of the Board of Directors waives the notice.

SECTION 4.5 Quorum. A majority of the number of directors fixed in accordance with these Bylaws shall constitute a quorum for the transaction of business at any meeting of the Board of Directors; provided, however, that when a director's seat is vacant, then a quorum will consist of the majority of the filled director seats.

SECTION 4.6 Manner of Acting. The act of the majority of the directors present at a meeting at which a quorum is present shall be the act of the Board of Directors.

SECTION 4.7 Informal Action by Directors. Action taken by a majority of the directors without a meeting is nevertheless action of the Board of Directors if written consent to the action in question is signed by all the directors and filed with the minutes of the proceedings of the Board of Directors, whether done before or after the action so taken.

SECTION 4.8 Meeting by Electronic Means. Any one or more directors may participate in a meeting of the Board of Directors by means of a conference telephone or similar electronic communications device which allows all persons participating in the meeting to communicate with each other. Any director participating in the meeting by such means shall be deemed to be present in person at such meeting.

SECTION 4.9 Attendance at Meetings. Directors are expected to attend all meetings of the Board of Directors. Following two consecutive absences by a director, the Chair shall contact that director to determine his intention of attending future meetings or resigning. After three consecutive absences, the director may be sent a letter advising him that the Chair may recommend to the Board of Directors that the director should be removed following a fourth absence.

SECTION 4.10 Procedure at Meeting. The Chair shall preside at all meetings of the Board of Directors. In the absence of the Chair, the Vice-Chair shall preside. In the absence of both the Chair and the Vice-Chair, the Secretary shall preside. In the absence of the Chair, Vice-Chair, and the Secretary, the Treasurer shall preside. The Board of Directors may elect a Chairperson from their number to preside at the meeting if the Chair, Vice-Chair, Secretary, and Treasurer are not in attendance. Parliamentary procedure at all meetings of the Board of Directors and of any committee of the Board of Directors shall be governed by the most recent edition of Robert's Rules of Order, except to the extent such procedure is otherwise determined by law, these Bylaws, or by action of the Board of Directors.

SECTION 5. COMMITTEES

SECTION 5.1 Executive Committee. There shall be an Executive Committee which shall consist of the Chair, Vice-Chair, Secretary, and Treasurer and Immediate Past Chair of the Foundation; the Chair of the Brunswick County Board of Commissioners (or the Vice-Chair of the Board of Commissioners in the Chair's absence); and as a non-voting member, the Brunswick County Manager. The Chair of the Foundation shall serve as chair of the Executive Committee. At all times between meetings of the Board of Directors, the Executive Committee shall have and exercise all of the powers of the Board of Directors, except that the Executive Committee shall not have the power to adopt the budget, or to take any action which is contrary to, or a substantial departure from, the policy established by the Board of Directors, or which represents a major change in the affairs, business, or previous actions of the Board of Directors. Between meetings of the Board of Directors, the Executive Committee shall have administrative control and direction of all of the affairs of the Foundation. The Executive Committee shall recommend policies to the Board of Directors.

SECTION 5.2 Standing Committees. The Board of Directors may appoint one or more Committees from time to time with such responsibilities, duties and functions as may be prescribed by the Board of Directors. Committee members must be Investors and chairs of committees must be members of the Board of Directors.

SECTION 5.3 Committee Meetings. Meetings of Committees may be called by the Chair of the Committee, or by the Chair of the Foundation, by giving written or oral notice of the meeting at least three (3) days before the meeting specifying the time, place and agenda of the meeting. Any Investor of the Committee may waive notice of any meeting. Attendance by an Investor of the Committee at a meeting shall constitute a waiver of notice of the meeting, except

where the Investor attends a meeting for the express purpose of objecting to the transaction of any business because the meeting was not lawfully called or convened. A majority of the voting Investors of a Committee shall constitute a quorum for the transaction of business at any meeting of the Committee. Except in cases where a two-thirds majority is required by these Bylaws, the act of a majority of the voting members present at a meeting shall be the act of the Committee. Action taken by the required majority of the voting Investors without a meeting is nevertheless Committee action if written consent to the action in question is signed by all of the voting Investors of the Committee and filed with the minutes of the proceedings of the Committee, whether done before or after the action so taken. Any one or more Investors may participate in a meeting of the Committee by means of a conference, via telephone or similar communications device, which allows all persons participating in the meeting to communicate with each other and such participation in a meeting, shall be deemed presence in person by the Investor at such meeting. The Chair of the Committee shall appoint a secretary to take minutes of the proceedings of the Committee.

SECTION 6. OFFICERS

SECTION 6.1 Officers of the Foundation. The Officers of the Foundation shall consist of a Chair, Vice-Chair, Secretary, Treasurer, and such Assistant Secretaries and Assistant Treasurers, and other Officers as the Board of Directors may from time to time elect. The duties of the Officers shall be those prescribed by these Bylaws and any additional duties as from time to time prescribed by the Board of Directors. Upon adoption of these Bylaws, the Officers shall be:

- A. Chair: Jason McLeod
- B. Vice-Chair: Shelbourn Stevens
- C. Secretary: Don Hughes
- D. Treasurer: Robert Cox

SECTION 6.2 Election and Term. The Officers of the Foundation shall be elected by the Board of Directors at the annual meeting. The annual meeting shall occur during the last regular meeting held before the beginning of the Foundation's fiscal year. Each term of office shall be for one (1) year until his successor shall have been elected and qualified or until his death, resignation, retirement, or removal. No person shall be eligible to hold the same office for more than three (3) consecutive terms. All Officers shall be elected from among the At-Large Directors and/or Appointed Directors as defined in Section 3.3. Neither the Chair or Vice-Chair of the Board of County Commissioners shall serve as an Officer of the Foundation.

SECTION 6.3 Compensation of Officers. No compensation shall be paid to any officer (unless the officer is also an employee of the Foundation). Officers may receive reasonable reimbursement for actual expenses incurred as a result of their duties as an officer.

SECTION 6.4 Removal. Any Officer elected by the Board of Directors may be removed, with or without cause, by a two-thirds majority of the Board of Directors whenever in its judgment the best interests of the Foundation will be served by the removal.

SECTION 6.5 Chair. The Chair shall be the principal executive officer of the Foundation and, subject to the control of the Board of Directors and the Executive Committee, shall supervise and control all of the business and affairs of the Foundation. He shall be an ex officio (voting) member of all Committees, and he shall appoint the chairs of all Committees. He shall sign, with the Secretary, an Assistant Secretary, or any other proper Officer of the Foundation authorized by the Board of Directors, any deeds, mortgages, bonds, contracts, or other instruments which the Board of Directors has authorized to be executed, except in cases where the signing and execution of such instruments shall be expressly delegated by the Board of Directors or by these Bylaws to some other Officer or agent of the Foundation, or shall be required by law to be otherwise signed and executed; and in general he shall perform all duties incident to the office of the Chair and such other duties as may be prescribed by the Board of Directors from time to time.

SECTION 6.6 Vice-Chair. In the absence of the Chair or in the event of his death, inability or refusal to act, the Vice-Chair shall perform the duties of the Chair, and when so acting shall have all the powers of and be subject to all the restrictions upon the Chair.

SECTION 6.7 Secretary. The Secretary shall: (a) keep the minutes of the meetings of the Board of Directors and of any other Committee of the Board of Directors in one or more books provided for that purpose; (b) see that all notices are duly given in accordance with the provisions of these Bylaws or as required by law; (c) be custodian of the corporate records and of the seal of the Foundation and see that the seal of the Foundation is affixed to all documents the execution of which on behalf of the Foundation under its seal is duly authorized; and (d) in general perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned by the Chair or the Board of Directors. The Foundation's executive director, or other person designated by the Board of Directors, may act as the Assistant Secretary and perform the duties of the Secretary whenever the Secretary is not available.

SECTION 6.8 Treasurer. The Treasurer shall: (a) have oversight responsibility for all funds and securities of the Foundation, the receipt and recording of contributions and monies due and payable to the Foundation from any sources whatsoever, and the depositing of all such monies in the name of the Foundation; (b) prepare, or cause to be prepared, a true statement of the Foundation's assets and liabilities as of the close of each fiscal year, all in reasonable detail, which statement shall be made and filed at the Foundation's registered office or principal place of business in the State of North Carolina; (c) prepare, or cause to be prepared, a proposed budget for the Foundation's activities for the following fiscal year, all in reasonable detail, which statement shall be presented to the Board of Directors at its respective annual meetings; and (d)

in general, perform all of the duties as from time to time may be assigned to him by the Chair or by the Board of Directors, or by these Bylaws. The Foundation's executive director, or other person designated by the Board of Directors, may act as the Assistant Treasurer and perform the duties of the Treasurer whenever the Treasurer is not available.

SECTION 7.

CONTRACTS, LOANS, CHECKS AND DEPOSITS

SECTION 7.1 Contracts. The Board of Directors may authorize any Officer or Officers, agent or agents, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Foundation, and such authority may be general or confined to specific instances.

SECTION 7.2 Loans. No loans shall be contracted on behalf of the Foundation and no evidences of indebtedness shall be issued in its name unless authorized by a resolution of the Board of Directors. Such authority may be general or confined to a specific instance.

SECTION 7.3 Checks and Drafts. All checks, drafts or other orders for the payment of money issued in the name of the Foundation shall be signed by such Officer or Officers, agent or agents of the Foundation and in such manner as shall from time to time be determined by resolution of the Board of Directors.

SECTION 7.4 Deposits. All funds of the Foundation not otherwise employed shall be deposited from time to time to the credit of the Foundation in such depositories as the Board of Directors may select.

SECTION 8.

INDEMNIFICATION

SECTION 8.1 Expenses and Liabilities. To the fullest extent and upon the terms and conditions from time to time provided by law, the Foundation shall indemnify any and all of its Officers, Directors, employees and agents, or any person who has served or is serving in such capacity at the request of the Foundation in any other Foundation, partnership, joint venture, trust or other enterprise, against liability and reasonable litigation expenses, including attorneys' fees incurred by him in connection with any action, suit or proceeding in which he is made or threatened to be made a party by reason of being or having been such Director, Officer, employee or agent (excluding, however, liability or litigation expenses which any of the foregoing may incur in relation to matters as to which he shall be adjudged in such action, suit or proceeding to have acted in bad faith or to have been liable or guilty by reason of willful misconduct in the performance of his duty). Such Directors, Officers, employees and agents shall be entitled to recover from the Foundation, and the Foundation shall pay, all reasonable costs, expenses and attorneys' fees in connection with the enforcement of rights of indemnification granted herein. Any person who at any time after the adoption of this Bylaw serves or has served in any of the aforesaid capacities for or on behalf of the Foundation shall be deemed to be

doing or to have done so in reliance upon and as consideration for the right of indemnification provided herein. Such right shall inure to the benefit of the legal representatives of any such person and shall not be exclusive of any right to which such person may be entitled apart from the provisions of this Bylaw.

SECTION 8.2 Advance Payment of Expenses. Expenses incurred by a Director, Officer, employee or agent in defending a civil or criminal action, suit or proceeding as described in Section 8.1 shall be paid by the Foundation in advance of the final disposition of such action, suit or proceeding upon receipt of an undertaking by or on behalf of the Director, Officer, employee or agent to repay such amount unless it shall be ultimately determined that he is entitled to be indemnified by the Foundation against such expenses.

SECTION 8.3 Insurance. The Foundation shall have the power to purchase and maintain insurance on behalf of any person who is or was a Director, Officer, employee or agent of the Foundation, or is or was serving at the request of the Foundation as a Director, Officer, employee or agent of another Foundation, partnership, joint venture, trust or other enterprise against any liability asserted against him and incurred by him in any such capacity, or arising out of his status as such, whether or not the Foundation would have the power to indemnify him against such liability.

SECTION 9. GENERAL PROVISIONS

SECTION 9.1 Seal. The corporate seal of the Foundation shall consist of two concentric circles between which is the name of the Foundation and in the center of which is inscribed SEAL; and such seal, as impressed on the margin of this page, is adopted as the corporate seal of the Foundation by the adoption of these Bylaws.

SECTION 9.2 Waiver of Notice. Whenever any notice is required to be given to any Director by law, by the Articles of Foundation or by these Bylaws, a waiver of the notice in writing signed by the person or persons entitled to such notice, whether before or after the time stated in the notice, shall be equivalent to the giving of the notice.


SECTION 9.3 Fiscal Year. The fiscal year of the Foundation shall be July 1 through June 30.

SECTION 9.4 Amendments. Except as otherwise provided in these Bylaws, these Bylaws may be amended or repealed and new Bylaws may be adopted by the affirmative vote of two-thirds (2/3) of the Directors then holding office at any regular or special meeting of the Board of Directors.

SECTION 9.5 Gender. In interpreting these Bylaws, all masculine nouns or pronouns shall be deemed to refer equally to the feminine gender.

SECTION 10.
ADOPTION

Adopted, effective May 28, 2020, by action of the Board of Directors of the Brunswick County Economic Development Foundation, Inc.



Secretary



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
June 15, 2020

Action Item # V. - 3.

Administration - Organizational Chart Revision

From:

Andrea White

Issue/Action Requested:

Request that the Board of Commissioner approve revisions to the organizational chart.

Background/Purpose of Request:

Staff recommends the following change to the organizational chart for Brunswick County Government:

- Move Code Administration from County Manager to Deputy County Manager (*Central Permitting, Building Inspections, Fire Marshal, Fire Inspections, Fire investigations*)

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

County Manager's Recommendation:

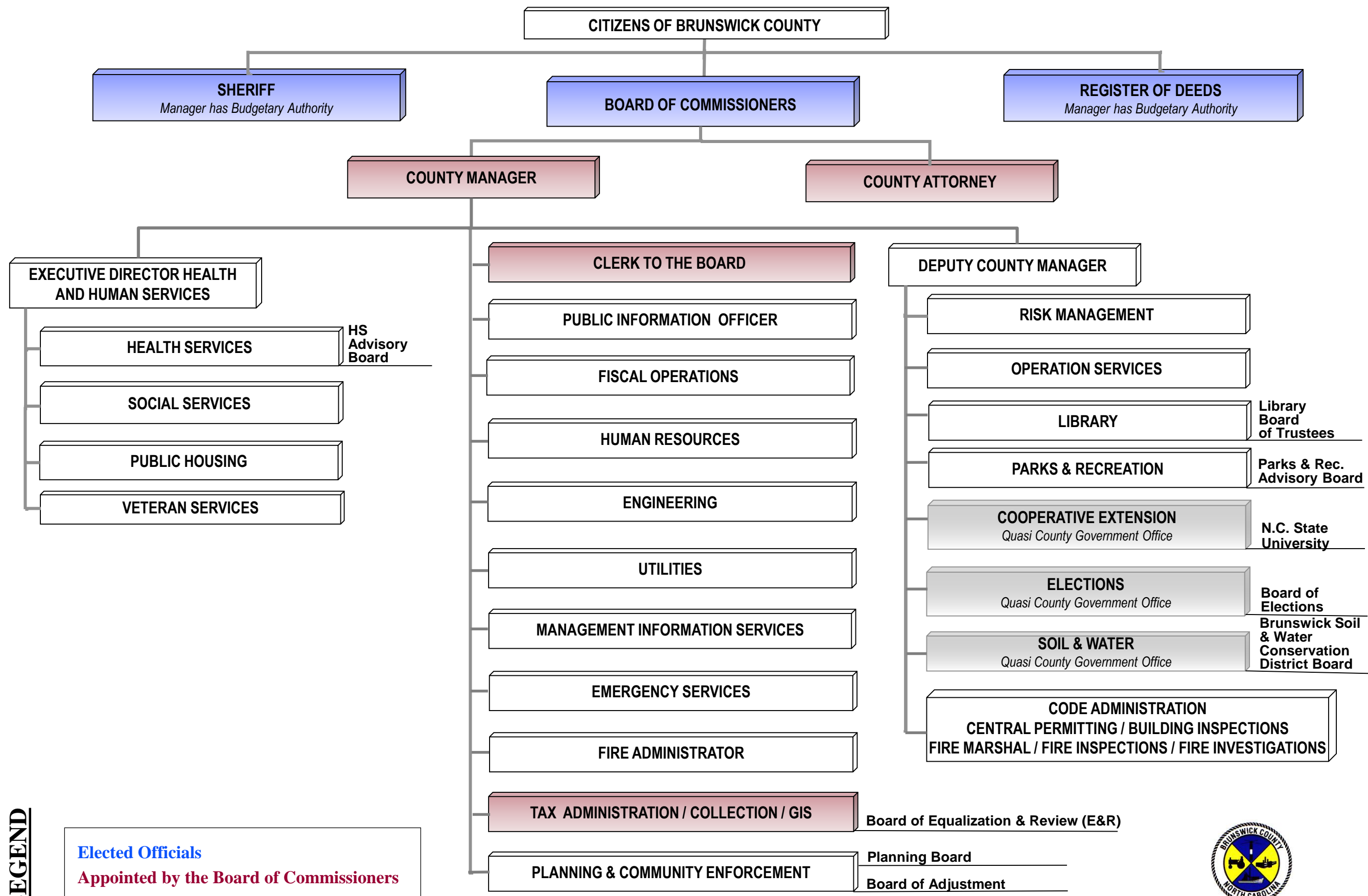
Recommend the Board of Commissioner approve revisions to the organizational chart.

ATTACHMENTS:

Description

- Draft Organizational Chart

Brunswick County Organizational Chart





Brunswick County Board of Commissioners
ACTION AGENDA ITEM
June 15, 2020

Action Item # V. - 4.

Administration - Surplus Property Offers for Upset Bid Process

From:

Steve Stone, Deputy County Manager

Issue/Action Requested:

Request that the Board of Commissioners accept, subject to the upset bid process, offers that have been submitted for surplus parcels that meet the value parameters previously established by the Board.

Background/Purpose of Request:

Parcel	Location	Size	Tax Value	Acquired	Cost	Bid
1820000404	Frontage RD, Shallotte	2.64 acre	\$67,450.00	3-13-2020	\$9,312.15	\$ 9,315.00
2010001303	Adelaide DR, SE	2.58 acre	\$14,100.00	2-9-2010	\$3,764.33	\$ 3,600.00
214MA043	3180 Havelock PL, SW	.20 acre	\$1,600.00	3-27-2017	\$880.23	\$ 1,000.00

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

Advisory Board Recommendation:

Not Applicable

County Manager's Recommendation:

Recommend the Board of Commissioners accept, subject to the upset bid process, offers that have been submitted for surplus parcels that meet the value parameters previously established by the Board.

ATTACHMENTS:

Description

- ▢ Bid 1820000404
- ▢ Bid 2010001303
- ▢ Bid 214MA043

From: [Surplus Land Bid](#)
To: [Steve Stone](#)
Subject: Surplus Land Bid: Parcel # 1820000404
Date: Monday, June 1, 2020 3:40:14 AM

CAUTION: This email originated from outside of Brunswick County Government. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Land Investment Group
(310) 363-7163
george@landinvestmentgroup.us
2711 N. Sepulveda Blvd Ste 233, Manhattan Beach, CA, 90266, United States
Parcel # 1820000404
Bid Amount: \$9315
Optional Additional Comments:

From: [Surplus Land Bid](#)
To: [Steve Stone](#)
Subject: Surplus Land Bid: Parcel # 2010001303
Date: Saturday, May 23, 2020 8:26:47 PM

CAUTION: This email originated from outside of Brunswick County Government. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Michael
(910) 638-1887
chevyhighroller@gmail.com
949 seven lakes north, West end, Nc, 27376, United States
Parcel # 2010001303
Bid Amount: \$3600
Optional Additional Comments:

Thanks and let me know what I need to do next. Michael

From: [Surplus Land Bid](#)
To: [Steve Stone](#)
Subject: Surplus Land Bid: Parcel # 214MA043
Date: Tuesday, May 12, 2020 1:02:41 PM

CAUTION: This email originated from outside of Brunswick County Government. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Vance W. Wrenn
(910) 264-2264
vwrenn@icloud.com
618 N Kerr Ave, Wilmington, N.C., 28405, United States
Parcel # 214MA043
Bid Amount: \$1000
Optional Additional Comments:



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
June 15, 2020

Action Item # V. - 5.

From:

Andrea White

Board Appointment - Substance Use and Addiction Commission

Issue/Action Requested:

Request that the Board of Commissioners appoint Jonathan A. Oliver to the vacant position representing the Brunswick County Sheriff's Office on the Substance Use and Addiction Commission. This unexpired term will expire on June 30, 2022.

Background/Purpose of Request:

Due to a change in assignment, Mr. Stephan Lanier submitted a letter of resignation from Substance use and Addiction Commission. The Sheriff's Office has nominated Agent Jonathan Oliver as the Sheriff's Office representative on the Commission. If appointed, Agent Oliver will fill the unexpired term expiring on June 30, 2022.

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend that the Board of Commissioners appoint Jonathan A. Oliver to the vacant position representing the Brunswick County Sheriff's Office on the Substance Use and Addiction Commission. This unexpired term will expire on June 30, 2022.

ATTACHMENTS:

Description

- ☐ Substance Use & Addiction Commission Roster

Substance Use & Addiction Commission

Name	District	Appointment Date	Term	Expiration Date	Serving Since
Kathleen Gomes (unexp)	1	10/1/2018	2	6/30/2020	2018
Joshua Torbich (unexp)	2	10/1/2018	2	6/30/2020	2018
William Eberle (unexp)	3	10/15/2018	3	6/30/2021	2018
Heather Strickland (unexp)	4	6/17/2019	3	6/30/2021	2018
William Hickman (unexp)	5	10/15/2018	4	6/30/2022	2018
Cynthia Cheatham (unexp)	At-Large	8/19/2019	4	6/30/2023	2019
Stefanie Riley (unexp)	At-Large	8/19/2019	4	6/30/2023	2019
VACANT (unexp)	Sheriff	10/1/2018	4	6/30/2022	2018
Eric Gushue (unexp)	Chief Judge	10/15/2018	3	6/30/2021	2018
Catherine Cooke	Board of Ed.	6/17/2019	4	6/30/2023	2018

Mission

Serves in an advisory capacity to make recommendations regarding the substance use and addiction program needs of Brunswick County.

Membership

Initial terms are described in By-Laws, all subsequent are 4-year terms

~ 7 members, appointed by the Board of Commissioners

~ 1 member, designated by the Sheriff and appointed by Commissioners

~ 1 member, designated by the Chief Superior Court Judge and appointed by Commissioners

~ 1 member, designated by the Board of Education and appointed by Commissioners



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
June 15, 2020

Action Item # V. - 6.

Clerk to the Board - Meeting Minutes

From:

Andrea White

Issue/Action Requested:

Request that the Board of Commissioners approve the draft June 1, 2020 Budget Workshop and Regular Meeting minutes.

Background/Purpose of Request:

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend that the Board of Commissioners approve the draft June 1, 2020 Budget Workshop and Regular Meeting minutes.

ATTACHMENTS:

Description

- ☐ Draft Minutes - 2020-06-01 Budget Workshop
- ☐ Draft Minutes - 2020-06-01 Regular Meeting

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
BUDGET WORKSHOP
JUNE 1, 2020
1:00 P.M.**

The Brunswick County Board of Commissioners held a Workshop on the above date at 1:00 p.m., Commissioners' Chambers, David R. Sandifer Administration Building, County Government Center, Bolivia, North Carolina.

PRESENT: Commissioner Frank Williams, Chairman
Commissioner Randy Thompson, Vice-Chairman
Commissioner Pat Sykes
Commissioner Mike Forte

ABSENT: Commissioner J. Martin Cooke

STAFF: Randell Woodruff, County Manager
Steve Stone, Deputy County Manager
Bob Shaver, County Attorney
Julie Miller, Finance Director
Andrea White, Clerk to the Board
Jared Galloway, Deputy Clerk to the Board
Meagan Kasczak, Public Information Officer
Neal Galloway, MIS
Cpt. Lamar Siler, Sheriff's Office

Board Action, containing all items in this set of minutes, is filed within the Clerk to the Board's office.

I. CALL TO ORDER

Chairman Williams called the meeting to order at 1:01 p.m.

Commissioner Sykes gave the Invocation and led the Pledge of Allegiance.

II. ORDER OF BUSINESS

Chairman Williams asked for any adjustments to the agenda. No adjustments were requested.

Vice Chairman Thompson moved to approve the agenda as presented. The motion was seconded by Commissioner Sykes and passed unanimously (Commissioner Cooke absent).

Chairman Williams announced Commissioner Cooke's absence due to a death in his family.

County Manager Randell Woodruff provided opening remarks and reviewed a list of requested changes to the budget to receive guidance from the Board. The following items were discussed:

- **Requested Management Changes to the General Fund Recommended Budget:**
 - \$(28,000) Parks and Recreation reduction for the Dixie Youth Program cancellation
 - \$(20,000) Social Services reduction for Brunswick Family Assistance correcting the requested amount

- \$36,992 Bioterrorism Preparedness increase for full year Coordinator FTE from a half year to maximize federal funding and the need for position to be filled starting July 1, 2020
- \$10,603 Increase for Property and Liability Insurance and Worker's Compensation final quotes received

\$(405) Net Decrease for Management changes in the General Fund

It was the consensus of the Board to move forward with the requested management changes.

- **Requested Commissioner Changes to the General Fund Recommended Budget:**

Each of the following items were considered individually:

- \$20,000 Increase for County Christmas Party
It was the consensus of the Board to move forward with the increase for the County Christmas Party.
- \$32,000 Increase for Register of Deeds vehicle
It was the consensus of the Board to move forward with the increase for the Register of Deeds vehicle
- \$(4,300) Decrease for Therapy Dog in EMS
Following discussion, it was the consensus of the Board for staff to further research the idea of a therapy dog.

The requested Commissioner changes resulted in a \$47,700 net increase in the General Fund.

- **Other Discussion Topics:**

- WAVE Transit Funding of \$32,072 for FY 2021
It was the consensus of the Board to remove the WAVE Transit funding.
- CIP funding of projects for Smithville Park over years 2022-2025
The County Manager asked Parks and Recreation Director Aaron Perkins to review the Smithville Park options and estimated costs.

Mr. Perkins explained that the following items could be put in place without affecting future infrastructure:

1. Musco Sports Lighting	\$850,000
2. Sidewalk and Walking Trails	\$70,000
3. Dog Park	\$71,114
4. Basketball Court	<u>\$111,305</u>
Total	\$1,102,419

Mr. Perkins shared the following future infrastructure:

Site Clearing
Grading/ Erosion Control

Storm Sewer
Existing Baseball Field Renovation
Press Boxes on Existing Ball Fields
Landscape
Site Furnishing & Signage
Drives and Parking Lots
Sidewalks and Walking Trails

Following discussion, it was the consensus of the Board to move the funds for the four Smithville Park projects to FY 2022 in the CIP. The remaining funds designated in the CIP for Smithville Park will remain on the horizon.

- **Fee Change:**

- Accessory Structure >400 sq. ft. Fee Change
Current Formula – Sq. Ft. X ICC Matrix U VB x .004
Proposed Formula – Sq. Ft. X ICC Matrix U VB x .006

Mr. Woodruff explained that the fee change was necessary as the current formula was not accurate.

Mr. Stone explained that the formula that was programmed in the calculations was not the formula that the Board approved in the fee schedule. Refunds will be issued to customers. The fee schedule, as it was presented and approved, was not equitable.

It was the consensus of the Board to move forward with the proposed formula.

Mr. Woodruff reviewed the revised Commissioners Long and Short-Term Goals and Major Focus Areas with the Board.

Goal: Economic Development

1. Collaborate with the Brunswick Community College Workforce Development Initiatives, Brunswick Business & Industry Development, the Chambers of Commerce and the Tourism Development Authority to develop a friendly and positive business environment, employ an effective business expansion and retention effort, develop a targeted business/industry recruitment strategy and grow the tourism and hospitality industry while protecting our residential neighborhoods.

The Board suggested no changes to the Economic Development Goal.

Goal: Education

1. Continue the multi-year local funding agreement with the Brunswick County Board of Education to provide for a quality education that prepares our children for college or the workforce.
2. Support and enhance the Brunswick Guarantee Program with BCC Foundation that provides scholarships for county high school graduates to attend BCC.
3. Continue to facilitate the facility improvements associated with the voter approved 2016 \$152 million school bond referendum.

The Board suggested no changes to the Education Goal but encouraged discussions regarding the funding agreement with the Board of Education as this is the last fiscal year under the current agreement.

Goal: Financial Stewardship

1. Adopt a County Budget to maintain one of the lowest tax rates among counties in North Carolina with a population over 100,000.
2. Employ a conservative budgetary philosophy and make strategic decisions on all fiscal matters in order to maintain the positive financial position and credit strength of the county; continue a zero- based budgeting strategy wherever appropriate and feasible.
3. Staff seek out ways to reduce overhead and administrative costs.

The Board suggested adding the pay-go philosophy that is included in the financial policy as #4.

Goal: Environmental Stewardship

1. Encourage and incentivize green development and construction to minimize the impact on natural resources while respecting and protecting private property rights.

The Board suggested no changes to the Environmental Stewardship Goal.

Goal: Transportation

1. Continue the supplemental financial support for the Brunswick Connector transit service provided by the Cape Fear Public Transportation Authority.
2. Support BTS in continued development of rural transportation services, providing access to services and employment for rural residents.
3. Support the efforts of the NCACC to oppose any transfer of responsibility for transportation funding from the state to counties.
4. Request that NCDOT complete the comprehensive transportation plan specifically for Brunswick County that includes municipal and other county partners.

The Board suggested deleting #1 from the Transportation Goal.

Goal: Organizational Improvement/Development

1. Embed a focus on exceptional customer service where it becomes part of the organizational culture.
2. Provide all services in a way that recognizes and values diversity.
3. Recognize that businesses are customers of the county and review the Unified Development Ordinance to develop small business assistance by providing local rules that are clear, simple, easy to understand, that are predictable, reasonable and appropriate for Brunswick County.
4. Revise and implement policies, processes, procedures, and programs focused on ensuring a high performing workforce.
5. Encourage a healthy lifestyle to improve upon individual health of employees, improve productivity and reduce medical costs.
6. Provide supervisory skill building and leadership training opportunities for all supervisory personnel and those with supervisory potential. Expand Training and Skill Development to provide growth opportunities for non-supervisory staff.
7. Develop succession planning for key county positions.
8. Explore opportunities where the private sector or non-profit entities may more economically and efficiently serve the public than government.

The Board suggested adding #9 to reward and recognize employees who provide excellent customer service or who develop an innovative way to improve efficiencies. The recognition would include a certificate presented at a Board of Commissioners' meeting and the possibility of incorporating the recognition in the employee's review structure for merit. The Board also suggested inserting the word "ongoing" after "provide" in #6.

Goal: Water and Wastewater Infrastructure Development/Expansion

1. Develop strategies for continued growth in the number of water and sewer customers by determining methods to increase the number of SAD projects and acquiring or merging existing private and/or public water and sewer systems.
2. Continue to support the participants of the Lower Cape Fear Water and Sewer Authority in obtaining the raw water capacity to meet the county's long-term potable water needs.
3. Improve communication between the county and its wholesale water customers and utilities that contribute flow to the regional wastewater treatment plants.
4. Explore methods to work with surrounding utilities to reduce operational costs.
5. Support the plant expansion for Southport to become a participant in the West Brunswick Regional Wastewater System to meet the City's capacity needs.
6. Continue to support the plant expansion at the Northeast Sewer System to meet the capacity needs of the participants.
7. Complete the expansion and low-pressure reverse osmosis advanced treatment at the Northwest Water system to meet the capacity and water quality needs of the county.

Following discussion, the Board suggested no changes to the Water and Wastewater Infrastructure Development/Expansion Goal.

Goal: Public/Mental Health

1. Monitor the spread of COVID-19 in the community and further implement public health preparedness strategies which address public education, prevention, and readiness.
2. Work with community partners to revise existing all hazards emergency plans to include COVID-19 public health planning assumptions inclusive of sheltering, equipment, and supplies to meet the needs of ongoing pandemic response activities and response.
3. Provide education to the public about preventable health issues, disease and mental health/substance abuse resources.
4. Support the Trillium LME/MCO to operate a program for mental health, developmental disabilities, and substance abuse services.
5. Continue to advocate for sufficient state/federal funding to adequately address MH/DD/SAS needs of our residents.

The Board suggested no changes to the Public/Mental Health Goal.

Goal: Community Development

1. Investigate additional policy amendments and enhancements to provide tangible incentives to encourage the development of affordable single and multi-family housing opportunities.
2. Enhance community appearance and protect property values through responsible zoning and code enforcement while recognizing the diversity of our county and respecting private property rights.
3. Support the Community Improvement Plan to remove unsafe and derelict structures.
4. Develop a new Land Use Plan and a new Parks & Recreation Plan that includes an extensive community engagement component to guide land use decisions, county policies, development regulations.

The Board suggested adding as #5 a review of the UDO (Unified Development Ordinance) to ensure it is up-to-date and that it continues to be business friendly.

Goal: Facility Infrastructure and Technology

1. Provide safe and adequate public facilities that support the public service, access, workforce space and technological needs while optimizing the utilization of all properties.
2. Continue assessment of the County's technological resources and operations and identify opportunities for departments to improve efficiency and service delivery through the implementation of proven technology applications.
3. Strive to incorporate the concept of social distancing in any new County facilities or building renovation projects.
4. Support and fund the Facilities Space Needs Study of the Brunswick County Governmental Complex to develop a comprehensive plan to address building needs on the campus over the next ten years.

The Board suggested no changes to the Facility Infrastructure and Technology Goal.

Goal: Public Safety

1. Continue to ensure the safety and security of Brunswick County residents, property owners and visitors, while planning for Brunswick County's growth.
2. Continue to explore best practices of fire and rescue services while planning for growth in the county.
3. Support the Brunswick County Sheriff with resources to better enable law enforcement efforts while ensuring officer safety.
4. Update the Emergency Management Plan to address a pandemic emergency and alternate sheltering options.

Following discussion, the Board suggested a review of ordinances and policies related to emergencies for changes that need to be made related to pandemics as opposed to hurricanes.

Chairman Williams shared a request from the Sheriff's Office regarding a need for masks and other protective riot gear at an approximate cost of \$77,000.

It was the consensus of the Board to amend the Regular Meeting agenda to include a discussion on the request from the Sheriff and directed staff to prepare the agenda item prior to 3:00 p.m.

The Board reviewed additional budget questions with staff related to computers, VIPER radio funding, EMS training, Tax office/business personal property audits, and departmental equipment. Based upon discussion, it was suggested that staff include funding in the CIP for radio equipment; contact Brunswick Community College with regard to training options for EMS and revisit at the June 15 meeting; review the Tax office/business personal property audits to determine if it is advantageous for the County to invest in that professional service; and prepare an inventory list of major operating replacement equipment for each County department within the budget.

Mr. Woodruff reminded the Board that the public hearing for the budget is scheduled for June 15, 2020 and the Board may consider adopting the budget following the public hearing.

III. ADJOURNMENT

Vice-Chairman Thompson moved to adjourn the Workshop at 2:28 p.m. The motion was seconded by Commissioner Forte and passed unanimously (Commissioner Cooke absent).

DRAFT

Frank Williams, Chairman
Brunswick County Board of Commissioners

Attest:

Andrea White, NCCCC
Clerk to the Board

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
REGULAR MEETING
JUNE 1, 2020
3:00 P.M.**

The Brunswick County Board of Commissioners met in Regular Session on the above date at 3:00 p.m., Commissioners' Chambers, David R. Sandifer Administration Building, County Government Center, Bolivia, North Carolina.

PRESENT: Commissioner Frank Williams, Chairman
Commissioner Randy Thompson, Vice-Chairman
Commissioner Pat Sykes
Commissioner Mike Forte

ABSENT: Commissioner J. Martin Cooke

STAFF: Randell Woodruff, County Manager
Steve Stone, Deputy County Manager
Bob Shaver, County Attorney
Julie Miller, Finance Director
Andrea White, Clerk to the Board
Jared Galloway, Deputy Clerk to the Board
Meagan Kascak, Public Information Officer
Neal Galloway, MIS
Cpt. Lamar Siler, Sheriff's Office

Board Action, containing all items in this set of minutes, is filed within the Clerk to the Board's office.

I. CALL TO ORDER

Chairman Williams called the meeting to order at 3:00 p.m.

II. INVOCATION/PLEDGE OF ALLEGIANCE

Commissioner Forte gave the Invocation and led the Pledge of Allegiance.

III. ADJUSTMENTS/APPROVAL OF AGENDA

Chairman Williams announced that Commissioner Cooke's absence was due to a death in his family.

Chairman Williams asked for any adjustments to the agenda and noted that an item was added to the agenda following the earlier Budget Workshop.

Vice-Chairman Thompson moved to approve the agenda. The motion was seconded by Commissioner Forte and passed unanimously (Commissioner Cooke absent).

IV. PUBLIC COMMENTS

Chairman Williams briefly reviewed the Public Comments Policy and called those who had signed up to speak. The following individuals addressed the Board:

1. Russell Ledford, resident of Leland, spoke in support of the return of youth sports to Brunswick County. Mr. Ledford distributed a copy of Governor Cooper's Executive Order 141 and encouraged the Commissioners to allow the teams to return to the fields.
2. Gant Vick, resident of Leland and Vice President of T-ball for Leland Dixie Youth, spoke in support of youth sports. Mr. Vick distributed photos of his team practicing social distancing during a tournament held in Greene County and encouraged the Commissioners to allow organized sports to return to Brunswick County.
3. Roy West, Assistant State Director for NC Dixie Youth Baseball, spoke in support of youth sports. Mr. West shared information on scheduled tournaments and safety measures to be implemented.
4. Ray Smith, resident of Ash and representing Waccamaw baseball, spoke in support of youth sports and encouraged the County to allow baseball to return within the guidelines.

V. APPROVAL OF CONSENT AGENDA

Chairman Williams asked for any changes to the Consent Agenda. No changes were requested.

Vice-Chairman Thompson moved to approve the Consent Agenda as presented. The motion was seconded by Commissioner Sykes and passed unanimously (Commissioner Cooke absent).

The following items were approved:

1. **Administration - Brunswick County Schools Contract with Geosurfaces Southeast for Replacement Lighting at NBHS Football Field**
Approved and authorized the Chairman to sign the GeoSurfaces Southeast, Inc. contract in the amount of \$375,000 for replacement lighting at the North Brunswick High School football field.
2. **Administration - Cape Fear Regional Jetport - NCDOT Grant Advance for Airport Hanger**
Approved the advancement of grant funding approved, local match and the associated budget amendment for the Cape Fear Regional Jetport New Corporate Hangar Project.
3. **Administration - Property and Liability Insurance Renewal FY 20-21**
Approved the renewal proposal for Liability and Property Insurance for FY 2020-2021 with the North Carolina Association of County Commissioners' Risk Management Pool (NCACC).
4. **Administration – Worker's Compensation Insurance Coverage FY 2020-2021**
Approved the worker's compensation insurance coverage proposal from the North Carolina Association of County Commissioners Risk Management Pools.
5. **Board Appointment - Library Board of Trustees - At-Large**
Appointed Mr. Jeff Mount to an At-Large seat on the Library Board of Trustees with an unexpired term ending June 30, 2021.

6. **Clerk to the Board - Meeting Minutes**
Approved the draft minutes from the May 18, 2020 Regular Meeting.
7. **Code Administration - Town of Calabash Interlocal Agreement**
Approved the Interlocal Agreement between Brunswick County and the Town of Calabash to provide electrical level 2 inspection services and commercial electrical level 2 plan review services to the Town.
8. **County Attorney - Bluffs on the Cape Fear, Phase 3, Section 3 Deed of Dedication**
Accepted the Deed of Dedication for water and sewer infrastructure in The Bluffs on the Cape Fear, Phase 3, Section 3, Lots 334-345, Lots 372-376, and Lots 378-383.
9. **County Attorney - New South Bridge, Ph 3, Lots 126-170 Deed of Dedication**
Accepted the Deed of Dedication for water and sewer infrastructure in New South Bridge, Phase 3, Lots 126-170.
10. **Finance - Fiscal Items**
Approved Budget Amendments, Capital Project Ordinances, and Fiscal Items of a routine nature on the consent agenda.
 - **Budget Amendment - 619 COVID-19 Crisis Response Aid**
Budget Amendment appropriated \$114,310 of Federal Revenues restricted for the Division of Public Health Agreement Addendum approved at the 4/20/20 board meeting for activity 619 COVID-19 Crisis Response. This funding is intended for state, local, territorial, and tribal health departments to carry out surveillance, epidemiology, laboratory capacity, infection control, mitigation, communications, and other preparedness and response activities. These funds are in addition to funds CDC previously awarded to select jurisdictions for COVID-19 response activities.
 - **SAMHSA Royal Cab Contract Amendment**
Approved an additional \$5,000 contract amendment for Royal Cab Company which provides transportation services to drug treatment participants through the SAMHSA grant to overcome obstacles of participants getting to treatment. Contract initially approved at the 9/16/19 board meeting and the YR2 Substance Abuse and Mental Health Services Administration (SAMHSA) Expansion Grant was approved at the 08/05/2019 meeting with a grant budget period on 9/29/2020.
 - **Budget Amendment JCPC Teen Court Discretionary Funds**
Appropriated state revenues restricted of \$2,196 in discretionary funds awarded by the Juvenile Crime Prevention Council from the NC Department of Public Safety. Additional dollars to fund Microsoft Surface Computers and related equipment to continue Teen Court activities via internet due to COVID. Discretionary awards for FY 2019-2020 are being treated as expansion funds and require no match unless the funds are used for the purchase of equipment or capital outlay (valued at \$500 or more with a useful life in excess of one year). Match is met with initial award matching dollars.
11. **Parks & Recreation - Ocean Isle Beach Tennis Court Resurfacing**
Approved the Outer Banks Tennis proposal in the amount of \$38,884.86.

12. **Utilities - Northeast Brunswick Regional Force Main Off-Site Transmission Improvements Project Soil Testing Protocols Agreement McKim & Creed and Associated Budget Amendment**

Authorized the Chairman and Clerk to the Board to approve, subject to County Attorney review and approval, the Professional Services Agreement for Architectural, Engineering, and/or Surveying Services with McKim & Creed, P.A., in the amount of \$80,200 for engineering services associated with the addition to the Northeast Brunswick Regional Force Main Off-Site Transmission Improvements Project to develop Soil Testing Protocols, provide daily on-site environmental monitoring during construction, and develop an employee safety plan.

VI. PRESENTATION

1. **Trillium Health Resources Annual Report (Dennis Williams, Southern Regional Director)**

Request that the Board of Commissioners receive the Trillium Annual Report along with response information related to COVID-19.

Mr. Dennis Williams, Southern Regional Director for Trillium Health Resources, presented their Annual Report which included where they are as an LME/MCO (local management entity managed care organization) and the impact COVID-19 has had on the organization, providers and individuals who receive services.

No action was taken.

VII. ADMINISTRATIVE REPORT

1. **Administration - Brunswick Guarantee Agreement (Randell Woodruff, County Manager)**

Request that the Board of Commissioners approve an Agency Funding Agreement for the Brunswick Guarantee College Tuition Scholarship Program with the Brunswick Community College Foundation, Inc. subject to review and approval by the County Attorney.

Mr. Woodruff explained that the Funding Agreement included an increase in the annual funding from \$300,000 to \$350,000 and the upcoming fiscal year would be the first year of a 3-year agreement. The agreement would also allow students who have received a GED or Adult High School diploma from Brunswick Community College to participate.

Commissioner Forte moved to approve the agreement as presented. The motion was seconded by Vice-Chairman Thompson and passed unanimously (Commissioner Cooke absent).

2. **Administration - Riot Protective Gear and Munitions (Randell Woodruff, County Manager)**

Request that the Board of Commissioners consider approving the purchase of riot protective gear items and munitions in the amount of \$77,739.44 for the Brunswick County Sheriff's Office.

Mr. Woodruff explained that, in light of recent events, the Sheriff's Office requested riot protective equipment and munitions totaling \$77,739.44.

Vice-Chairman Thompson moved to approve the purchase of riot protective gear and munitions as requested. The motion was seconded by Commissioner Forte and passed unanimously (Commissioner Cooke absent).

VIII. BOARD APPOINTMENTS

1. Governing Body - Annual Board Appointments

Request that the Board of Commissioners approve the annual board appointments as presented and authorize the Chairman to sign the Nepotism and Notice of Re-Appointment forms for Southeastern Community & Family Services, Inc. for the appointment of Mr. William Ballard.

Following a review of the list of appointees by the Board, Commissioner Sykes moved to approve the list as presented. The motion was seconded by Commissioner Forte and passed unanimously. The following individuals were appointed:

Board	Title	First Name	Last Name	District	New Expiration Date	Term
DISTRICT 1						
Brunswick Business & Industry Development	Mr.	Allan	Bryant	1	6/30/2023	3
BSRI Board	Mr.	John	Ingraham	1	6/30/2021	1
Fire Protection Oversight Committee	Mr.	Jurle	Gaver	1	6/30/2022	2
Library Board of Trustees	Ms.	Sheila	Umbricht	1	6/30/2023	3
Parks & Recreation Advisory Board	Ms.	Kristina	Crane	1	6/30/2023	3
Substance Use & Addiction Commission	Ms.	Kathleen	Gomes	1	6/30/2024	4
Zoning Board of Adjustment	Mr.	Robert	Williamson	1	6/30/2023	3
DISTRICT 2						
Brunswick Business & Industry Development	Dr.	John	Ward	2	6/30/2023	3
BSRI Board	Ms.	Joyce	Lowrimore	2	6/30/2021	1
Fire Protection Oversight Committee	Mr.	John	Melcher	2	6/30/2022	2
Parks & Recreation Advisory Board	Ms.	Laura	Botto	2	6/30/2023	3
Substance Use & Addiction Commission	Mr.	Joshua	Torbich	2	6/30/2024	4
Zoning Board of Adjustment		VACANT		2	6/30/2023	3
DISTRICT 3						
Brunswick Business & Industry Development	Mr.	Dennis	Ewald	3	6/30/2023	3
BSRI Board	Ms.	Joyce	Casteen	3	6/30/2021	1
Fire Protection Oversight Committee	Mr.	James	Whitley	3	6/30/2022	2
Library Board of Trustees	Ms.	Mary (Gibby)	Wilson	3	6/30/2023	3
Zoning Board of Adjustment	Ms.	Mary Ann	McCarthy	3	6/30/2023	3
DISTRICT 4						

Brunswick Business & Industry Development	Mr.	Clint	Berry	4	6/30/2023	3
BSRI Board	Ms.	Jane	Marston	4	6/30/2021	1
Fire Protection Oversight Committee	Mr.	Clint	Berry	4	6/30/2022	2
Planning Board	Mr.	Bill	Clark	4	6/30/2023	3
DISTRICT 5						
Brunswick Business & Industry Development	Mr.	Michael	Reives	5	6/30/2023	3
BSRI Board	Ms.	Patricia	Sacchetti	5	6/30/2021	1
Fire Protection Oversight Committee	Mr.	James D	Grice	5	6/30/2022	2
Planning Board	Mr.	Richard	Leary	5	6/30/2023	3
SEAT DESIGNATED BY POSITION or AT LARGE						
Voluntary Agricultural District Board	Mr.	Jim	Stanaland	Co-Op Ext.	6/30/2023	3
Health & Human Services Advisory Board	Dr.	Allen	Williams	Dentist	6/30/2023	3
Southeastern Economic Development Commission	Ms.	Velva	Jenkins	Minority	6/30/2024	4
Health & Human Services Advisory Board		VACANT		Optometrist	6/30/2023	3
Health & Human Services Advisory Board	Ms.	Lisa	Narron	Pharmacist	6/30/2023	3
Health & Human Services Advisory Board	Dr.	Justin	Asbury	Physician	6/30/2023	3
Southeastern Community Family Services Inc.	Mr.	William	Ballard	Public	6/30/2023	3
Southeastern Economic Development Commission	Mr.	Dennis	Ewald	Public	06/30/2024	4
Health & Human Services Advisory Board	Dr.	Flint	King	Veterinarian	6/30/2023	3
Brunswick-Columbus International Park, Inc.	Mr.	Randell	Woodruff	At-Large	6/30/2023	3
Library Board of Trustees	Ms.	Emma	Myles	At-Large	6/30/2023	3
Voluntary Agricultural District Board	Mr.	Marc	Green	At-Large	6/30/2023	3
Nursing Home & Adult Care Home Community Advisory Committee	Ms.	Sheila	Umbricht	At-Large	6/30/2023	3
Jury Commission	Mr.	Steve	Stone	B.O.C. Appt	6/30/2022	2
UNDESIGNATED						
ABC Board	Mr.	Alfonso	Beatty	N/A	6/30/2023	3
Airport Commission	Mr.	James	Bellamy	N/A	6/30/2024	4
Airport Commission	Mr.	Jerry	Helms	N/A	6/30/2024	4
Airport Commission	Mr.	Norman	Meares	N/A	6/30/2024	4
Bald Head Island Transportation Authority	Mr.	Robert	Howard	N/A	6/30/2023	3
BCC Board of Trustees	Mr.	Michael	Norton	N/A	6/30/2024	4
Home & Community Care Block Grant Committee	Mr.	Austin	Lowrimore	N/A	6/30/2021	1

Home & Community Care Block Grant Committee	Mr.	Brian	Flanagan	N/A	6/30/2021	1
Home & Community Care Block Grant Committee	Ms.	Carol	Santavicca	N/A	6/30/2021	1
Home & Community Care Block Grant Committee	Ms.	Joan	Graham	N/A	6/30/2021	1
Home & Community Care Block Grant Committee	Ms.	Joanne	DiRoma	N/A	6/30/2021	1
Home & Community Care Block Grant Committee	Ms.	Beverly	Nowak-Heine	N/A	6/30/2021	1
Home & Community Care Block Grant Committee	Ms.	Pat	Olsen	N/A	6/30/2021	1
Home & Community Care Block Grant Committee	Ms.	Mary	Poole	N/A	6/30/2021	1
Home & Community Care Block Grant Committee	Mr.	Nicholas	Zaccaro	N/A	6/30/2021	1
Home & Community Care Block Grant Committee		VACANT		N/A	6/30/2021	1
Home & Community Care Block Grant Committee	Mr.	Joseph	Sgro	N/A	6/30/2021	1
Juvenile Crime Prevention Council	Ms.	Bonnie	Jordan	N/A	6/30/2022	2
Juvenile Crime Prevention Council		VACANT		N/A	6/30/2022	2
Lower Cape Fear Water & Sewer Authority	Mr.	Phil	Norris	N/A	6/30/2023	3
Lower Cape Fear Water & Sewer Authority	Mr.	William	Sue	N/A	6/30/2023	3
Lower Cape Fear Water & Sewer Authority	Mr.	Alton	Milliken Jr.	N/A	6/30/2023	3

IX. OTHER BUSINESS/INFORMAL DISCUSSION

1. **Dixie Youth**

Without objection, Chairman Williams asked Mr. Stone and Mr. Perkins to share information related to the Dixie Youth issue.

Mr. Perkins explained that clarification received following the issuance of the Governor's Order stated that the 25-person limit for gatherings applies to the baseball fields. The numbers provided of 12 players and 3 coaches per team, plus two officials, exceed the limits provided in the Governor's Order. All of the Parks and Recreation Departments contacted indicated league play was not allowed, however, training and practices were allowed within the guidelines outlined in the Governor's Order. Some of their facilities, rented by tournament directors, were open for tournament play only as long as they abide by the Governor's guidelines. The guidelines of the Governor's Order require the dugouts and bleachers to be roped off.

Mr. Stone explained that guidelines were included in a 5-page clarification of directions for youth sports administrators issued by the State the day after the Governor's Order was issued. The Board requested that the guidelines document be forwarded to the Board for information.

Mr. Shaver clarified that the sections of the Governor's Order pertaining to athletes applies to large venue sports, not Parks & Recreation league sports.

Mr. Perkins noted that the park facilities are open on a first come first serve basis and no scheduled activities are taking place. The leagues may use the fields for practices on a first come first serve basis.

Following discussion, the Board suggested staff find ways to work with the teams, within the scope of the order, to get them back on the fields as soon as possible.

X. ADJOURNMENT

Vice-Chairman Thompson moved to adjourn the meeting at 3:52 p.m. The motion was seconded by Commissioner Sykes and passed unanimously (Commissioner Cooke absent).

Frank Williams, Chairman
Brunswick County Board of Commissioners

Attest:

Andrea White, NCCCC
Clerk to the Board



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
June 15, 2020

Action Item # V. - 7.

From:

Bryan W. Batton

County Attorney - City of Boiling Spring Lakes DOD

Issue/Action Requested:

Request that the Board of Commissioners consider accepting the Deed of Dedication for sewer infrastructure in the City of Boiling Spring Lakes, Recreational Area Utilities Extension, Phase 1.

Background/Purpose of Request:

City of Boiling Spring Lakes has submitted a Deed of Dedication for sewer infrastructure for the Recreational Area Utilities Extension, Phase 1. The lines have been tested and approved and are ready to be incorporated into our utility system.

Fiscal Impact:

Reviewed By Director of Fiscal Operations

\$ 544,525.00 for sewer

Approved By County Attorney:

Yes

County Attorney's Recommendation:

Accept the Deed of Dedication for sewer infrastructure from City of Boiling Spring Lakes.

County Manager's Recommendation:

Recommend the Board of Commissioners consider accepting the Deed of Dedication for sewer infrastructure in the City of Boiling Spring Lakes, Recreational Area Utilities Extension, Phase 1.

ATTACHMENTS:

Description

- ☐ City of Boiling Spring Lakes DOD

Prepared by Michael R. Isenberg, Attorney at Law

STATE OF NORTH CAROLINA

DEED OF DEDICATION

COUNTY OF BRUNSWICK

THIS DEED OF DEDICATION, made and entered into this the 6th day of June, 2020, by and between the **City of Boiling Spring Lakes**, a governmental entity created and existing under the laws of the State of North Carolina, party of the first part, hereinafter referred to as Grantor, and **BRUNSWICK COUNTY**, a governmental entity created and existing under the laws of the State of North Carolina whose mailing address is P.O. Box 249, Bolivia, NC 28422, party of the second part, hereinafter referred to as Grantee;

WITNESSETH:

That whereas, Grantor is the owner of certain utility lines, utility infrastructure and associated appurtenances located within public rights of way in Boiling Spring Lakes, Town Creek Township, Brunswick County, North Carolina; and

Whereas, Grantor currently owns sewer collection pipes, water lines and associated appurtenances under and along the roads or rights-of-way known as Fifty Lakes Drive, Cougar Drive and Goldsboro Street; and

Whereas, Grantor wishes to convey these referenced sewer collection pipes, water lines, and appurtenances from the City to the County for the use of the County in its' system;

NOW THEREFORE, Grantor, for valuable consideration, the receipt of which is hereby acknowledged, does hereby grant and convey to Grantee, its lawful successors and assigns, the following described property:

All sewer lines and associated apparatus within the right of way of Fifty Lakes Drive from its intersection with Morningside Road to its intersection with Goldsboro Road, thence on Goldsboro Road to its' intersection with Cougar Road and then down to the sewer pump station at South Brunswick Middle School, together with all water lines within the right of way of Fifty Lakes Drive from its intersection with Goldsboro Street to its intersection with Morningside Drive, being approximately 3,120 linear feet, including the extension of water main taps at Golf View, Pine Needle, Westway, Downing, Plymouth, Parkway and Morningside on Fifty Lakes Drive, all as shown on the as-built surveys prepared by Norris and Tunstall Consulting Engineers dated 10/1/19 attached hereto as Exhibit A.

There is also included herein non-exclusive easements over and upon said roads as described above for the purpose of maintenance, repair and upkeep of said utility lines and for connecting the same to individual lots or tracts.

TO HAVE AND TO HOLD said sewer transmission facilities, water lines and associated apparatus above described together with the privileges and appurtenances thereto belonging to Grantee forever.

And Grantor does hereby covenant that it is seized of said sewer transmission facilities, water lines and associated apparatus described above in fee simple and has the right to convey the same in fee simple, that the same are free and clear of encumbrances, and that it will warrant and defend the title to the same against all persons whomsoever.

Grantor warrants to Grantee that system herein conveyed is of good quality and free from faults and defects, and conforms to as-built drawings. Grantor warrants said system for a period of one year from the date of the recording of this Deed of Dedication in the Brunswick County Register of Deeds Office.

IN WITNESS WHEREOF, the Grantor has caused this instrument to be duly executed, the day and year first above written.

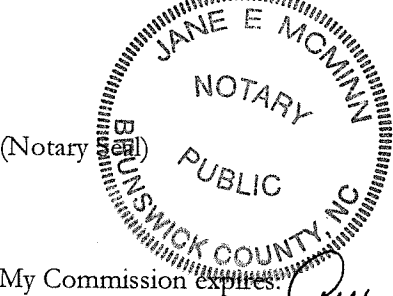
CITY OF BOILING SPRING LAKES

By: [Signature]

STATE OF NORTH CAROLINA
COUNTY OF BRUNSWICK

I, a Notary Public of the County and State aforesaid, do hereby certify that Jeffrey E. Repp
as City Manager of the City of Boiling Spring Lakes, personally came before me this day,
and acknowledged due execution of the foregoing instrument for the purposes and in the capacity indicated.

Witness my hand and official seal, this the 8 day of June, 2020.



[Signature]
Signature of Notary Public

Jane E. McMinin
Printed or Typed Name of Notary Public

My Commission expires: Aug. 22, 2021

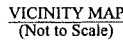
ACCEPTANCE OF DEED

This Deed of Dedication and accompanying Affidavit from _____
was accepted by the Brunswick County Board of Commissioners on the _____ day of _____,
2020..

Brunswick County Board of Commissioners

BY: _____

EXHIBIT A



C :	COVER SHEET
C1 :	OVERALL SHEET BOILING SPRINGS
C1.1 :	PLAN AND PROFILE - COUGAR DR
C1.2 :	PLAN AND PROFILE - GOLDSBORO DR (1)
C1.3 :	PLAN AND PROFILE - GOLDSBORO DR (2)
C1.4 :	PLAN AND PROFILE - FIFTY LAKES DR (1)
C1.5 :	PLAN AND PROFILE - FIFTY LAKES DR (2)
C1.6 :	PLAN AND PROFILE - FIFTY LAKES DR (3)
C2 :	DETAILS
C3 :	DETAILS
C4 :	DETAILS

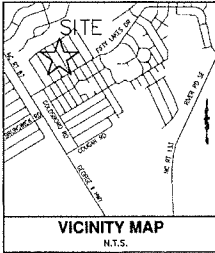
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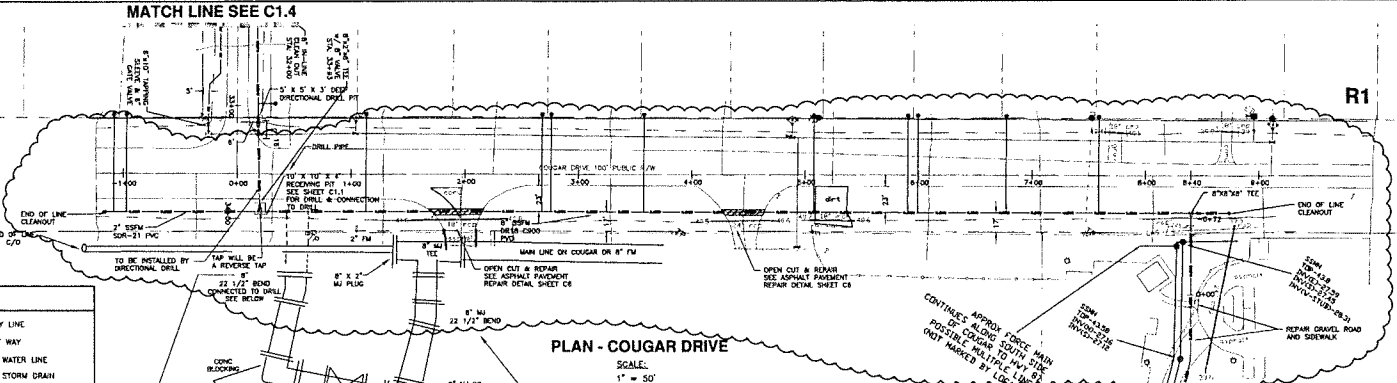
"ENGINEER'S CERTIFICATION OF COMPLIANCE WITH BRUNSWICK COUNTY SPECIFICATIONS AND DETAILS"
I hereby certify that the plans, details, and associated project specifications comply with the latest version, as of this date, of Brunswick County's Standard Specifications and Standard Details per standard engineering practice. Furthermore, I confirm my understanding that reviews and approvals by Brunswick County personnel do not imply that Brunswick County personnel have reviewed and are in agreement with every portion of the plans and specifications that I have submitted. I understand that Brunswick County reviews and approvals are meant to ensure that the overall plans are in general compliance with County objectives. I understand that it is my full responsibility to ensure that plans and specifications are in full compliance with applicable County, State, Federal, and other municipal requirements. Additionally, I understand that the County will not assume operation, maintenance, or ownership of constructed facilities that do not meet County requirements and the County may refuse to issue permits at facilities that the County deems are non-compliant with County Specifications. I also confirm my understanding that County Inspections are for the sole use of the County and I certify that I will not use, or direct others to use, County inspections for State compliance purposes or any other purpose."

PROJECT NAME: LOCATION: MORNINGSIDESIDE RD, PARKWAY RD, PL YMAUTH RD, DOWNING RD,
WESTWAY RD, PINE NEEDLES RD, FIFTY LAKES DR, GOLF VIEW RD,
FOX SQUIRREL RD, GOLDSBORO DR, COUGAR DR
OWNER:

OWNER:
DESIGNER: PHIL NORRIS, P.E., NORRIS & TUNSTALL

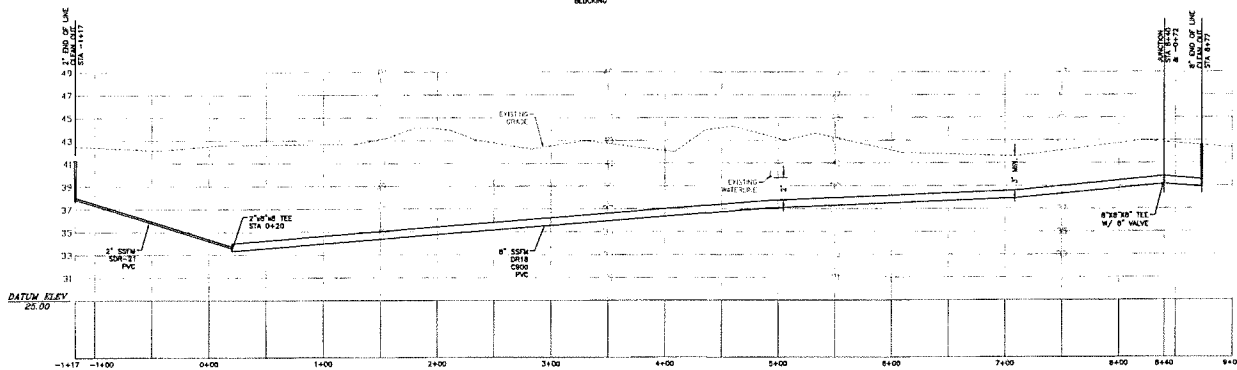
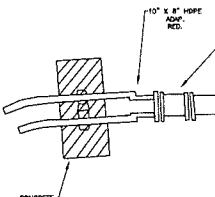
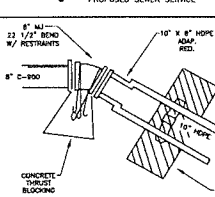


LEGEND	
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	RIGHT OF WAY
	EXISTING WATER LINE
	EXISTING STORM DRAIN
	EXISTING WATER METER
	EXISTING TELEPHONE PEDESTAL
	EXISTING UTILITY POLE
	EXISTING FIRE HYDRANT
	PROPOSED 6\"/>
	PROPOSED 2\"/>
	PROPOSED 8\"/>
	PROPOSED SEWER SERVICE



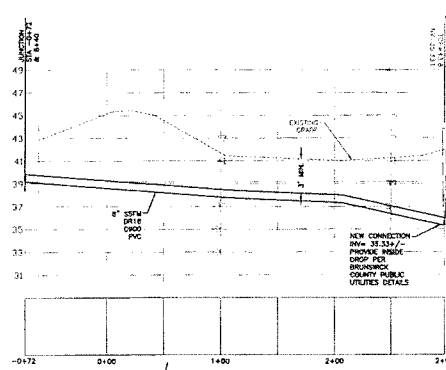
PLAN - COUGAR DRIVE

SCALE: 1\"/>



PROFILE

SCALE: 1\"/>



PROFILE EXTENSION

SCALE: 1\"/>

SYMBOL	RECORDED FORCE MAIN	DATE	BY
R1	10/13/19	10/13/19	JPN

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WATER AND SEWER EXTENSIONS - PHASE 1 - AS-BUILT
COUGAR DRIVE
BOILING SPRING LAKES PROJECT AREA
BRUNSWICK COUNTY, NORTH CAROLINA

OWNER:
CITY OF BOILING SPRINGS
LAKE P.F. BOILING SPRINGS
ROAD BOILING SPRING
LAKE, NC 28641

NORRIS & TUNSTALL
CONSULTING ENGINEERS P.C.
105 ASHLITTLE AVE. S.W.
WILMINGTON, NC 28401
PHONE 910 347-9031
FAX 910 347-9032

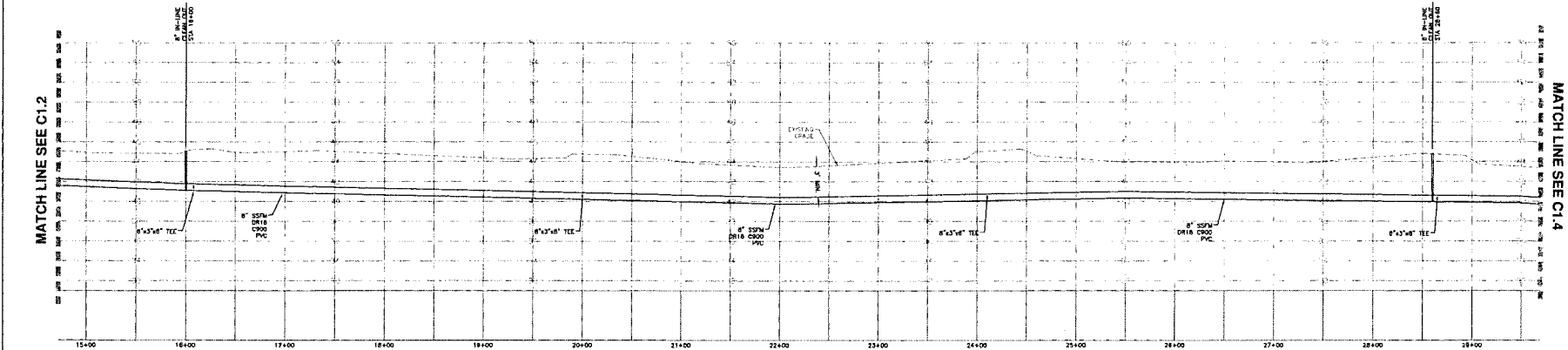
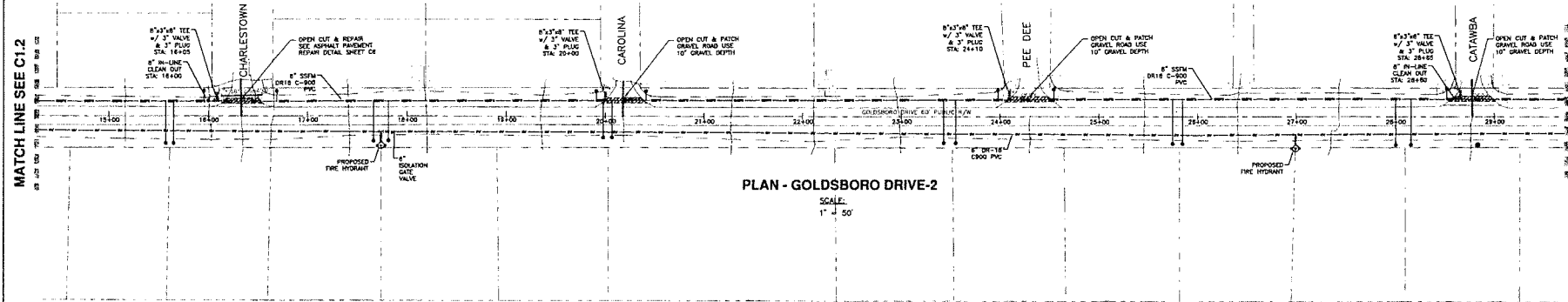
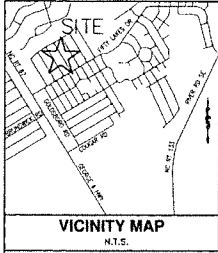
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JPN
JPN
JPN
DATE 10/01/19



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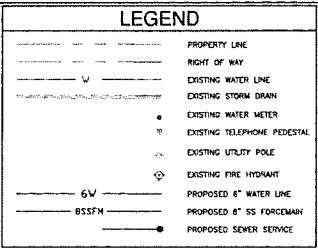
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AS-BUILT DRAWING DATE: 10/01/19

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SYMBOL	DATE	DESCRIPTION

WATER AND SEWER EXTENSIONS - PHASE 1 - AS-BUILT
GOLDSBORO DRIVE
BOILING SPRING LAKES PROJECT AREA
BRUNSWICK COUNTY, NORTH CAROLINA

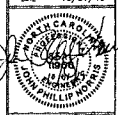
OWNER:
CITY OF BOILING SPRINGS
1475 BOILING SPRINGS
LAKE, NC 28450

NORRIS & TUNSTALL
CONSULTING ENGINEERS P.C.
147 ASHLITTLE RIVER RD. NW
WILMINGTON, NC 28401
PHONE: (704) 23-5961

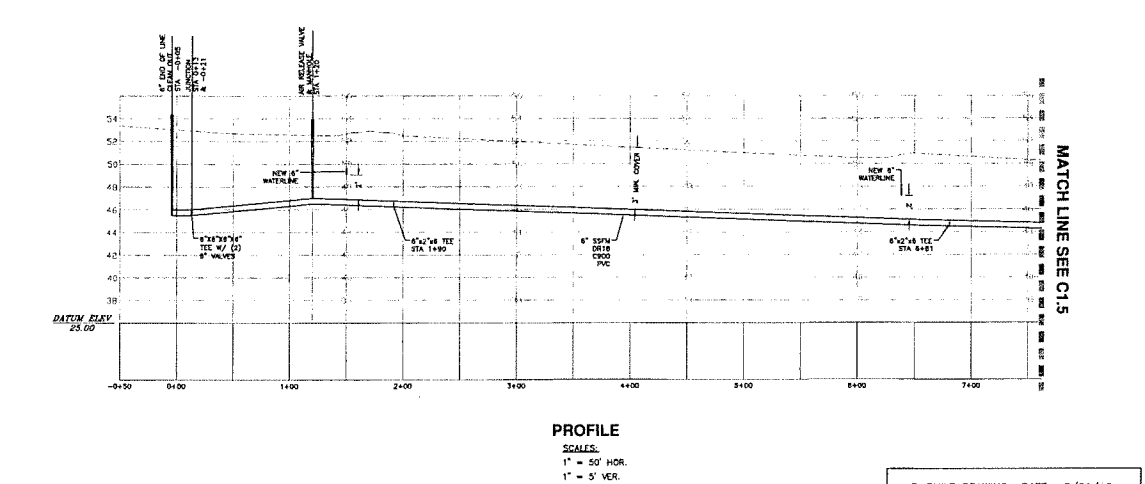
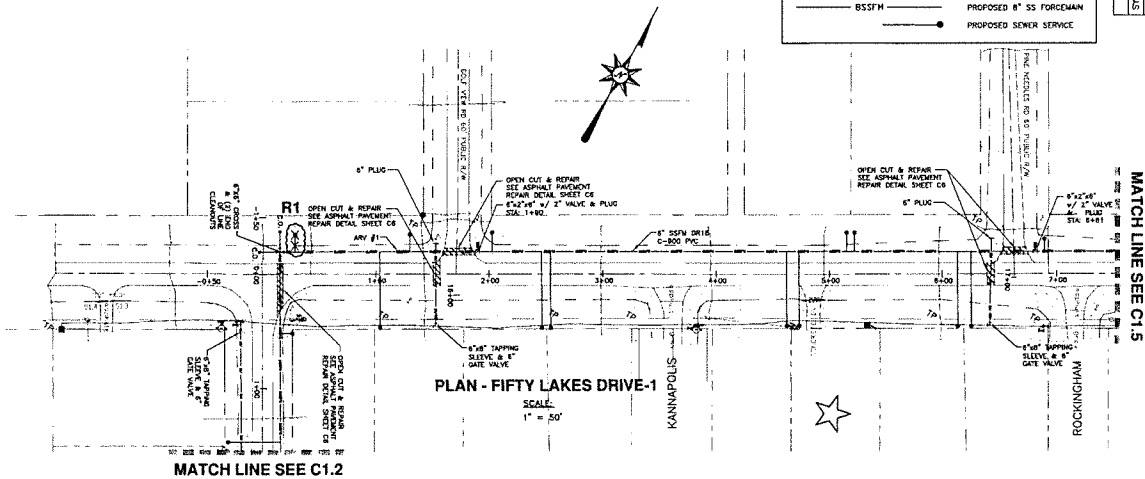
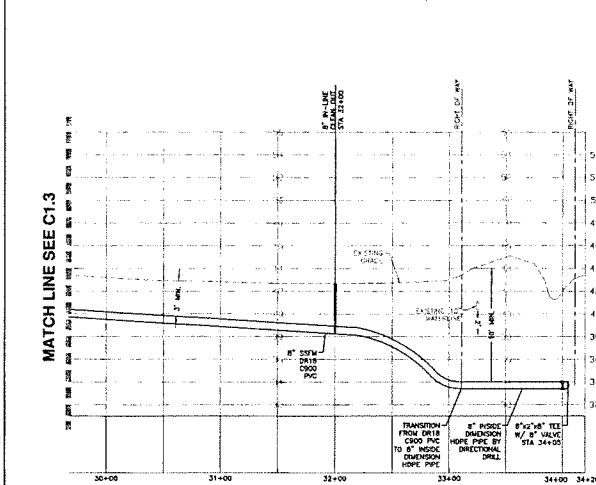
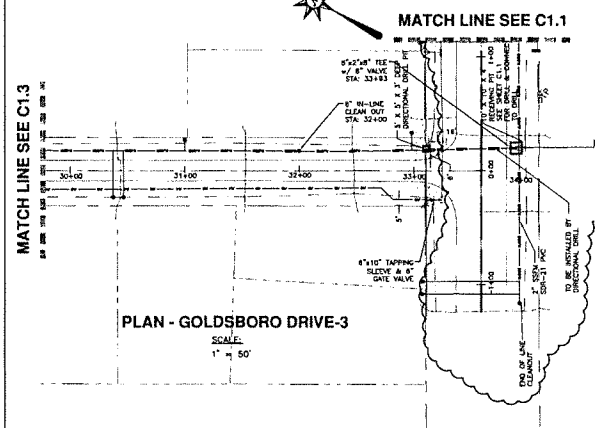
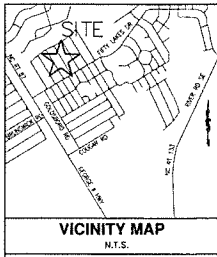
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JPN
ZAC

10/01/19



C1.3



LEGEND	
---	PROPERTY LINE
---	RIGHT OF WAY
---	EXISTING WATER LINE
---	EXISTING STORM DRAIN
---	EXISTING WATER METER
---	EXISTING TELEPHONE PEDESTAL
---	EXISTING UTILITY POLE
---	EXISTING FIRE HYDRANT
---	PROPOSED 6" WATER LINE
---	PROPOSED 2" SS FORCEMAIN
---	PROPOSED 6" SS FORCEMAIN
---	PROPOSED 8" SS FORCEMAIN
---	PROPOSED SEWER SERVICE

SYMBOL	DATE	DESCRIPTION
1	10/01/19	ISSUED FOR CONSTRUCTION

WATER AND SEWER EXTENSIONS - PHASE 1 - AS-BUILT
GOLDSBORO DRIVE / FIFTY LAKES DRIVE
BOILING SPRING LAKES PROJECT AREA
BRUNSWICK COUNTY, NORTH CAROLINA

OWNER:
CITY OF BOILING SPRINGS
LAKES BOILING SPRINGS
LAKES BOILING SPRINGS
LAKES, NC 28441

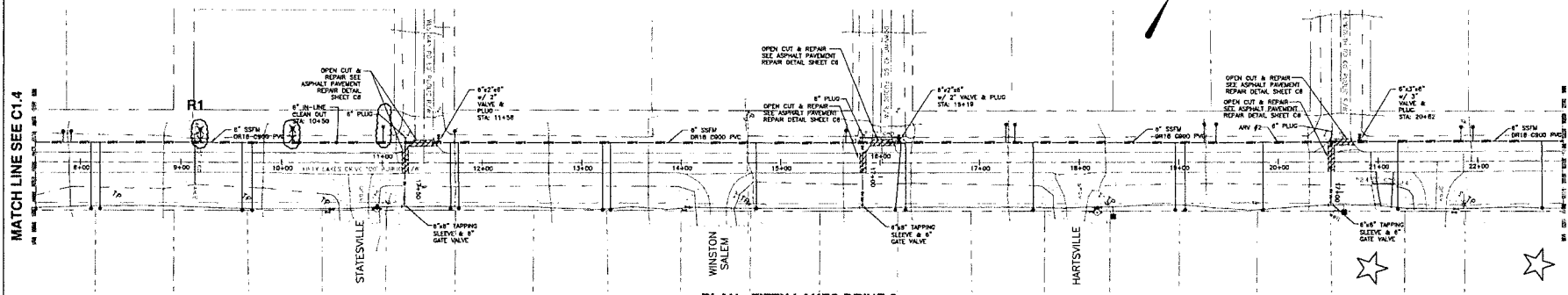
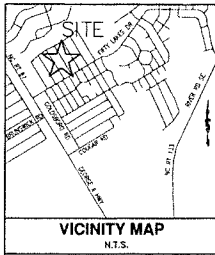
NORRIS & TUNSTALL
CONSULTING ENGINEERS P.C.
147 ASHLITTE ENTERED ST.
WILMINGTON, NC 28401
PHONE: 910-341-1401

19011
DES. JPN
ORD. JPN
CHK. ZAC
DATE 10/01/19

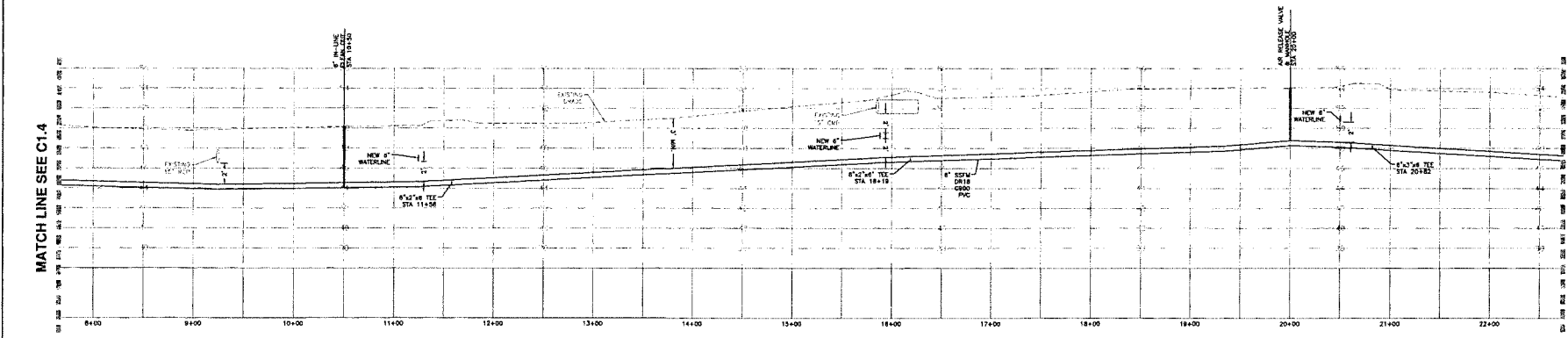


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PLAN - FIFTY LAKES DRIVE-2
SCALE:
1" = 50'



PROFILE
SCALE:
1" = 50' HOR.
1" = 5' VER.

AS-BUILT DRAWING DATE: 10/01/19

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LEGEND	
	PROPERTY LINE
	RIGHT OF WAY
	EXISTING WATER LINE
	EXISTING STORM DRAIN
	EXISTING WATER METER
	EXISTING TELEPHONE PEDESTAL
	EXISTING UTILITY POLE
	EXISTING FIRE HYDRANT
	PROPOSED 6" WATER LINE
	PROPOSED 2" SS FORCEMAIN
	PROPOSED 6" SS FORCEMAIN
	PROPOSED SEWER SERVICE

R1	7/23/19	ELIMINATE ONE SEWER SERVICE	APN
SYMBOL	DATE	DESCRIPTION	BY
		REVISIONS	

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WATER AND SEWER EXTENSIONS - PHASE 1 - AS-BUILT
FIFTY LAKES DRIVE
BOILING SPRING LAKES PROJECT AREA
BRUNSWICK COUNTY, NORTH CAROLINA

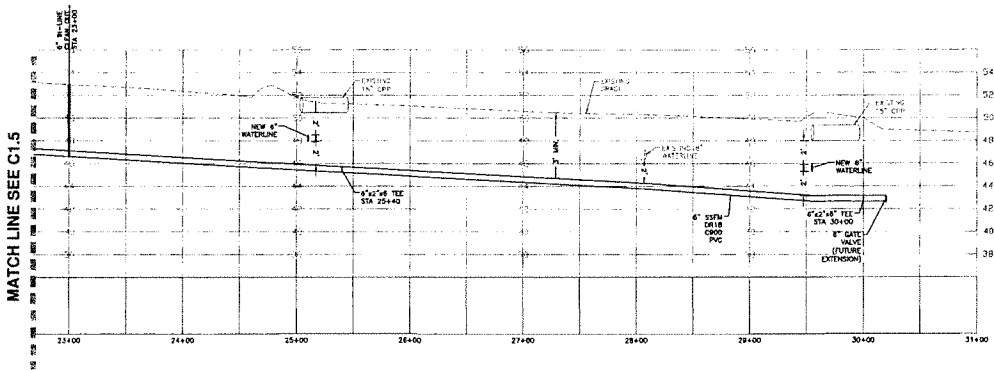
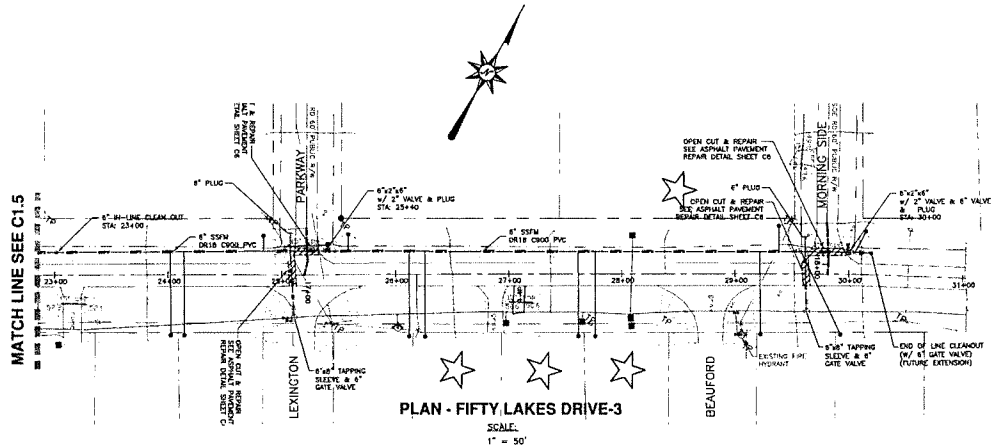
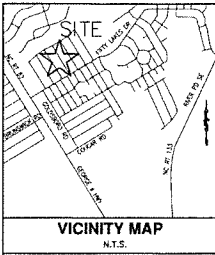
OWNER:
CITY OF BOILING SPRINGS
LANE Y.E. BOILING SPRINGS
ROAD BOILING SPRINGS
LAKES, NC 28641

NORRIS & TUNSTALL
CONSULTING ENGINEERS P.C.
1427 ASHLITTER AVENUE, NW
WILMINGTON, NC 28403
PHONE (910) 341-2653

19011
DATE 10/01/19



C1.5



LEGEND

---	PROPERTY LINE
---	RIGHT OF WAY
---	EXISTING WATER LINE
---	EXISTING STORM DRAIN
●	EXISTING WATER METER
	EXISTING TELEPHONE PIEDISTAL
+	EXISTING UTILITY POLE
◇	EXISTING FIRE HYDRANT
---	PROPOSED 6" WATER LINE
---	PROPOSED 2" SS FORCEMAIN
---	PROPOSED 6" SS FORCEMAIN
---	PROPOSED SEWER SERVICE

SYMBOL	DATE	DESCRIPTION	BY
C 2018 NORRIS & TUNSTALL			
WATER AND SEWER EXTENSIONS - PHASE 1 - AS-BUILT			
FIFTY LAKES DRIVE			
BOILING SPRING LAKES PROJECT AREA			
BRUNSWICK COUNTY, NORTH CAROLINA			
OWNER: CITY OF BOILING SPRINGS LAKE OF BOILING SPRINGS BOILING SPRING LAKE, NC 28641			
NORRIS & TUNSTALL CONSULTING ENGINEERS P.C. 140 ASHLITTLE PARKWAY WILMINGTON, NC 28401 PHONE: 704-241-1400			
19011			
DES	JPN		
CHK	JPN		
BY	ZAC		
DATE	10/01/19		
C1.6			

AS-BUILT DRAWING DATE: 10/01/19

THESE AS-BUILT OR RECORD DRAWINGS HAVE BEEN PREPARED, IN PART, ON THE BASIS OF INFORMATION COMPILED AND FURNISHED BY OTHERS. THE ENGINEER WILL NOT BE RESPONSIBLE FOR ANY ERRORS OR OMISSIONS WHICH HAVE BEEN INCORPORATED INTO THIS DOCUMENT AS A RESULT.

STATE OF NORTH CAROLINA

COUNTY OF BRUNSWICK

AFFIDAVIT

The City of Boiling Spring Lakes, a governmental entity created and existing under the laws of the State of North Carolina, hereinafter referred to as Affiant, being first duly sworn, hereby deposes and says as follows:

1. That it is the owner of that certain property located in Boiling Spring Lakes, Brunswick County, North Carolina, as more particularly described in a Deed of Dedication in favor of Brunswick County of even date herewith.

2. That it has caused to be constructed sewer transmission pipes, water main taps, and associated apparatus as described in said Deed of Dedication in favor of Brunswick County of even date herewith.

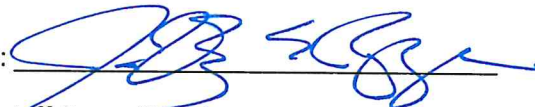
3. That all work which has been performed in the construction and installation of said sewer transmission facilities, water main taps, and associated apparatus referenced in paragraphs 1 and 2 above has been fully paid for and there are now no liens of any kind including any lien for labor or material against the property which would in any way jeopardize title of Affiant to the property nor are there any legal actions pending against Affiant or any contractor arising out of any work performed on said sewer transmission facilities, water main taps, and associated apparatus which would in any way jeopardize title to said utility facilities.

IN WITNESS WHEREOF, the Affiant has caused this instrument to be duly executed by its authorized officer(s), this 6th day of April, 2020.

Max

City of Boiling Spring Lakes

By:



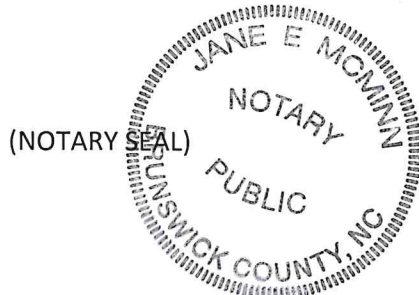
Jeff Repp, City Manager

STATE OF NORTH CAROLINA

COUNTY OF BRUNSWICK

Signed and sworn to (or affirmed) before me this day by Jeff Repp in his capacity as City Manager of the City of Boiling Spring Lakes

Date: May 6, 2020



Jane E. McMillan Notary Public



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
June 15, 2020

From:
Malcolm Smith, Fire Administrator

Action Item # V. - 8.

Emergency Services-Town of Shallotte Interlocal Agreement (Fire Training Facility)

Issue/Action Requested:

Request that the Board of County Commissioners approve an interlocal agreement with the Town of Shallotte for use of the Shallotte Fire Training Facility for all county fire departments.

Background/Purpose of Request:

The Shallotte Fire Training Facility is the largest of the three fire training facilities located in Brunswick County and is used for fire, EMS and technical rescue training. The county fire departments can sign up and use the facility to help meet the training required by the different regulatory agencies.

The interlocal agreement provides for \$7,500 to help with the maintenance and upkeep of the facility.

Fiscal Impact:

Pre-Audit Certification Required, Reviewed By Director of Fiscal Operations

Funding available upon approval of the FY 2021 Budget

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend the Board of County Commissioners approve an interlocal agreement with the Town of Shallotte for use of the Shallotte Fire Training Facility for all county fire departments.

ATTACHMENTS:

Description

- ▣ Interlocal Agreement - Town of Shallotte Fire Training Facility

NORTH CAROLINA
BRUNSWICK COUNTY

INTERLOCAL AGREEMENT
[For Services Only]

THIS INTERLOCAL AGREEMENT (hereinafter referred to as the “Agreement”) is made and entered into by and between Brunswick County, a body politic and corporate of the State of North Carolina, (hereinafter referred to as “County”), party of the first part and Town of Shallotte, a Town organized and existing pursuant to the laws of the State of North Carolina and located in Brunswick County, (hereinafter referred to as “Town”), party of the second part.

WITNESSETH:

WHEREAS, County and Town desire to establish an inter-governmental approach for the provision of services or resources, as more fully described herein;

WHEREAS, County and Town each agree that the cooperative endeavor contemplated hereby will be beneficial to both entities;

WHEREAS, County and Town, in order to set out the provisions and conditions under which said services or resources will be provided, have entered into this Agreement as authorized by Article 20, Part 1 of Chapter 160A of the North Carolina General Statutes;

WHEREAS, Town holds owns a facility located at 400 Forest Street Extension, Shallotte, NC and known as the Shallotte Regional Fire Training Facility (“Facility”);

WHEREAS, Town uses this Facility as a firefighter training area for all Brunswick County Fire Departments and Brunswick Community College;

WHEREAS, Town requires facility maintenance services (“Services”) at the Facility; and

WHEREAS, County has agreed that County will subsidize Town to perform the Services at the Facility in accordance with the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants and promises contained herein, County and Town do hereby agree as follows:

1. SERVICES

- 1.1 The Town shall perform the Services necessary for maintaining the Facility’s structures, facilities, equipment, and improvements in a clean, safe, and orderly condition to ensure and facilitate the facility’s intended use thereof. The Services shall include, without limitation, the following:
 - A. Inspecting and maintaining all buildings, pavilions, restrooms, and classrooms in good working order;

- B. Inspecting and maintaining the training tower and all training props in good working order;
 - C. Inspecting and cleaning the restroom facilities and keeping them stocked with necessary supplies including soap and tissue;
 - D. Picking up and removing litter, debris, and other refuse throughout the Facility;
 - E. Mowing, weeding, pruning, watering, fertilizing, applying herbicide and pesticide treatments, and other similar services for properly maintaining the Facility's natural areas;
 - F. Reporting observed unsafe conditions, need for repairs, acts of vandalism, and illegal use of the Location to the Town Administrator; and
 - G. Maintaining security of the Facility by opening and closing the gates on an as needed basis.
- 1.2 Any improvements made to the Facility's natural areas, structures, facilities, and equipment shall remain property of the Town.
 - 1.3 Town hereby covenants to County that Town shall perform the Services agreed to herein in conformity with all applicable Federal, State, and local statutes, regulations, ordinances, permits, policies, and procedures and in such a manner as to minimize adverse environmental impacts in or about the Facility.
 - 1.4 Town agrees not to introduce or permit the introduction of any chemical substances or other hazardous materials in or about the Facility without prior written approval from the County and only after first providing to County a Materials Safety Data Sheet (MSDS) for all products, substances, or materials to be applied in or about the Facility.

2. TERM OF AGREEMENT

The initial term of this Agreement begins on 07/01/2019 the ("Effective Date") and continues in effect until 06/30/2021, unless earlier terminated pursuant to any of the terms and conditions contained herein. It is expressly agreed that this Agreement shall automatically and without further action on the part of either party be extended from year to year unless one of the parties gives written notice to the other party at least sixty (60) days before the end of the then current term of its intention not to renew the Agreement by delivering or mailing such notice to the other party at the address(es) below.

3. TERMINATION

- a. **FOR CAUSE.** Notwithstanding the foregoing, either party may terminate this Agreement upon fifteen (15) calendar days' written notice to other party if the other

party is in material breach of any provision herein and fails to cure the breach during the notice period.

- b. **WITHOUT CAUSE.** Either party may terminate this Agreement at any time without cause by giving sixty (60) calendar days' written notice to the other party.

4. NONAPPROPRIATION

If the Board of County Commissioners does not appropriate the funding needed by the County to fulfill its financial obligations, if any, under this Agreement for a given fiscal year, County will not be obligated beyond the end of the last fiscal year for which funds were appropriated. In such event, County will promptly notify Town of the non-appropriation and this Agreement will be terminated at the end of the last fiscal year for which funds were appropriated. No act or omission by County which is attributable to non-appropriation of funds shall constitute a breach of or default under this Agreement.

5. COMPENSATION

County shall pay the Town an amount determined by the county's fiscal year budget for the Services provided as an operational subsidy. The current annual amount is \$7,500.00 per annum.

6. RELATIONSHIP OF PARTIES

Both County and Town agree that County is acting as an independent contractor under this Agreement. Control of County personnel, standards of performance, discipline and all other aspects of performance shall be governed entirely by County. No joint agency is established by this Agreement. This Agreement does not create a partnership, joint venture, other joint endeavor, joint ownership, joint operations or personnel sharing of any kind. No joint personnel are needed by the parties in order to carry out the obligations under this Agreement.

7. REPRESENTATIONS

Each party to this Agreement represents to the other party each of the following as of the Effective Date of this Agreement and covenants with the other party that each such representation will remain true and correct:

- a. It is a duly organized entity or corporation qualified to do business and in good standing under the laws of the State of North Carolina;
- b. It has all requisite corporate power and authority to execute, deliver and perform its obligations under this Agreement;
- c. No approval, authorization or consent of any governmental or regulatory authority is required to be obtained or made by it in order for it to enter into and perform its obligations under this Agreement;

- d. It shall comply with all applicable federal, state and local laws and regulations and shall obtain all applicable permits and licenses;
- e. It shall not violate any agreement with any third party by entering into or performing the obligations under this Agreement;
- f. In fulfilling its obligations under this Agreement, it will not violate, infringe or misappropriate any patent, copyright, trademark or trade secret rights of any third party, or any other third-party rights (including without limitation non-compete agreements); and
- g. No elected or appointed official or employee has any interest (financial, employment or other) in the transactions contemplated by this Agreement.

8. INDEMNITY

- a. To the extent permitted by law, County shall indemnify and hold harmless Town and its officers, agents and employees from and against any and all claims, actions, suits, liabilities, losses, costs, expenses and damages of any nature whatsoever, by reason of or arising out of any negligent action or omission of County, its officers, agents and employees or any of them, in fulfilling its obligations pursuant to this Agreement. In the event that any suit based upon such a claim, action, loss or damage is brought against Town, County shall defend the same at its sole cost and expense; provided that, Town retains the right to participate in said suit if any principal of government or public law is involved. If final judgment is to be rendered against Town and its respective officers, agents, employees or any of them, or jointly against Town and County and its respective officers, agents and employees, or any of them, County shall satisfy same.
- b. To the extent permitted by law, Town shall indemnify and hold harmless County and its officers, agents and employees from and against any and all claims, actions, suits, liabilities, losses, costs, expenses and damages of any nature whatsoever, by reason of or arising out of any negligent action or omission of Town, its officers, agents and employees or any of them, in fulfilling its obligations pursuant to this Agreement. In the event that any suit based upon such a claim, action, loss or damage is brought against County, Town shall defend the same at its sole cost and expense; provided that, County retains the right to participate in said suit if any principal of government or public law is involved. If final judgment is to be rendered against County and its respective officers, agents, employees or any of them, or jointly against County and Town and its respective officers, agents and employees, or any of them, Town shall satisfy same.
- c. By executing this Agreement, County does not assume liability or responsibility for or in any way release Town from any liability or responsibility which arises in whole or in part from the existence or effect of Town ordinances, rules or regulations. If any cause, claim, suit, action or administrative proceeding is commenced in which the enforceability and/or validity of any such Town ordinance, rule or regulation is at issue, Town shall defend the same at its sole cost and expense and if judgment is entered or

damages are awarded against Town, County or both, Town shall satisfy the same, including all chargeable costs and attorneys' fees.

9. NON-DISCRIMINATION IN EMPLOYMENT

Neither party shall discriminate against any employee or applicant for employment because of race, ethnicity, gender, gender identity, sexual orientation, age, religion, national origin, disability, color, ancestry, citizenship, genetic information, political affiliation or military/veteran status, or any other status protected by federal, state or local law or other unlawful form of discrimination. The parties shall take affirmative action to ensure that applicants are employed and that employees are treated fairly during employment.

10. COMPLIANCE WITH E-VERIFY PROGRAM

To the extent E-Verify rules apply to this Agreement, the parties agree to comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes.

11. CONFIDENTIAL INFORMATION

For purposes of this Agreement, the party disclosing Confidential Information is the "Discloser," and the party receiving Confidential Information is the "Recipient." "Confidential Information" shall mean any nonpublic information concerning the parties' respective businesses including, but not limited to, all tangible, intangible, visual, electronic, present or future information such as: (a) trade secrets; (b) financial information, including pricing; (c) technical information, including research, development, procedures, algorithms, data, designs and know-how; (d) business information, including operations, planning, marketing interests and products; and (e) the terms of any agreement between the parties and the discussions, negotiations and proposals related to that agreement. Confidential Information disclosed to the other party must be clearly identified. Written Confidential Information must be clearly marked in a conspicuous place with an appropriate legend identifying the information as "Confidential." Confidential Information that is not written must be identified as confidential at the time of disclosure and confirmed in writing delivered to Recipient within fifteen (15) days of disclosure.

The restrictions regarding the use and disclosure of Confidential Information do not apply to information that is:

- a. in the public domain through no fault of the Recipient;
- b. within the legitimate possession of the Recipient, with no confidentiality obligations to a third party;
- c. lawfully received from a third party having rights in the information without restriction, and without notice of any restriction against its further disclosure;

- d. independently developed by the Recipient without breaching this Agreement or by parties who have not had, either directly or indirectly, access to or knowledge of the Confidential Information;
- e. disclosed with the prior written consent of the Discloser; or
- f. required to be disclosed by law, regulation or court or governmental order, specifically including requests pursuant to the Public Records Laws of North Carolina contained in Chapter 132 of the North Carolina General Statutes. In the event Recipient receives such a request, it shall notify Discloser and Discloser shall have the opportunity to defend against production of such records at Discloser's expense.

12. NO ASSIGNMENT WITHOUT CONSENT

Neither party shall assign this Agreement (or assign any right or delegate any obligation contained herein whether such assignment is of service, of payment or otherwise) without the prior written consent of the other party hereto. Any such assignment without the prior written consent of the other party hereto shall be void. An assignee shall acquire no rights, and County shall not recognize any assignment in violation of this provision.

13. GOVERNING LAW AND VENUE

This Agreement shall be governed by applicable federal law and by the laws of the State of North Carolina, without regard for its choice of law provisions. All actions relating in any way to this Agreement shall be brought in the General Court of Justice of the State of North Carolina in Brunswick County or in the Federal District Court for the Eastern District of North Carolina, Wilmington division.

14. DISPUTE RESOLUTION

Should a dispute arise as to the terms of this Agreement, both parties agree that neither may initiate binding arbitration. The parties may agree to non-binding mediation of any dispute prior to the bringing of any suit or action.

15. GOVERNMENTAL IMMUNITY

To the extent applicable, neither party waives its governmental immunity by entering into this Agreement and fully retains all immunities and defenses provided by law with regard to any action based on this Agreement.

16. NON-WAIVER

Failure by County at any time to require the performance by Town of any of the provisions of this Agreement shall in no way affect County's right hereunder to enforce the same, nor shall

any waiver by County of any breach be held to be a waiver of any succeeding breach or a waiver of this Section.

17. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties with respect to the subject matter herein. There are no other representations, understandings or agreements between the parties with respect to such subject matter. This Agreement supersedes all prior agreements, negotiations, representations and proposals, written or oral.

18. HEADINGS

The headings in this Agreement are for convenience of reference only and shall not define or limit any of the terms or provisions hereof.

19. SEVERABILITY

The invalidity of one or more of the phrases, sentences, clauses or sections contained in this Agreement shall not affect the validity of the remaining portion of the Agreement so long as the material purposes of this Agreement can be determined and effectuated. If a provision of this Agreement is held to be unenforceable, then both parties shall be relieved of all obligations arising under such provision, but only to the extent that such provision is unenforceable, and this Agreement shall be deemed amended by modifying such provision to the extent necessary to make it enforceable while preserving its intent.

20. AMENDMENTS

No amendments or changes to this Agreement, or additional Proposals or Statements of Work, shall be valid unless in writing and signed by authorized agents of both Town and County.

21. NOTICES

- a. **DELIVERY OF NOTICES.** Any notice, consent or other communication required or contemplated by this Agreement shall be in writing, and shall be delivered in person, by U.S. mail, by overnight courier, by electronic mail or by facsimile to the intended recipient at the address set forth below.
- b. **EFFECTIVE DATE OF NOTICES.** Any notice shall be effective upon the date of receipt by the intended recipient; provided that any notice which is sent by facsimile or electronic mail shall also be simultaneously sent by mail deposited with the U.S. Postal Service or by overnight courier.
- c. **NOTICE ADDRESS.** Communications that relate to any breach, default, termination, delay in performance, prevention of performance, modification, extension, amendment or waiver of any provision of this Agreement shall be sent to:

i. For the County: Randell K. Woodruff, County Manager
P. O. Box 249
Bolivia, NC 28422
Fax: 910-253-2022

With a copy to: Laura Thompson, Town Attorney
P. O. Box 11028
Southport, NC 28461

ii. For the Town: Mimi Gaither, Town Administrator
Town of Shallotte
P. O. Box 2287
Shallotte, NC 28459

With a copy to: County Attorney's Office
P. O. Box 249
Bolivia, NC 28422

[SIGNATURES APPEAR ON FOLLOWING PAGE]

22. SIGNATURES

This Agreement, together with any amendments or modifications, may be executed in one or more counterparts, each of which shall be deemed an original and all of which shall be considered one and the same agreement. This Agreement may also be executed electronically. By signing electronically, the parties indicate their intent to comply with the Electronic Commerce in Government Act (N.C.G.S. § 66-358.1 et seq.) and the Uniform Electronic Transactions Act (N.C.G.S. § 66-311 et seq.). Delivery of an executed counterpart of this Agreement by either electronic means or by facsimile shall be as effective as a manually executed counterpart.

BRUNSWICK COUNTY

By: _____

Printed Name: Randell K. Woodruff

Title: County Manager

Date: _____

TOWN OF SHALLOTTE

By: Walter Eccard

Printed Name: Walter Eccard

Title: Mayor

Date: MAY 8, 2020



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

BRUNSWICK COUNTY

Julie A. Miller
Julie A. Miller, Finance Director
Brunswick County, North Carolina

APPROVED AS TO FORM

Robert V. Shaver, Jr.
Robert V. Shaver, Jr., County Attorney /
Bryan W. Batton, Assistant County Attorney

TOWN OF SHALLOTTE

Isaac Norris Jr.
Isaac Norris Jr., Finance Officer

APPROVED AS TO FORM

Laura Thompson
Laura Thompson



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
June 15, 2020

Action Item # V. - 9.

Finance - Fiscal Items

From:

Julie A. Miller

Issue/Action Requested:

Request that the Board of Commissioners approve Budget Amendments, Capital Project Ordinances and Fiscal Items of a routine nature on the consent agenda.

-NC Education Lottery Application

Request that the Board of Commissioners authorize the Chairman to execute the signed North Carolina Education Lottery application. The Brunswick County School's Finance Officer submitted the attached State Lottery Funding Application to request the use of lottery proceeds for payment of debt service in the amount of \$800,000 for FY 2020-2021.

-Timber Sales Budget Amendment

Appropriate \$48,000 of timber sales in the Water and Sewer Funds for the required herbicide and replanting of the IP tracts.

-Garden Club at St. James Grant

Appropriate \$1,000 of grant funds awarded to the 4-H Youth programs for a grant awarded from St. James Garden Club to be used for 4-H Youth Home Gardening and Horticulture program kits during the summer and for school gardens when school resumes.

-Water Revenues Budget Amendment

Appropriate water revenues to contracted services \$70,000, contracted services \$60,000, LCFWSA water purchases \$100,000 for NW Water Treatment Plant, chemicals \$124,000 for 211 water plant and \$106,000 to miscellaneous expense and authorize transfer within the water fund by the fiscal operations director as needed to prevent a statutory exception of expenditures in excess of amounts budgeted at year end.

-General Fund Revenues Budget Amendment

Appropriate \$900,000 FEMA Disaster Assistance Revenues, Register of deeds Revenue \$300,000 with offsetting expenditures of \$146,000, Solid Waste \$300,000 of solid waste revenues to offset contract services of \$300,000, Detention Center revenues reduction of \$85,000, County Administration \$36,000 increase for salary expenditures, Law Enforcement Separation expenditures increase \$65,000, and Emergency Medical Services salary and benefits of \$330,000 and the remaining amount in Non-Departmental miscellaneous expense. Amounts in Non-Departmental is to authorize transfer within the general fund by the Fiscal Operations Director as needed to prevent a statutory exception of expenditures in excess of amounts budgeted at year end.

-Northeast Brunswick Regional Capital and Replacement Budget Amendment

Transfer \$100,095 from Northeast Brunswick Regional Capital and Replacement Reserve to the NEBR Wastewater Plant for reimbursement of eligible capital and replacement expenditures.

-Emergency Telephone Budget Amendment

Appropriate \$84,878 fund balance for transfer to the emergency telephone fund and to authorize the Fiscal Operations Director to adjust the budget for final audit results as of June 30, 2020.

-Excess Collections Schools Budget Amendment and CPO

Appropriate estimated excess collections of Ad Valorem \$1,341,623 and Legislated Sales Tax \$735,925 in excess of budget for transfer to the schools capital reserve and to authorize the Fiscal Operations Director to adjust the budget for final collections as of June 30, 2020.

-Water Revenue Bonds Budget Amendment and CPO

Appropriate proceeds from revenue bonds \$2,173,620 and revenue bond premium of \$15,280,190 for final closing of the revenue bonds issued for the Northwest Plant Expansion and Reverse Osmosis Treatment Project and return \$599,600 of water funds to the reserve undesignated.

-Wastewater Revenues Budget Amendment

Appropriate \$100,000 wastewater revenues to miscellaneous expense and authorize transfer within the wastewater fund by the fiscal operations director as needed to prevent a statutory exception of expenditures in excess of amounts budgeted at year end.

-Worker's Compensation Fund Final Closeout Budget Amendment

Reduce the transfer to the general fund \$32,502, water fund \$4,202 and the wastewater fund \$1,565 for actual amounts transferred in the closing of the workers compensation fund.

-Financial Reports for May 2020 (unaudited)

Included are Summary Information for General and Enterprise Funds, key indicators of Revenues and Expenditures and Cash and Investments. All reports provided at <http://brunswickcountync.gov/finance/reports>

Background/Purpose of Request:**Fiscal Impact:**

Budget Amendment Required, Capital Project/Grant Ordinance Required, Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend the Board of Commissioners approve Budget Amendments, Capital Project Ordinances and Fiscal Items of a routine nature on the consent agenda.

ATTACHMENTS:

Description

- ☐ Brunswick County Schools Education Lottery Application.pdf
- ☐ 20200615 Budget Amendment Timber Sales Wastewater
- ☐ 20200615 Budget Amendment Timber Sales Water
- ☐ 20200615 Budget Amendment Garden Club at St. James Grant
- ☐ 20200615 Budget Amendment Water Revenues
- ☐ 20200615 Budget Amendment NEBR Cap and Replace Reserve
- ☐ 20200615 Budget Amendment Emergency Telephone GF
- ☐ 20200615 Budget Amendment NEBR Cap and Replace

- ▣ 20200615 Budget Amendment Emergency Telephone
- ▣ 20200615 Budget Amendment Excess Collections Schools GF
- ▣ 20200615 Budget Amendment Excess Collections Schools
- ▣ 20200615 Budget Amendment General Fund Revenues.pdf
- ▣ 20200615 Budget Amendment Wastewater Revenues
- ▣ 20200615 Budget Amendment Water Revenue Bonds
- ▣ 220200615 CPO NWWTP
- ▣ 20200615 Budget Amendment Workers Compensation Fund Close GF.pdf
- ▣ 20200615 Budget Amendment Workers Compensation Fund Close Wastewater.pdf
- ▣ 20200615 Budget Amendment Workers Compensation Fund Close Water.pdf
- ▣ 20200615 Budget Amendment Workers Compensation Fund Close.pdf
- ▣ May Monthly Financial Statements.pdf

**APPLICATION
PUBLIC SCHOOL BUILDING CAPITAL FUND
NORTH CAROLINA EDUCATION LOTTERY**

Approved: _____

Date: _____

County: Brunswick County

Contact Person: Freyja Cahill

LEA: Brunswick County Schools-100

Title: Chief Finance Officer

Address: 35 Referendum Drive

Phone: 910-253-1014

Project Title: 2020-2021 Debt Service

Location: Various Schools

Type of Facility: _____

North Carolina General Statutes, Chapter 18C, provides that a portion of the proceeds of the North Carolina State Lottery Fund be transferred to the Public School Building Capital Fund in accordance with G.S. 115C-546.2. Further, G.S. 115C-546.2 (d) has been amended to include the following:

(3) No county shall have to provide matching funds...

(4) A county may use monies in this Fund to pay for school construction projects in local school administrative units and to retire indebtedness incurred for school construction projects.

(5) A county may not use monies in this Fund to pay for school technology needs.

As used in this section, "Public School Buildings" shall include only facilities for individual schools that are used for instructional and related purposes, and does not include central administration, maintenance, or other facilities. ***Applications must be submitted within one year following the date of final payment to the Contractor or Vendor.***

Short description of Construction Project: Request use of lottery proceeds for debt service payment

Estimated Costs:

Purchase of Land	_____	\$	_____
Planning and Design Services	_____		_____
New Construction	_____		_____
Additions / Renovations	_____		_____
Repair	_____		_____
Debt Payment / Bond Payment	_____		800,000.00
TOTAL	_____	\$	800,000.00

Estimated Project Beginning Date: July 1, 2020

Est. Project Completion Date: June 30, 2021

We, the undersigned, agree to submit a statement of state monies expended for this project within 60 days following completion of the project.

The County Commissioners and the Board of Education do hereby jointly request approval of the above project, and request release of \$ 800,000.00 from the Public School Building Capital Fund (Lottery Distribution). We certify that the project herein described is within the parameters of G.S. 115C-546.

(Signature — Chair, County Commissioners)

(Date)



(Signature — Chair, Board of Education)

(Date)

Request Info	
Type	Budget Amendment
Description	Timber Sales Wastewater
Justification	Board Meeting 06/15/2020-Appropriate \$30,000 of timber sales for the required herbicide and replanting of the IP tracts.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
627320	383961	West Regional Wastewater	Other Sales and Services	30000	Increase	Credit
627320	439900	West Regional Wastewater	Contract Services	30000	Increase	Debit

Total	
Grand Total:	60000

Request Info	
Type	Budget Amendment
Description	Timber Sales Water
Justification	Board Meeting 06/15/2020-Appropriate \$18,000 of timber sales for the required herbicide and replanting of the IP tracts.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
617110	383900	Water - Administration	Miscellaneous Revenues	18000	Increase	Credit
617110	439900	Water - Administration	Contract Services	18000	Increase	Debit

Total	
Grand Total:	36000

Request Info	
Type	Budget Amendment
Description	Garden Club at St. James Grant
Justification	Board Meeting 06/15/2020-Appropriate \$1,000 of grant funds awarded to the 4-H Youth programs for a grant awarded from St. James Garden Club to be used for 4-H Youth Home Gardening and Horticulture program kits during the summer and for school gardens when school resumes.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
104950	335031	Cooperative Extension	4-H Club Fundraisers	1000	Increase	Credit
104950	449952	Cooperative Extension	4-H Club Program	1000	Increase	Debit

Total	
Grand Total:	2000

Request Info	
Type	Budget Amendment
Description	Water Revenues
Justification	Board Meeting 06/15/2020-Appropriate water revenues to contracted services \$70,000, contracted services \$60,000, LCFWSA water \$100,000 for NW Water Treatment Plant, chemicals \$124,000 for 211 water plant and \$106,000 to miscellaneous expense to authorize transfer within the water fund by the fiscal operations director as needed to prevent a statutory exception of expenditures in excess of amounts budgeted at year end.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
617110	383900	Water - Administration	Miscellaneous Revenues	210000	Increase	Credit
617110	371317	Water - Administration	Water Sales-Wholesale	250000	Increase	Credit
617120	465400	NW Water Treatment Plant	LCFWSA	100000	Increase	Debit
617120	439900	NW Water Treatment Plant	Contract Services	70000	Increase	Debit
617120	433100	NW Water Treatment Plant	Electricity	60000	Increase	Debit
617130	421300	211 Water Treatment Plant	Chemicals	124000	Increase	Debit
617110	449900	Water - Administration	Miscellaneous Expense	106000	Increase	Debit
Total						
Grand Total:				920000		

Request Info	
Type	Budget Amendment
Description	NEBR Cap and Replace Reserve
Justification	Board Meeting 06/15/2020-Transfer \$100,095 from Northeast Brunswick Regional Capital and Replacement Reserve to the NEBR Wastewater Plant for reimbursement of eligible capital and replacement expenditures.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
449800	464314	Interfund Trans Wstwtr Cap Rsv	NE Regnal Capital and Replacmt	-100095	Decrease	Credit
449800	498062	Interfund Trans Wstwtr Cap Rsv	Trans To Wastewater Enterprise	100095	Increase	Debit

Total	
Grand Total:	0

Request Info	
Type	Budget Amendment
Description	Emergency Telephone GF
Justification	Board Meeting 06/15/2020-Appropriate fund balance for transfer to the emergency telephone fund and to authorize the Fiscal Operations Director to adjust the budget for final audit results as of June 30, 2020.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
100000	399100	General Revenues	Fund Balance Appropriated	1000	Increase	Credit
109800	498022	Interfund Trans General Fund	Trans To Emergency Tele Servic	1000	Increase	Debit

Total	
Grand Total:	2000

Request Info	
Type	Budget Amendment
Description	NEBR Cap and Replace
Justification	Board Meeting 06/15/2020-Transfer \$100,095 from Northeast Brunswick Regional Capital and Replacement Reserve to the NEBR Wastewater Plant for reimbursement of eligible capital and replacement expenditures.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
627250	426200	Northeast Regional Wastewater	Operating Equip \$500 - \$4 999	8987	Increase	Debit
627250	435200	Northeast Regional Wastewater	Repair and Maint - Equipment	69513	Increase	Debit
627250	435203	Northeast Regional Wastewater	Repair and Maint-Instrument	12800	Increase	Debit
627250	455000	Northeast Regional Wastewater	Cap Outlay-Equipment	8795	Increase	Debit
627250	398444	Northeast Regional Wastewater	Tran From Wstwater Cap Proj	100095	Increase	Credit

Total	
Grand Total:	200190

Request Info	
Type	Budget Amendment
Description	Emergency Telephone GF
Justification	Board Meeting 06/15/2020-Appropriate fund balance for transfer to the emergency telephone fund and to authorize the Fiscal Operations Director to adjust the budget for final audit results as of June 30, 2020.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
224376	398110	Emergency Telephone System	Trans Frm General Fund	1000	Increase	Credit
224376	426205	Emergency Telephone System	Computers - \$500 - \$4 999	1000	Increase	Debit

Total	
Grand Total:	2000

Request Info	
Type	Budget Amendment
Description	Excess Collections Schools GF
Justification	Board Meeting 06/15/2020-Appropriate estimated excess collections of Ad Valorem and Legislated Sales Tax in excess of budget for transfer to the schools capital reserve and to authorize the Fiscal Operations Director to adjust the budget for final collections as of June 30, 2020.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
100000	323202	General Revenues	Local Op Sales Tax 1/2% 40 Sch	205697	Increase	Credit
100000	323302	General Revenues	Local Op Sales Tax 1/2% 42 Sch	530228	Increase	Credit
100000	311419	General Revenues	Ad Valorem Taxes-2019	1341623	Increase	Credit
109800	498042	Interfund Trans General Fund	Trans To School Cap Project	2077548	Increase	Debit

Total	
Grand Total:	4155096

Request Info	
Type	Budget Amendment
Description	Excess Collections Schools
Justification	Board Meeting 06/15/2020-Appropriate estimated excess collections of Ad Valorem and Legislated Sales Tax in excess of budget for transfer to the school capital reserve and to authorize the Fiscal Operations Director to adjust the budget for final collections as of June 30, 2020.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
428006	398110	School Capital Projects	Trans Frm General Fund	2077548	Increase	Credit
428006	499104	School Capital Projects	Sales Tax Contingency	735925	Increase	Debit
428006	499103	School Capital Projects	Ad Valorem Contingency	1341623	Increase	Debit

Total	
Grand Total:	4155096

Request Info	
Type	Budget Amendment
Description	General Fund Revenues
Justification	Board Meeting 06/15/2020-Appropriate \$900,000 FEMA disaster assistance revenues, 300,000 of Register of Deeds revenue and anticipated expenditures of \$146,000, \$300,000 of solid waste revenues and anticipated expenditures of \$300,000, reduction of detention center revenues of \$85,000, increase anticipated expenditures administration \$36,000, law enforcement separation \$65,000, and emergency management and the remaining amount in Non-Departmental miscellaneous expense for projection of actual and coverage of any public safety needs. Amounts in Non-Departmental is to authorize transfer within the general fund by the Fiscal Operations Director as needed to prevent a statutory exception of expenditures in excess of amounts budgeted at year end.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
104180	324000	Register Of Deeds	ROD-Excise Tax	300000	Increase	Credit
104720	334600	Solid Waste	Solid Waste Fee	300000	Increase	Credit
104320	383962	Detention Center	Misc Jail Fees	90000	Increase	Credit
104320	383993	Detention Center	State Misdemeanor Reimburse	-175000	Decrease	Debit
104720	439904	Solid Waste	Contract Service-Solid Waste	300000	Increase	Debit
104290	449900	Non-Departmental	Miscellaneous Expense	538000	Increase	Debit
104332	412100	Emergency Medical Services	Salary and Wages-Regular	-300000	Decrease	Credit
104332	412200	Emergency Medical Services	Salary and Wages-Overtime	480000	Increase	Debit

104332	412600	Emergency Medical Services	Salary and Wages-Temp/Part	150000	Increase	Debit		
104120	412100	County Administration	Salary and Wages-Regular	36000	Increase	Debit		
104317	412100	Law Enforcement Separation	Salary and Wages-Regular	60000	Increase	Debit		
104317	418100	Law Enforcement Separation	FICA	5000	Increase	Debit		
104180	466001	Register Of Deeds	ROD-Excise Tax-St NC	110000	Increase	Debit		
104180	466003	Register Of Deeds	ROD - Floodplain Mapping	20000	Increase	Debit		
104180	466004	Register Of Deeds	ROD - Deed-Cultural Resources	10000	Increase	Debit		
104180	466005	Register Of Deeds	ROD - D/T-State GF	6000	Increase	Debit		
100000	331015	General Revenues	Fema Disaster Assistance	900000	Increase	Credit		

Total								
Grand Total:						2830000		

Request Info	
Type	Budget Amendment
Description	Wastewater Revenues
Justification	Board Meeting 06/15/2020-Appropriate \$100,000 wastewater revenues to miscellaneous expense and authorize transfer within the wastewater fund by the fiscal operations director as needed to prevent a statutory exception of expenditures in excess of amounts budgeted at year end.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
627210	383100	Wastewater - Administration	Investment Earnings	100000	Increase	Credit
627210	449900	Wastewater - Administration	Miscellaneous Expense	100000	Increase	Debit

Total	
Grand Total:	200000

Request Info	
Type	Budget Amendment
Description	Water Revenue Bonds
Justification	Board Meeting 06/15/2020-Appropriate proceeds from revenue bonds \$2,173,620 and revenue bond premium of \$15,280,190 for use in the Northwest Plant Expansion and Reverse Osmosis Treatment and return \$599,600 of water funds to the reserve undesignated.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
418289	395007	NW Plant Exp and RO Treatment	Proceeds from Revenue Bonds	2173620	Increase	Credit
418289	395001	NW Plant Exp and RO Treatment	Revenue Bond Premium	15280190	Increase	Credit
418289	464000	NW Plant Exp and RO Treatment	Administration/Other	936071	Increase	Debit
418289	464001	NW Plant Exp and RO Treatment	Arch/Engnrg/Legal	100000	Increase	Debit
418289	464002	NW Plant Exp and RO Treatment	Construction	100000	Increase	Debit
418289	464010	NW Plant Exp and RO Treatment	Capitalized Interest	9698507	Increase	Debit
418289	499100	NW Plant Exp and RO Treatment	Contingency	6019632	Increase	Debit
418289	398661	NW Plant Exp and RO Treatment	Trans Frm Water Fund	-599600	Decrease	Debit
419800	398661	Interfund Trans Water Cap Rsv	Trans Frm Water Fund	599600	Increase	Credit
419800	464299	Interfund Trans Water Cap Rsv	Undesignated Funds	599600	Increase	Debit

Total	
Grand Total:	34907620

**COUNTY OF BRUNSWICK, NORTH CAROLINA
CAPITAL PROJECT ORDINANCE
NW Plant Treatment Expansion 12MGD
(418289)**

Be it ordained by the Board of County Commissioners of Brunswick County that pursuant to Section 13.2 of the General Statutes of North Carolina, the following ordinance is hereby adopted:

Section 1. The following amounts are hereby appropriated in the Brunswick County Water Capital Projects Fund:

Water Capital Projects Fund:

Revenues:

Proceeds from Revenue Bonds	152,065,000
Premium on Revenue Bonds	<u>15,280,190</u>
Total Water Capital Project Revenues	\$ 167,345,190

Expenditures:

Salary and Wages Reimbursements	118,164
Fringe Benefits Reimbursements	47,500
Administration	995,625
Arch/Eng/Legal	21,153,792
Construction	129,311,970
Capitalized Interest	9,698,507
Contingency	<u>6,019,632</u>
Total Water Capital Project Expenditures	\$ 167,345,190

Section 2. This Capital Project Ordinance shall be entered into the minutes of the June 15, 2020 meeting of the Brunswick County Board of Commissioners.

Request Info	
Type	Budget Amendment
Description	Wastewater Workers Comp Close
Justification	Board Meeting 06/15/2020-Reduce the transfer to the general fund \$32,502, water fund \$4,202 and the wastewater fund \$1,565 for actual amounts transferred in the closing of the workers compensation fund.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
109800	398821	Interfund Trans General Fund	Trans From Workers Comp Fund	-32503	Decrease	Debit
100000	399100	General Revenues	Fund Balance Appropriated	32503	Increase	Credit

Total	
Grand Total:	0

Request Info	
Type	Budget Amendment
Description	Water Workers Comp Close
Justification	Board Meeting 06/15/2020-Reduce the transfer to the general fund \$32,502, water fund \$4,202 and the wastewater fund \$1,565 for actual amounts transferred in the closing of the workers compensation fund.
Originator	Tiffany Rogers

Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr	
629800	398821	Interfund Trans Wastewater Fnd	Trans From Workers Comp Fund	-1565	Decrease	Debit	
629800	399200	Interfund Trans Wastewater Fnd	Expendable Net Assets Appopr	1565	Increase	Credit	

Total	
Grand Total:	0

Request Info	
Type	Budget Amendment
Description	Water Workers Comp Close
Justification	Board Meeting 06/15/2020-Reduce the transfer to the general fund \$32,502, water fund \$4,202 and the wastewater fund \$1,565 for actual amounts transferred in the closing of the workers compensation fund.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
619800	398821	Interfund Trans Water Fund	Trans From Workers Comp Fund	-4202	Decrease	Debit
619800	399200	Interfund Trans Water Fund	Expendable Net Assets Appopr	4202	Increase	Credit

Total	
Grand Total:	0

Request Info	
Type	Budget Amendment
Description	Workers Comp Close
Justification	Board Meeting 06/15/2020-Reduce the transfer to the general fund \$32,502, water fund \$4,202 and the wastewater fund \$1,565 for actual amounts transferred in the closing of the workers compensation fund.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
812000	498010	Workers' Compensation Fund	Trans To General Fund	-32502	Decrease	Credit
812000	498061	Workers' Compensation Fund	Trans To Water Enterprise	-4202	Decrease	Credit
812000	498062	Workers' Compensation Fund	Trans To Wastewater Enterprise	-1565	Decrease	Credit
812000	399100	Workers' Compensation Fund	Fund Balance Appropriated	-38269	Decrease	Debit

Total	
Grand Total:	-76538

COUNTY OF BRUNSWICK NORTH CAROLINA

***MONTHLY FINANCIAL STATEMENTS
(UNAUDITED)***

FOR THE PERIOD ENDED MAY 31, 2020



COUNTY OF BRUNSWICK, NORTH CAROLINA
Monthly Financial Statements

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COUNTY OF BRUNSWICK, NORTH CAROLINA
Monthly Financial Statements

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Summary Information for General and Enterprise Funds as of May 31, 2020:

General Fund:

- Total revenues for the General Fund are \$210.0 million for an increase of \$21.8 million or 11.6% over the same period in the prior year. The main reason for this is an \$14.3 million increase in Ad Valorem collections due to a recent revaluation and growth in the County. There was also a \$2.1 million increase in Local Option Sales Tax revenues and \$5.5 million of FEMA revenue from prior year storms. Total revenues collected are 101.3% of the amended budget for the fiscal year.
- Total expenditures for the General Fund are \$182.0 million and are 86.2% of the current budget. Total expenditures are more than the expenditures of the same period in the prior year by \$4.4 million or 2.5%. This is a result of a \$2.8 million increase in education and Debt Service payments for phase 1 of the school bond of \$5.4 million. The increases are partially offset by the expenditures associated with Hurricane Florence from last year.
- Net transfers to other funds of \$10.6 million compared to \$4.9 million in the prior year. Transfers were to fund various county capital projects.
- Revenues are more than expenditures and net transfers by \$17.4 million for the current period end compared to more than by \$4.9 million at the end of the same period of the prior year.

Water Fund:

- Total revenues for the Water Fund increased \$5.3 million over the same period in the prior year to \$27.8 million. This is a result of irrigation sales increase of 88.3% or \$1.4 million, an increase in wholesale revenues of 15.9% or \$0.8 million, FEMA revenue of \$1.9 million for prior year expenditures and an increase in retail sales revenues of 12.5% or \$0.6 million over the same period in the prior year. Total revenues are 106.2% of the amended budget for the fiscal year.
- Total expenditures for the Water Fund are \$20.8 million and are 77.7% of current budget. Expenditures increased 6.0% or \$1.2 million mainly due to a \$0.8 million meter repair and maintenance project and a \$0.5 million one-time capital outlay purchase partially offset with prior year salary and fringe benefits associated with Hurricane Florence.
- Net transfers to water capital projects of \$2.8 million increased compared to transfers of \$0.8 million in the same period of the prior year. The transfers were to fund various water capital projects.
- Revenues are more than expenditures and net transfers by \$4.5 million compared to greater than by \$2.1 million in the same period of the prior year.

Wastewater Fund:

- Total revenues for the Wastewater Fund increased \$2.4 million over the same period in the prior year to \$29.5 million. Retail wastewater sales increased \$1.5 million in comparison with the prior year of \$9.4 million while wholesale revenues decreased by \$0.5 million or 4.1%, FEMA revenue of \$0.5 million for prior year expenditures, and capital recovery revenue increased by \$0.1 million or 4.5%. Total revenues are 114.8% of the amended budget for the fiscal year.
- Total expenditures for the Wastewater Fund are \$28.0 million and are 87.4% of the current budget. Expenditures increased 8.1% or \$2.1 million over the same period in the prior year mainly due to one-time capital outlay purchases and increase in debt service.
- Net transfers to wastewater capital projects of \$0.9 million increased compared to \$0.6 million to net transfers from wastewater capital projects in the same period of the prior year. The transfers were to fund various wastewater capital projects.
- Revenues are more than expenditures and net transfers by \$0.7 million compared to more than by \$1.8 million in the same period of the prior year.

COUNTY OF BRUNSWICK, NORTH CAROLINA

BALANCE SHEET - GOVERNMENTAL FUNDS

MAY 31, 2020

	Major Funds				
	General	County Capital Project	Education Capital Project	Non Major Governmental Funds	Total Governmental Funds
Assets:					
Cash and cash equivalents/investments	\$ 97,697,533	\$ 29,804,359	\$ 12,426,202	\$ 2,211,400	\$ 142,139,494
Restricted cash and investments	3,195,018	-	10,407,056	-	13,602,074
Interest receivable	18,302	4,570	758	336	23,966
Taxes receivable - net	2,060,946	-	-	-	2,060,946
Receivables - net	1,755,867	-	-	-	1,755,867
Other governmental agencies	1,578,497	15,929	374,530	-	1,968,956
Due from other funds	37,868	-	-	-	37,868
Prepaid expenditures	64,000	-	-	-	64,000
Total assets	<u>\$ 106,408,031</u>	<u>\$ 29,824,858</u>	<u>\$ 23,208,546</u>	<u>\$ 2,211,736</u>	<u>\$ 161,653,171</u>
Liabilities:					
Accounts payable and other liabilities	\$ 4,823,034	\$ -	\$ -	\$ 4,116	\$ 4,827,150
Due to other funds	-	-	-	37,868	37,868
Total liabilities	<u>4,823,034</u>	<u>-</u>	<u>-</u>	<u>41,984</u>	<u>4,865,018</u>
Deferred Inflows of Resources:	<u>3,404,357</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,404,357</u>
Fund Balances:					
Nonspendable	64,000	-	-	-	64,000
Restricted:					
Stabilization by State Statute	11,730,812	-	-	92,923	11,823,735
Restricted - other	4,552,977	-	10,407,056	1,853,077	16,813,110
Committed	214,566	29,824,858	12,801,490	-	42,840,914
Assigned	2,176,237	-	-	-	2,176,237
Unassigned	79,442,048	-	-	223,752	79,665,800
Total fund balances	<u>98,180,640</u>	<u>29,824,858</u>	<u>23,208,546</u>	<u>2,169,752</u>	<u>153,383,796</u>
Total liabilities, deferred inflow of resources and fund balances	<u>\$ 106,408,031</u>	<u>\$ 29,824,858</u>	<u>\$ 23,208,546</u>	<u>\$ 2,211,736</u>	<u>\$ 161,653,171</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCES - GOVERNMENTAL FUNDS
FOR THE PERIOD ENDED MAY 31, 2020

	Major Funds			Non Major	Total
	General	County Capital Project	Education Capital Project	Governmental Funds	Governmental Funds
Revenues:					
Ad valorem taxes	\$ 140,623,732	\$ -	\$ -	\$ -	\$ 140,623,732
Local option sales taxes	21,237,062	-	-	-	21,237,062
Other taxes and licenses	5,310,410	-	-	-	5,310,410
Unrestricted intergovernmental revenues	4,750,587	-	-	-	4,750,587
Restricted intergovernmental revenues	18,649,225	3,177,371	-	853,427	22,680,023
Permits and fees	4,553,161	-	-	169,470	4,722,631
Sales and services	12,185,713	-	-	-	12,185,713
Investment earnings	984,350	270,857	412,885	19,763	1,687,855
Other	1,719,381	-	-	-	1,719,381
Total revenues	<u>210,013,621</u>	<u>3,448,228</u>	<u>412,885</u>	<u>1,042,660</u>	<u>214,917,394</u>
Expenditures:					
Current:					
General government	11,822,280	1,831,009	-	366,197	14,019,486
Public safety	44,264,478	-	-	406,178	44,670,656
Central services	15,748,508	-	-	-	15,748,508
Human services	22,639,390	-	-	-	22,639,390
Transportation	441,020	2,455,741	-	-	2,896,761
Environmental protection	16,601,506	117,579	-	-	16,719,085
Culture and recreation	3,835,755	188,926	-	-	4,024,681
Economic and physical development	5,413,106	-	-	-	5,413,106
Education	44,234,077	-	22,456,385	-	66,690,462
Debt Service:					
Principal retirement	12,243,304	-	-	-	12,243,304
Interest and fiscal charges	4,771,194	-	-	-	4,771,194
Total expenditures	<u>182,014,618</u>	<u>4,593,255</u>	<u>22,456,385</u>	<u>772,375</u>	<u>209,836,633</u>
Revenues over (under) expenditures	<u>27,999,003</u>	<u>(1,145,027)</u>	<u>(22,043,500)</u>	<u>270,285</u>	<u>5,080,761</u>
Other Financing Sources (Uses):					
Transfers from other funds	3,783,998	9,225,021	5,130,064	-	18,139,083
Transfers to other funds	(14,355,085)	(2,304,445)	-	-	(16,659,530)
Total other financing sources (uses)	<u>(10,571,087)</u>	<u>6,920,576</u>	<u>5,130,064</u>	<u>-</u>	<u>1,479,553</u>
Net change in fund balance	17,427,916	5,775,549	(16,913,436)	270,285	6,560,314
Fund balance, beginning of year	<u>80,752,724</u>	<u>24,049,309</u>	<u>40,121,982</u>	<u>1,899,467</u>	<u>146,823,482</u>
Fund balance, end of year	<u>\$ 98,180,640</u>	<u>\$ 29,824,858</u>	<u>\$ 23,208,546</u>	<u>\$ 2,169,752</u>	<u>\$ 153,383,796</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -
BUDGET AND ACTUAL - GENERAL FUND
FOR THE PERIOD ENDED MAY 31, 2020

	Original Budget	Final Budget	Actual	Variance Positive (Negative)
Revenues:				
Ad valorem taxes	\$ 138,091,466	\$ 138,091,466	\$ 140,623,732	\$ 2,532,266
Local option sales taxes	25,765,298	25,765,298	21,237,062	(4,528,236)
Other taxes and licenses	4,823,000	5,423,000	5,310,410	(112,590)
Unrestricted intergovernmental revenues	3,123,000	3,198,000	4,750,587	1,552,587
Restricted intergovernmental revenues	15,414,818	16,401,363	18,649,225	2,247,862
Permits and fees	4,210,982	4,209,611	4,553,161	343,550
Sales and services	11,924,347	11,955,677	12,185,713	230,036
Investment earnings	300,650	490,650	984,350	493,700
Other	1,050,120	1,837,620	1,719,381	(118,239)
Total revenues	<u>204,703,681</u>	<u>207,372,685</u>	<u>210,013,621</u>	<u>2,640,936</u>
Expenditures:				
Current:				
General government	13,338,323	14,202,211	11,822,280	2,379,931
Central services	17,877,823	18,805,253	15,748,508	3,056,745
Public safety	49,074,086	50,817,327	44,264,478	6,552,849
Transportation	170,572	441,023	441,020	3
Environmental protection	18,083,019	18,485,259	16,601,506	1,883,753
Economic and physical development	8,199,637	8,792,033	5,413,106	3,378,927
Human services	27,173,559	27,726,311	22,639,390	5,086,921
Education	48,271,296	48,457,232	44,234,077	4,223,155
Culture and recreation	4,698,358	4,899,074	3,835,755	1,063,319
Debt Service:				
Principal retirement	13,623,306	13,623,306	12,243,304	1,380,002
Interest and fiscal charges	4,976,909	4,976,909	4,771,194	205,715
Total expenditures	<u>205,486,888</u>	<u>211,225,938</u>	<u>182,014,618</u>	<u>29,211,320</u>
Revenues over (under) expenditures	<u>(783,207)</u>	<u>(3,853,253)</u>	<u>27,999,003</u>	<u>31,852,256</u>
Other Financing Sources (Uses):				
Transfers from other funds	-	3,816,500	3,783,998	(32,502)
Transfers to other funds	(4,780,582)	(16,660,048)	(14,355,085)	2,304,963
Appropriated fund balance	<u>5,563,789</u>	<u>16,696,801</u>	<u>-</u>	<u>(16,696,801)</u>
Total other financing sources (uses)	<u>783,207</u>	<u>3,853,253</u>	<u>(10,571,087)</u>	<u>(14,424,340)</u>
Net change in fund balances	<u>\$ -</u>	<u>\$ -</u>	<u>17,427,916</u>	<u>\$ 17,427,916</u>
Fund balance, beginning of year			<u>80,752,724</u>	
Fund balance, end of year			<u>\$ 98,180,640</u>	

COUNTY OF BRUNSWICK, NORTH CAROLINA

SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND
ACTUAL AND CHANGES IN FUND BALANCE - GENERAL FUND
FOR THE PERIOD ENDED MAY 31, 2020 AND THE YEAR ENDED JUNE 30, 2019
WITH COMPARATIVE ACTUAL AMOUNTS FOR PRIOR YEAR

	Original Budget	Current Budget	May 31, 2020	Variance Positive (Negative)	% of Budget	June 30, 2019	May 31, 2019
Revenues:							
Ad Valorem Taxes:							
Current year taxes	\$135,091,466	\$135,091,466	\$137,254,200	\$ 2,162,734	102%	\$ 123,945,212	\$122,264,292
Prior year taxes	2,300,000	2,300,000	2,497,440	197,440	109%	3,220,830	3,052,987
Penalties and interest	700,000	700,000	872,092	172,092	125%	1,067,844	974,285
	<u>138,091,466</u>	<u>138,091,466</u>	<u>140,623,732</u>	<u>2,532,266</u>	<u>102%</u>	<u>128,233,886</u>	<u>126,291,564</u>
Local Option Sales Taxes:							
Article 39 (1%)	10,507,770	10,507,770	8,786,873	(1,720,897)	84%	10,848,845	7,926,792
Article 40 (1/2%)	7,943,242	7,943,242	6,391,603	(1,551,639)	80%	7,963,614	5,794,275
Article 42 (1/2%)	7,314,286	7,314,286	6,058,586	(1,255,700)	83%	7,476,514	5,454,814
	<u>25,765,298</u>	<u>25,765,298</u>	<u>21,237,062</u>	<u>(4,528,236)</u>	<u>82%</u>	<u>26,288,973</u>	<u>19,175,881</u>
Other Taxes and Licenses:							
Scrap tire disposal fee	160,000	160,000	147,698	(12,302)	92%	183,492	135,612
Deed stamp excise tax	2,920,000	3,520,000	3,890,815	370,815	111%	3,744,657	3,335,189
Solid waste tax	48,000	48,000	50,550	2,550	105%	62,922	47,248
White goods disposal tax	45,000	45,000	46,178	1,178	103%	54,157	40,311
1% Occupancy Tax	1,650,000	1,650,000	1,175,169	(474,831)	71%	1,728,904	1,214,141
	<u>4,823,000</u>	<u>5,423,000</u>	<u>5,310,410</u>	<u>(112,590)</u>	<u>98%</u>	<u>5,774,132</u>	<u>4,772,501</u>
Unrestricted Intergovernmental:							
Medicaid hold harmless	2,500,000	2,500,000	3,943,757	1,443,757	158%	3,996,393	3,717,803
Beer and wine tax	248,000	248,000	300,885	52,885	121%	292,723	292,723
Jail fees	375,000	450,000	505,945	55,945	112%	479,987	354,808
	<u>3,123,000</u>	<u>3,198,000</u>	<u>4,750,587</u>	<u>1,552,587</u>	<u>149%</u>	<u>4,769,103</u>	<u>4,365,334</u>
Restricted Intergovernmental:							
State and federal grant	15,281,787	16,268,332	18,504,995	2,236,663	114%	18,344,018	14,320,145
ARRA federal grant	1,531	1,531	1,533	2	100%	3,055	3,055
Court facility fees	120,000	120,000	101,035	(18,965)	84%	126,095	104,872
Payments in lieu of taxes	-	-	100	100	na	4,169	-
ABC education requirement	-	-	-	-	na	10,501	10,501
ABC law enforcement service:	4,000	4,000	12,099	8,099	302%	8,519	8,519
State drug tax	7,500	7,500	29,463	21,963	393%	53,150	41,014
	<u>15,414,818</u>	<u>16,401,363</u>	<u>18,649,225</u>	<u>2,247,862</u>	<u>114%</u>	<u>18,549,507</u>	<u>14,488,106</u>
Permits and Fees:							
Bldg inspections and permit:	2,250,000	2,250,000	2,578,837	328,837	115%	2,791,372	2,603,510
Recording fees	775,000	775,000	824,800	49,800	106%	763,516	690,589
Fire inspection fees	100,000	100,000	189,996	89,996	190%	116,119	88,105
Concealed handgun permit	180,000	180,000	159,855	(20,145)	89%	212,170	192,320
Other permit and fees	905,982	904,611	799,673	(104,938)	88%	877,151	716,497
	<u>4,210,982</u>	<u>4,209,611</u>	<u>4,553,161</u>	<u>343,550</u>	<u>108%</u>	<u>4,760,328</u>	<u>4,291,021</u>
Sales and Services:							
Solid waste fees	2,600,000	2,600,000	2,922,735	322,735	112%	4,384,324	3,891,706
School resource officer reimb.	1,476,726	1,476,726	1,461,088	(15,638)	99%	1,447,763	1,432,430
Rents	13,930	13,930	15,238	1,308	109%	15,260	14,099
EMS Charges	4,576,000	4,576,000	4,793,397	217,397	105%	4,088,650	3,534,859
Public health user fees	835,050	835,050	866,838	31,788	104%	800,121	723,596
Sheriff animal prot. serv. fees	103,500	103,500	82,916	(20,584)	80%	96,101	87,491
Social services fees	70,500	70,500	57,642	(12,858)	82%	68,678	61,684
Public housing fees	38,991	38,991	16,643	(22,348)	43%	15,590	13,756
Tax collection fees	230,000	230,000	281,742	51,742	122%	265,586	252,755
Other sales and services	1,278,050	1,309,380	1,132,589	(176,791)	86%	1,530,423	1,267,068
Register of deeds	338,750	338,750	320,505	(18,245)	95%	331,673	302,357

COUNTY OF BRUNSWICK, NORTH CAROLINA

SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND
ACTUAL AND CHANGES IN FUND BALANCE - GENERAL FUND
FOR THE PERIOD ENDED MAY 31, 2020 AND THE YEAR ENDED JUNE 30, 2019
WITH COMPARATIVE ACTUAL AMOUNTS FOR PRIOR YEAR

	Original Budget	Current Budget	May 31, 2020	Variance Positive (Negative)	% of Budget	June 30, 2019	May 31, 2019
Sales and Services (continued):							
Marriage licenses	55,500	55,500	37,952	(17,548)	68%	50,103	45,151
Recreation services	307,350	307,350	196,428	(110,922)	64%	258,926	239,786
	<u>11,924,347</u>	<u>11,955,677</u>	<u>12,185,713</u>	<u>230,036</u>	102%	<u>13,353,198</u>	<u>11,866,738</u>
Investment earnings	<u>300,650</u>	<u>490,650</u>	<u>984,350</u>	<u>493,700</u>	201%	<u>835,673</u>	<u>757,093</u>
Other:							
Tax refunds - sales and gas tax	1,100	1,100	-	(1,100)	0%	-	-
ABC bottles taxes	45,000	45,000	59,776	14,776	133%	67,267	53,708
Cnty Brd of Alcohol Control	24,000	24,000	22,500	(1,500)	94%	28,500	21,000
Contributions	9,000	9,000	75,026	66,026	834%	89,796	88,278
Other revenues	971,020	1,758,520	1,562,079	(196,441)	89%	2,385,290	2,076,854
	<u>1,050,120</u>	<u>1,837,620</u>	<u>1,719,381</u>	<u>(118,239)</u>	94%	<u>2,570,853</u>	<u>2,239,840</u>
Total revenues	<u>204,703,681</u>	<u>207,372,685</u>	<u>210,013,621</u>	<u>2,640,936</u>	101%	<u>205,135,653</u>	<u>188,248,078</u>
Expenditures:							
General Government:							
Governing Body:							
Salaries	178,520	178,520	166,234	12,286	93%	171,670	158,177
Fringe benefits	71,938	71,938	41,022	30,916	57%	43,808	40,206
Operating costs	72,130	72,130	48,075	24,055	67%	68,961	61,230
	<u>322,588</u>	<u>322,588</u>	<u>255,331</u>	<u>67,257</u>	79%	<u>284,439</u>	<u>259,613</u>
County Administration:							
Salaries	640,071	640,071	621,163	18,908	97%	666,634	624,722
Fringe benefits	191,397	191,397	171,551	19,846	90%	184,359	172,273
Operating costs	46,630	46,630	21,631	24,999	46%	17,174	15,284
	<u>878,098</u>	<u>878,098</u>	<u>814,345</u>	<u>63,753</u>	93%	<u>868,167</u>	<u>812,279</u>
Human Resources:							
Salaries	326,174	326,174	298,952	27,222	92%	313,173	289,863
Fringe benefits	113,977	113,977	103,275	10,702	91%	102,908	95,317
Operating costs	11,900	11,900	6,009	5,891	50%	6,004	5,046
	<u>452,051</u>	<u>452,051</u>	<u>408,236</u>	<u>43,815</u>	90%	<u>422,085</u>	<u>390,226</u>
Finance:							
Salaries	854,960	854,960	791,591	63,369	93%	825,139	760,224
Fringe benefits	289,386	289,386	263,321	26,065	91%	273,593	251,827
Operating costs	447,040	460,833	384,474	76,359	83%	424,847	382,992
	<u>1,591,386</u>	<u>1,605,179</u>	<u>1,439,386</u>	<u>165,793</u>	90%	<u>1,523,579</u>	<u>1,395,043</u>
Tax Administration:							
Salaries	2,550,065	2,550,065	2,228,142	321,923	87%	2,288,792	2,101,480
Fringe benefits	971,317	971,317	854,578	116,739	88%	843,676	773,038
Operating costs	1,044,135	1,044,135	775,984	268,151	74%	856,470	766,374
	<u>4,565,517</u>	<u>4,565,517</u>	<u>3,858,704</u>	<u>706,813</u>	85%	<u>3,988,938</u>	<u>3,640,892</u>
County Attorney:							
Salaries	395,036	395,036	363,821	31,215	92%	379,107	349,063
Fringe benefits	120,657	120,657	108,372	12,285	90%	107,408	98,283
Operating costs	193,450	193,450	46,109	147,341	24%	44,559	39,197
	<u>709,143</u>	<u>709,143</u>	<u>518,302</u>	<u>190,841</u>	73%	<u>531,074</u>	<u>486,543</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND
ACTUAL AND CHANGES IN FUND BALANCE - GENERAL FUND
FOR THE PERIOD ENDED MAY 31, 2020 AND THE YEAR ENDED JUNE 30, 2019
WITH COMPARATIVE ACTUAL AMOUNTS FOR PRIOR YEAR**

	Original Budget	Current Budget	May 31, 2020	Variance Positive (Negative)	% of Budget	June 30, 2019	May 31, 2019
Court Facilities:							
Operating costs	262,724	262,724	137,201	125,523	52%	197,290	160,739
Board of Elections:							
Salaries	604,838	621,878	554,039	67,839	89%	478,570	454,123
Fringe benefits	141,854	141,854	112,125	29,729	79%	117,888	108,818
Operating costs	243,557	471,041	416,556	54,485	88%	161,636	157,914
Capital outlay	-	305,571	305,103	468	100%	-	-
	990,249	1,540,344	1,387,823	152,521	90%	758,094	720,855
Register of Deeds:							
Salaries	720,609	720,609	628,464	92,145	87%	652,951	597,989
Fringe benefits	310,237	310,237	269,021	41,216	87%	278,118	251,913
Operating costs	1,835,721	2,435,721	2,105,467	330,254	86%	2,203,989	1,773,061
	2,866,567	3,466,567	3,002,952	463,615	87%	3,135,058	2,622,963
Contingency:							
Operating Costs	700,000	400,000	-	400,000	0%	-	-
Total general government	13,338,323	14,202,211	11,822,280	2,379,931	83%	11,708,724	10,489,153
Central Services:							
Management Information Systems:							
Salaries	1,142,561	1,142,561	1,033,405	109,156	90%	1,132,217	1,052,315
Fringe benefits	386,420	386,420	343,117	43,303	89%	364,123	337,034
Operating costs	1,307,700	1,672,827	959,743	713,084	57%	1,047,490	611,721
Capital outlay	36,000	37,750	37,747	3	100%	127,542	127,542
	2,872,681	3,239,558	2,374,012	865,546	73%	2,671,372	2,128,612
Fleet Services:							
Salaries	684,543	684,543	563,551	120,992	82%	612,114	559,210
Fringe benefits	268,744	268,744	218,872	49,872	81%	227,228	209,394
Operating costs	363,600	386,756	227,298	159,458	59%	283,322	35,816
Capital outlay	377,000	394,773	29,590	365,183	7%	51,667	32,686
	1,693,887	1,734,816	1,039,311	695,505	60%	1,174,331	837,106
Engineering:							
Salaries	447,982	447,982	399,970	48,012	89%	411,650	377,005
Fringe benefits	149,204	149,204	129,907	19,297	87%	130,231	118,930
Operating costs	40,750	40,750	21,299	19,451	52%	27,768	26,162
Capital outlay	-	-	-	-	na	29,594	29,594
	637,936	637,936	551,176	86,760	86%	599,243	551,691
Operation Services:							
Salaries	2,337,175	2,337,175	2,107,242	229,933	90%	2,255,410	2,082,685
Fringe benefits	977,428	977,428	855,445	121,983	88%	893,566	820,562
Operating costs	3,214,332	3,637,956	2,896,107	741,849	80%	10,820,183	10,134,397
Capital outlay	499,500	499,500	471,529	27,971	94%	303,662	130,378
	7,028,435	7,452,059	6,330,323	1,121,736	85%	14,272,821	13,168,022
Non-departmental:							
Fringe benefits	5,371,665	5,371,665	5,107,811	263,854	95%	5,168,930	4,810,243
Operating costs	273,219	329,219	309,400	19,819	94%	836,724	832,849
Capital outlay	-	40,000	36,475	3,525	91%	-	-
	5,644,884	5,740,884	5,453,686	287,198	95%	6,005,654	5,643,092
Total central services	17,877,823	18,805,253	15,748,508	3,056,745	84%	24,723,421	22,328,523

COUNTY OF BRUNSWICK, NORTH CAROLINA

**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND
ACTUAL AND CHANGES IN FUND BALANCE - GENERAL FUND
FOR THE PERIOD ENDED MAY 31, 2020 AND THE YEAR ENDED JUNE 30, 2019
WITH COMPARATIVE ACTUAL AMOUNTS FOR PRIOR YEAR**

	Original Budget	Current Budget	May 31, 2020	Variance Positive (Negative)	% of Budget	June 30, 2019	May 31, 2019
Public Safety:							
District Attorney:							
Operating costs	53,000	53,000	14,159	38,841	27%	19,412	6,939
Sheriff:							
Salaries	10,640,762	10,800,762	9,942,100	858,662	92%	11,078,018	10,277,448
Fringe benefits	3,835,042	3,835,042	3,461,912	373,130	90%	3,699,863	3,412,710
Operating costs	2,791,252	3,372,710	2,667,648	705,062	79%	3,634,459	3,495,508
Capital outlay	1,306,506	1,328,246	888,614	439,632	67%	932,734	932,131
	18,573,562	19,336,760	16,960,274	2,376,486	88%	19,345,074	18,117,797
Detention Center:							
Salaries	4,889,007	4,789,007	4,399,328	389,679	92%	4,552,769	4,210,511
Fringe benefits	1,882,729	1,822,729	1,613,776	208,953	89%	1,599,087	1,470,408
Operating costs	2,912,780	2,903,984	2,500,236	403,748	86%	2,576,068	2,352,322
Capital outlay	200,430	646,747	482,188	164,559	75%	472,344	459,746
	9,884,946	10,162,467	8,995,528	1,166,939	89%	9,200,268	8,492,987
Emergency Medical:							
Salaries	5,867,157	5,908,885	5,768,138	140,747	98%	5,742,476	5,287,348
Fringe benefits	2,091,209	2,108,837	1,893,251	215,586	90%	1,849,724	1,698,922
Operating costs	1,699,942	1,918,448	1,736,079	182,369	90%	1,523,755	1,401,961
Capital outlay	1,571,242	1,897,995	1,784,685	113,310	94%	1,233,100	1,217,625
	11,229,550	11,834,165	11,182,153	652,012	94%	10,349,055	9,605,856
Emergency Management:							
Salaries	299,165	263,837	243,485	20,352	92%	239,661	221,025
Fringe benefits	99,577	75,549	68,236	7,313	90%	64,796	59,534
Operating costs	412,035	586,452	336,426	250,026	57%	706,535	628,079
Capital outlay	1,140,730	973,313	53,972	919,341	6%	71,700	50,000
	1,951,507	1,899,151	702,119	1,197,032	37%	1,082,692	958,638
Other Agencies:							
Fire districts	60,000	60,000	60,000	-	100%	60,000	45,000
Rescue Squads	331,800	331,800	245,275	86,525	74%	332,800	249,600
	391,800	391,800	305,275	86,525	78%	392,800	294,600
Building Inspections and Central Permitting							
Salaries	1,572,169	1,659,169	1,485,010	174,159	90%	1,758,298	1,613,574
Fringe benefits	546,526	546,526	517,639	28,887	95%	556,986	508,569
Operating costs	132,014	132,014	107,789	24,225	82%	198,332	166,064
Capital outlay	60,000	58,831	52,439	6,392	89%	144,854	144,854
	2,310,709	2,396,540	2,162,877	233,663	90%	2,658,470	2,433,061
Fire Inspections							
Salaries	351,342	351,342	307,329	44,013	87%	-	-
Fringe benefits	117,503	117,503	90,114	27,389	77%	-	-
Operating costs	58,700	58,700	42,020	16,680	72%	-	-
Capital outlay	60,000	61,169	57,893	3,276	95%	-	-
	587,545	588,714	497,356	91,358	84%	-	-
Central Communications:							
Salaries	1,827,531	1,808,531	1,561,331	247,200	86%	1,714,905	1,581,900
Fringe benefits	692,092	692,092	578,509	113,583	84%	598,577	551,327
Operating costs	310,994	320,320	192,617	127,703	60%	145,264	120,510
Capital outlay	93,096	112,096	66,296	45,800	59%	110,753	88,003
	2,923,713	2,933,039	2,398,753	534,286	82%	2,569,499	2,341,740

COUNTY OF BRUNSWICK, NORTH CAROLINA

**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND
ACTUAL AND CHANGES IN FUND BALANCE - GENERAL FUND
FOR THE PERIOD ENDED MAY 31, 2020 AND THE YEAR ENDED JUNE 30, 2019
WITH COMPARATIVE ACTUAL AMOUNTS FOR PRIOR YEAR**

	Original Budget	Current Budget	May 31, 2020	Variance Positive (Negative)	% of Budget	June 30, 2019	May 31, 2019
Animal Protective Services:							
Salaries	599,348	599,348	544,889	54,459	91%	638,513	591,157
Fringe benefits	231,306	231,306	211,743	19,563	92%	233,068	214,657
Operating costs	305,100	357,353	256,655	100,698	72%	297,175	267,357
Capital outlay	32,000	33,684	32,697	987	97%	-	-
	<u>1,167,754</u>	<u>1,221,691</u>	<u>1,045,984</u>	<u>175,707</u>	86%	<u>1,168,756</u>	<u>1,073,171</u>
Total public safety	<u>49,074,086</u>	<u>50,817,327</u>	<u>44,264,478</u>	<u>6,552,849</u>	87%	<u>46,786,026</u>	<u>43,324,789</u>
Transportation:							
Cape Fear Regional Jetport	111,000	111,000	111,000	-	100%	97,000	97,000
Odell Williamson Mun. Air.	27,500	27,500	27,500	-	100%	27,500	27,500
Cape Fear Transp. Authority	32,072	32,072	32,072	-	100%	31,138	31,138
Brunswick Transit System	-	270,451	270,448	3	100%	292,315	292,315
Total transportation	<u>170,572</u>	<u>441,023</u>	<u>441,020</u>	<u>3</u>	100%	<u>447,953</u>	<u>447,953</u>
Environmental Protection:							
Solid Waste:							
Salaries	376,996	376,996	327,961	49,035	87%	335,562	310,016
Fringe benefits	150,385	150,385	128,997	21,388	86%	124,930	114,742
Operating costs	16,686,895	17,089,135	15,338,081	1,751,054	90%	16,545,228	15,069,668
Capital outlay	627,000	627,000	626,147	853	100%	212,590	212,590
	<u>17,841,276</u>	<u>18,243,516</u>	<u>16,421,186</u>	<u>1,822,330</u>	90%	<u>17,218,310</u>	<u>15,707,016</u>
Other:							
Forestry services	<u>241,743</u>	<u>241,743</u>	<u>180,320</u>	<u>61,423</u>	75%	<u>203,391</u>	<u>172,803</u>
Total environmental protection	<u>18,083,019</u>	<u>18,485,259</u>	<u>16,601,506</u>	<u>1,883,753</u>	90%	<u>17,421,701</u>	<u>15,879,819</u>
Economic Development:							
Community Enforcement:							
Salaries	187,816	187,816	118,534	69,282	63%	154,354	139,235
Fringe benefits	75,102	75,102	46,852	28,250	62%	58,902	53,079
Operating costs	20,115	17,915	6,243	11,672	35%	13,262	12,455
Capital outlay	32,000	32,000	23,717	8,283	74%	29,705	29,705
	<u>315,033</u>	<u>312,833</u>	<u>195,346</u>	<u>117,487</u>	62%	<u>256,223</u>	<u>234,474</u>
Planning:							
Salaries	464,379	464,379	430,597	33,782	93%	426,308	395,849
Fringe benefits	169,705	169,705	145,353	24,352	86%	139,467	129,298
Operating costs	398,700	413,300	107,027	306,273	26%	115,344	103,029
Capital outlay	-	-	-	-	na	23,939	23,939
	<u>1,032,784</u>	<u>1,047,384</u>	<u>682,977</u>	<u>364,407</u>	65%	<u>705,058</u>	<u>652,115</u>
Cooperative Extension:							
Salaries	308,110	322,348	221,765	100,583	69%	302,039	262,543
Fringe benefits	147,782	150,845	77,601	73,244	51%	118,133	87,519
Operating costs	124,983	132,759	90,153	42,606	68%	122,603	98,664
Capital outlay	-	5,350	5,350	-	100%	36,053	36,053
	<u>580,875</u>	<u>611,302</u>	<u>394,869</u>	<u>216,433</u>	65%	<u>578,828</u>	<u>484,779</u>
Soil and Water Conservation:							
Salaries	165,517	165,517	153,367	12,150	93%	159,085	146,997
Fringe benefits	61,737	61,737	56,593	5,144	92%	58,171	53,552
Operating costs	17,350	17,350	11,446	5,904	66%	16,949	14,569
	<u>244,604</u>	<u>244,604</u>	<u>221,406</u>	<u>23,198</u>	91%	<u>234,205</u>	<u>215,118</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND
ACTUAL AND CHANGES IN FUND BALANCE - GENERAL FUND
FOR THE PERIOD ENDED MAY 31, 2020 AND THE YEAR ENDED JUNE 30, 2019
WITH COMPARATIVE ACTUAL AMOUNTS FOR PRIOR YEAR

	Original Budget	Current Budget	May 31, 2020	Variance Positive (Negative)	% of Budget	June 30, 2019	May 31, 2019
Public Housing Section 8:							
Salaries	131,246	125,721	112,302	13,419	89%	106,826	97,014
Fringe benefits	55,565	55,565	46,045	9,520	83%	42,330	38,080
Operating costs	2,168,330	2,226,223	1,754,235	471,988	79%	1,916,764	1,754,471
	<u>2,355,141</u>	<u>2,407,509</u>	<u>1,912,582</u>	<u>494,927</u>	<u>79%</u>	<u>2,065,920</u>	<u>1,889,565</u>
1% Occupancy Tax:							
Operating costs	<u>1,650,000</u>	<u>1,650,000</u>	<u>1,175,169</u>	<u>474,831</u>	<u>71%</u>	<u>1,728,904</u>	<u>1,214,141</u>
Other Economic Development:							
Holden Beach Special							
Obligation Bond	1,396,200	1,396,200	-	1,396,200	0%	-	-
Lockwood Folly & Shallotte	-	405,757	405,757	-	100%	190,000	190,000
Dredging	200,000	291,444	-	291,444	0%	7,799	7,799
Reserve for shoreline	425,000	425,000	425,000	-	100%	425,000	425,000
Brunswick Busines & Industry Development	<u>2,021,200</u>	<u>2,518,401</u>	<u>830,757</u>	<u>1,687,644</u>	<u>33%</u>	<u>622,799</u>	<u>622,799</u>
Total economic development	<u>8,199,637</u>	<u>8,792,033</u>	<u>5,413,106</u>	<u>3,378,927</u>	<u>62%</u>	<u>6,191,937</u>	<u>5,312,991</u>
Human Services:							
Health:							
Administration:							
Salaries	2,406,010	2,406,010	2,207,269	198,741	92%	2,382,456	2,202,090
Fringe benefits	1,263,557	1,263,557	1,168,997	94,560	93%	1,202,433	1,104,162
Operating costs	285,325	277,225	193,008	84,217	70%	214,808	214,831
Capital outlay	82,200	85,200	85,068	132	100%	29,449	29,449
	<u>4,037,092</u>	<u>4,031,992</u>	<u>3,654,342</u>	<u>377,650</u>	<u>91%</u>	<u>3,829,146</u>	<u>3,550,532</u>
Communicable Diseases:							
Operating costs	<u>420,137</u>	<u>420,137</u>	<u>313,323</u>	<u>106,814</u>	<u>75%</u>	<u>302,020</u>	<u>287,254</u>
Adult Health Maintenance:							
Operating costs	<u>476,075</u>	<u>507,514</u>	<u>155,680</u>	<u>351,834</u>	<u>31%</u>	<u>160,784</u>	<u>130,107</u>
Senior Health							
Salaries	56,283	56,283	42,940	13,343	76%	52,954	49,787
Fringe benefits	22,252	22,252	14,314	7,938	64%	20,830	19,174
Operating costs	3,835	3,835	1,948	1,887	51%	3,311	2,868
	<u>82,370</u>	<u>82,370</u>	<u>59,202</u>	<u>23,168</u>	<u>72%</u>	<u>77,095</u>	<u>71,829</u>
Maternal and Child Health:							
Salaries	383,578	383,578	268,494	115,084	70%	322,066	297,731
Fringe benefits	168,858	168,858	117,186	51,672	69%	133,138	122,494
Operating costs	593,025	673,147	405,144	268,003	60%	529,692	431,219
Capital outlay	-	-	-	-	na	6,222	6,222
	<u>1,145,461</u>	<u>1,225,583</u>	<u>790,824</u>	<u>434,759</u>	<u>65%</u>	<u>991,118</u>	<u>857,666</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND
ACTUAL AND CHANGES IN FUND BALANCE - GENERAL FUND
FOR THE PERIOD ENDED MAY 31, 2020 AND THE YEAR ENDED JUNE 30, 2019
WITH COMPARATIVE ACTUAL AMOUNTS FOR PRIOR YEAR**

	Original Budget	Current Budget	May 31, 2020	Variance Positive (Negative)	% of Budget	June 30, 2019	May 31, 2019
Environmental Health:							
Salaries	1,158,046	1,163,681	1,069,429	94,252	92%	1,086,498	1,000,423
Fringe benefits	415,172	415,172	375,525	39,647	90%	364,134	333,751
Operating costs	192,126	316,036	156,261	159,775	49%	366,434	353,479
Capital outlay	28,000	28,000	26,063	1,937	93%	78,010	78,010
	<u>1,793,344</u>	<u>1,922,889</u>	<u>1,627,278</u>	<u>295,611</u>	85%	<u>1,895,076</u>	<u>1,765,663</u>
Total health	<u>7,954,479</u>	<u>8,190,485</u>	<u>6,600,649</u>	<u>1,589,836</u>	81%	<u>7,255,239</u>	<u>6,663,051</u>
Veterans' Services:							
Salaries	139,150	139,150	124,193	14,957	89%	137,542	125,770
Fringe benefits	55,433	55,433	49,427	6,006	89%	51,114	46,554
Operating costs	15,637	15,637	9,757	5,880	62%	13,484	9,604
Total veterans' services	<u>210,220</u>	<u>210,220</u>	<u>183,377</u>	<u>26,843</u>	87%	<u>202,140</u>	<u>181,928</u>
Social Services:							
Administration:							
Salaries	7,459,072	7,459,072	6,486,607	972,465	87%	6,898,625	6,368,251
Fringe benefits	3,658,637	3,658,637	3,073,276	585,361	84%	3,183,572	2,918,946
Operating costs	2,940,115	3,013,781	2,110,205	903,576	70%	2,320,407	2,132,225
Capital outlay	-	-	-	-	na	56,475	56,475
	<u>14,057,824</u>	<u>14,131,490</u>	<u>11,670,088</u>	<u>2,461,402</u>	83%	<u>12,459,079</u>	<u>11,475,897</u>
Other Operating Costs:							
Medical assistance	20,000	20,000	2,430	17,570	12%	3,078	2,355
Aid to the blind	8,153	8,153	8,153	-	100%	7,845	7,845
Adoption assistance	280,000	280,000	200,255	79,745	72%	231,539	210,047
Special assistance	470,000	470,000	265,357	204,643	56%	357,920	323,897
Foster care	950,000	850,000	463,170	386,830	54%	612,755	523,423
State foster home	335,000	435,000	433,570	1,430	100%	403,299	333,400
Special assistance	25,121	25,121	25,121	-	100%	22,320	20,075
Day care	23,000	23,000	-	23,000	0%	-	-
Special child adopt. assistance	-	82,683	19,787	62,896	24%	70,648	65,584
	<u>2,111,274</u>	<u>2,193,957</u>	<u>1,417,843</u>	<u>776,114</u>	65%	<u>1,709,404</u>	<u>1,486,626</u>
Total social services	<u>16,169,098</u>	<u>16,325,447</u>	<u>13,087,931</u>	<u>3,237,516</u>	80%	<u>14,168,483</u>	<u>12,962,523</u>
Other Human Services:							
Trillium Health Resources	250,443	250,443	250,443	-	100%	250,443	250,443
Brunswick Senior Resources	2,589,319	2,589,319	2,373,543	215,776	92%	2,482,419	2,273,284
Other human services	-	160,397	143,447	16,950	89%	127,095	116,327
	<u>2,839,762</u>	<u>3,000,159</u>	<u>2,767,433</u>	<u>232,726</u>	92%	<u>2,859,957</u>	<u>2,640,054</u>
Total human services	<u>27,173,559</u>	<u>27,726,311</u>	<u>22,639,390</u>	<u>5,086,921</u>	82%	<u>24,485,819</u>	<u>22,447,556</u>
Education:							
Public schools	42,840,126	42,840,126	39,270,121	3,570,005	92%	39,918,820	36,592,259
Public schools - capital outlay	898,744	898,744	823,845	74,899	92%	837,458	767,679
Community college	4,209,426	4,395,362	3,844,024	551,338	87%	4,096,380	3,756,821
Community college - cap. out.	323,000	323,000	296,087	26,913	92%	365,000	354,145
Total education	<u>48,271,296</u>	<u>48,457,232</u>	<u>44,234,077</u>	<u>4,223,155</u>	91%	<u>45,217,658</u>	<u>41,470,904</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND
ACTUAL AND CHANGES IN FUND BALANCE - GENERAL FUND
FOR THE PERIOD ENDED MAY 31, 2020 AND THE YEAR ENDED JUNE 30, 2019
WITH COMPARATIVE ACTUAL AMOUNTS FOR PRIOR YEAR

	Original Budget	Current Budget	May 31, 2020	Variance Positive (Negative)	% of Budget	June 30, 2019	May 31, 2019
Culture and Recreation:							
Parks and Recreation:							
Administration:							
Salaries	694,475	694,475	597,217	97,258	86%	652,255	599,599
Fringe benefits	200,270	200,270	179,819	20,451	90%	188,537	172,973
Operating costs	683,310	688,310	434,235	254,075	63%	667,725	568,406
Capital outlay	32,000	194,810	28,649	166,161	15%	202,680	202,680
	<u>1,610,055</u>	<u>1,777,865</u>	<u>1,239,920</u>	<u>537,945</u>	<u>70%</u>	<u>1,711,197</u>	<u>1,543,658</u>
Maintenance:							
Salaries	806,855	806,855	677,897	128,958	84%	778,658	706,258
Fringe benefits	320,810	320,810	272,290	48,520	85%	300,669	274,333
Operating costs	412,470	441,638	385,314	56,324	87%	392,098	287,107
Capital outlay	157,500	148,000	137,137	10,863	93%	133,792	103,608
	<u>1,697,635</u>	<u>1,717,303</u>	<u>1,472,638</u>	<u>244,665</u>	<u>86%</u>	<u>1,605,217</u>	<u>1,371,306</u>
Total Parks and Recreation	<u>3,307,690</u>	<u>3,495,168</u>	<u>2,712,558</u>	<u>782,610</u>	<u>78%</u>	<u>3,316,414</u>	<u>2,914,964</u>
Brunswick County Library:							
Salaries	811,285	811,285	687,532	123,753	85%	777,553	705,463
Fringe benefits	330,483	330,483	279,783	50,700	85%	304,260	276,723
Operating costs	248,900	262,138	155,882	106,256	59%	210,590	160,293
	<u>1,390,668</u>	<u>1,403,906</u>	<u>1,123,197</u>	<u>280,709</u>	<u>80%</u>	<u>1,292,403</u>	<u>1,142,479</u>
Total culture and recreation	<u>4,698,358</u>	<u>4,899,074</u>	<u>3,835,755</u>	<u>1,063,319</u>	<u>78%</u>	<u>4,608,817</u>	<u>4,057,443</u>
Debt Service:							
Principal retirement	13,623,306	13,623,306	12,243,304	1,380,002	90%	11,233,460	9,808,460
Interest and fees	4,976,909	4,976,909	4,771,194	205,715	96%	2,224,964	1,998,932
Total debt service	<u>18,600,215</u>	<u>18,600,215</u>	<u>17,014,498</u>	<u>1,585,717</u>	<u>91%</u>	<u>13,458,424</u>	<u>11,807,392</u>
Total expenditures	<u>205,486,888</u>	<u>211,225,938</u>	<u>182,014,618</u>	<u>29,211,320</u>	<u>86%</u>	<u>195,050,480</u>	<u>177,566,523</u>
Revenues over (under) expenditures	<u>(783,207)</u>	<u>(3,853,253)</u>	<u>27,999,003</u>	<u>31,852,256</u>	<u>-727%</u>	<u>10,085,173</u>	<u>10,681,555</u>
Transfers From Other Funds:							
Transfer from county capital project fund	-	2,304,445	2,304,445	-	100%	-	-
Transfer from workers comp. internal service fund	-	1,512,055	1,479,553	(32,502)	98%	-	-
Transfer from health ins. internal service fund	-	-	-	-	na	3,172,028	-
	<u>-</u>	<u>3,816,500</u>	<u>3,783,998</u>	<u>(32,502)</u>	<u>99%</u>	<u>3,172,028</u>	<u>-</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND
ACTUAL AND CHANGES IN FUND BALANCE - GENERAL FUND
FOR THE PERIOD ENDED MAY 31, 2020 AND THE YEAR ENDED JUNE 30, 2019
WITH COMPARATIVE ACTUAL AMOUNTS FOR PRIOR YEAR

	Original Budget	Current Budget	May 31, 2020	Variance Positive (Negative)	% of Budget	June 30, 2019	May 31, 2019
Transfers To Other Funds:							
Transfer to county capital projects fund	-	(9,575,021)	(9,225,021)	350,000	96%	(2,550,000)	(2,550,000)
Transfer to school capital projects fund	(4,780,582)	(7,085,027)	(5,130,064)	1,954,963	72%	(5,859,022)	(2,315,216)
	(4,780,582)	(16,660,048)	(14,355,085)	2,304,963	86%	(8,409,022)	(4,865,216)
Budgetary Financing Sources (Uses):							
Appropriated fund balance	5,563,789	16,696,801	-	(16,696,801)	0%	-	-
Total other financing sources (uses)	783,207	3,853,253	(10,571,087)	(14,424,340)	-274%	(5,236,994)	(4,865,216)
Net change in fund balance	<u>\$ -</u>	<u>\$ -</u>	17,427,916	<u>\$ 17,427,916</u>		4,848,179	5,816,339
Fund balance, beginning of year			80,752,724			75,904,545	75,904,545
Fund balance, end of year			<u>\$ 98,180,640</u>			<u>\$ 80,752,724</u>	<u>\$ 81,720,884</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

SCHEDULE OF REVENUES AND EXPENDITURES
BUDGET TO ACTUAL - COUNTY CAPITAL PROJECTS FUND
FROM INCEPTION AND FOR THE PERIOD ENDED MAY 31, 2020

		Actual		
	Project Budget	Prior Years	Current Year	Total to Date
Revenues:				
Restricted intergovernmental-NC Dept. of Transportation	\$ 26,485,472	\$ 21,885,669	\$ 3,177,371	\$ 25,063,040
Restricted intergovernmental-NC Parks & Rec. Trust Fund	750,500	-	-	-
Investment earnings	128,008	549,928	270,857	820,785
Performance bonds	290,876	290,876	-	290,876
Other	621,500	565,587	-	565,587
Total revenues	<u>28,276,356</u>	<u>23,292,060</u>	<u>3,448,228</u>	<u>26,740,288</u>
Expenditures:				
General Government:				
Court House Renovation	12,000,038	491,830	966,213	1,458,043
Court House Parking Lot	1,147,892	283,096	864,796	1,147,892
	<u>13,147,930</u>	<u>774,926</u>	<u>1,831,009</u>	<u>2,605,935</u>
Environmental protection:				
Landfill Transfer Station	337,000	-	117,579	117,579
Future Capital Projects	15,303,994	-	-	-
	<u>15,640,994</u>	<u>-</u>	<u>117,579</u>	<u>117,579</u>
Economic Development:				
Springlake at Maritime Shores	274,585	-	-	-
	<u>274,585</u>	<u>-</u>	<u>-</u>	<u>-</u>
Cultural and recreation:				
OIB Park Improvements	5,850,000	5,684,466	53,936	5,738,402
Smithville Park Improvements	6,189,666	5,936,008	31,156	5,967,164
Brunswick Waterway Park Improvements	644,083	111,137	94,909	206,046
Waccamaw Multiuse Building	311,000	-	8,925	8,925
	<u>12,994,749</u>	<u>11,731,611</u>	<u>188,926</u>	<u>11,920,537</u>
Transportation:				
Airport Improvements	28,141,645	23,617,147	2,455,741	26,072,888
Other:				
Future Capital Projects	2,209,098	-	-	-
Total expenditures	<u>72,409,001</u>	<u>36,123,684</u>	<u>4,593,255</u>	<u>40,599,360</u>
Revenues over (under) expenditures	(44,132,645)	(12,831,624)	(1,145,027)	(13,859,072)
Other Financing Sources (Uses):				
Appropriated fund balance	4,805,618	-	-	-
Transfer from general fund	43,620,911	34,045,893	9,225,021	43,270,914
Transfer to general fund	(4,293,884)	(1,989,439)	(2,304,445)	(4,293,884)
Total other financing sources (uses)	<u>44,132,645</u>	<u>32,056,454</u>	<u>6,920,576</u>	<u>38,977,030</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ 19,224,830</u>	<u>5,775,549</u>	<u>\$ 25,117,958</u>
Fund balance, beginning of year			24,049,309	
Fund balance, end of year			<u>\$ 29,824,858</u>	

COUNTY OF BRUNSWICK, NORTH CAROLINA

SCHEDULE OF REVENUES AND EXPENDITURES
BUDGET TO ACTUAL - EDUCATION CAPITAL PROJECTS FUND
FROM INCEPTION AND FOR THE PERIOD ENDED MAY 31, 2020

	Project Budget	Actual		
		Prior Years	Current Year	Total to Date
Revenues:				
NC Public Education Lottery	\$ 7,082,039	\$ 7,092,797	\$ -	\$ 7,092,797
Investment earnings	1,211,937	1,524,462	82,490	1,606,952
Investment earnings-debt proceeds	5,301	960,322	330,395	1,290,717
Total revenues	<u>8,299,277</u>	<u>9,577,581</u>	<u>412,885</u>	<u>9,990,466</u>
Expenditures:				
Brunswick County Schools	133,193,008	85,673,430	21,099,173	106,772,603
Brunswick Community College	33,998,159	31,523,490	1,357,212	32,880,702
Total expenditures	<u>167,191,167</u>	<u>117,196,920</u>	<u>22,456,385</u>	<u>139,653,305</u>
Revenues over (under) expenditures	(158,891,890)	(107,619,339)	(22,043,500)	(129,662,839)
Other Financing Sources (Uses):				
Transfer from general fund	65,161,288	58,076,260	5,130,064	63,206,324
Transfer to general fund	(314,013)	(314,013)	-	(314,013)
Premium on bonds issued	3,471,659	3,471,660	-	3,471,660
Debt financing issued	84,020,543	79,955,000	-	79,955,000
Appropriated fund balance	6,552,413	-	-	-
Total other financing sources (uses)	<u>158,891,890</u>	<u>141,188,907</u>	<u>5,130,064</u>	<u>146,318,971</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ 33,569,568</u>	(16,913,436)	<u>\$ 16,656,132</u>
Fund balance, beginning of year			<u>40,121,982</u>	
Fund balance, end of year			<u>\$ 23,208,546</u>	

COUNTY OF BRUNSWICK, NORTH CAROLINA

COMBINING BALANCE SHEET - NON MAJOR SPECIAL REVENUE GOVERNMENTAL FUNDS
FOR THE PERIOD ENDED MAY 31, 2020

	Emergency Telephone System Fund	Grant Project	ROD- Technology Enhancement Fund	Total
Assets:				
Cash and cash equivalents/investments	\$ 1,281,371	\$ -	\$ 930,029	\$ 2,211,400
Interest receivable	193	-	143	336
Total assets	<u>1,281,564</u>	<u>-</u>	<u>930,172</u>	<u>2,211,736</u>
Liabilities:				
Accounts payable and other liabilities	-	-	4,116	4,116
Due to other funds	-	37,868	-	37,868
Total liabilities	<u>-</u>	<u>37,868</u>	<u>4,116</u>	<u>41,984</u>
Fund Balance:				
Stabilization by State Statute	193	-	143	336
Restricted - other	1,281,371	-	925,913	2,207,284
Unassigned	-	(37,868)	-	(37,868)
Total fund balances	<u>1,281,564</u>	<u>(37,868)</u>	<u>926,056</u>	<u>2,169,752</u>
Total liabilities, deferred inflow of resources and fund balances	<u>\$ 1,281,564</u>	<u>\$ -</u>	<u>\$ 930,172</u>	<u>\$ 2,211,736</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

COMBINING STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
NON MAJOR SPECIAL REVENUE GOVERNMENTAL FUNDS
FOR THE PERIOD ENDED MAY 31, 2020

	Emergency Telephone System Fund	Grant Project	ROD- Technology Enhancement Fund	Total
Revenues:				
Restricted intergovernmental	\$ 631,594	\$ 221,833	\$ -	\$ 853,427
Permits and fees	-	-	169,470	169,470
Investment earnings	11,043	-	8,720	19,763
Total revenues	<u>642,637</u>	<u>221,833</u>	<u>178,190</u>	<u>1,042,660</u>
Expenditures:				
General government	-	259,701	106,496	366,197
Public safety	406,178	-	-	406,178
Total expenditures	<u>406,178</u>	<u>259,701</u>	<u>106,496</u>	<u>772,375</u>
Revenues over (under) expenditures	236,459	(37,868)	71,694	270,285
Fund balance, beginning of year	<u>1,045,105</u>	<u>-</u>	<u>854,362</u>	<u>1,899,467</u>
Fund balance, end of year	<u>\$ 1,281,564</u>	<u>\$ (37,868)</u>	<u>\$ 926,056</u>	<u>\$ 2,169,752</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND
ACTUAL AND CHANGES IN FUND BALANCE - EMERGENCY TELEPHONE SYSTEM FUND
FOR THE PERIOD ENDED MAY 31, 2020 AND THE YEAR ENDED JUNE 30, 2019**

	Budget	May 31, 2020	Variance Positive (Negative)	June 30, 2019	May 31, 2019
Revenues:					
Restricted intergovernmental	\$ 757,913	\$ 631,594	\$ (126,319)	\$ 548,007	\$ 456,673
Investment earnings	-	11,043	11,043	10,129	9,043
Total revenues	<u>757,913</u>	<u>642,637</u>	<u>(115,276)</u>	<u>558,136</u>	<u>465,716</u>
Expenditures:					
Operating costs	811,678	406,178	405,500	572,264	383,187
Capital outlay	<u>59,872</u>	-	<u>59,872</u>	-	-
Total expenditures	<u>871,550</u>	<u>406,178</u>	<u>465,372</u>	<u>572,264</u>	<u>383,187</u>
Revenues over (under) expenditures	(113,637)	236,459	350,096	(14,128)	82,529
Other Financing Sources (Uses):					
Appropriated fund balance	<u>113,637</u>	-	<u>(113,637)</u>	-	-
Net change in fund balance	<u>\$ -</u>	236,459	<u>\$ 236,459</u>	(14,128)	82,529
Fund balance, beginning of year		<u>1,045,105</u>		<u>1,059,233</u>	<u>1,059,233</u>
Fund balance, end of year		<u>\$ 1,281,564</u>		<u>\$ 1,045,105</u>	<u>\$ 1,141,762</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET TO
ACTUAL - GRANT PROJECT FUND
FROM INCEPTION AND FOR THE PERIOD ENDED MAY 31, 2020**

	Project Authorization	Actual		
		Prior Years	Current Year	Total to Date
Revenues:				
Restricted intergovernmental	\$ 2,180,527	\$ 224,060	\$ 221,833	\$ 445,893
Total revenues	<u>2,180,527</u>	<u>224,060</u>	<u>221,833</u>	<u>445,893</u>
Expenditures:				
SAMHSA Expansion Grant FY 19-24	800,000	-	247,051	247,051
SAMHSA	<u>1,380,527</u>	<u>224,060</u>	<u>12,650</u>	<u>236,710</u>
Total expenditures	<u>2,180,527</u>	<u>224,060</u>	<u>259,701</u>	<u>483,761</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ -</u>	(37,868)	<u>\$ (37,868)</u>
Fund balance, beginning of year			-	
Fund balance, end of year			<u>\$ (37,868)</u>	

COUNTY OF BRUNSWICK, NORTH CAROLINA

**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND
 ACTUAL AND CHANGES IN FUND BALANCE -
 REGISTER OF DEEDS TECHNOLOGY ENHANCEMENT FUND
 FOR THE PERIOD ENDED MAY 31, 2020 AND THE YEAR ENDED JUNE 30, 2019**

	Budget	May 31, 2020	Variance Positive (Negative)	June 30, 2019	May 31, 2019
Revenues:					
Permits and fees	\$ 165,500	\$ 169,470	\$ 3,970	\$ 148,446	\$ 134,264
Investment earnings	6,000	8,720	2,720	8,097	7,253
Total revenues	<u>171,500</u>	<u>178,190</u>	<u>6,690</u>	<u>156,543</u>	<u>141,517</u>
Expenditures:					
General government	<u>201,276</u>	<u>106,496</u>	<u>94,780</u>	<u>154,335</u>	<u>109,873</u>
Revenues over (under) expenditures	(29,776)	71,694	101,470	2,208	31,644
Other Financing Sources (Uses):					
Appropriated fund balance	<u>29,776</u>	<u>-</u>	<u>(29,776)</u>	<u>-</u>	<u>-</u>
Net change in fund balance	<u>\$ -</u>	71,694	<u>\$ 71,694</u>	2,208	31,644
Fund balance, beginning of year		<u>854,362</u>		<u>852,154</u>	<u>852,154</u>
Fund balance, end of year		<u>\$ 926,056</u>		<u>\$ 854,362</u>	<u>\$ 883,798</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

COMBINING BALANCE SHEET - WATER FUND (NON-GAAP)
MAY 31, 2020

	Water Fund	Water Capital Projects	Total
Current Assets:			
Cash, cash equivalents and investments	\$ 32,995,749	\$ -	\$ 32,995,749
Restricted cash	2,317,754	21,532,607	23,850,361
Interest receivable	4,737	-	4,737
Receivables and special assessments, net	3,504,440	-	3,504,440
Due from other governmental agencies	390,626	614	391,240
Inventories	1,598,543	-	1,598,543
Total current assets	<u>40,811,849</u>	<u>21,533,221</u>	<u>62,345,070</u>
Current Liabilities:			
Accounts payable and other liabilities	279,785	-	279,785
Customer deposits	2,024,041	-	2,024,041
Interest payable	247,889	-	247,889
Current portion of debt	1,425,773	-	1,425,773
Total current liabilities	<u>3,977,488</u>	<u>-</u>	<u>3,977,488</u>
Expendable net position	36,834,361	21,533,221	58,367,582
Noncurrent Items:			
Non-depreciable capital assets	11,519,502	-	11,519,502
Depreciable capital assets, net	151,103,452	-	151,103,452
Deferred outflow	1,382,854	-	1,382,854
Net pension liability	(1,313,388)	-	(1,313,388)
Compensated absences	(412,090)	-	(412,090)
Total other post-employment liability	(10,615,965)	-	(10,615,965)
Non-current portion of debt	(48,118,752)	-	(48,118,752)
Deferred inflow	(1,937,151)	-	(1,937,151)
Total net position	<u>\$ 138,442,823</u>	<u>\$ 21,533,221</u>	<u>\$ 159,976,044</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL - WATER SYSTEM
OPERATING FUND (NON-GAAP)
FOR THE PERIOD ENDED MAY 31, 2020 AND THE YEAR ENDED JUNE 30, 2019
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE PRIOR YEAR

	<u>Original Budget</u>	<u>Current Budget</u>	<u>May 31, 2020</u>	<u>Variance Positive (Negative)</u>	<u>% of Budget</u>	<u>June 30, 2019</u>	<u>May 31, 2019</u>
Revenues:							
User charges	\$ 23,874,280	\$ 25,230,540	\$ 24,812,330	\$ (418,210)	98%	\$ 24,609,641	\$ 21,697,351
Restricted intergovernmental	-	-	1,887,357	1,887,357	na	-	-
Investment earnings	130,000	255,000	313,611	58,611	123%	287,874	258,841
Other	622,985	724,304	830,718	106,414	115%	687,391	591,020
Total revenues	<u>24,627,265</u>	<u>26,209,844</u>	<u>27,844,016</u>	<u>1,634,172</u>	106%	<u>25,584,906</u>	<u>22,547,212</u>
Expenditures:							
Salaries	5,231,310	5,242,606	4,608,724	633,882	88%	5,011,538	4,647,511
Fringe benefits	2,421,427	2,403,772	2,126,578	277,194	88%	2,192,381	2,024,924
Operating expenditures	7,271,573	8,698,451	6,587,189	2,111,262	76%	9,156,206	7,982,986
Repairs and maintenance	1,823,751	3,125,604	2,303,007	822,597	74%	1,315,564	1,109,781
Capital outlay	2,791,000	5,123,950	2,992,369	2,131,581	58%	1,788,696	1,671,010
Debt Service:							
Principal	1,280,113	1,284,176	1,278,275	5,901	100%	1,220,859	1,208,834
Interest	956,203	952,141	952,138	3	100%	1,021,066	1,017,994
Total expenditures	<u>21,775,377</u>	<u>26,830,700</u>	<u>20,848,280</u>	<u>5,982,420</u>	78%	<u>21,706,310</u>	<u>19,663,040</u>
Revenues over (under) expenditures	2,851,888	(620,856)	6,995,736	7,616,592	-1127%	3,878,596	2,884,172
Other Financing Sources (Uses):							
Long-term debt issued	-	714,000	714,000	-	100%	-	-
Premiums on debt issued	-	69,924	69,924	-	100%	-	-
Payments to escrow agent for refunded bonds	-	(778,658)	(778,658)	-	100%	-	-
Transfer to water capital project fund	(2,851,888)	(2,780,000)	(2,780,000)	-	100%	(790,000)	(790,000)
Transfer from water capital project fund	-	-	-	-	na	298,091	-
Transfer from workers comp. internal service fund	-	251,052	246,850	(4,202)	98%	-	-
Appropriated net positon	-	3,144,538	-	(3,144,538)	0%	-	-
Total other fin. sources (uses)	<u>(2,851,888)</u>	<u>620,856</u>	<u>(2,527,884)</u>	<u>(3,148,740)</u>	-407%	<u>(491,909)</u>	<u>(790,000)</u>
Revenues and other financing sources over (under) expenditures and other financing uses	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,467,852</u>	<u>\$ 4,467,852</u>		<u>\$ 3,386,687</u>	<u>\$ 2,094,172</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET TO ACTUAL -
WATER CAPITAL PROJECT FUNDS (NON-GAAP)
FROM INCEPTION AND FOR THE PERIOD ENDED MAY 31, 2020**

		Actual		
	Project Budget	Prior Year	Current Year	Total to Date
Revenues:				
Investment earnings	\$ 120,276	\$ 154,618	\$ 15,018	\$ 169,636
Investment earnings-debt proceeds	-	-	220,207	220,207
Assessments	52,724	39,495	-	39,495
Penalties and interest assessments	-	13,229	-	13,229
Total revenues	<u>173,000</u>	<u>207,342</u>	<u>235,225</u>	<u>442,567</u>
Expenditures:				
Southeast Water Tank	50,550	50,550	-	50,550
FY16 Water Mains Top 7 and Apollo	1,773,285	1,731,758	-	1,731,758
Raw Water Mains Project	28,683,127	587,292	4,533,602	5,120,894
Shallotte Transmission Main	308,500	91,498	167,288	258,786
NW Plant Treatment Expansion 12MGD	150,490,980	7,371,483	3,157,606	10,529,089
74-76 Industrial Park Water Main	308,400	39,006	145,509	184,515
74-76 Mintz Dr. to Old Maco	85,000	-	28,993	28,993
Total expenditures	<u>181,699,842</u>	<u>9,871,587</u>	<u>8,032,998</u>	<u>17,904,585</u>
Revenues over (under) expenditures	(181,526,842)	(9,664,245)	(7,797,773)	(17,462,018)
Other Financing Sources (Uses):				
Long term debt issued	176,426,380	-	26,535,000	26,535,000
Bond premium	2,148,127	-	2,148,127	2,148,127
Transfers from water fund	9,510,390	6,730,402	2,780,000	9,510,402
Transfers to water fund	(985,770)	(985,770)	-	(985,770)
Future capital projects	(7,355,782)	-	-	-
Appropriated fund balance	1,783,497	-	-	-
Total other financing sources (uses)	<u>181,526,842</u>	<u>5,744,632</u>	<u>31,463,127</u>	<u>37,207,759</u>
Revenues and other financing sources over (under) expenditures and other financing uses	<u>\$ -</u>	<u>\$ (3,919,613)</u>	<u>\$ 23,665,354</u>	<u>\$ 19,745,741</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

COMBINING BALANCE SHEET - WASTEWATER FUND (NON-GAAP)
MAY 31, 2020

	Wastewater Fund	Wastewater Capital Projects	Total
Current Assets:			
Cash and cash equivalents/investments	\$ 27,805,813	\$ -	\$ 27,805,813
Restricted cash	1,645,412	44,015,235	45,660,647
Interest receivable	3,960	-	3,960
Receivables and special assessments, net	4,534,502	-	4,534,502
Due from other governmental agencies	319,740	18	319,758
Inventories	320,258	-	320,258
Total current assets	<u>34,629,685</u>	<u>44,015,253</u>	<u>78,644,938</u>
Current Liabilities:			
Accounts payable and other liabilities	154,162	-	154,162
Interest payable	792,374	-	792,374
Prepaid fees	389,133	-	389,133
Current portion of debt	10,791,282	-	10,791,282
Total current liabilities	<u>12,126,951</u>	<u>-</u>	<u>12,126,951</u>
Expendable net position	22,502,734	44,015,253	66,517,987
Noncurrent Items:			
Non-depreciable capital assets	4,508,997	-	4,508,997
Depreciable capital assets, net	217,800,661	-	217,800,661
Deferred outflow	769,901	-	769,901
Net pension liability	(709,887)	-	(709,887)
Compensated absences	(204,931)	-	(204,931)
Total other post-employment liability	(5,818,862)	-	(5,818,862)
Non-current portion of debt	(122,668,559)	-	(122,668,559)
Deferred inflow	(1,093,544)	-	(1,093,544)
Total net position	<u>\$ 115,086,510</u>	<u>\$ 44,015,253</u>	<u>\$ 159,101,763</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND

ACTUAL - WASTEWATER FUND (NON-GAAP)

FOR THE PERIOD ENDED MAY 31, 2020 AND THE YEAR ENDED JUNE 30, 2019

WITH COMPARATIVE ACTUAL AMOUNTS FOR THE PRIOR YEAR

	Original Budget	Current Budget	May 31, 2020	Variance Positive (Negative)	% of Budget	June 30, 2019	May 31, 2019
Revenues:							
User charges	\$ 23,813,772	\$ 25,034,788	\$ 28,016,478	\$ 2,981,690	112%	\$ 28,510,502	\$ 26,313,875
ARRA interest subsidy	63,550	63,550	31,775	(31,775)	50%	92,726	92,726
Special assessments	-	-	-	-	na	106,146	-
Investment earnings	75,000	75,000	288,960	213,960	385%	290,021	265,923
Restricted intergovernmental	-	226,649	514,308	287,659	227%	288,260	-
Other	267,400	284,007	624,974	340,967	220%	367,793	434,218
Total revenues	<u>24,219,722</u>	<u>25,683,994</u>	<u>29,476,495</u>	<u>3,792,501</u>	115%	<u>29,655,448</u>	<u>27,106,742</u>
Expenditures:							
Salaries	2,983,766	3,077,026	2,628,036	448,990	85%	2,749,336	2,549,289
Fringe benefits	1,304,300	1,324,287	1,166,475	157,812	88%	1,163,007	1,074,426
Operating expenditures	4,114,151	5,015,936	3,652,109	1,363,827	73%	4,769,594	4,318,622
Repairs and maintenance	1,935,000	2,116,754	1,773,645	343,109	84%	1,636,061	1,470,365
Capital outlay	3,516,915	6,032,445	4,396,299	1,636,146	73%	3,265,498	2,822,287
Debt Service:							
Principal	10,366,460	10,499,229	10,499,225	4	100%	10,014,489	9,986,430
Interest	3,323,858	3,993,824	3,889,717	104,107	97%	3,688,908	3,681,740
Total expenditures	<u>27,544,450</u>	<u>32,059,501</u>	<u>28,005,506</u>	<u>4,053,995</u>	87.4%	<u>27,286,893</u>	<u>25,903,159</u>
Revenues over (under) expenditures	(3,324,728)	(6,375,507)	1,470,989	7,846,496	-23%	2,368,555	1,203,583
Other Financing Sources (Uses):							
Issuance of long-term debt	-	15,336,000	15,336,000	-	100%	-	-
Premiums on bonds issued	-	163,155	163,155	-	100%	-	-
Payments to escrow agent for refunded bonds	-	(15,382,482)	(15,382,482)	-	100%	-	-
Transfer to wastewater capital project	(750,000)	(1,239,512)	(1,239,512)	-	100%	(1,075,558)	(1,075,558)
Transfer from wastewater capital project	904,000	300,346	300,346	-	100%	1,858,584	1,690,694
Transfer from workers comp. internal service fund	-	93,516	91,951	(1,565)	98%	-	-
Appropriated net position	3,170,728	7,104,484	-	(7,104,484)	0%	-	-
Total other fin. sources (uses)	<u>3,324,728</u>	<u>6,375,507</u>	<u>(730,542)</u>	<u>(7,106,049)</u>	-11%	<u>783,026</u>	<u>615,136</u>
Revenues and other financing sources over (under) expenditures and other financing uses							
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 740,447</u>	<u>\$ 740,447</u>		<u>\$ 3,151,581</u>	<u>\$ 1,818,719</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL
WASTEWATER CAPITAL PROJECT FUNDS (NON-GAAP)
FROM INCEPTION AND FOR THE PERIOD ENDED MAY 31, 2020**

		Actual		
	Project Budget	Prior Years	Current Year	Total to Date
Revenues:				
Restricted intergovernmental revenue	\$ 97,302	\$ 46,276	\$ 51,026	\$ 97,302
Assessments	557,053	557,052	-	557,052
SAD interest and penalties	99,017	102,512	-	102,512
Investment earnings	106,020	148,462	20,250	168,712
Investment earnings-debt proceeds	-	-	425,482	425,482
West Brunswick Regional WWTP Southport Contribution	2,630,000	-	-	-
Total revenues	<u>3,489,392</u>	<u>854,302</u>	<u>496,758</u>	<u>1,351,060</u>
Expenditures:				
NCDOT Hwy 211 Expansion	122,182	122,181	-	122,181
WBRWWTF Expansion Southport	2,630,000	1,037,975	-	1,037,975
NEBRWWTP Expansion	45,714,971	1,324,722	7,346,043	8,670,765
NEBRWWTP East Transmission Main	3,616,997	4,122	1,411,728	1,415,850
NEBRWWTP West Transmission Main	2,891,839	-	772,611	772,611
Total expenditures	<u>54,975,989</u>	<u>2,489,000</u>	<u>9,530,382</u>	<u>12,019,382</u>
Revenues over (under) expenditures	(51,486,597)	(1,634,698)	(9,033,624)	(10,668,322)
Other Financing Sources (Uses):				
Long term debt issued	44,980,000	-	44,980,000	44,980,000
Bond premium	7,243,807	-	7,243,806	7,243,806
Transfer from wastewater fund	5,473,713	4,234,205	1,239,512	5,473,717
Transfer to wastewater fund	(7,425,748)	(7,239,928)	(300,346)	(7,540,274)
Future capital projects	(2,965,771)	-	-	-
Appropriated fund balance	4,180,596	-	-	-
Total other financing sources (uses)	<u>51,486,597</u>	<u>(3,005,723)</u>	<u>53,162,972</u>	<u>50,157,249</u>
Revenues and other financing sources over (under) expenditures and other financing uses	<u>\$ -</u>	<u>\$ (4,640,421)</u>	<u>\$ 44,129,348</u>	<u>\$ 39,488,927</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

**SCHEDULE OF REVENUES AND EXPENDITURES - FINANCIAL PLAN AND ACTUAL AND
CHANGES IN NET POSITION - WORKERS' COMPENSATION INTERNAL SERVICE FUND (NON-GAAP)
FOR THE PERIOD ENDED MAY 31, 2020 AND THE YEAR ENDED JUNE 30, 2019
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE PRIOR YEAR**

	Budget	May 31, 2020	Variance Positive (Negative)	June 30, 2019	May 31, 2019
Revenues:					
Charges for services	\$ -	\$ -	\$ -	\$ 1,098,200	\$ 1,098,200
Investment earnings	-	22,716	22,716	21,619	19,239
Total revenues	-	22,716	22,716	1,119,819	1,117,439
Expenditures:					
Premiums	415,674	254,350	161,324	47,755	8,302
Revenues over (under) expenditures	(415,674)	(231,634)	184,040	1,072,064	1,109,137
Other financing sources (uses):					
Transfer to general fund	(1,512,055)	(1,479,553)	32,502	-	-
Transfer to water fund	(251,052)	(246,850)	4,202	-	-
Transfer to wastewater fund	(93,516)	(91,951)	1,565	-	-
Appropriated net position	2,272,297	-	(2,272,297)	-	-
Total other financing sources (uses)	415,674	(1,818,354)	(2,234,028)	-	-
Increase (decrease) in net position	\$ -	\$ (2,049,988)	\$ (2,049,988)	1,072,064	1,109,137
Net position, beginning of year		2,049,988		977,924	977,924
Net position, end of year		\$ -		\$ 2,049,988	\$ 2,087,061

Cash and Investments

A Summary of Cash and Investments is presented on the Brunswick County Government website as of May 31, 2020. It reports that the County had \$193.7 million of unrestricted cash and investments in all funds including those accruing for outside agencies that the county performs collections plus \$88.9 million of capital project restricted cash from debt proceeds. All cash and investments are earning an average yield of 0.26%.

BRUNSWICK COUNTY
SUMMARY OF CASH AND INVESTMENTS
AS OF MAY 31, 2020

	Purchase Date	Maturity Date	Book Value	Total Book Value	% of Portfolio	Yield
Unrestricted Cash and Investments						
Checking & Petty Cash						
Petty Cash			\$ 6,200			0.00%
BB&T			105,827,928			0.20%
Total Checking & Petty Cash				\$ 105,834,128	37%	
Money Markets / Savings						
SunTrust Money Market			5,060,215			0.30%
Total Money Markets / Savings				\$ 5,060,215	2%	
Certificates of Deposit / CDARS						
First Bank	3/28/20	9/28/20	21,106,791			0.95%
Total Certificates of Deposit / CDARS				\$ 21,106,791	7%	
NC Capital Management Trust - Government Portfolio				\$ 58,190,823	21%	0.20%
NC Capital Management Trust - Term Portfolio				\$ 3,473,678	1%	0.49%
Total Unrestricted Cash and Investments				\$ 193,665,635		
Restricted Cash and Investments						
Bond Proceeds & Debt Reserve Fund						
NC Capital Management Trust-Government Portfolio			\$ 87,327,727		31%	0.20%
BB&T General Fund Restricted						
Restricted for Revaluation			214,566		0%	0.00%
Restricted for Holden Beach Debt			1,396,200		0%	0.00%
Total Restricted Cash and Investments				\$ 88,938,493		
Grand Total All Cash and Investments				\$ 282,604,128	100%	0.26%

Cash Balances:

General Fund	\$ 97,726,959
County Capital Reserve Fund	18,366,844
School Capital Projects Fund	9,685,317
Water Fund	35,019,791
Water Capital Reserve Fund	7,394,038
Wastewater Fund	27,805,822
Wastewater Capital Reserve Fund	3,263,166

Key Indicators of Revenues and Expenditures

Presented on the Brunswick County Government website are charts with actual history, current month actual and annual budget information for major revenues and expenditures in both the enterprise and general funds.

County of Brunswick
Ad Valorem and Motor Vehicle Tax Revenues

PRIOR YEARS AD VALOREM TAX REVENUE									
Month	ACTUAL 2014-15	ACTUAL 2015-16	ACTUAL 2016-17	ACTUAL 2017-18	ACTUAL 2018-19	ANNUAL BUDGET 2019-20	ACTUAL 2019-20	YTD actual % change of prior YTD actual	% of ANNUAL BUDGET
July	758,897	546,345	305,329	377,089	414,438		297,635	-21%	
Aug	471,098	438,769	324,296	420,293	345,102		270,439	-36%	
Sept	399,058	870,663	262,164	419,816	269,452		205,209	-51%	
Oct	410,936	267,307	208,607	207,830	315,241		168,570	-19%	
Nov	213,082	204,432	207,774	235,025	244,032		268,715	14%	
Dec	300,926	391,210	46,595	203,220	412,058		190,359	-6%	
Jan	376,046	381,705	305,760	189,817	214,920		293,817	55%	
Feb	347,468	301,199	427,181	337,199	258,244		317,056	-6%	
Mar	324,430	362,693	370,146	378,028	288,344		194,186	-49%	
Apr	247,162	278,448	296,216	307,480	155,194		168,582	-45%	
May	322,131	248,619	260,659	218,586	135,962		122,872	-44%	
June	235,646	207,251	490,189	257,695	167,843				
Total	4,406,880	4,498,641	3,504,916	3,552,078	3,220,830	2,300,000	2,497,440		109%

CURRENT YEAR AD VALOREM TAX REVENUE									
Month	ACTUAL 2014-15	ACTUAL 2015-16	ACTUAL 2016-17	ACTUAL 2017-18	ACTUAL 2018-19	ANNUAL BUDGET 2019-20	ACTUAL 2019-20	YTD actual % change of prior YTD actual	% of ANNUAL BUDGET
July	91,495	102,981	141,121	5,141,356	7,655,126		8,464,387	11%	
Aug	12,444,754	12,440,150	15,853,299	14,003,220	13,213,303		15,145,908	15%	
Sept	7,147,245	7,799,492	6,433,818	6,763,894	5,259,838		7,225,241	37%	
Oct	9,419,597	9,641,217	9,896,672	17,631,294	10,487,256		12,078,923	15%	
Nov	19,462,971	21,420,290	23,944,507	17,678,530	28,069,669		30,675,338	9%	
Dec	26,197,571	33,684,730	24,416,021	20,728,131	19,916,780		28,966,741	45%	
Jan	23,411,002	15,517,607	23,377,586	26,045,100	26,931,609		23,866,807	-11%	
Feb	1,880,768	1,937,509	2,086,134	2,100,604	2,490,412		2,522,834	1%	
Mar	931,336	811,691	957,399	928,997	1,078,484		795,566	-26%	
Apr	633,707	496,119	466,309	533,520	572,320		440,218	-23%	
May	363,995	326,905	341,102	588,170	331,238		377,697	14%	
June	502,170	278,132	560,206	396,426	261,232				
Total	102,486,610	104,456,823	108,474,174	112,539,242	116,267,267	127,816,466	130,559,660		102%

CURRENT YEAR MOTOR VEHICLE TAX REVENUE									
Month	ACTUAL 2014-15	ACTUAL 2015-16	ACTUAL 2016-17	ACTUAL 2017-18	ACTUAL 2018-19	ANNUAL BUDGET 2019-20	ACTUAL 2019-20	YTD actual % change of prior YTD actual	% of ANNUAL BUDGET
July	444,763	504,379	603,858	611,857	671,914		735,512	9%	
Aug	448,554	486,317	657,269	652,753	723,623		697,838	-4%	
Sept	438,527	464,133	579,331	542,846	448,121		540,459	21%	
Oct	427,930	543,146	507,568	544,226	666,358		707,908	6%	
Nov	369,797	383,693	471,246	499,198	576,498		706,266	23%	
Dec	390,589	452,656	464,226	501,030	543,041		675,364	24%	
Jan	387,576	477,267	523,460	557,142	685,653		729,042	6%	
Feb	348,382	465,452	485,610	572,728	600,556		632,979	5%	
Mar	476,849	560,194	654,797	631,825	665,643		668,762	0%	
Apr	472,594	575,935	550,623	624,293	676,850		600,410	-11%	
May	459,542	547,365	595,819	634,860	709,996				
June	453,013	570,403	627,536	651,911	709,693				
Total	5,118,117	6,030,941	6,721,343	7,024,669	7,677,946	7,275,000	6,694,540		92%

**County of Brunswick
Local Option Sales Tax Revenues**

ARTICLE 39 SALES TAX REVENUE 1% (POINT OF DELIVERY) (100000-323100)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	YTD actual % change of prior YTD actual	% of ANNUAL BUDGET
Month	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2019-20		
July	927,776	969,548	986,394	1,049,718	1,252,130		1,373,725	10%	
Aug	1,090,562	1,093,465	1,224,865	1,289,737	1,329,792		1,425,459	7%	
Sept	877,367	938,050	952,042	978,445	938,675		1,173,168	25%	
Oct	654,852	596,241	752,088	864,937	680,715		734,132	8%	
Nov	628,065	604,948	635,873	767,798	871,829		935,348	7%	
Dec	549,081	561,448	626,293	698,356	576,321		790,721	37%	
Jan	527,514	585,079	436,031	558,342	775,353		820,652	6%	
Feb	484,029	497,550	613,865	613,581	755,861		773,827	2%	
Mar	377,571	603,870	588,222	547,868	746,104		759,800	2%	
Apr	668,922	742,268	815,552	800,559	917,784				
May	708,546	756,471	837,814	794,102	966,306				
June	759,421	778,076	833,600	910,785	1,041,564				
Total	8,253,706	8,727,014	9,302,639	9,874,229	10,852,434	10,507,770	8,786,832		84%
ARTICLE 40 SALES TAX REVENUE 1/2% (PER CAPITA) 30% RESTRICTED FOR SCHOOL CAPITAL OUTLAY OR DEBT SERVICE (100000-323201,323202)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	YTD actual % change of prior YTD actual	% of ANNUAL BUDGET
Month	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2019-20		
July	539,117	564,929	594,375	631,075	703,995		750,371	7%	
Aug	481,408	541,745	517,985	596,047	601,502		712,368	18%	
Sept	496,279	502,456	577,305	597,606	646,891		734,652	14%	
Oct	469,753	514,691	551,928	614,008	639,392		704,618	10%	
Nov	494,179	481,606	544,444	562,350	635,351		731,594	15%	
Dec	479,879	509,491	583,254	636,108	692,311		725,423	5%	
Jan	583,174	619,735	667,322	699,734	736,094		769,355	5%	
Feb	447,406	444,943	477,316	527,845	561,192		627,025	12%	
Mar	434,593	466,949	512,277	512,954	577,546		636,197	10%	
Apr	457,599	564,837	625,842	658,044	749,898				
May	488,986	560,378	588,735	607,640	697,346				
June	526,413	547,458	550,848	660,846	722,096				
Total	5,898,786	6,319,219	6,791,631	7,304,257	7,963,614	7,943,242	6,391,603		80%
ARTICLE 42 SALES TAX REVENUE 1/2% (POINT OF DELIVERY) (APPROXIMATELY 60% RESTRICTED FOR SCHOOL CAPITAL OUTLAY OR DEBT SERVICE) (100000-323301, 323302)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	YTD actual % change of prior YTD actual	% of ANNUAL BUDGET
Month	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2019-20		
July	581,833	609,693	631,292	673,530	789,002		860,370	9%	
Aug	634,883	657,139	711,398	766,949	788,633		868,474	10%	
Sept	547,394	576,690	610,962	631,968	632,656		767,824	21%	
Oct	441,243	430,066	514,766	588,455	517,955		565,888	9%	
Nov	436,317	423,295	464,016	527,365	599,197		662,923	11%	
Dec	397,148	412,136	471,285	522,056	488,465		597,475	22%	
Jan	420,617	459,158	415,344	482,885	591,453		625,627	6%	
Feb	356,907	363,409	430,959	448,839	522,450		556,763	7%	
Mar	305,250	417,515	430,745	414,149	525,003		553,242	5%	
Apr	442,236	512,728	569,042	575,072	658,475				
May	469,765	515,232	566,462	554,566	661,360				
June	504,945	519,548	551,091	622,799	701,865				
Total	5,538,538	5,896,609	6,367,362	6,808,632	7,476,514	7,314,286	6,058,586		83%

Note: Sales Taxes are 2 months behind in reporting.

**County of Brunswick
Water Fund Revenues**

WATER RETAIL SALES REVENUE (617110-371316)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	YTD actual % change of prior YTD actual	% of ANNUAL BUDGET
Month	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2019-20		
July	472,746	467,682	474,405	469,373	505,818		591,725	17%	
Aug	504,895	533,018	585,205	598,346	550,056		600,391	9%	
Sept	412,334	506,507	552,130	509,091	483,455		557,746	15%	
Oct	384,997	419,248	455,542	436,731	468,436		505,182	8%	
Nov	346,005	353,122	356,558	400,272	395,448		547,927	39%	
Dec	315,884	357,715	358,875	401,470	360,250		412,440	14%	
Jan	287,734	289,804	326,617	330,727	345,037		396,758	15%	
Feb	295,333	318,297	322,884	424,539	344,991		383,230	11%	
Mar	280,290	307,249	318,405	338,275	368,390		330,184	-10%	
Apr	293,877	302,211	317,943	323,228	295,003		349,132	18%	
May	341,737	379,472	407,205	404,362	397,617		405,038	2%	
June	396,615	448,286	481,962	458,544	576,215				
Total	4,332,447	4,682,610	4,957,731	5,094,958	5,090,716	5,370,660	5,079,753		95%

IRRIGATION REVENUE (617110-371319)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	YTD actual % change of prior YTD actual	% of ANNUAL BUDGET
Month	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2019-20		
July	266,584	242,180	274,655	303,891	272,157		499,622	84%	
Aug	297,464	328,242	391,161	364,814	318,911		553,720	74%	
Sept	203,919	378,978	402,057	341,474	241,677		540,455	124%	
Oct	195,247	281,554	312,823	245,944	316,475		468,263	48%	
Nov	160,249	159,040	170,875	230,786	171,308		480,292	180%	
Dec	111,853	92,834	79,215	194,433	137,776		288,809	110%	
Jan	31,659	30,866	53,423	75,964	44,935		54,445	21%	
Feb	10,667	17,443	17,281	42,193	12,900		21,440	66%	
Mar	8,336	10,977	23,304	26,984	10,834		15,547	44%	
Apr	12,325	20,209	33,613	25,042	20,209		25,833	28%	
May	47,160	91,362	111,147	80,405	91,368		136,556	49%	
June	99,971	255,276	294,456	171,484	547,092				
Total	1,445,433	1,908,962	2,164,010	2,103,414	2,185,642	3,214,000	3,084,982		96%

WATER WHOLESALE REVENUE (617110-371317)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	YTD actual % change of prior YTD actual	% of ANNUAL BUDGET
Month	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2019-20		
July	645,432	571,447	549,891	502,369	648,595		706,223	9%	
Aug	610,893	726,527	662,991	739,238	657,834		829,608	26%	
Sept	597,231	571,125	593,390	580,350	714,447		714,837	0%	
Oct	369,057	419,668	467,518	439,291	391,422		624,590	60%	
Nov	382,248	372,683	315,869	468,542	452,905		597,115	32%	
Dec	298,588	278,846	329,525	415,210	401,300		420,180	5%	
Jan	308,352	271,780	271,848	461,637	300,896		378,791	26%	
Feb	240,348	243,372	293,671	254,055	329,861		346,753	5%	
Mar	291,032	258,696	257,119	297,083	304,562		320,726	5%	
Apr	253,284	298,786	315,449	374,571	356,824		391,888	10%	
May	330,963	347,571	381,741	399,036	442,050		463,838	5%	
June	373,695	423,069	723,529	625,328	794,773				
Total	4,701,123	4,783,570	5,162,541	5,556,710	5,795,469	5,950,000	5,794,549		97%

**County of Brunswick
Water Fund Revenues**

WATER INDUSTRIAL REVENUE (617110-371318)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	YTD actual % change of prior YTD actual	% of ANNUAL BUDGET
Month	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2019-20		
July	245,698	206,044	193,363	171,810	220,490		189,253	-14%	
Aug	241,408	198,496	176,628	242,014	216,454		206,096	-5%	
Sept	287,677	223,590	177,912	227,218	234,523		206,417	-12%	
Oct	226,273	183,414	141,672	208,907	112,229		184,682	65%	
Nov	225,491	153,158	153,071	213,605	190,551		215,263	13%	
Dec	220,541	126,460	140,427	181,314	194,601		133,730	-31%	
Jan	221,210	199,431	156,917	209,780	129,208		75,047	-42%	
Feb	148,278	177,624	144,230	145,744	169,457		330,804	95%	
Mar	192,828	194,456	163,680	162,151	160,850		125,412	-22%	
Apr	169,595	179,557	153,967	200,376	138,655		203,438	47%	
May	172,665	173,827	125,676	182,242	171,195		187,763	10%	
June	141,691	173,052	126,581	250,422	166,681				
Total	2,493,355	2,189,109	1,854,124	2,395,583	2,104,894	2,200,000	2,057,905		94%

WATER BASE SERVICE CHARGE REVENUE (617110-371308)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	YTD actual % change of prior YTD actual	% of ANNUAL BUDGET
Month	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2019-20		
July	403,355	451,901	470,153	487,562	504,765		525,317	4%	
Aug	440,343	451,462	475,932	489,608	507,711		524,696	3%	
Sept	440,074	453,419	476,892	490,840	508,083		526,261	4%	
Oct	442,108	454,580	476,516	493,066	512,632		528,995	3%	
Nov	442,353	455,559	475,832	494,282	512,064		526,349	3%	
Dec	443,726	464,316	477,375	495,252	513,738		529,100	3%	
Jan	445,019	463,597	480,043	496,679	514,422		529,586	3%	
Feb	445,701	465,506	481,021	498,450	515,996		525,462	2%	
Mar	446,642	468,084	483,538	501,888	517,084		540,691	5%	
Apr	448,227	469,366	482,955	500,982	518,320		536,522	4%	
May	449,771	469,402	485,236	505,223	521,211		541,995	4%	
June	498,348	490,097	506,112	522,511	542,329				
Total	5,345,667	5,557,289	5,771,605	5,976,343	6,188,355	6,321,600	5,834,974		92%

WATER TAPS AND CONNECTION REVENUE (617180-371305)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	YTD actual % change of prior YTD actual	% of ANNUAL BUDGET
Month	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2019-20		
July	70,982	88,015	79,919	83,631	98,990		92,524	-7%	
Aug	54,383	63,122	73,809	104,621	97,268		83,810	-14%	
Sept	55,302	79,297	69,412	81,193	43,844		82,803	89%	
Oct	53,756	60,271	60,061	91,599	86,568		94,890	10%	
Nov	42,257	57,337	77,525	99,482	73,282		73,114	0%	
Dec	56,457	50,315	59,843	54,196	61,096		83,464	37%	
Jan	53,973	68,391	63,308	74,470	88,359		75,364	-15%	
Feb	55,395	58,684	88,268	65,659	111,682		140,452	26%	
Mar	62,467	61,178	89,333	143,953	103,540		89,886	-13%	
Apr	66,169	88,286	76,900	79,001	120,681		55,484	-54%	
May	87,408	62,668	86,057	97,222	105,635		64,074	-39%	
June	57,354	89,289	88,308	88,973	106,785				
Total	715,903	826,853	912,743	1,064,000	1,097,730	850,000	935,865		110%

**County of Brunswick
Water Fund Revenues**

WATER CAPITAL RECOVERY REVENUE (619100-371404)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	YTD actual % change of prior YTD actual	% of ANNUAL BUDGET
Month	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2019-20		
July	75,945	175,282	82,430	82,749	167,036		121,501	-27%	
Aug	61,056	107,350	87,643	120,522	155,663		85,320	-45%	
Sept	56,609	80,372	137,586	114,051	45,363		85,192	88%	
Oct	35,619	100,031	53,152	83,126	89,233		187,338	110%	
Nov	90,854	80,907	89,642	128,155	84,568		81,404	-4%	
Dec	71,145	67,996	49,323	40,491	65,826		98,693	50%	
Jan	77,802	68,194	53,168	70,156	80,237		212,681	165%	
Feb	78,674	83,303	80,368	43,033	108,298		126,263	17%	
Mar	75,081	55,590	83,957	142,979	126,088		144,952	15%	
Apr	86,006	103,546	191,678	78,156	136,336		54,925	-60%	
May	106,117	72,757	110,980	93,189	108,079		53,432	-51%	
June	65,310	131,407	89,349	111,500	112,809				
Total	880,218	1,126,735	1,109,276	1,108,107	1,279,536	688,000	1,251,701		182%

WATER TRANSMISSION LINE REVENUE (619800-371309)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	YTD actual % change of prior YTD actual	% of ANNUAL BUDGET
Month	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2019-20		
July	27,391	42,850	29,279	34,402	55,946		39,806	-29%	
Aug	26,404	35,126	24,946	42,390	39,850		31,354	-21%	
Sept	23,378	27,267	31,882	42,063	18,567		31,475	70%	
Oct	20,420	24,152	26,858	33,713	35,876		65,131	82%	
Nov	36,383	26,653	37,187	52,512	32,990		29,678	-10%	
Dec	28,184	22,399	25,429	23,427	25,114		36,150	44%	
Jan	28,812	28,002	25,978	28,493	36,370		77,458	113%	
Feb	30,550	25,571	35,550	24,480	44,692		58,888	32%	
Mar	23,460	21,952	36,122	53,897	41,813		54,147	29%	
Apr	24,169	34,849	28,496	33,669	50,545		23,926	-53%	
May	35,214	21,459	30,911	35,926	38,462		23,723	-38%	
June	27,254	48,349	29,625	40,209	40,830				
Total	331,619	358,629	362,263	445,181	461,055	232,000	471,736		203%

**County of Brunswick
Wastewater Fund Revenues**

WASTEWATER RETAIL SALES REVENUE (627210-371405)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	YTD actual % change of prior YTD actual	% of ANNUAL BUDGET
Month	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2019-20		
July	707,249	735,074	791,640	805,054	872,549		1,033,355	18%	
Aug	733,867	779,627	874,819	933,343	918,675		1,063,547	16%	
Sept	693,713	772,094	837,178	835,710	889,327		1,038,172	17%	
Oct	673,713	706,281	773,191	813,375	848,410		1,016,846	20%	
Nov	662,220	686,159	735,391	792,739	834,354		1,120,192	34%	
Dec	649,668	724,587	753,597	801,946	827,199		839,603	1%	
Jan	648,827	700,776	739,484	778,549	823,964		982,576	19%	
Feb	651,892	705,035	740,280	835,392	825,743		957,436	16%	
Mar	640,679	712,260	747,301	776,766	823,196		939,142	14%	
Apr	652,947	708,854	744,239	786,370	825,562		963,854	17%	
May	678,940	737,235	765,249	826,002	940,447		968,081	3%	
June	709,781	868,150	834,436	905,605	1,157,941				
Total	8,103,496	8,836,132	9,336,805	9,890,851	10,587,367	11,647,794	10,922,804		94%

WASTEWATER TAPS & CONNECTIONS REVENUE (627220-371402)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	YTD actual % change of prior YTD actual	% of ANNUAL BUDGET
Month	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2019-20		
July	88,000	114,000	76,350	108,000	216,000		227,406	5%	
Aug	93,000	97,000	152,000	133,000	202,100		158,000	-22%	
Sept	100,000	73,000	84,450	95,750	80,000		133,000	66%	
Oct	84,000	57,000	95,775	185,275	156,000		221,000	42%	
Nov	101,550	104,000	136,000	210,480	92,000		104,575	14%	
Dec	69,000	80,000	109,000	84,000	131,900		252,000	91%	
Jan	84,000	108,400	117,775	113,840	209,000		163,712	-22%	
Feb	172,000	119,375	164,450	97,250	121,000		236,980	96%	
Mar	80,000	100,000	103,050	276,486	205,000		144,478	-30%	
Apr	88,000	134,320	104,000	168,614	156,000		195,285	25%	
May	126,990	69,000	110,545	140,000	218,658		163,993	-25%	
June	132,700	82,625	189,500	132,000	224,000				
Total	1,219,240	1,138,720	1,442,895	1,744,695	2,011,658	-	2,000,429		#DIV/0!

WASTEWATER CAPITAL RECOVERY REVENUE (629100-371404)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	YTD actual % change of prior YTD actual	% of ANNUAL BUDGET
Month	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2019-20		
July	94,139	454,950	185,127	219,750	452,432		262,301	-42%	
Aug	153,639	240,374	131,836	402,208	287,165		242,580	-16%	
Sept	130,597	132,623	183,719	337,302	120,331		206,331	71%	
Oct	157,250	156,607	205,927	268,123	269,318		548,140	104%	
Nov	162,973	125,525	270,061	392,249	125,062		226,861	81%	
Dec	122,639	94,524	154,451	186,084	173,249		261,012	51%	
Jan	153,833	172,304	196,396	218,124	289,652		230,092	-21%	
Feb	168,764	150,635	214,802	134,813	320,135		405,333	27%	
Mar	115,639	139,552	233,802	411,900	296,269		414,943	40%	
Apr	105,250	218,469	210,136	271,541	355,535		158,173	-56%	
May	201,306	246,595	205,427	313,000	274,019		139,759	-49%	
June	93,309	337,635	214,635	259,250	276,101				
Total	1,659,338	2,469,793	2,406,319	3,414,344	3,239,268	600,000	3,095,525		516%

**County of Brunswick
Wastewater Fund Revenues**

WASTEWATER TRANSMISSION LINE FEES (629800-371309)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	YTD actual % change of prior YTD actual	% of ANNUAL BUDGET
Month	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2019-20		
July	24,714	106,434	60,709	69,520	149,044		86,684	-42%	
Aug	47,884	74,794	44,611	104,289	90,413		73,566	-19%	
Sept	42,534	50,210	59,236	107,773	39,518		64,381	63%	
Oct	51,087	50,872	66,644	75,363	86,302		180,566	109%	
Nov	79,326	44,845	83,049	122,632	39,649		74,453	88%	
Dec	38,881	31,511	47,819	52,692	54,696		91,528	67%	
Jan	51,281	54,659	67,463	68,707	95,136		75,597	-21%	
Feb	56,259	44,213	68,932	49,027	104,837		199,392	90%	
Mar	33,217	44,521	77,931	133,296	97,992		138,568	41%	
Apr	30,753	70,828	61,376	83,511	121,059		51,437	-58%	
May	63,105	49,882	61,474	98,665	91,916		46,534	-49%	
June	35,773	109,443	68,211	78,581	88,282				
Total	554,814	732,212	767,455	1,044,056	1,058,844	200,000	1,082,706		541%

County of Brunswick
Water and Wastewater Number of Customers

NUMBER OF WATER RETAIL CUSTOMERS							
Month	ACTUAL 2014-15	ACTUAL 2015-16	ACTUAL 2016-17	ACTUAL 2017-18	ACTUAL 2018-19	ACTUAL 2019-20	Change
July	36,146	37,165	38,912	40,199	41,676	42,979	45
Aug	36,272	37,303	39,036	40,345	41,855	43,169	190
Sept	36,379	37,398	39,155	40,518	41,896	43,258	89
Oct	36,431	37,418	39,238	40,581	41,973	43,338	80
Nov	36,524	38,133	39,338	40,758	42,186	43,460	122
Dec	36,607	38,209	39,466	40,908	42,291	43,632	172
Jan	36,679	38,318	39,573	40,982	42,379	43,703	71
Feb	36,737	38,415	39,690	41,094	42,466	44,122	419
Mar	36,828	38,448	39,736	41,248	42,481	44,248	126
Apr	36,910	38,587	39,894	41,365	42,647	44,345	97
May	37,046	38,704	39,998	41,402	42,725		
June	37,112	38,760	40,101	41,557	42,934		
Average	36,639	38,072	39,511	40,913	42,292	43,625	1,411

NUMBER OF WASTEWATER RETAIL CUSTOMERS							
Month	ACTUAL 2014-15	ACTUAL 2015-16	ACTUAL 2016-17	ACTUAL 2017-18	ACTUAL 2018-19	ACTUAL 2019-20	Change
July	13,855	14,556	15,862	16,695	17,861	18,822	6
Aug	14,009	14,632	15,878	16,758	17,925	18,930	108
Sept	14,036	14,682	15,940	16,908	18,011	19,004	74
Oct	14,092	14,708	16,014	17,017	18,023	19,040	36
Nov	14,143	15,269	16,070	17,026	18,083	19,157	117
Dec	14,192	15,357	16,157	17,193	18,145	19,215	58
Jan	14,237	15,382	16,235	17,241	18,206	19,242	27
Feb	14,325	15,460	16,295	17,300	18,331	19,551	309
Mar	14,378	15,498	16,371	17,471	18,449	19,647	96
Apr	14,450	15,593	16,506	17,549	18,681	19,721	74
May	14,468	15,651	16,537	17,675	18,741		
June	14,514	15,847	16,579	17,719	18,816		
Average	14,225	15,220	16,204	17,213	18,273	19,233	905



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
June 15, 2020

Action Item # V. - 10.

Health - 2019 Annual CD Report

From:

David Stanley

Issue/Action Requested:

Request that the Board of Commissioners review and approve the 2019 Communicable Disease Annual Report.

Background/Purpose of Request:

As one of the essential services provided by all local health departments, Brunswick County Health Services works with healthcare providers in the community to report and analyze reportable diseases and other health-related events and data. Brunswick County Health Services is required by the Local Health Department Accreditation Board (Benchmark 2, Activity 2.4) to present an annual report of disease incidence and trends within Brunswick County to the local Board of Health.

Staff recommends approval of the report.

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

Advisory Board Recommendation:

HHS Advisory Board reviewed and approved

County Manager's Recommendation:

Recommend the Board of Commissioners review and approve the 2019 Communicable Disease Annual Report.

ATTACHMENTS:

Description

- ▣ 2019 Annual CD Report



Brunswick County

Communicable Disease Report

2019

Brunswick County Health Services

910.253.2250

www.brunswickcountync.gov

Summary

► Top Five Reportable Diseases in Brunswick County

1. Chlamydia
2. Chronic Hepatitis C
3. Gonorrhea
4. Salmonella
5. Nongonococcal urethritis

► Brunswick County has a higher incident of the following diseases than the state average.

1. Salmonella - 2.8x higher
2. Lyme Disease - 2x higher
3. Acute Hepatitis B - 1.8x higher
4. Vibrio - 1.8x higher
5. Legionella - 1.7x higher
6. Cryptosporidium - 1.4x higher
7. Chronic Hepatitis C - 1.2x higher
8. Campylobacter - 1.1x higher

► Notable Decreases in Disease Incidence in Brunswick County

- Acute Hepatitis C is 7x lower than in 2016
- Rocky Mountain Spotted Fever is 4.6x lower than 2017

Types of Communicable Diseases

- Sexually Transmitted Diseases & HIV
- Tuberculosis
- Vaccine Preventable Diseases
- Foodborne Illnesses
- Vectorborne Diseases
- Waterborne Diseases
- Rabies
- Hepatitis

Sexually Transmitted Diseases

- Obtained through sexual intercourse
- Bacterial STDs are curable

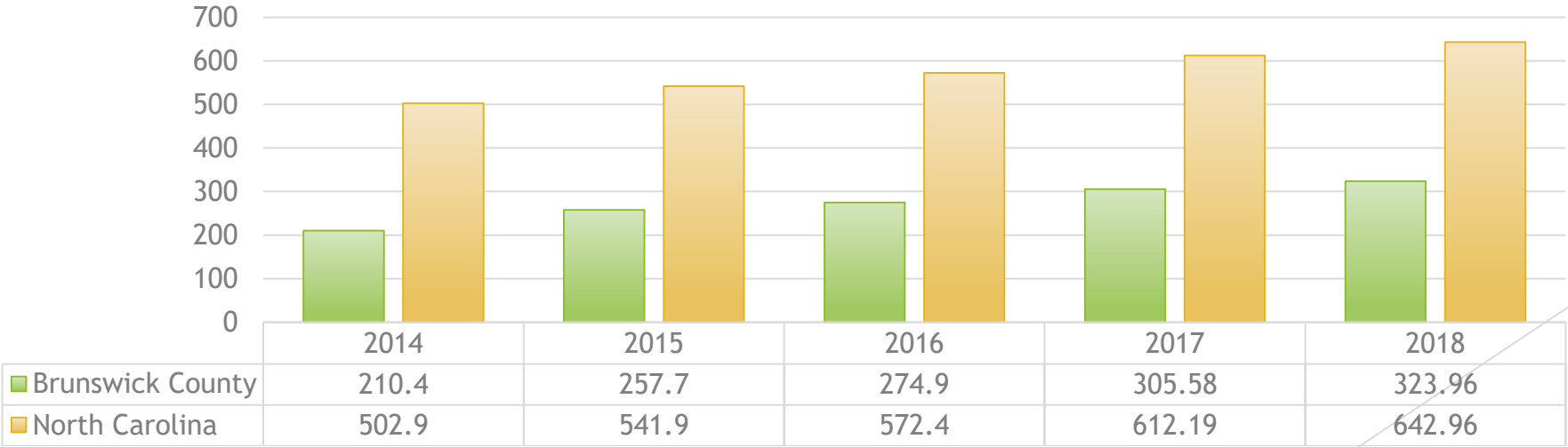
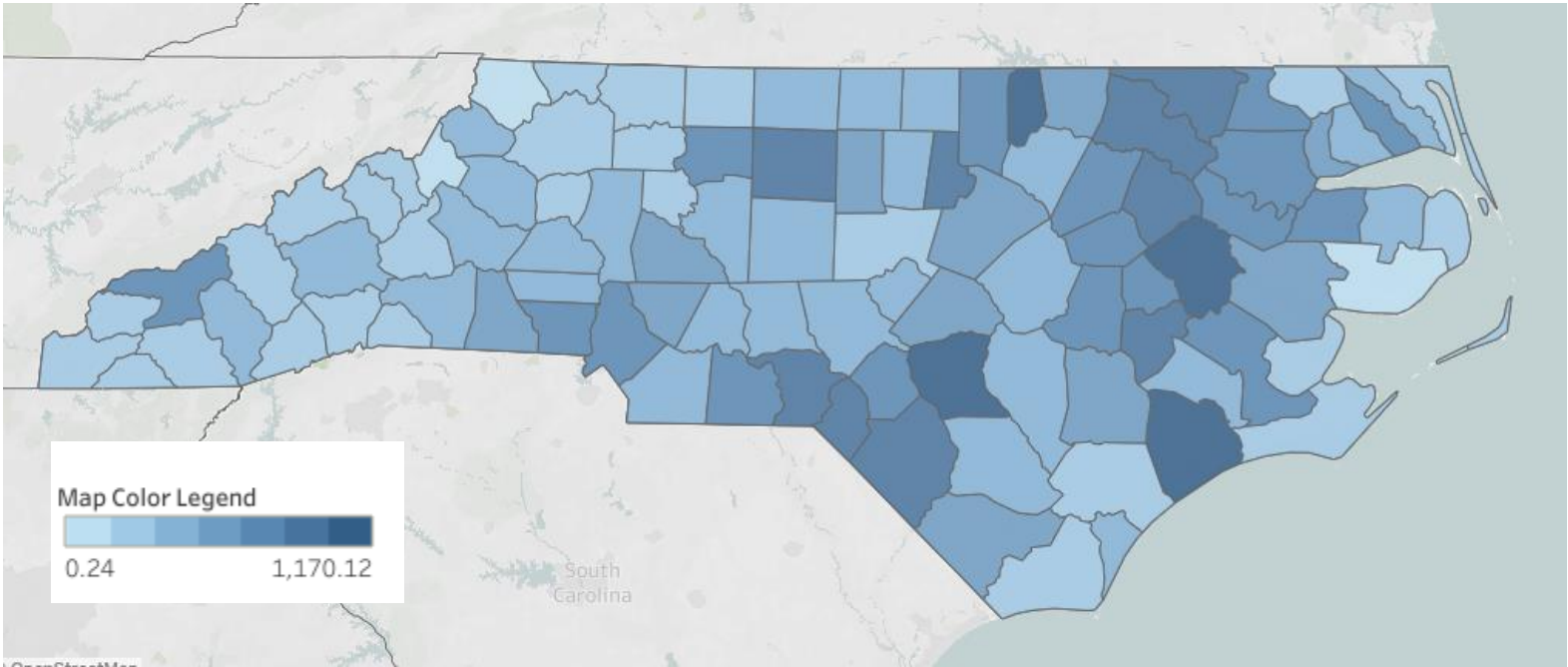
Examples:

- Gonorrhea
- Chlamydia
- Syphilis
- Nongonococcal urethritis
- Viral STDs are not curable

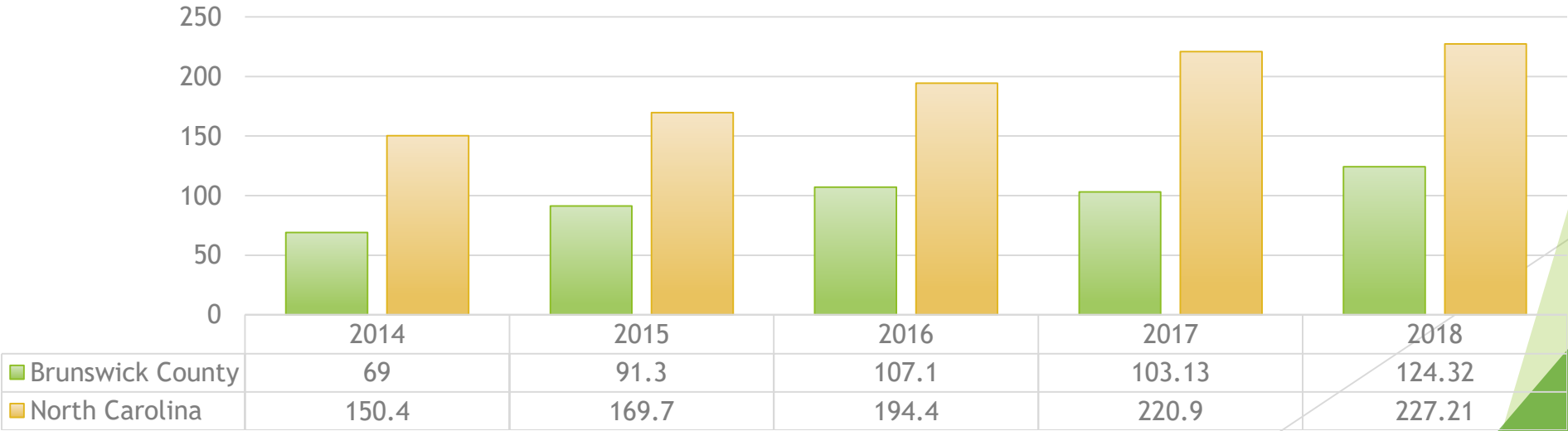
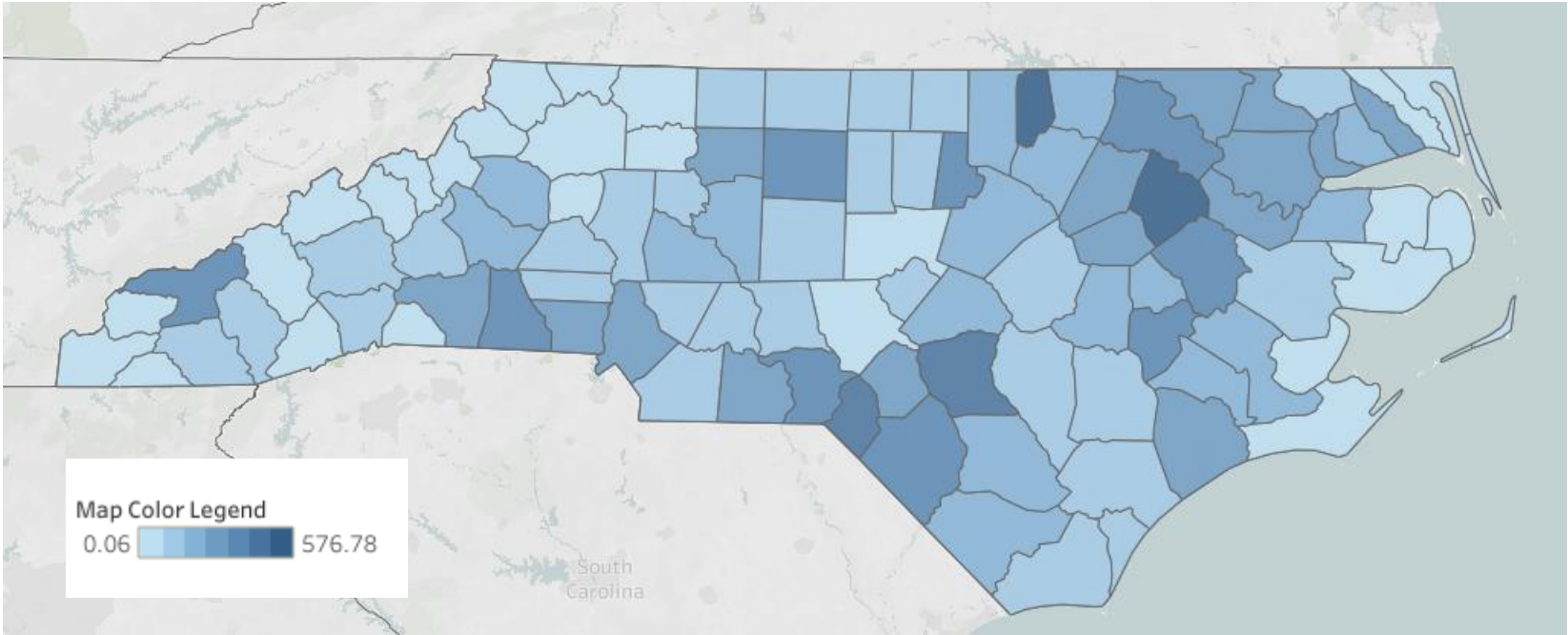
Examples

- HIV

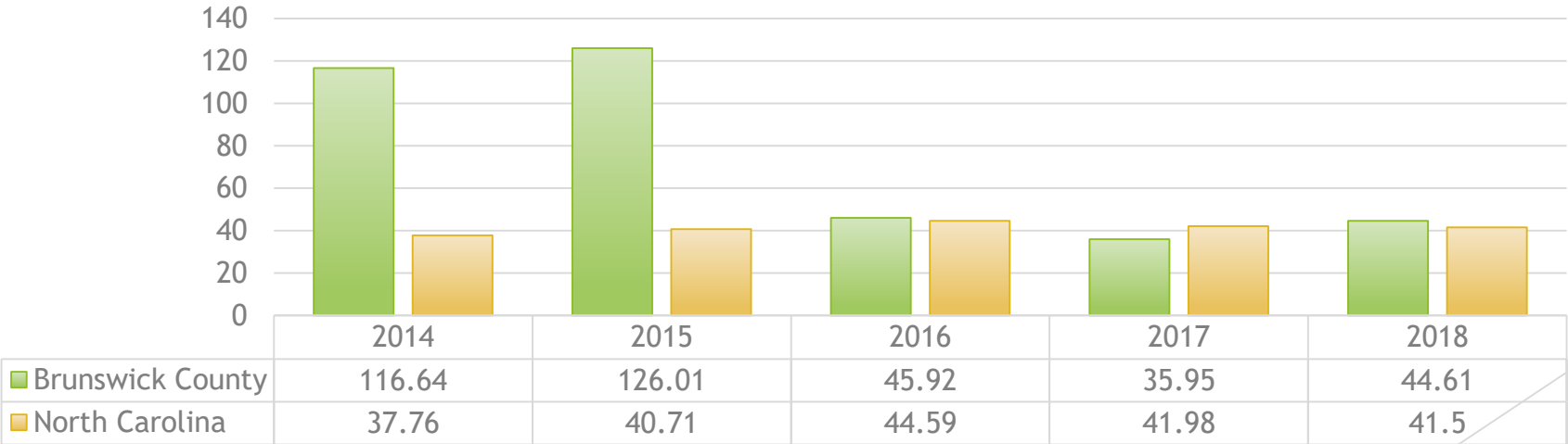
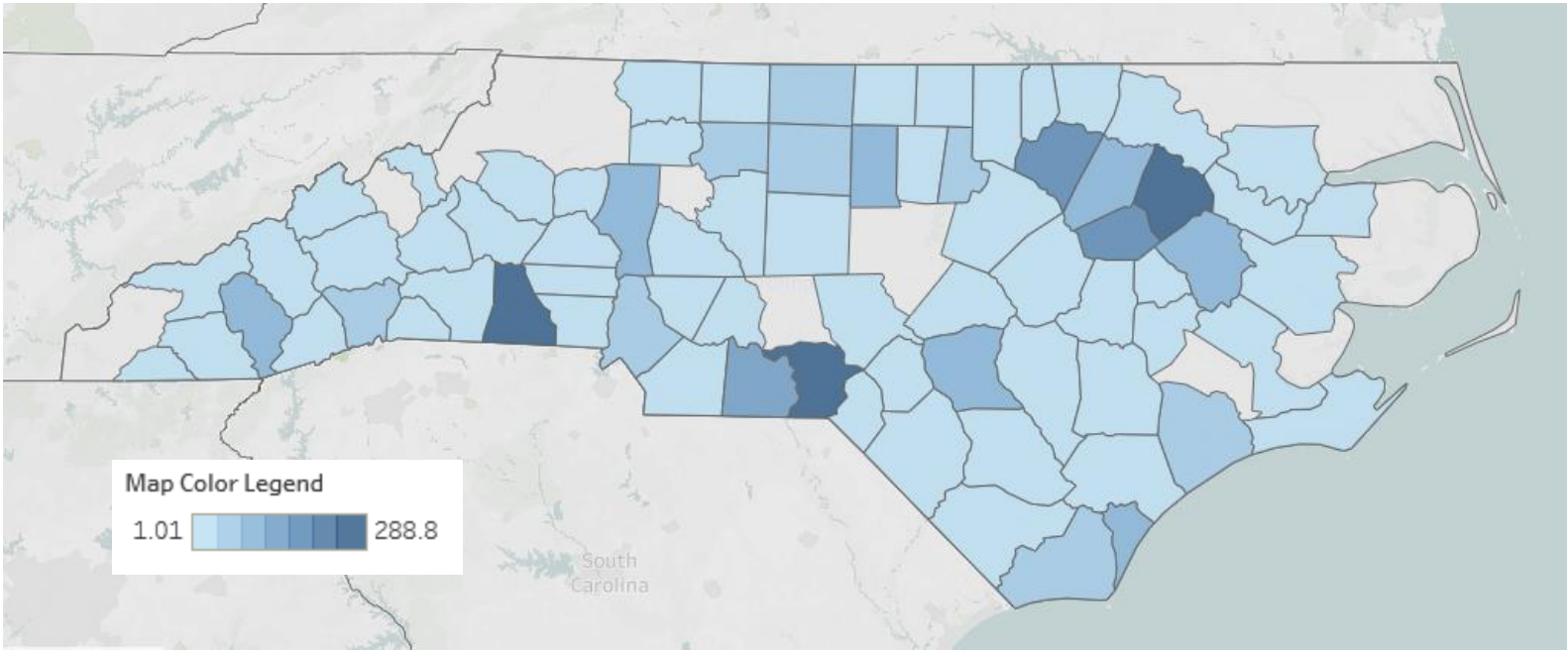
Chlamydia



Gonorrhea

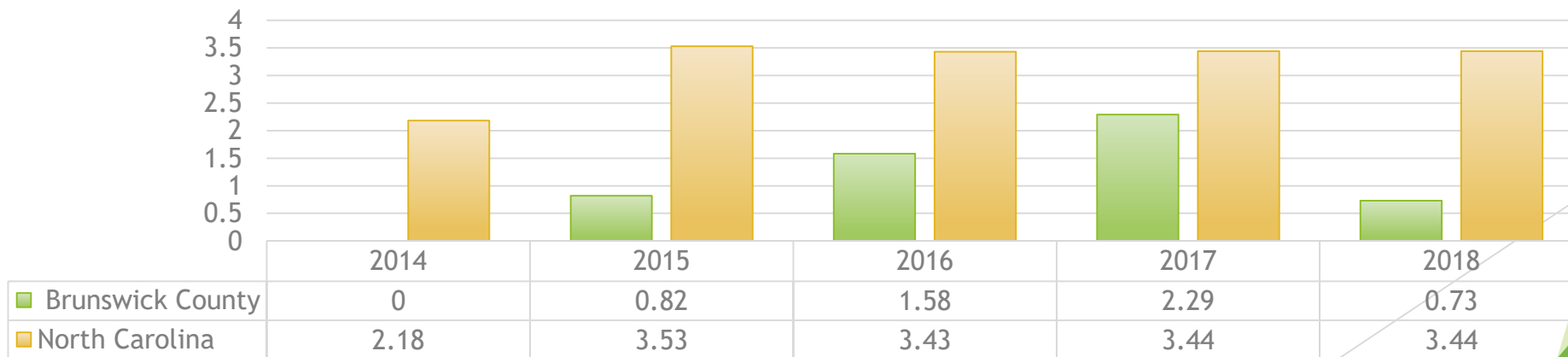
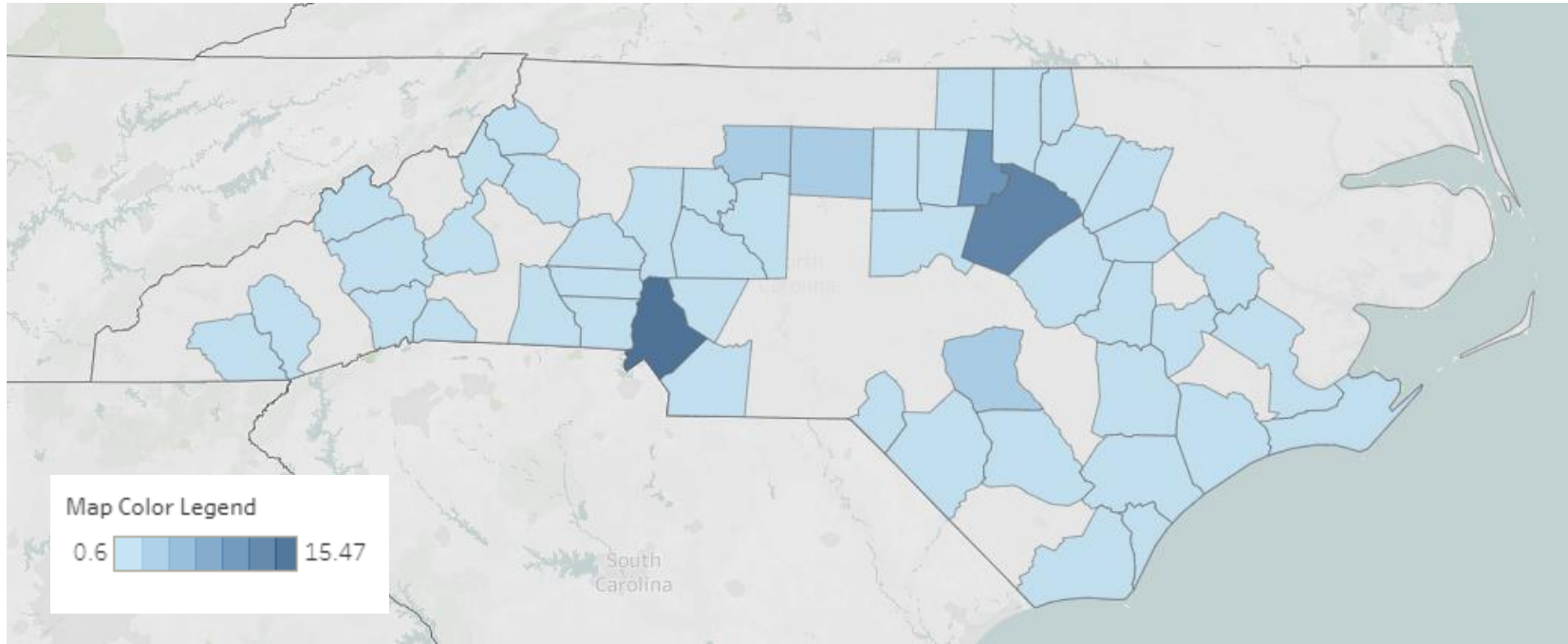


Nongonococcal Urethritis



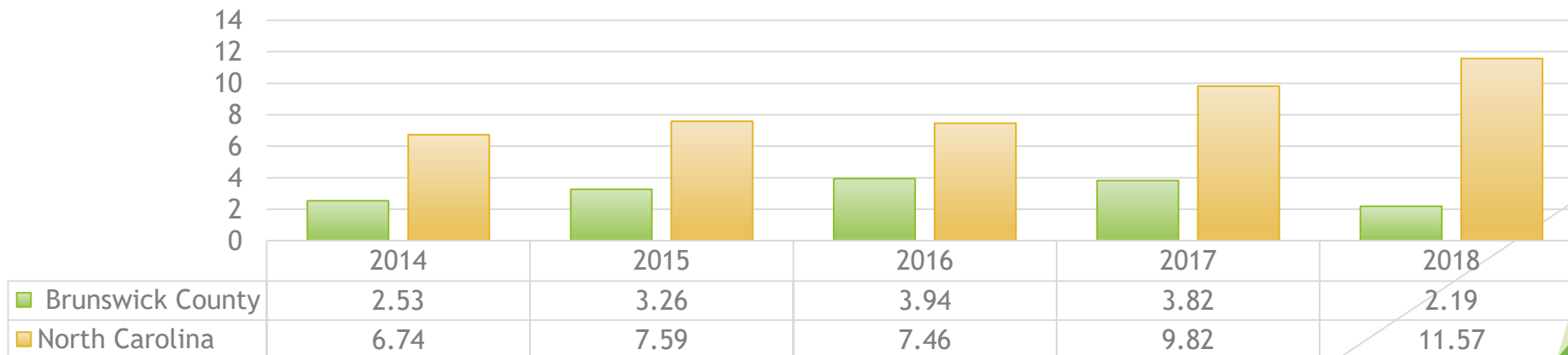
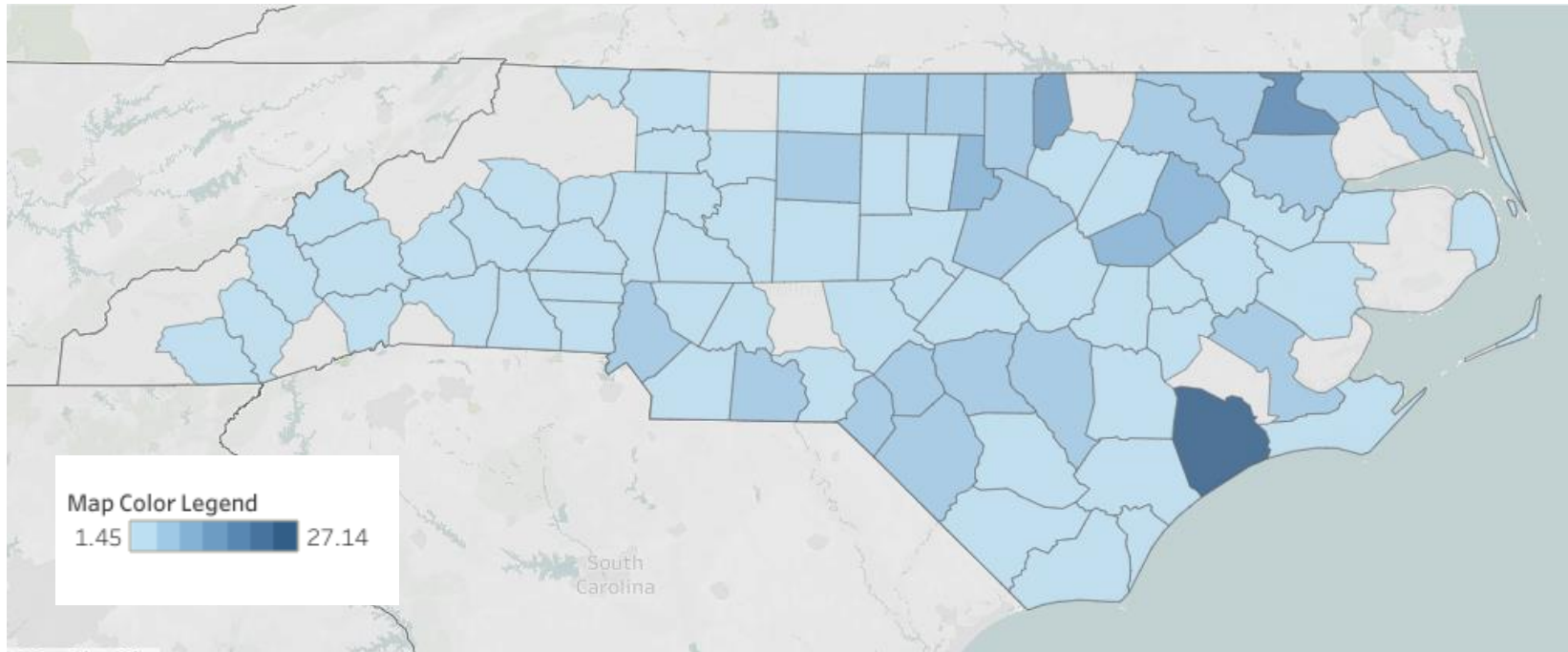
Syphilis - Primary

Painless sore at the site of infection



NCD3: North Carolina Disease Data Dashboard. All rates shown are per 100,000 population

Syphilis - Unknown Duration or Late Syphilis



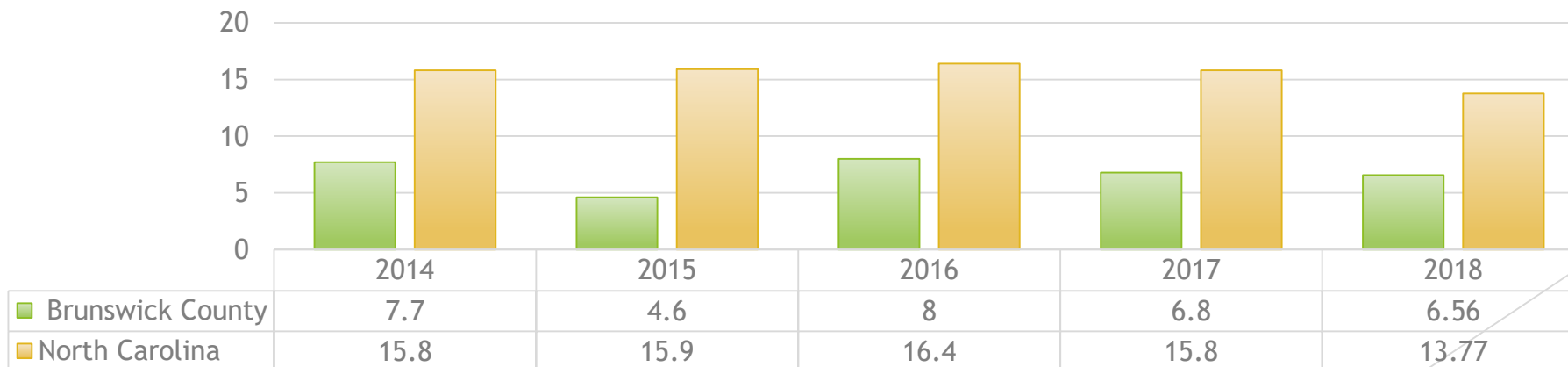
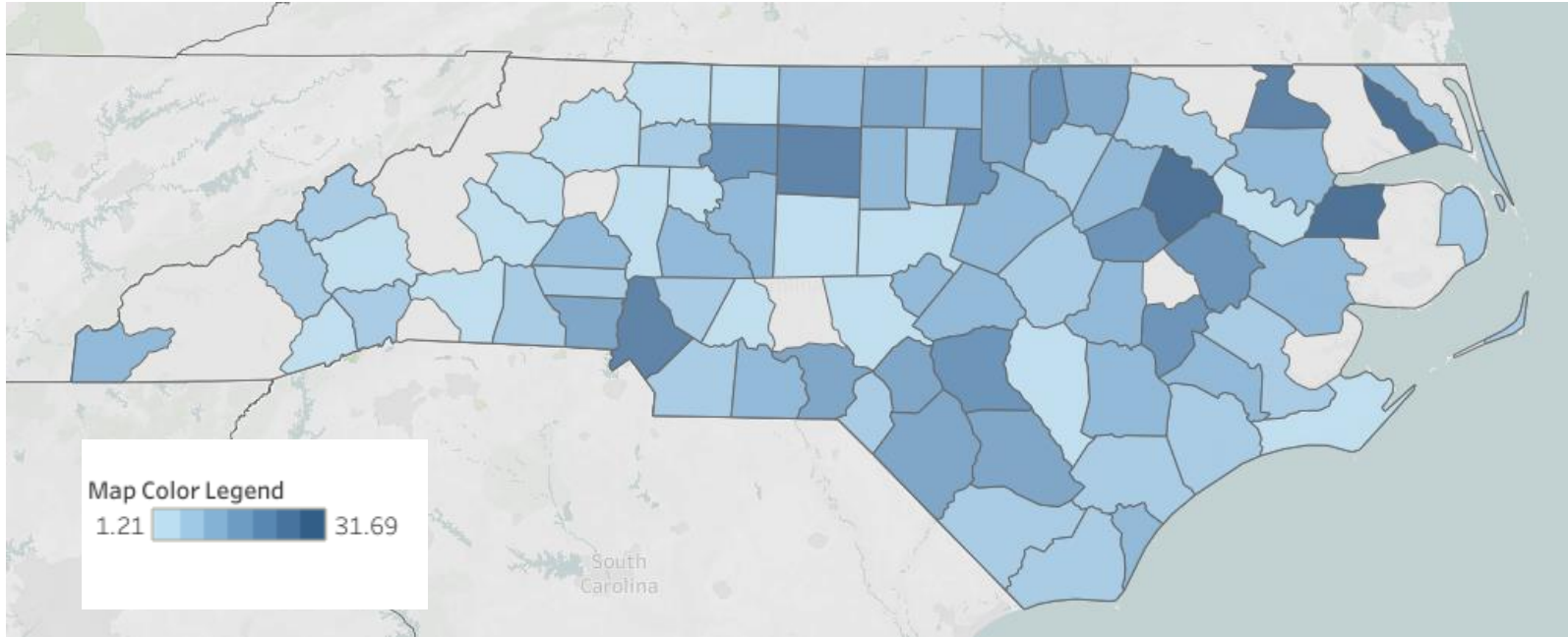
NCD3: North Carolina Disease Data Dashboard. All rates shown are per 100,000 population

HIV

- Human Immunodeficiency Virus
- Weakens a person's immune system by destroying important cells that fight disease and infection
- Can lead to Acquired Immunodeficiency Syndrome (AIDS) if left untreated
- No effective cure exists
- In the US, HIV is primarily spread through sexual intercourse and needle sharing

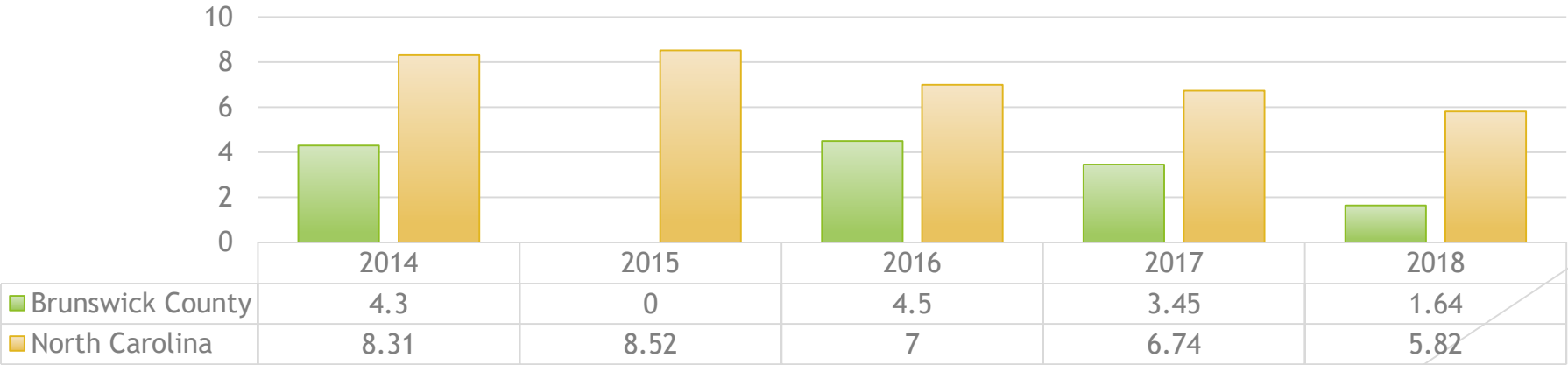
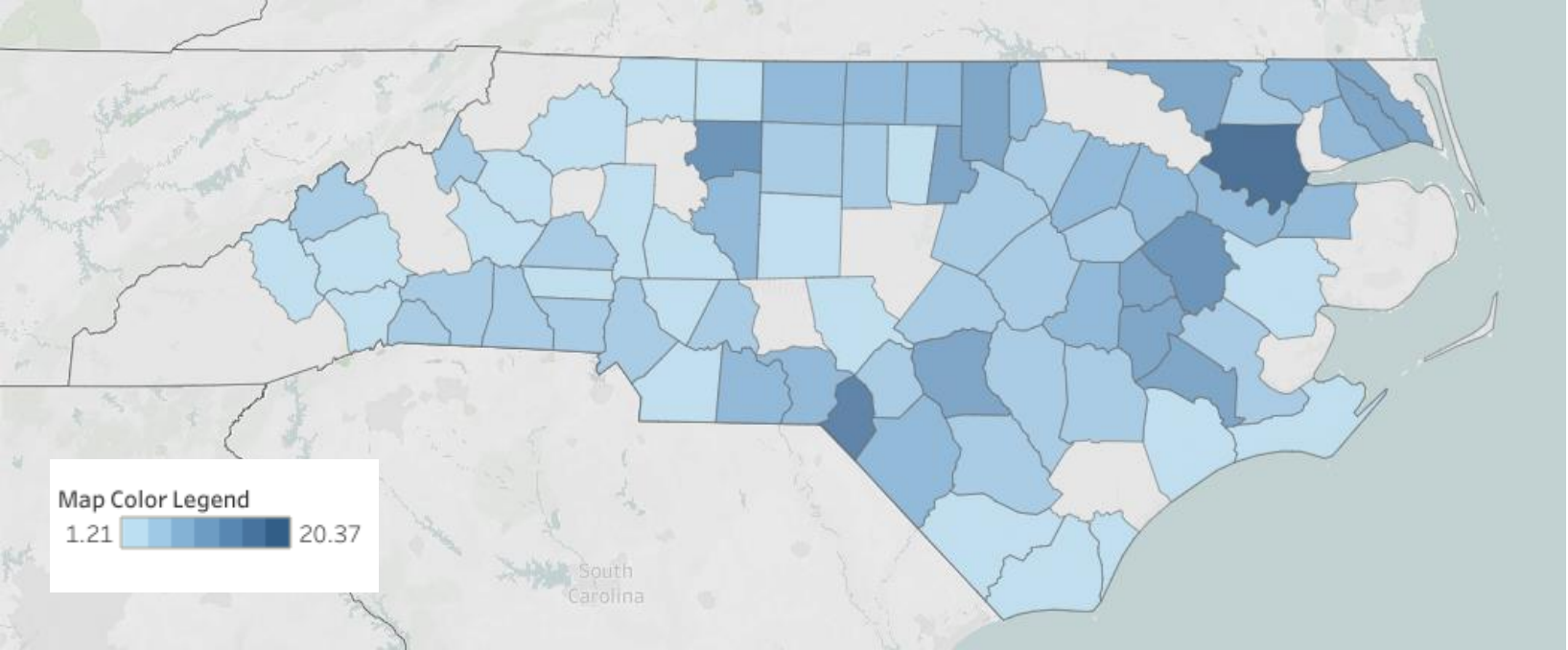
HIV

- ▶ Brunswick County is ranked 56 in the state for HIV Infection Cases (2018)
- ▶ There are a total of 214 HIV/AIDS Cases Living in Brunswick County as of 12/31/2018



AIDS

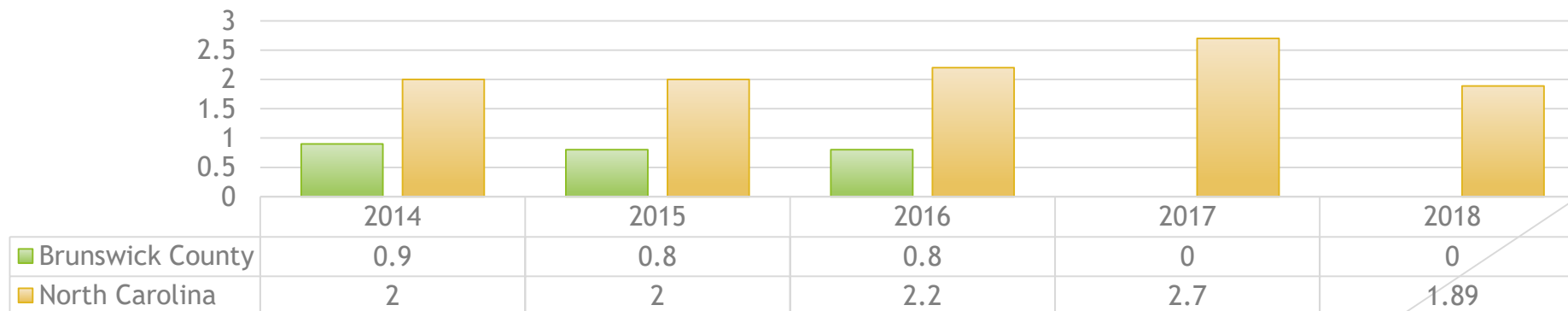
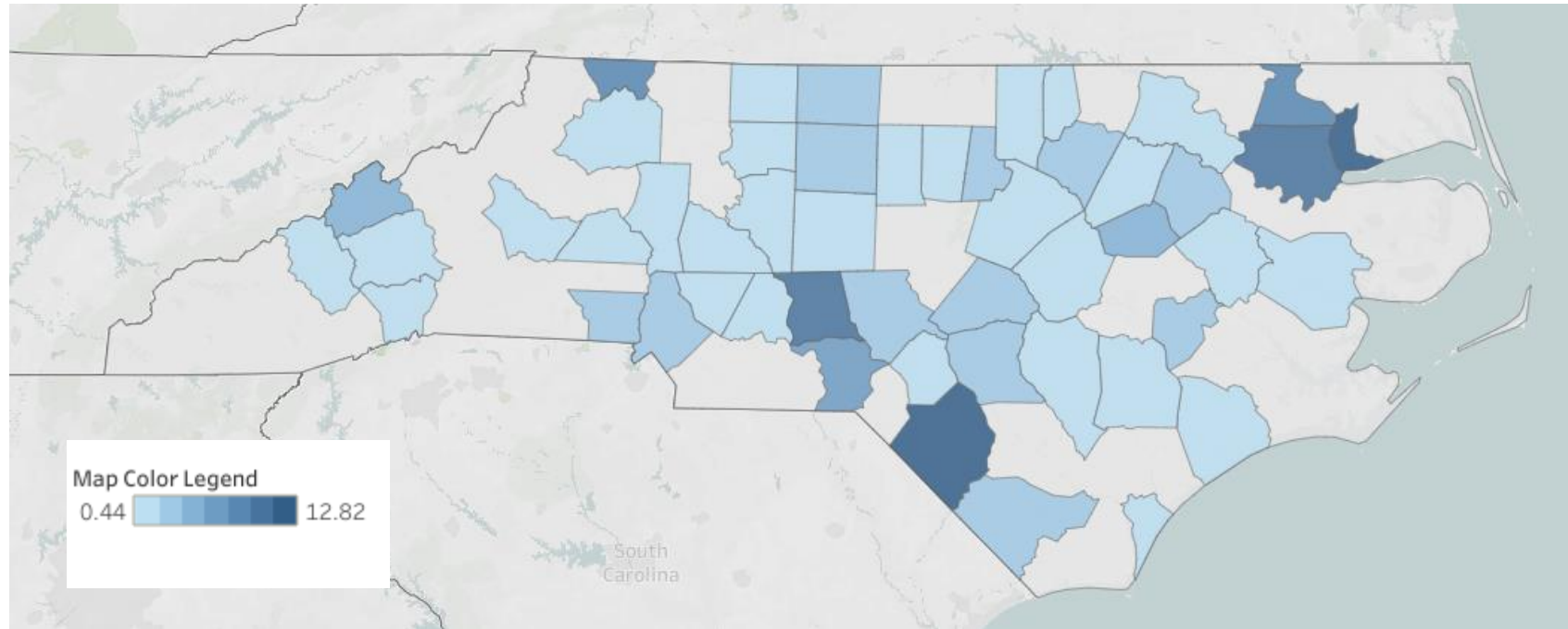
- ▶ Brunswick County is ranked 64 in the state for newly diagnosed AIDS cases (2018)
- ▶ There are a total of 101 people living with AIDS in Brunswick County as of 12/31/2018



Tuberculosis

- Caused by a bacteria called mycobacterium tuberculosis
- Usually attacks the lungs
- Can also attack any part of the body such as the kidney, spine, and brain
- Can be fatal if not treated
- Spread through the air from person to person

Tuberculosis

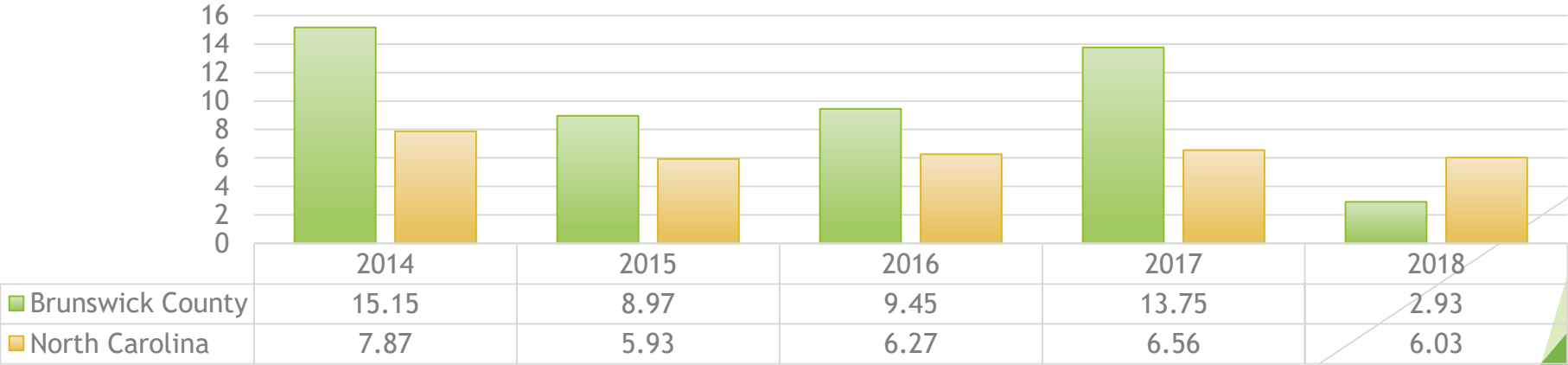
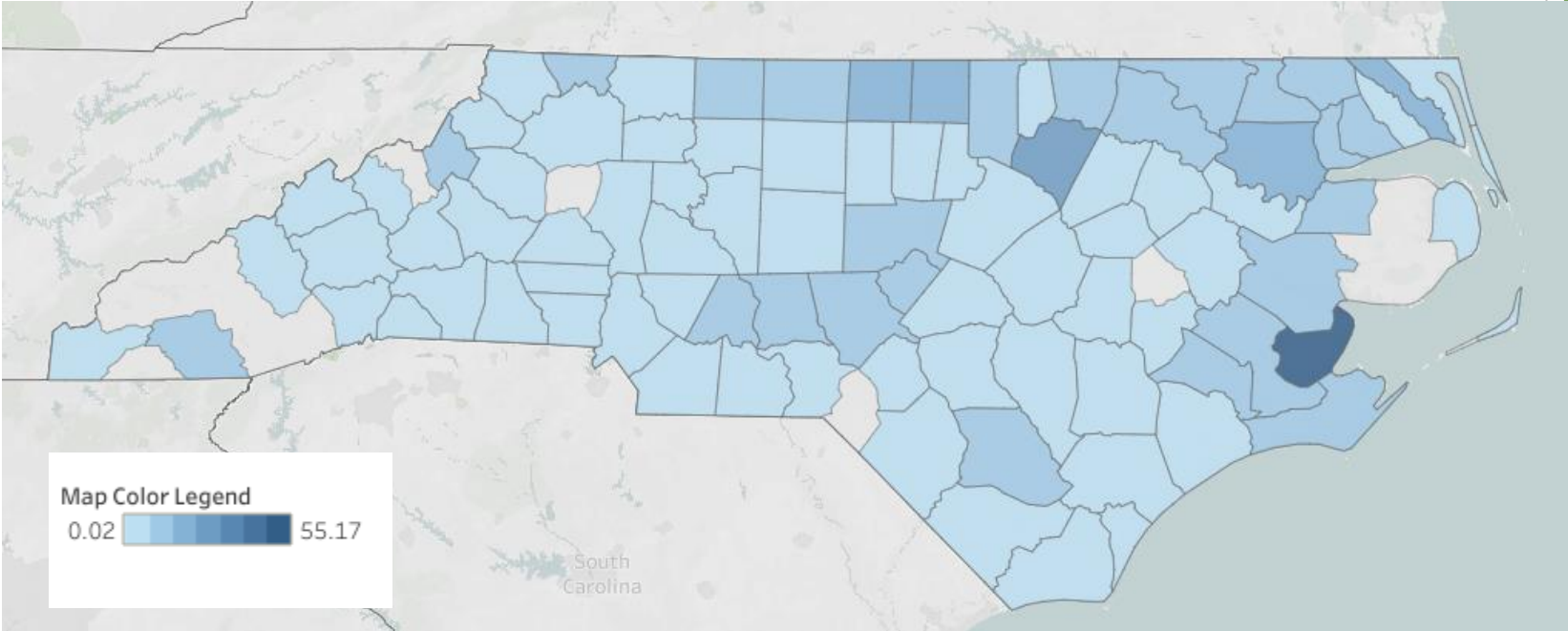


2018 Tuberculosis Statistics for North Carolina. Rates are per 100,000 population.

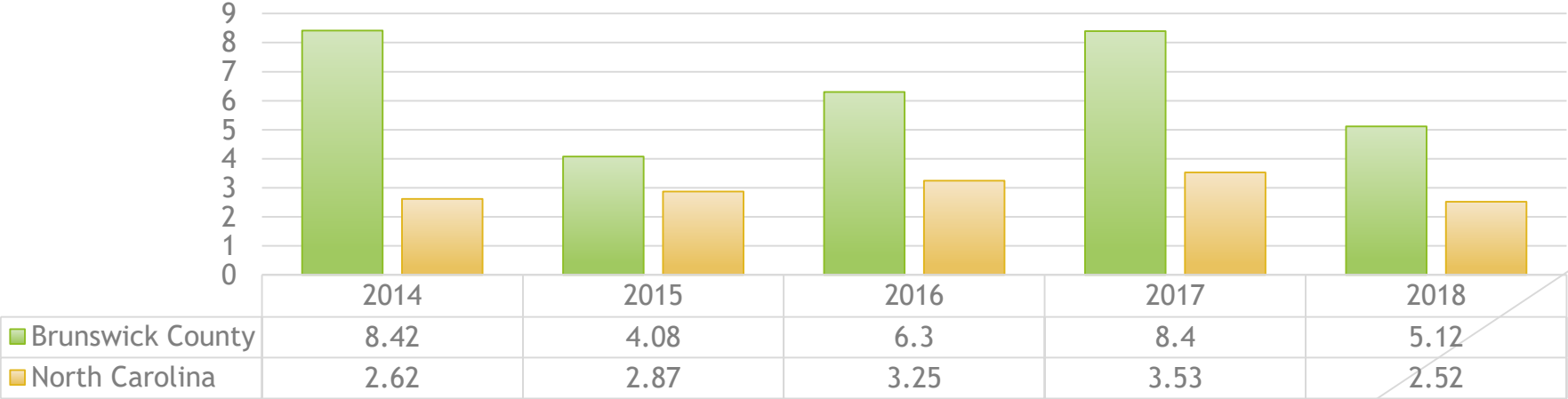
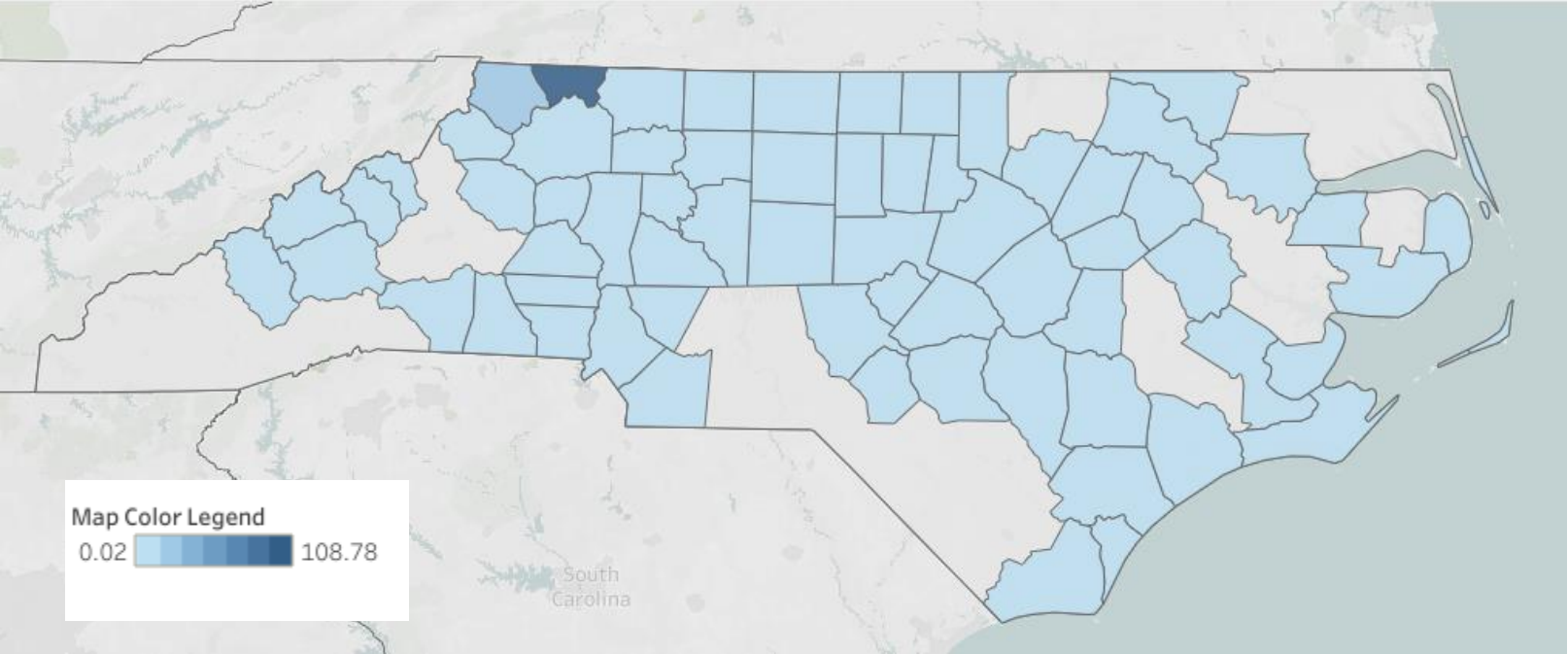
Vectorborne

- ▶ Diseases that are transmitted by ticks and mosquitos
- ▶ Many cause symptoms such as fever, fatigue, muscle aches, joint pain, headaches, and body aches
- ▶ Examples are:
 - Lyme Disease
 - Rocky Mountain Spotted Fever
 - Ehrlichiosis
 - West Nile Virus
 - Eastern Equine Encephalitis (EEE)
 - Malaria

Rocky Mountain Spotted Fever



Lyme Disease

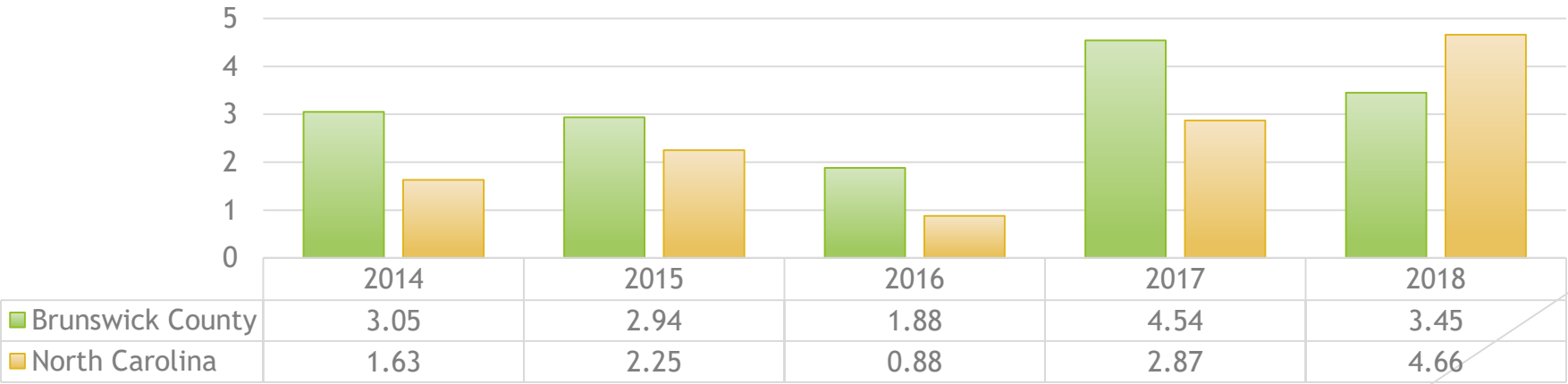
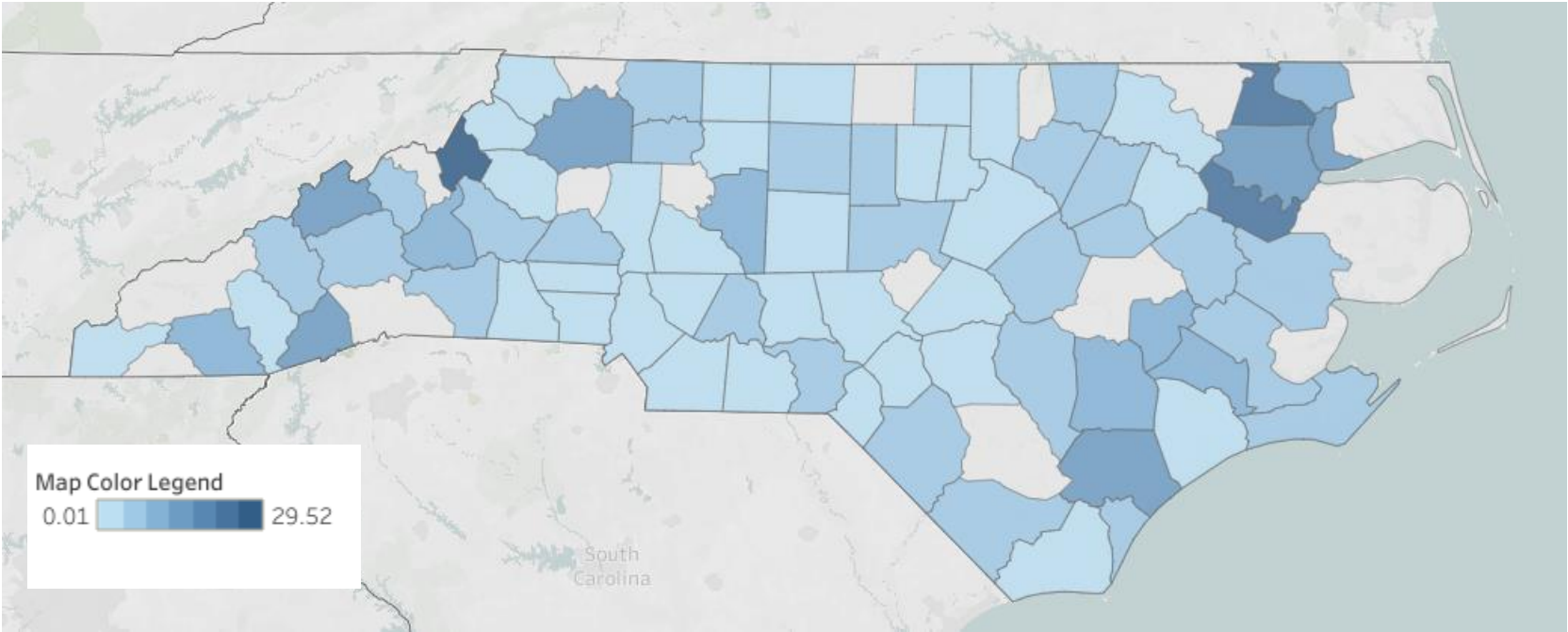


Vaccine Preventable Diseases

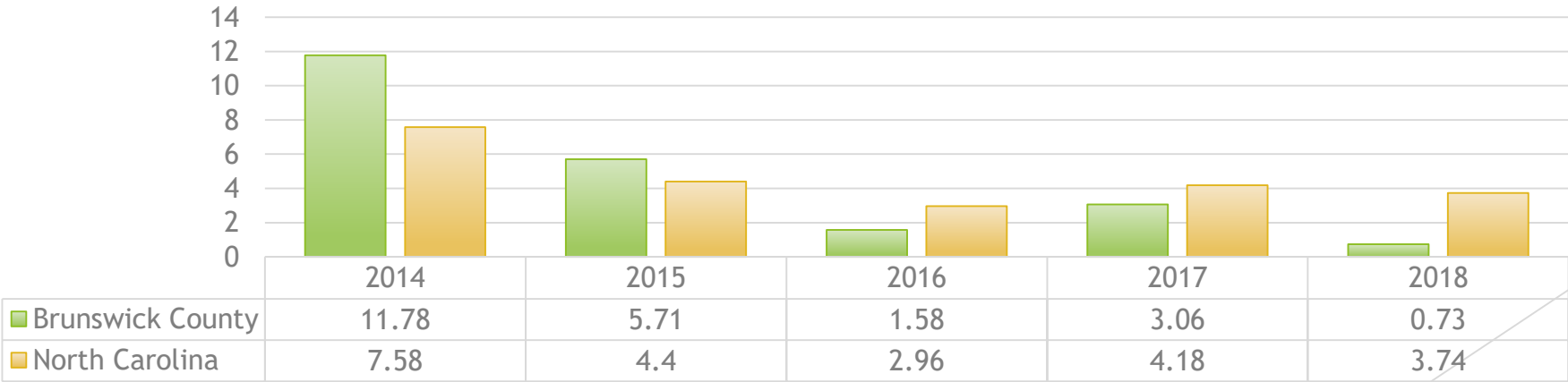
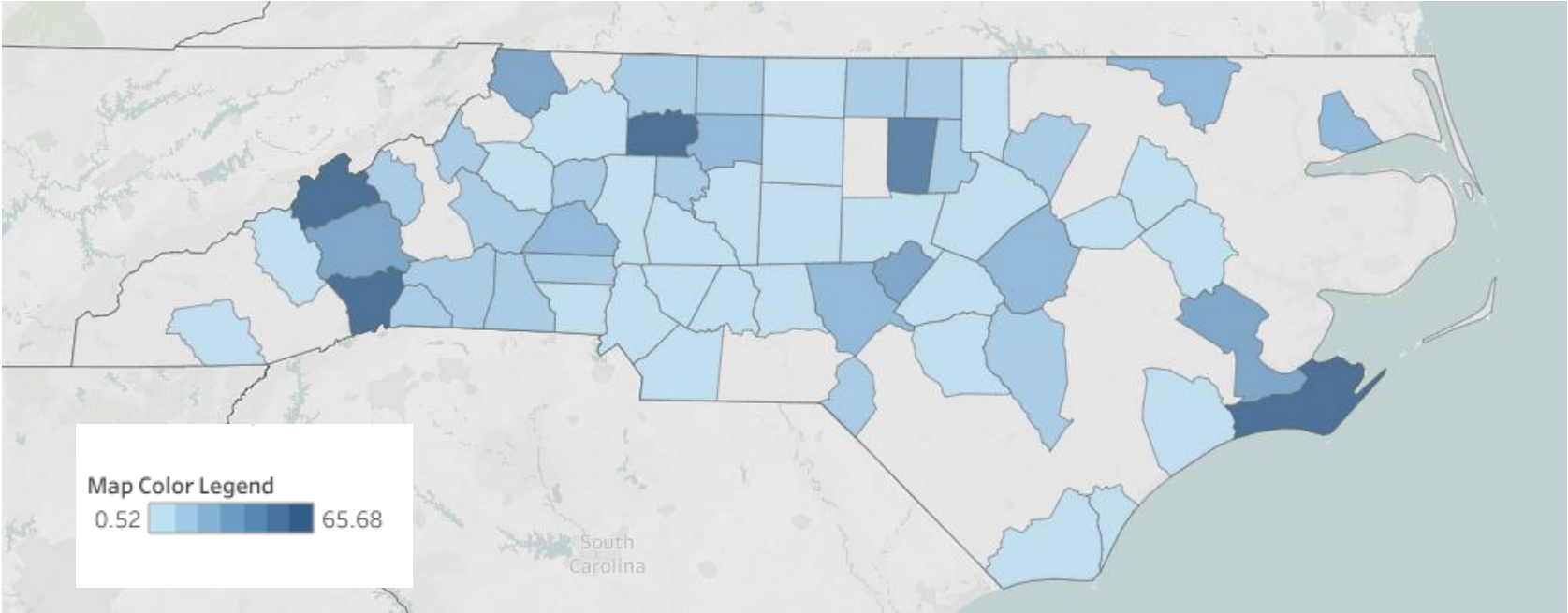
► Diseases that can be prevented by use of vaccines:

- Pertussis
- Measles/Mumps/Rubella (MMR)
- Varicella
- Seasonal Influenza (only deaths are reportable)
- Smallpox
- Polio
- Hepatitis A & B

Influenza Deaths



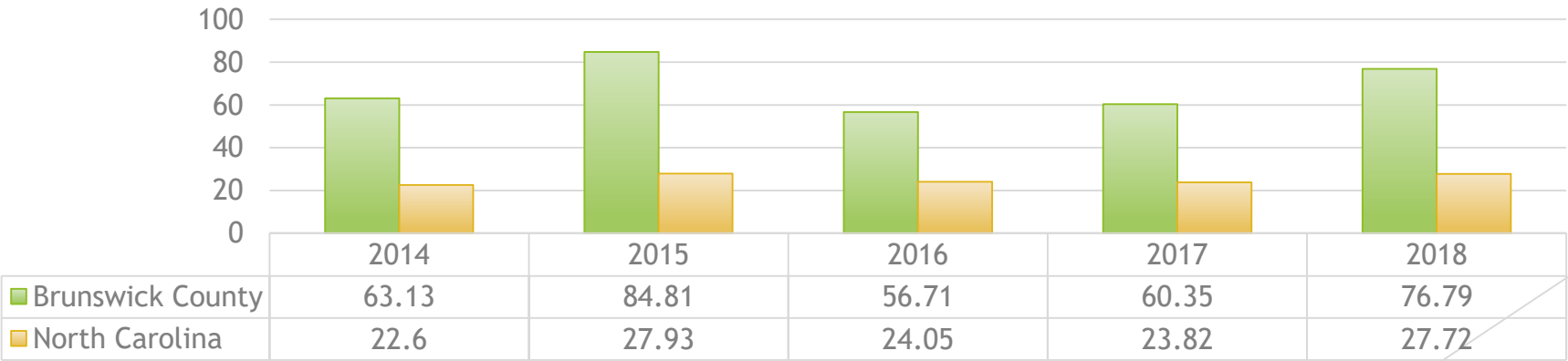
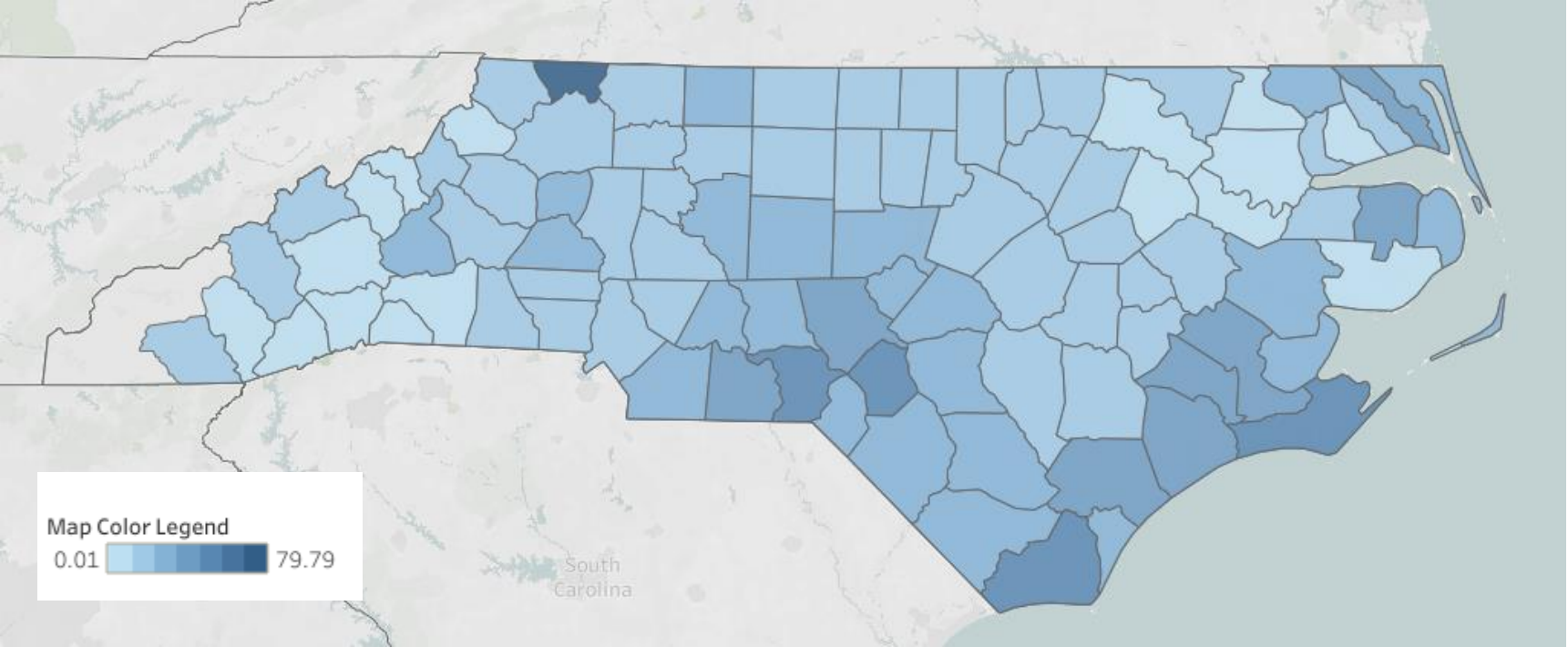
Pertussis



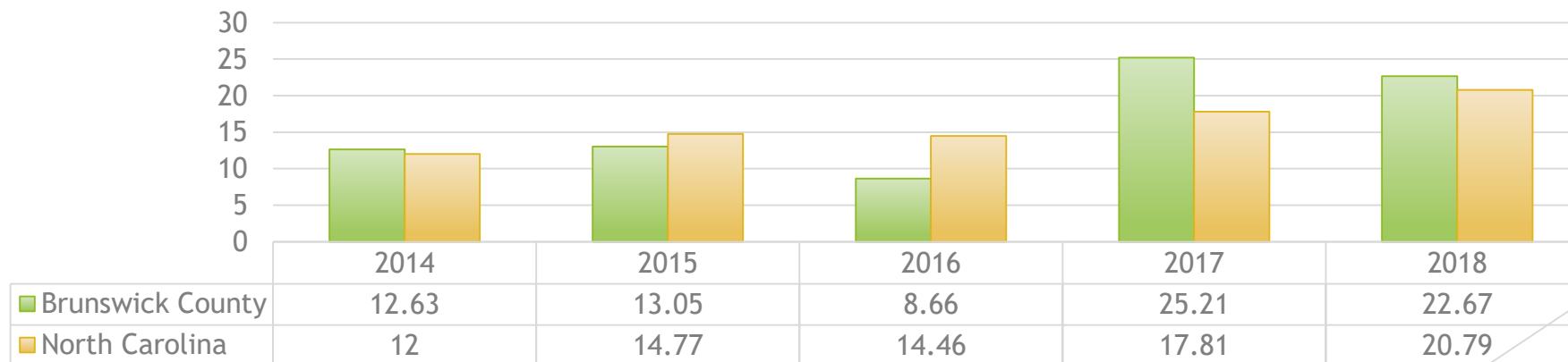
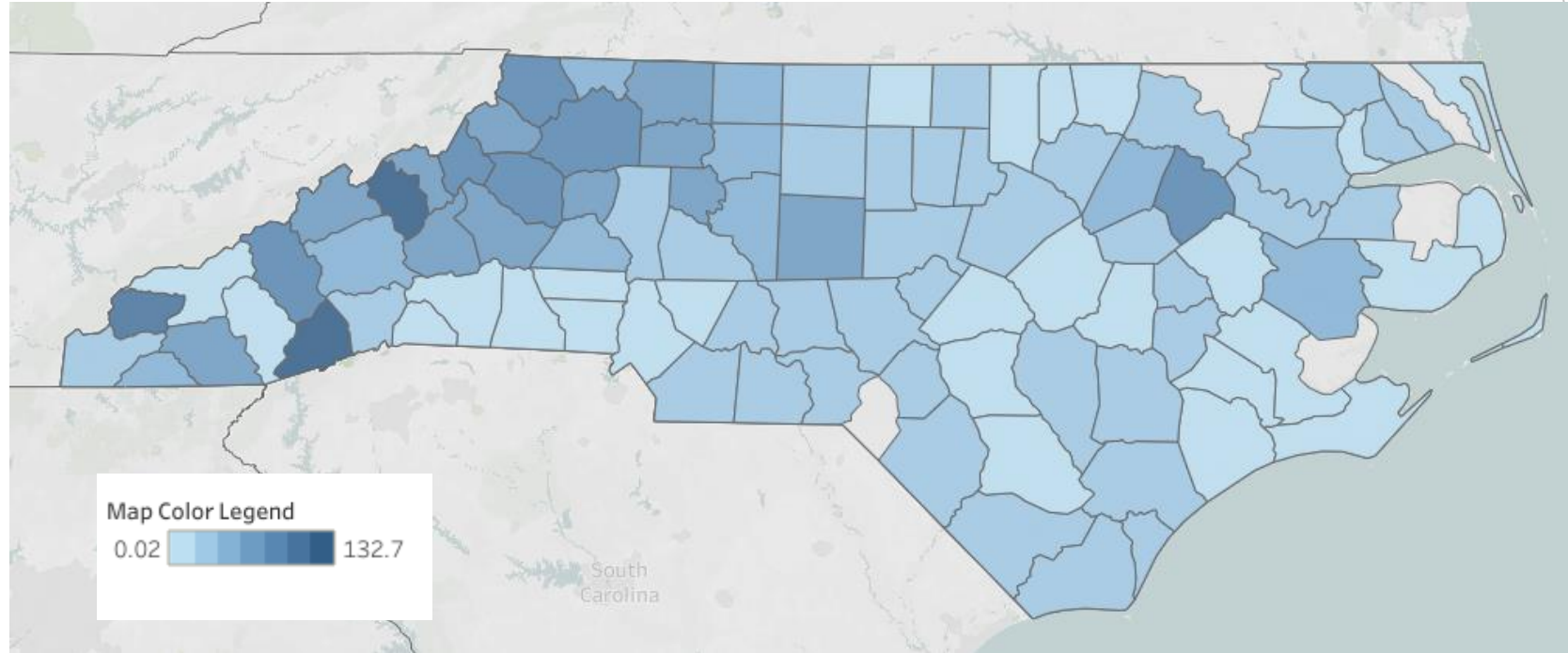
Foodborne

- ▶ Transmitted by consuming contaminated foods or beverages
- ▶ Often causes intestinal symptoms such as nausea, vomiting and diarrhea
- ▶ Examples are:
 - ▶ Campylobacter
 - ▶ E. Coli
 - ▶ Listeria
 - ▶ Norovirus
 - ▶ Salmonella
 - ▶ Shigella

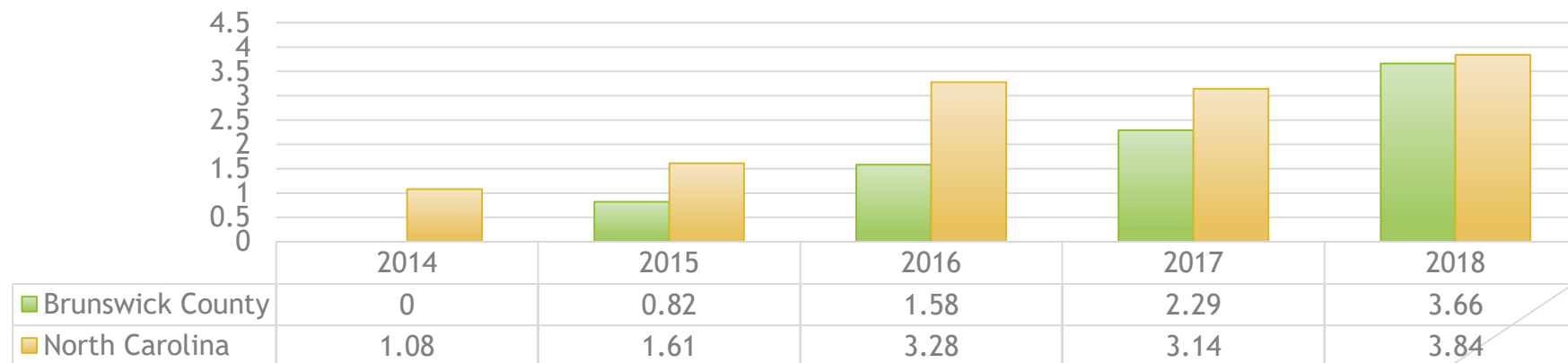
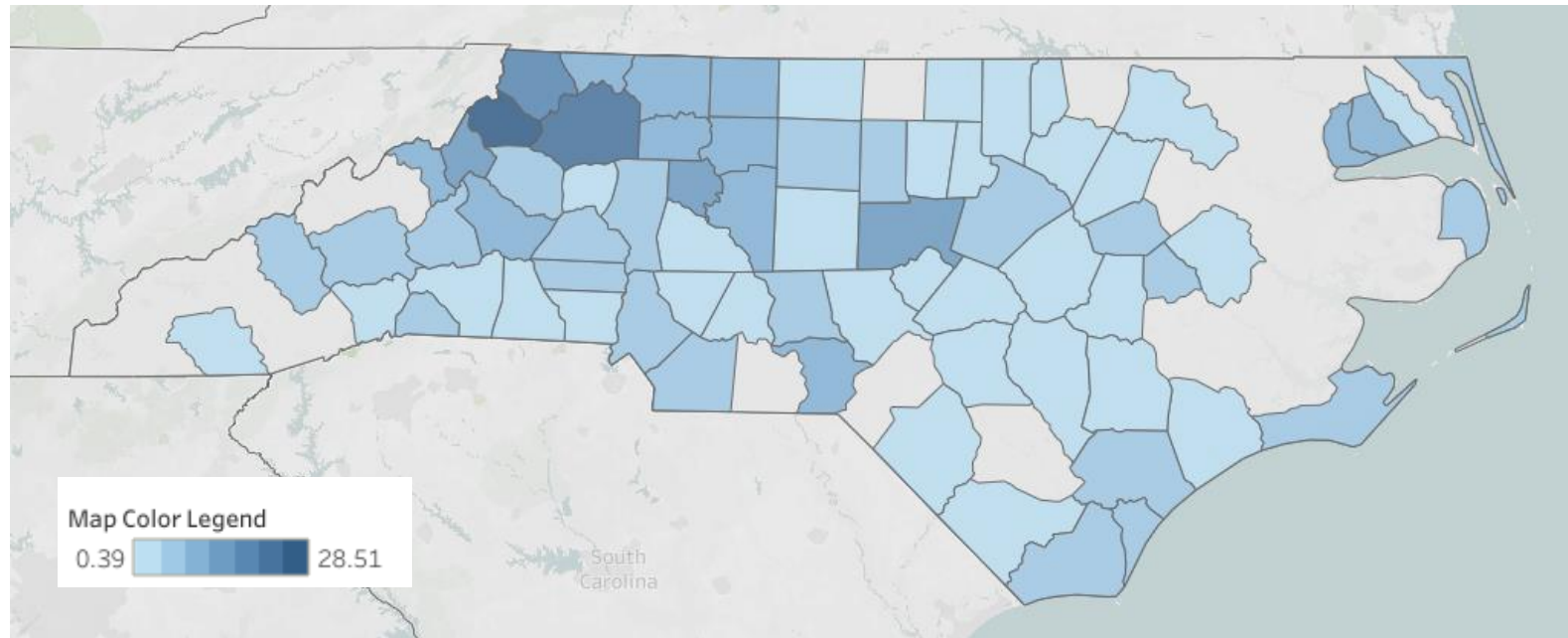
Salmonella



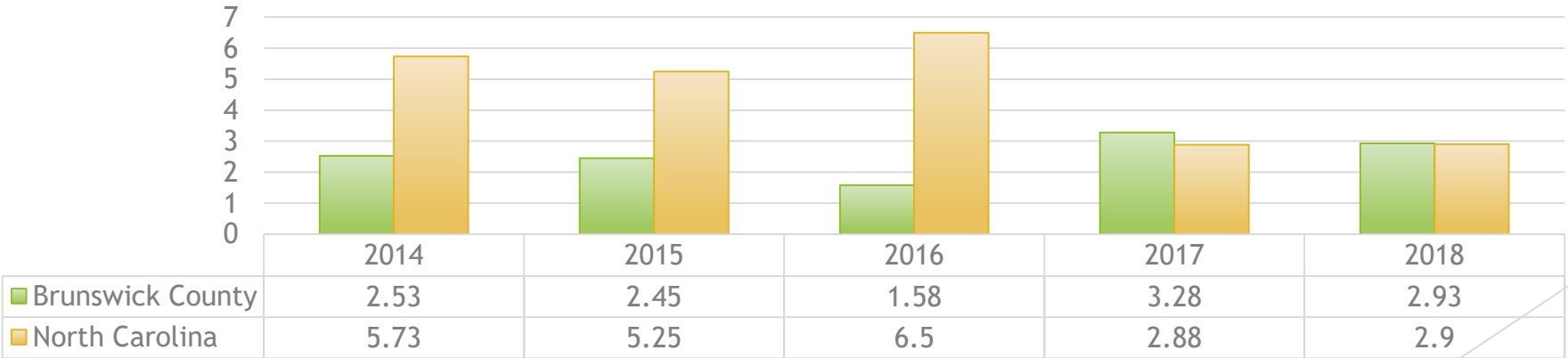
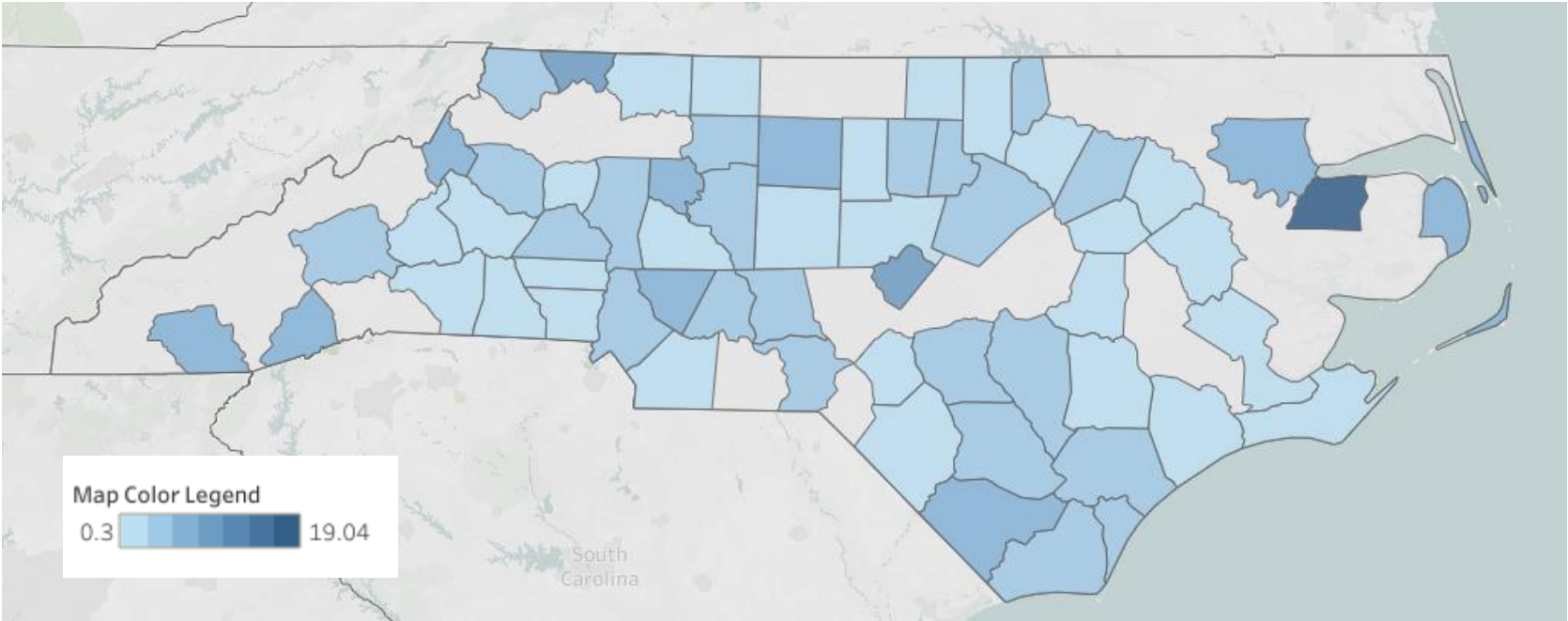
Campylobacter



E. Coli - Shiga toxin producing



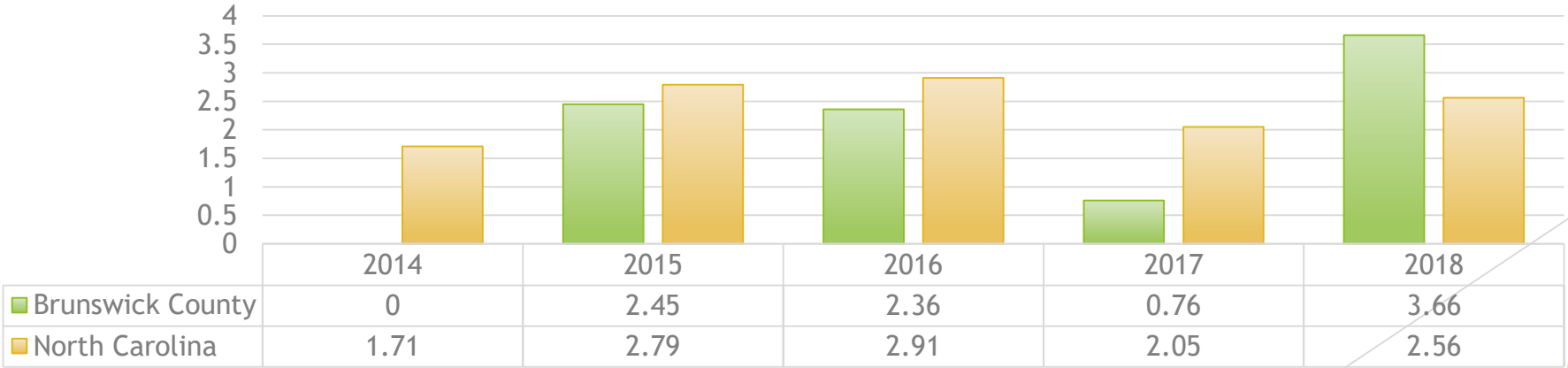
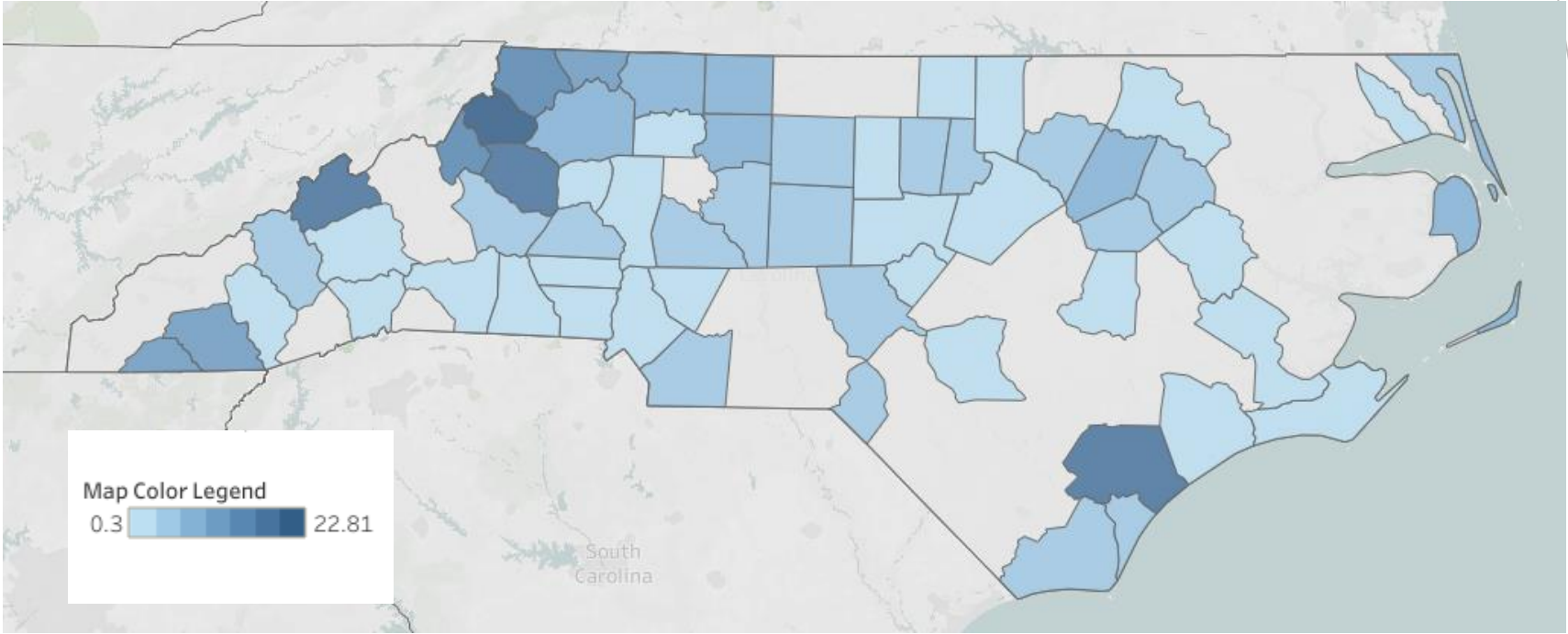
Shigella



Waterborne

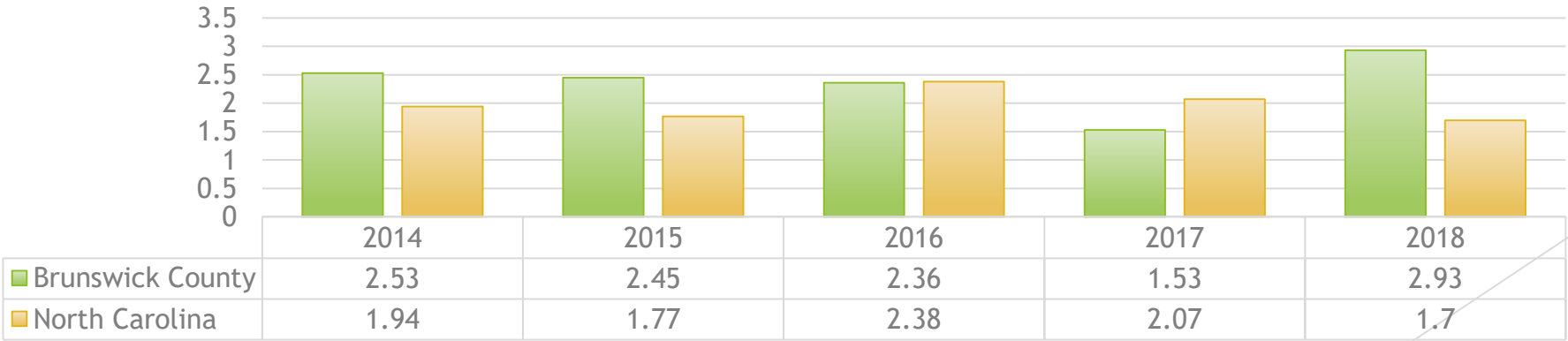
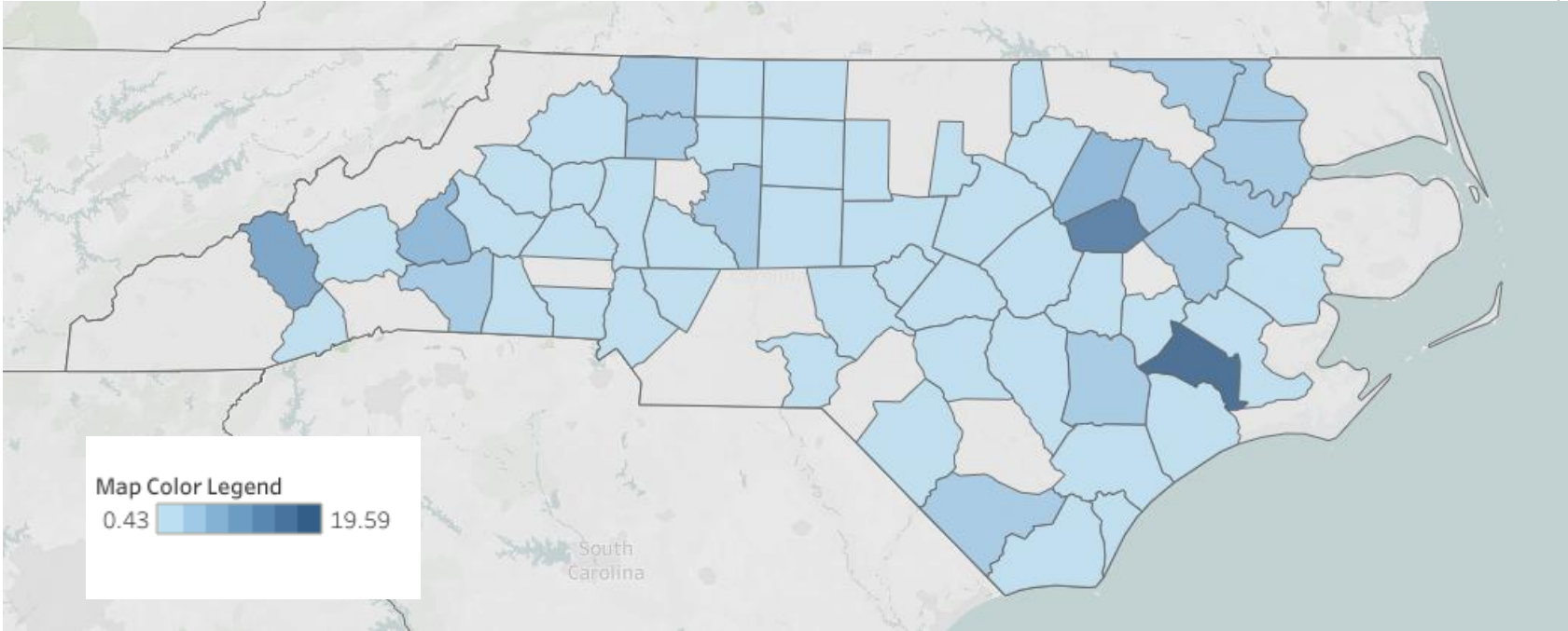
- ▶ Waterborne diseases are caused by ingesting or coming into contact with an infected or contaminated water source. While anybody can acquire waterborne illnesses, people with compromised immune systems are at a higher risk of contracting a more severe form of any waterborne disease.
- ▶ Examples:
 - Cryptosporidium
 - Cholera
 - Vibrio
 - Legionella

Cryptosporidiosis

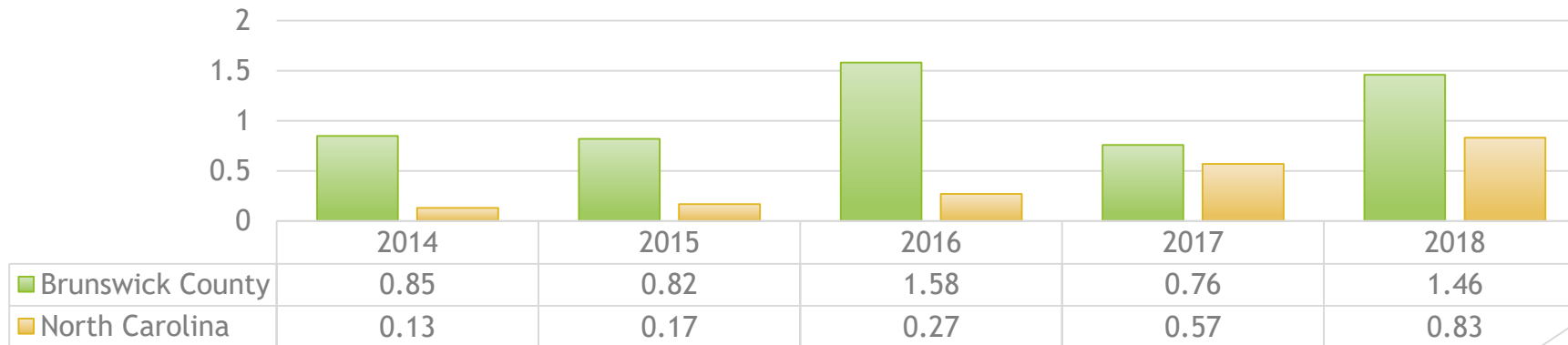
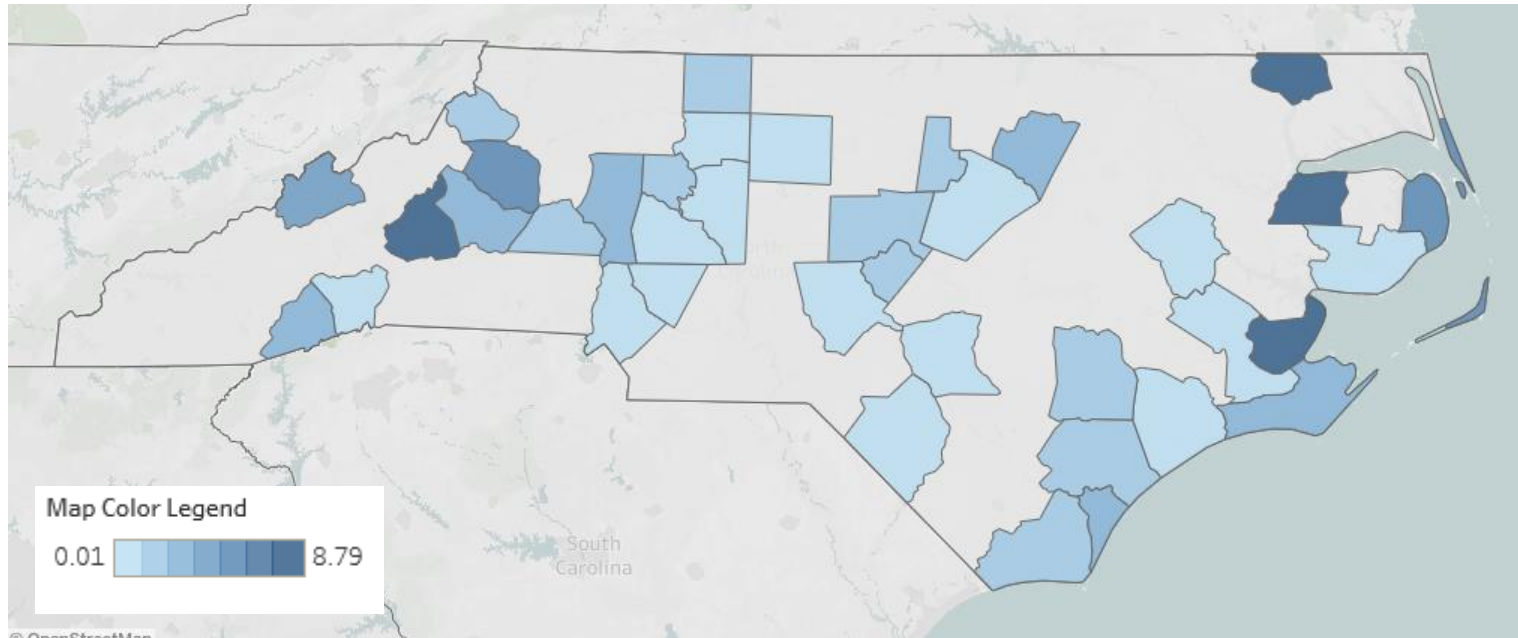


NCD3: North Carolina Disease Data Dashboard. All rates shown are per 100,000 population

Legionellosis



Vibrio (other than cholera & vulnificus)



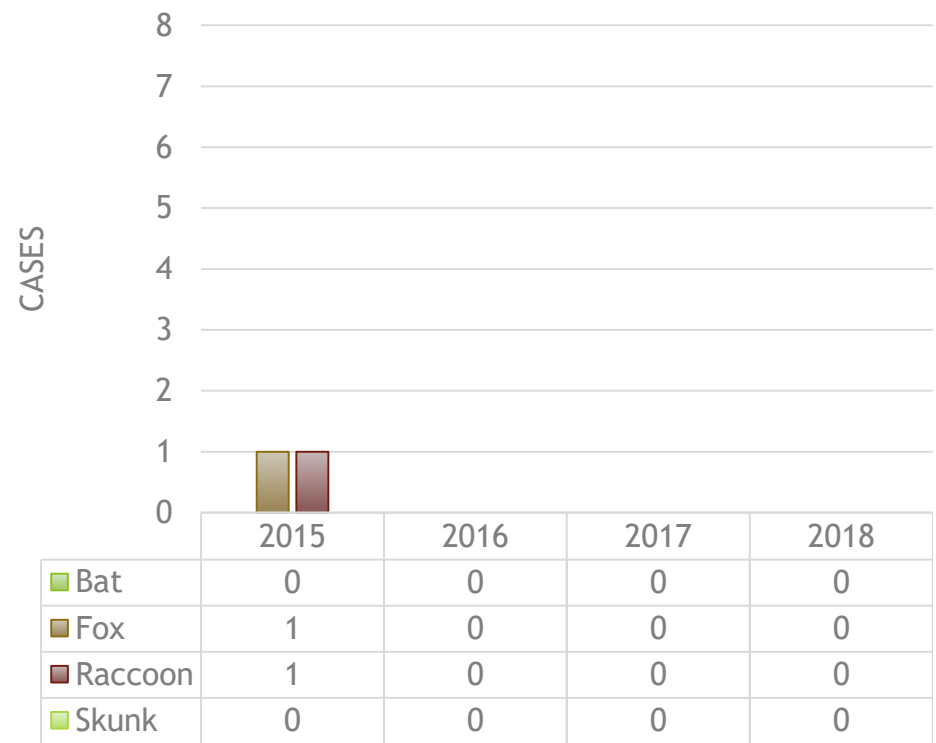
NCD3: North Carolina Disease Data Dashboard. All rates shown are per 100,000 population

Rabies

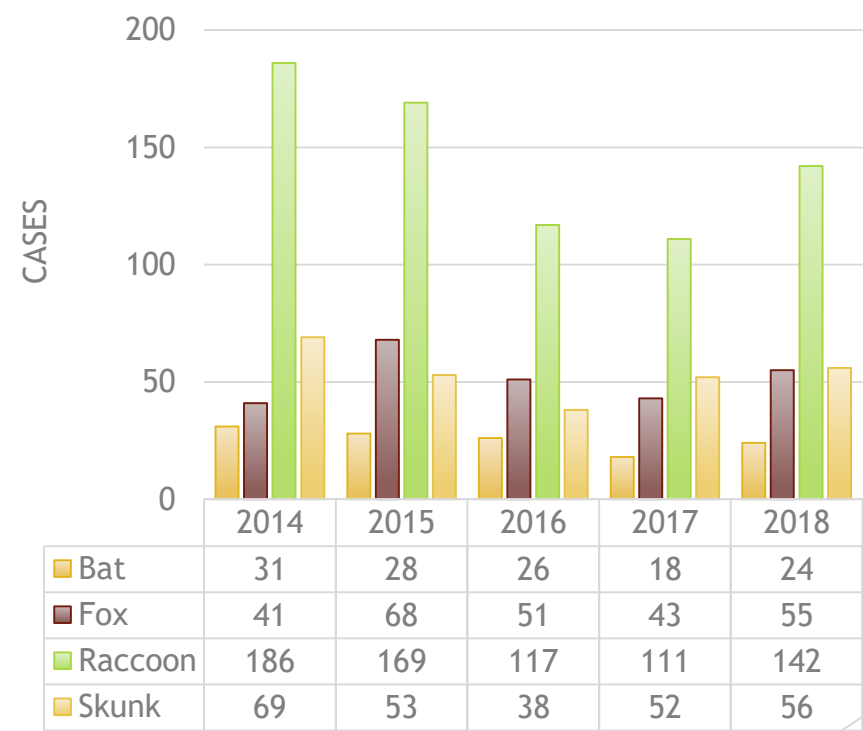
- ▶ Deadly viral disease that attacks the central nervous system of mammals
- ▶ Commonly found in:
 - raccoons
 - skunks
 - red and grey foxes
 - coyotes
 - wolves
 - groundhogs
 - beavers
 - bats
- ▶ The virus can infect domestic pets, agricultural animals such as cows and horses, and people when they are exposed to rabid wildlife

Positive Animal Rabies Cases

Brunswick County Positive Rabies
2014-2018



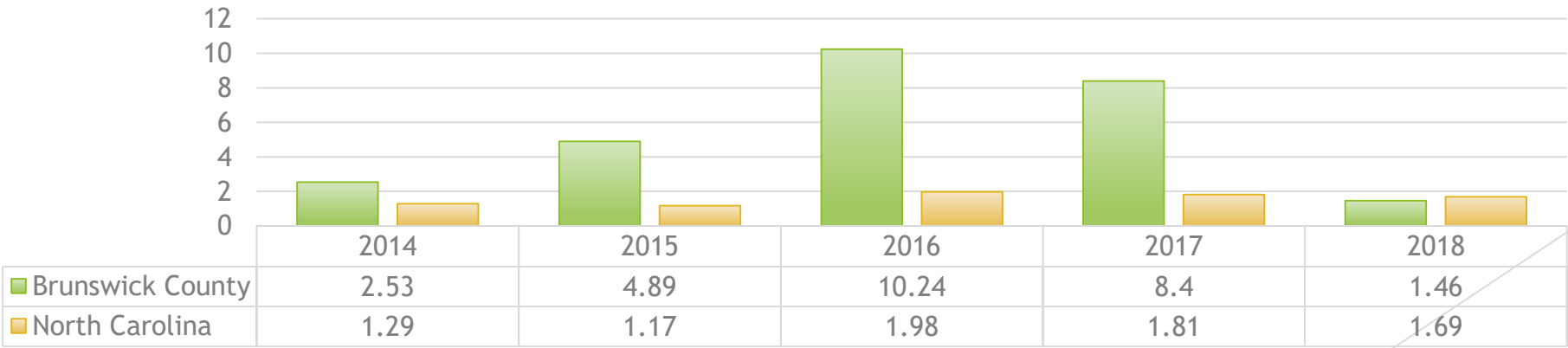
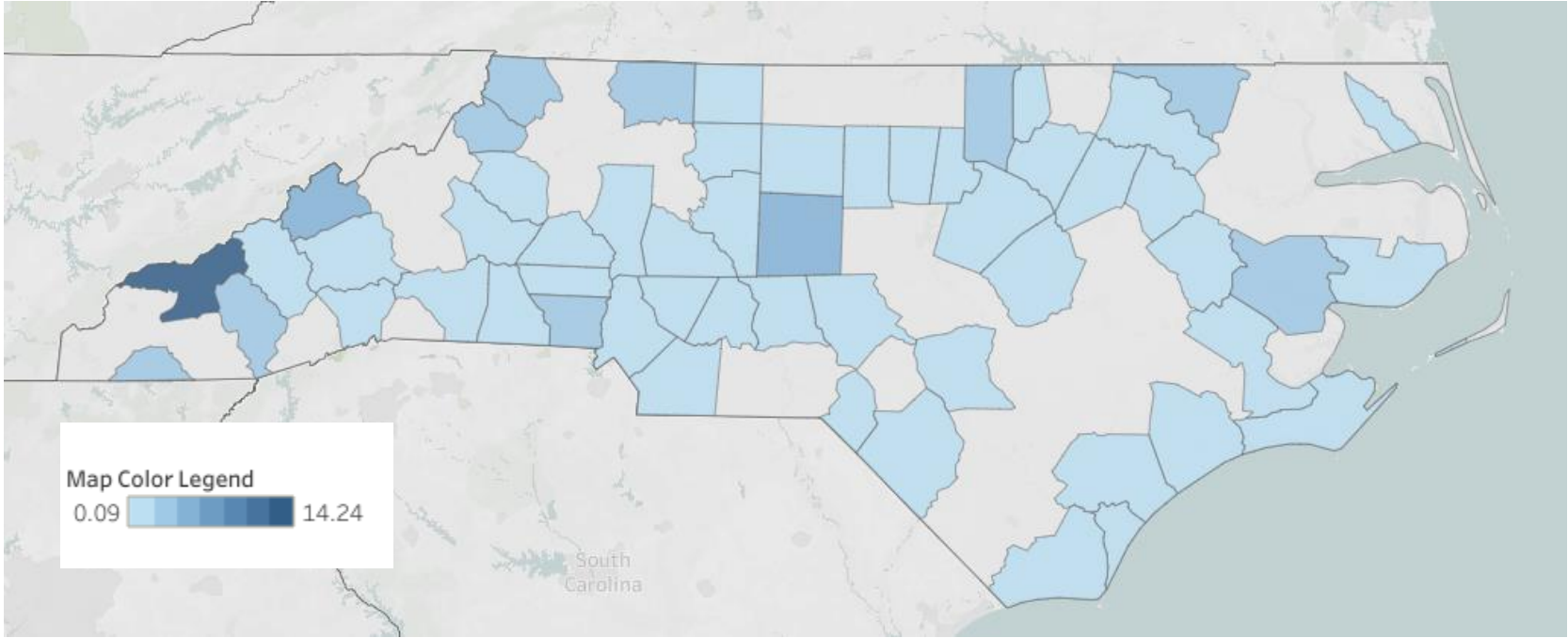
North Carolina Positive Rabies
2014-2018



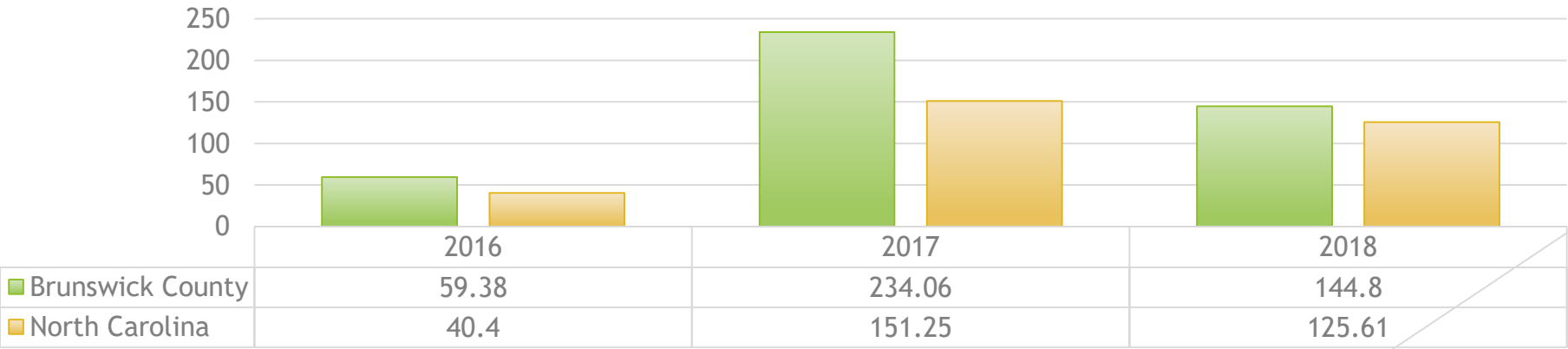
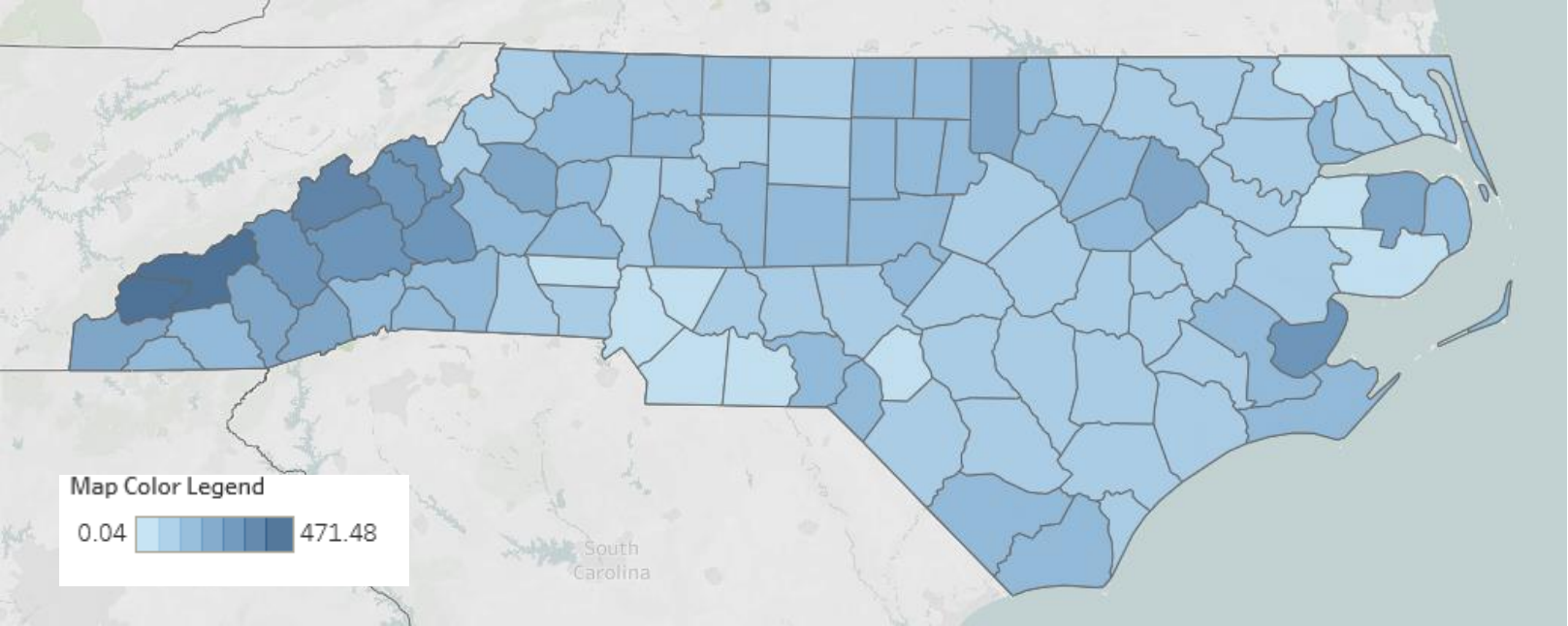
Hepatitis C (HCV)

- ▶ Liver disease caused by the Hepatitis C virus
- ▶ Can be either Acute (newly acquired) or Chronic (lifelong infection)
- ▶ **No vaccine available**
- ▶ **Effective treatment available**
- ▶ Spread when blood of an infected person enters the body of a person who is not infected
 - ▶ Sharing needles or "works" when injecting drugs is most common reported risk factor
 - ▶ Other modes of transmission include:
 - ▶ Occupational needle-stick exposure
 - ▶ Blood transfusions and organ transplants before 1992
 - ▶ Congenital transmission if mother is HCV positive
 - ▶ Sexual transmission (less likely)
- ▶ Incidence of **Acute** Hepatitis C was almost 5x higher in Brunswick County than the rest of the state in 2016 but has since dropped below state average.

Acute Hepatitis C



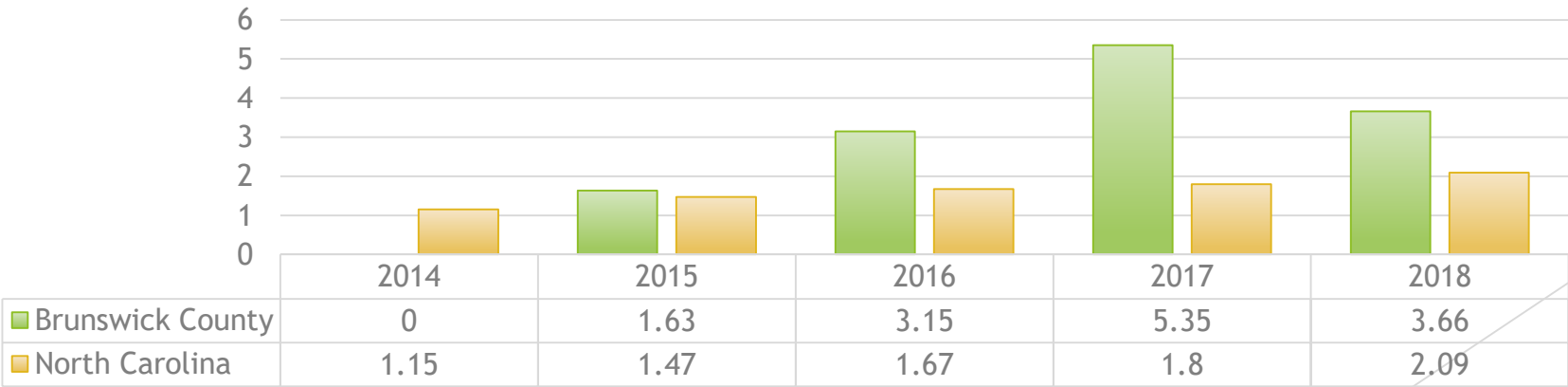
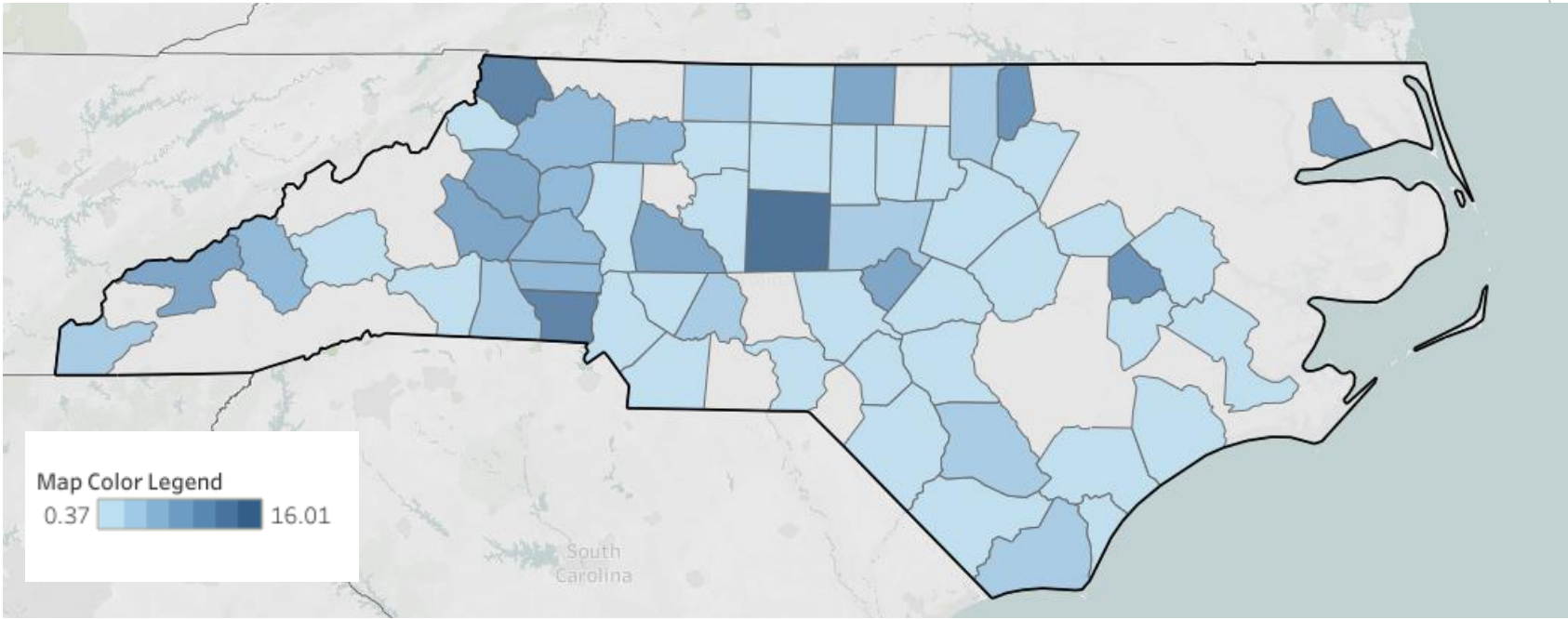
Chronic Hepatitis C



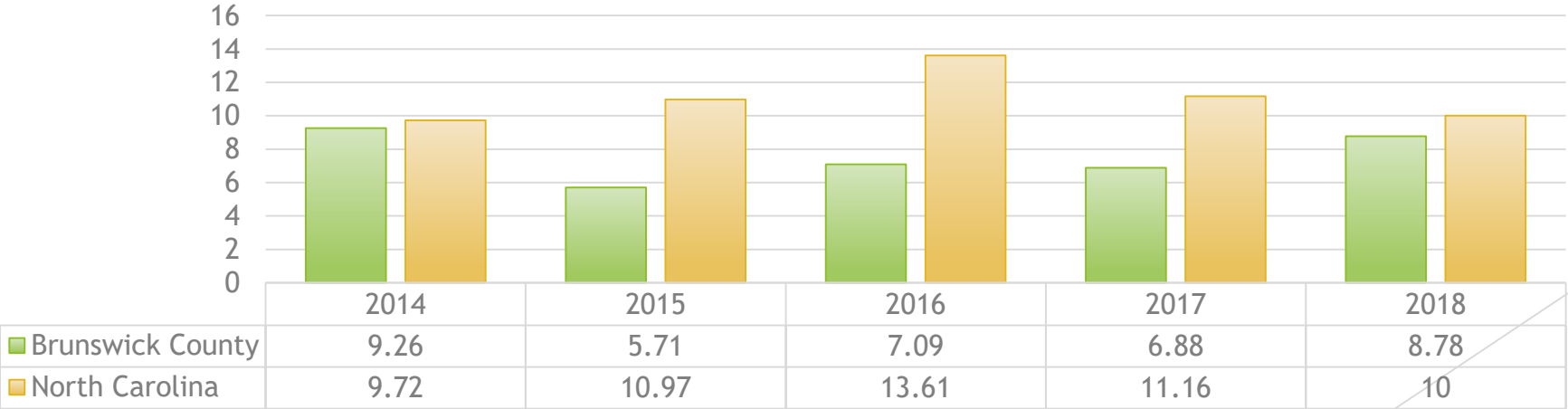
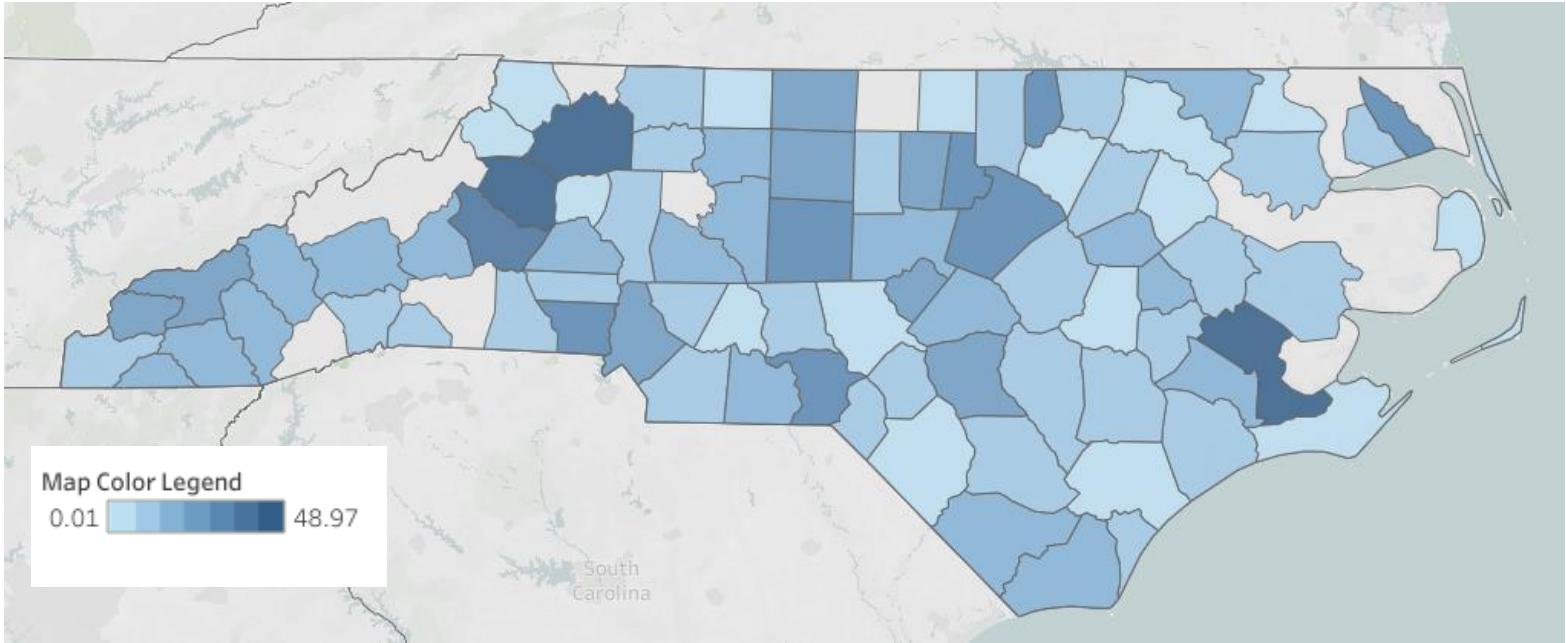
Hepatitis B

- ▶ Liver disease caused by the Hepatitis B virus
- ▶ Can be either Acute (newly acquired) or Chronic (lifelong infection)
- ▶ **Vaccine is available**
- ▶ Spread when blood, semen, or other body fluid infected with the Hepatitis B virus enters the body of a person who is not infected
 - ▶ Birth (spread from an infected mother to her baby during birth)
 - ▶ Sex with an infected partner
 - ▶ Sharing needles, syringes, or drug preparation equipment
 - ▶ Sharing items such as toothbrushes, razors or medical equipment such as a glucose monitor with an infected person
 - ▶ Direct contact with the blood or open sores of an infected person
 - ▶ Exposure to blood from needlesticks or other sharp instruments of an infected person

Hepatitis B - Acute



Hepatitis B - Chronic



What Can Be Done to Decrease Hepatitis?

- ▶ Increase Hepatitis B & C screening
 - ▶ North Carolina State Lab has expanded hepatitis testing to high risk individuals at no cost
 - ▶ Health department clients who meet criteria are being tested
 - ▶ Outreach Screening locations have been established.
 - ▶ Health Fairs
 - ▶ Shallotte Treatment Associates (Methadone Clinic)
- ▶ Referral to care and treatment
 - ▶ New Hope Clinic
 - ▶ Cape Fear Health Network
- ▶ Increase Hepatitis vaccinations
 - ▶ North Carolina provides Hepatitis A and B vaccine to high risk individuals at no cost
 - ▶ Increased vaccination within health department clinics
 - ▶ Vaccination outreach clinics established
 - ▶ New Hope Clinic
 - ▶ Shallotte Treatment Associates



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
June 15, 2020

From:

David Stanley

Action Item # V. - 11.

Health Services - 2019 Child Fatality Prevention Team Annual Report

Issue/Action Requested:

Request that the Board of Commissioners review and approve the 2019 Child Fatality Prevention Team Annual Report.

Background/Purpose of Request:

North Carolina Statute Article 14, 7B- 1405 and the C F P T Agreement Addenda with local health departments require local Child Fatality Prevention Teams to advocate for system improvements and needed resources where gaps and deficiencies may exist and submit a report annually to their county commissioners and board of health.

Staff recommends approval of the report.

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

Advisory Board Recommendation:

N/A

County Manager's Recommendation:

Recommend the Board of Commissioners review and approve the 2019 Child Fatality Prevention Team Annual Report.

ATTACHMENTS:

Description

▣ 2019 CFPT Annual Report



Brunswick County Health Services

25 Courthouse Drive N.E.; Post Office Box 9
Bolivia, North Carolina 28422-0009
910-253-2250 1-888-428-4429



*David M. Stanley III, Executive Director
Health and Human Services Agency*

*Cris Harrelson, Director
Department of Health Services*

MEMORANDUM

TO: Brunswick County Commissioners/Board of Health
FROM: Cris Harrelson, Health Director
Brunswick County Child Fatality Prevention Team (CFPT)
SUBJECT: Local CFPT Annual Report
DATE: May 5, 2020

The North Carolina Statute Article 14, 7B-1406 and the CFPT Agreement Addenda with local health departments require Local Child Fatality Prevention Teams to advocate for system improvements and needed resources where gaps and deficiencies may exist and submit a report annually to their local county commissioners and boards of health.

The purpose of the local CFPTs are to:

- Identify deficiencies in the delivery of services to children and families by public agencies
- Make and carry out recommendations for changes that will prevent future child deaths
- Promote understanding of the causes of child deaths

Attached is the Brunswick County CFPT Annual Report for calendar year 2019 for your review. Please feel free to contact me at 910-253-2298 if you have any questions.

Brunswick County CFPT Annual Report Calendar Year 2019

I. Introduction

In 1993, the North Carolina General Assembly established a network of local Child Fatality Prevention Teams (CFPT) across the state to confidentially review medical examiner reports, death certificates and other records of deceased residents under age 18. Each local team consists of representatives of public and nonpublic agencies in the community such as law enforcement, Guardian ad Litem, health departments, and others that provide services to children and their families.

The purpose of this report is to give a summary of the causes of death, the number of cases reviewed, recommendations for prevention, if any, that have been made and to share local team activities and accomplishments.

II. Role of the Brunswick County Commissioners/Board of Health

- a. Receive annual reports which contain recommendations and advocate for system improvements and needed resources, if requested.
- b. Appoint members of the local team as identified by the membership.

III. Child Deaths - Cause, System Problem, Recommendation and Proposed Action

In 2019, the Brunswick County CFPT reviewed 12 child deaths and identified no system problems or recommendations for future prevention efforts. Causes of death included premature birth, SIDS, birth defect and co-sleeping.

IV. Brunswick County CFPT Activities and Accomplishments

- a. Medication lockboxes were distributed to clients with small children.
- b. Smoke detectors were issued to families in need.
- c. Pak n' Plays were issued to families in need.
- d. Healthy Choices, Healthy Families – Health Services and Social Services staff continue to offer programming to address issues with substance use disorders and families with babies being born addicted. Issues include safe sleeping habits, no crib, and co-sleeping. Family planning options are also discussed. The target area for this one-hour class is pregnant women who are using drugs, people who have a drug-addicted baby, or people who are trying to get their child back. Anyone can refer someone to the class, including the courts and DSS. Classes are offered twice every month. The training is voluntary although the court system can choose to require attendance.

V. Conclusion

Thank you to the members of the Brunswick County Commissioners/Board of Health for the opportunity to share with you the successes and dedicated work of the local team as we continue to review child fatalities, make recommendations, and take actions to prevent future child deaths. Please feel free to contact Cris Harrelson (910-253-2298) or Cherie Browning, Chairperson (910-253-2319) should you have any questions about this report.



Health Director

5/5/2020

Date



Chairperson

5-5-20

Date



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
June 15, 2020

Action Item # V. - 12.

From: Human Resources - Park Maintenance Reorganization
Melanie Turrise, Human Resources
Director

Issue/Action Requested:

Request that the Board of Commissioners approve the reorganization of the Park Maintenance division of Operation Services to the Parks & Recreation Department effective 7/1/2020.

Background/Purpose of Request:

Request that the Board of Commissioners approve the reorganization of the Park Maintenance division of Operation Services to the Parks & Recreation Department effective July 1, 2020. The current Parks & Recreation Director would be reclassified from grade 75 to 78 with a 5% pay increase; the current Athletic Superintendent would assume operational oversight of the division and become the Athletic & Park Maintenance Superintendent with a reclassification from 68 to 70 with a 5% pay increase. All parks maintenance staff would report to the Athletic & Park Maintenance Superintendent. The current vacancy of Park Maintenance Superintendent would not be filled. That position would be downgraded to a Park Maintenance Foreman and would begin recruitment in the future once the transition is complete and work is assessed. There is no budget amendment required.

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

County Manager's Recommendation:

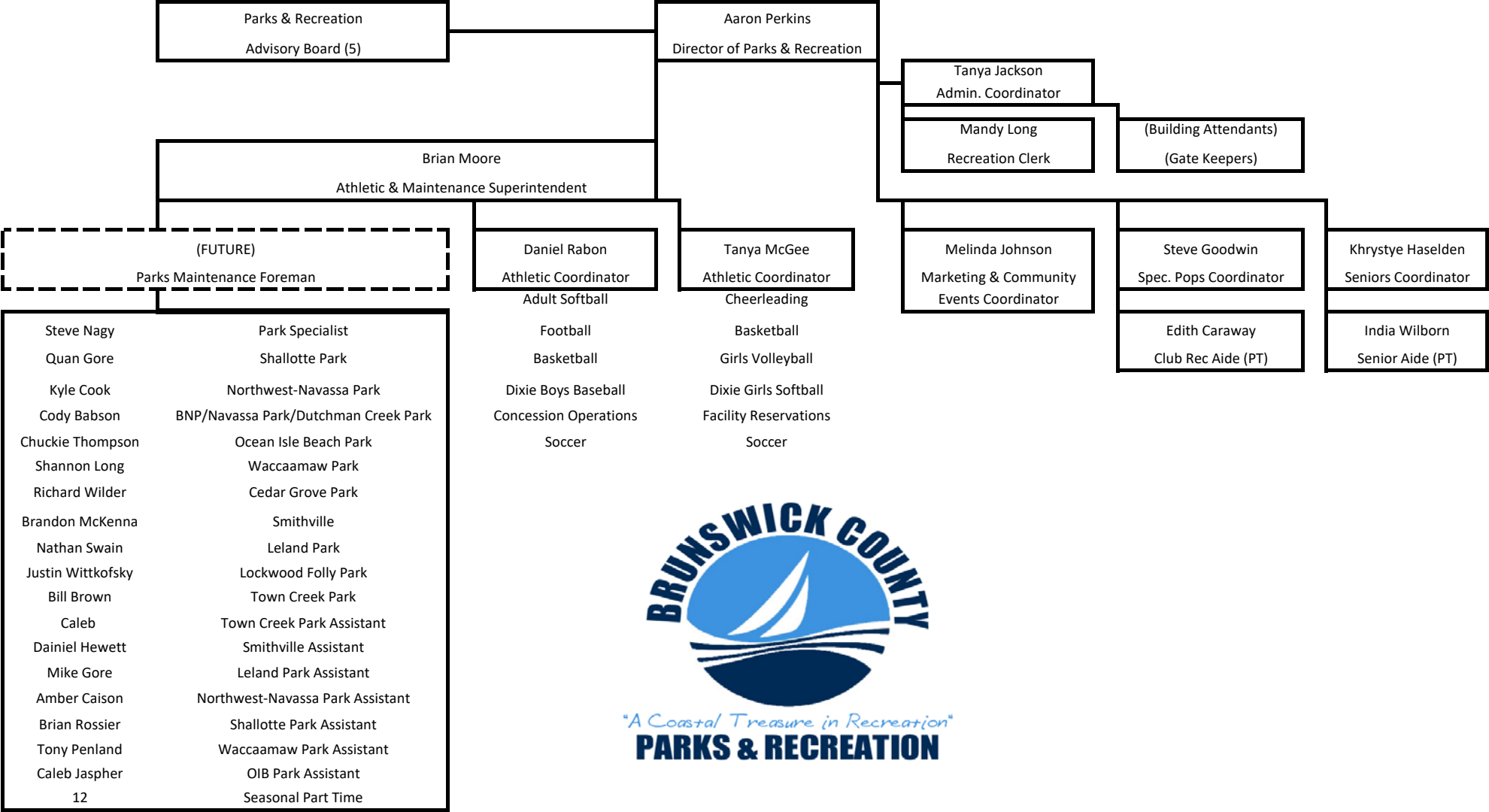
Recommend the Board of Commissioners approve the reorganization of the Park Maintenance division of Operation Services to the Parks & Recreation Department effective 7/1/2020.

ATTACHMENTS:

Description

- Proposed Parks & Rec Org Chart 7.1.2020

Brunswick County Parks & Recreation





Brunswick County Board of Commissioners

ACTION AGENDA ITEM

June 15, 2020

Action Item # V. - 13.

From: Operation Services - Emergency Watershed Protection Program
Stephanie Lewis, Operation Services
Director

Issue/Action Requested:

Request that the Board of Commissioners approve submittal of application documents for the USDA-Emergency Watershed Protection Program and the North Carolina Department of Agriculture and Consumer Services - Division of Soil and Water Conservation - Watershed Restoration Program to address watershed impairments due to Hurricane Florence and authorize the County Manager to sign associated documents.

Background/Purpose of Request:

The USDA -Emergency Watershed Protection (EWP) program helps protect lives and property threatened by natural disasters such as floods, hurricanes, tornadoes, and wildfires. The program is administered by the USDA's Natural Resources Conservation Service (NRCS), which provides technical and financial assistance to preserve life and property threatened by excessive erosion and flooding.

Brunswick County will act as a sponsor for these projects in Brunswick County identified as impaired watersheds after Hurricane Florence. Brunswick County will secure the necessary permits and ensure the repairs are completed.

NRCS will provide up to 75 percent funding of the stream debris removal and other watershed recovery application needs related to Hurricane Florence. The North Carolina Department of Agriculture and Consumer Services - Division of Soil and Water Watershed Restoration Program will provide the remaining 25 percent. Funding for both programs are provided on a reimbursable basis.

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend the Board of Commissioners approve submittal of application documents for the USDA-Emergency Watershed Protection Program and the North Carolina Department of Agriculture and Consumer Services - Division of Soil and Water Conservation - Watershed Restoration Program to address watershed impairments due to Hurricane Florence and authorize the County Manager to sign associated documents.

ATTACHMENTS:

Description

- ☐ USDA Approvals
- ☐ NCDA Notifications and Contracts
- ☐ Application for Federal Assistance 1
- ☐ Application for Federal Assistance 2

- ❑ Application for Federal Assistance 3
- ❑ Certification Regarding Lobbying
- ❑ DUNS and SAM Information
- ❑ Permit of Entry
- ❑ Assurances



Natural Resources
Conservation Service

North Carolina
State Office

4407 Bland Road
Suite 117
Raleigh, NC 27609
Voice 919-873-2100
Fax 844-325-6833

Sept. 30, 2019

Mamie Caison
Brunswick County
30 Government Center Drive, N.E.
Bolivia, NC 28422

Dear Mamie Caison:

The Natural Resources Conservation Service (NRCS) is pleased to announce that the funding request for Federal assistance through the Emergency Watershed Protection Program (EWP) to restore damages sustained to multiple sites by Hurricane Florence on September 14, 2018 has been approved!

The site numbers listed below are funded; as a sponsor, you should have damage survey reports (DSRs) for each site. In addition, sites requiring NC PE-sealed designs are noted. The *maximum* allowable funding received is shown. "FA" is the reimbursable amount of 75% of approved, on-the-ground construction costs, and "TA" is the reimbursable amount for approved technical and administrative costs. Reimbursement will be made upon submission of approved proof of expenditures (with a '270' form NRCS will provide), visual confirmation by the NRCS government representative (GR), and should not exceed amounts shown. Funds not used at project close-out will be de-obligated.

A. The estimated construction costs for the Projects:

1. 296: BlueBanksLoopTrib: \$9,200.00 (Hazardous Debris Removal)
- 297: LelandSchoolRdNEDrain: \$11,500.00 (Hazardous Debris Removal)
- 298: MapleRdNW Trib: \$13,800.00 (Hazardous Debris Removal)
- 299: OldMillRdNEOldMillCr: \$11,500.00 (Hazardous Debris Removal)
- 301: RusstownRdNWScippioSwampTrib: \$8,000.00 (Hazardous Debris Removal)
- 302: RusstownRdScippioSwampTrib: \$11,500.00 (Hazardous Debris Removal)
- 303: BlueBanksLoopNEDrain: \$6,900.00 (Hazardous Debris Removal)
- 304: BlueBankLoopNEDoubleRun: \$4,600.00 (Hazardous Debris Removal)
- 305: DanfordRdBoliviaBr: \$9,200.00 (Hazardous Debris Removal)
- 306: HW87BataroraBr: \$19,550.00 (Hazardous Debris Removal)
- 307: MacoRdNEHoodCr : \$4,600.00 (Hazardous Debris Removal)
- 308: MtMiseryRdNEHoodCr : \$12,650.00 (Hazardous Debris Removal)
- 309: VernonRdNEDrain: \$8,000.00 (Hazardous Debris Removal)
- 310: Ash Little River Road NW-Unnamed Trib: \$12,760.00 (Hazardous Debris Removal)
- 311: Big Neck Road NW-S Prong Wet Ash Swamp: \$5,800.00 (Hazardous Debris Removal)
- 312: Big Neck Rd NW Unnamed Trib to Mill Branch: \$15,000.00 (Hazardous Debris Removal)
- 313: E Leonard St-Unnamed Drainage: \$15,000.00 (Hazardous Debris Removal)
- 314: George II HWY-Willet Branch: \$6,000.00 (Hazardous Debris Removal)

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is an agency of the Department of Agriculture's
Natural Resources mission.

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315: Green Swamp Road NW Royal Oak Swamp: \$10,500.00 (Hazardous Debris Removal)
317: Hwy17-Mulberry Branch: \$29,900.00 (Hazardous Debris Removal)
318: Long Beach Rd SE-Jump and Run Creek: \$15,000.00 (Hazardous Debris Removal)
319: Longwood Road NW Scippio Swamp: \$25,300.00 (Hazardous Debris Removal)
320: Ridgeway SW-Trib to Sharron Creek: \$22,000.00 (Hazardous Debris Removal)
321: River Road SE-Trib to Orton Pond: \$4,000.00 (Hazardous Debris Removal)
322: SouthportSupplyRd SE - SEDutchmanCreek: \$25,300.00 (Hazardous Debris Removal)

Total Estimated Construction Costs: \$317,560.00

The budget includes:

Financial Assistance (FA):

Sites

296/297/298/299/301/302/303/304/305/306/307/308/309/310/311

312/313/314/315/317/318/319/320/321/322

Available NRCS Construction Assistance (75% NRCS) = \$238,170.00

Technical Assistance (TA):

Sites

296/297/298/299/301/302/303/304/305/306/307/308/309/310/311

312/313/314/315/317/318/319/320/321/322

Available NRCS Technical Assistance
(20% of NRCS FA) = \$47,634.00

2. NRCS pays up to 75 percent of eligible construction costs, and Sponsor pays 25 percent of construction costs. NRCS will contribute up to shown amounts for contract administration and construction management costs. It is possible that technical and administrative costs will exceed this amount, requiring the Sponsor to contribute resources to complete technical and administrative work.
3. NRCS funding for this project is provided to the Sponsor in two separate NRCS funding accounts, one for financial assistance (FA) and one for technical assistance (TA). FA costs are associated with construction activities; TA costs are associated with services. These expenditures shall be accounted for separately in order for expenses to be eligible for reimbursement.
4. NRCS will provide FA for actual costs as reimbursement to the Sponsor for approved on-the-ground construction costs, subject to above limits. If costs are reduced, reimbursement will be reduced accordingly. Construction costs are associated with the installation of the project measures including labor, equipment, materials, testing, and construction inspection.

5. NRCS will provide TA reimbursement to the Sponsor for technical and administrative costs directly charged to the project, subject to the above limits. If costs are reduced, reimbursement will be reduced accordingly. These costs include
 - a. engineering costs include, but not limited to, developing a project design that includes design reports, construction drawings and specifications, an operation and maintenance plan, a quality assurance/inspection plan and an engineer's estimate of the project installation costs in addition to providing necessary quality assurance and quality control during construction.
 - b. contract administration costs include, but not limited to, soliciting, evaluating, awarding and administering contracts for construction and engineering services, including project management, verifying invoices and record keeping.
6. The Sponsor will contribute funds toward the total construction costs in either direct cash expenditures, the value of non-cash materials or services, or in-kind contributions. The value of any in-kind contribution shall be agreed to in writing prior to implementation.

It shall be understood that the sponsor (Brunswick County) and NRCS will enter into a Locally Led FA/TA Agreement to implement the recovery measures listed in the DSR. The sponsor will be responsible for all work associated with scheduling, engineering design services, real property rights, permits, construction by contracting and/or in-kind services, construction inspection, etc. while in consultation with NRCS, and all work will be completed as soon as possible, but no later than 280 days after the agreement is signed. Costs incurred prior to execution of the agreement are ineligible and will not be reimbursed.

In order to continue with the process, we will be emailing forms that need to be included in establishing a project agreement; forms are listed on the attached checklist. Once received, return completed and signed forms to jim.kjelgaard@usda.gov and eric.mack@usda.gov.

We would like to meet with you and your organization to discuss the terms and conditions of the Agreement that will be executed, including reviewing the recovery measures, funding, responsibilities, pre-design conference, deliverables, reviews, and schedules. This meeting will allow me to finalize the documents that I will submit to our National Agreements Service Branch for development and execution of the Agreement.

Please contact me to schedule a meeting to start these discussions; teleconference or face-to-face can work. Please verify your organization's schedule and let me know of a meeting place.

We have also notified the North Carolina Department of Agriculture and Consumer Affairs, Division of Soil & Water Conservation, and encourage your participation in their assistance programs that augment EWP.

If you have any further questions about the EWP Program, please feel free to contact me, at (919) 873-2130 or jim.kjelgaard@usda.gov.

Thank you,

A handwritten signature in dark ink, appearing to be 'Jim Kjelgaard', with a stylized, overlapping loop structure.

Jim Kjelgaard
State Conservation Engineer
Acting EWP Program Manager

CC:

Tim Beard, State Conservationist, NRCS, Raleigh, NC

PDF copies sent via email to:

Renee Melvin Area ASTC, ASC-FO, NRCS, Goldsboro, NC

Joy Sherrod AE, ASE, NRCS, Goldsboro, NC

Joshua Davis Team Leader, SSC, NRCS, Lumberton, NC

Vernon Cox, Director, NCDA Division of Soil & Water Conservation, Raleigh, NC

David Williams, Deputy Director, NCDA Division of Soil & Water Conservation, Raleigh, NC



Natural Resources
Conservation Service

North Carolina
State Office

4407 Bland Road
Suite 117
Raleigh, NC 27609
Voice 919-873-2100
Fax 844-325-6833

April 1, 2020

Mamie Caison
Brunswick County
10 Referendum Dr. NE
Bolivia, NC 28422

Dear Mamie Caison:

The Natural Resources Conservation Service (NRCS) is pleased to announce that the funding request for Federal assistance through the Emergency Watershed Protection Program (EWP) to restore damages sustained to multiple sites by Hurricane Florence on September 14, 2018 has been approved!

The site numbers listed below are funded; as a sponsor, you should have damage survey reports (DSRs) for each site. In addition, sites requiring NC PE-sealed designs are noted. The *maximum* allowable funding received is shown. "FA" is the reimbursable amount of 75% of approved, on-the-ground construction costs, and "TA" is the reimbursable amount for approved technical and administrative costs. Reimbursement will be made upon submission of approved proof of expenditures (with a '270' form NRCS will provide), visual confirmation by the NRCS government representative (GR), and should not exceed amounts shown. Funds not used at project close-out will be de-obligated.

Brunswick County 2019 EWP Sites:

276/291/316 and 277/278/280/281/282/283
284/285/286/287/290/292/293/294/295

A. The estimated construction costs for the Projects:

1. 276: Danford Trib.: \$20,700.00 (NC PE Sealed Design Required)
291: OldOceanHWDrain: \$10,350.00 (NC PE Sealed Design Required)
316: Hwy 17-Woodward Branch: \$51,750.00 (NC PE Sealed Design Required)

277: Brunswick 1: \$36,690.00 (Hazardous Debris Removal)
278: Brunswick 2: \$29,325.00 (Hazardous Debris Removal)
280: Brunswick 5: \$4,510.00 (Hazardous Debris Removal)
281: Brunswick 6: \$31,000.00 (Hazardous Debris Removal)
282: Brunswick 7: \$18,400.00 (Hazardous Debris Removal)
283: Brunswick 9: \$11,500.00 (Hazardous Debris Removal)
284: Brunswick 12: \$41,630.00 (Hazardous Debris Removal)
285: Brunswick 13: \$30,130.00 (Hazardous Debris Removal)
286: GeorgeIIHWMillCr: \$6,900.00 (Hazardous Debris Removal)
287: HickmanRdNWHickmansBr: \$6,900.00 (Hazardous Debris Removal)

The Natural Resources Conservation Service
is an agency of the Department of Agriculture's
Natural Resources mission.

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290: OldMillRdNETrib: \$38,220.00 (Hazardous Debris Removal)

292: OldOceanHW Trib: \$4,600.00 (Hazardous Debris Removal)

293: RiverRdSEMalloryCr: \$32,880.00 (Hazardous Debris Removal)

294: RoyalOakRdNW Trib: \$11,500.00 (Hazardous Debris Removal)

295: StoneChinmeyRdSWLittleDoeCr: \$28,780.00 (Hazardous Debris Removal)

Total Estimated Construction Costs: \$415,765.00

Total Estimated Project Costs: \$478,129.75

Total Federal Assistance: \$374,188.50

The budget includes:

Financial Assistance (FA):

Sites:

276/291/316 and 277/278/280/281/282/283/284

285/286/287/290/292/293/294/295

Available NRCS Construction Assistance (75% Est. Constr. Costs) =
\$311,823.75

Required Sponsor Construction Assistance (25% Est. Constr. Costs) =
\$103,941.25

Technical Assistance (TA):

Sites:

276/291/316 and 277/278/280/281/282/283/284

285/286/287/290/292/293/294/295

Available NRCS Technical Assistance (15% Est. Constr. Costs) =
\$62,364.75

2. NRCS pays up to 75 percent of eligible construction costs, and Sponsor pays 25 percent of construction costs. NRCS will contribute up to 15% of estimated construction costs for contract administration and construction management costs. It is possible that technical and administrative costs will exceed this amount, requiring the Sponsor to contribute resources to complete technical and administrative work.
3. NRCS funding for this project is provided to the Sponsor in two separate NRCS funding accounts, one for financial assistance (FA) and one for technical assistance (TA). FA costs are associated with construction activities; TA costs are associated with services. These expenditures shall be accounted for separately in order for expenses to be eligible for reimbursement.

4. NRCS will provide FA for actual costs as reimbursement to the Sponsor for approved on-the-ground construction costs, subject to above limits. If costs are reduced, reimbursement will be reduced accordingly. Construction costs are associated with the installation of the project measures including labor, equipment, materials, testing, and construction inspection including UAV services where applicable for debris removal projects.
5. NRCS will provide TA reimbursement to the Sponsor for technical and administrative costs directly charged to the project, subject to the above limits. If costs are reduced, reimbursement will be reduced accordingly. These costs include
 - a. engineering costs include, but not limited to, developing a project design that includes design reports, construction drawings and specifications, an operation and maintenance plan, a quality assurance/inspection plan and an engineer's estimate of the project installation costs in addition to providing necessary quality assurance and quality control during construction.
 - b. contract administration costs include, but not limited to, soliciting, evaluating, awarding and administering contracts for construction and engineering services, including project development/management/verification services, verifying invoices and record keeping.
6. The Sponsor will contribute funds toward the total construction costs in either direct cash expenditures, the value of non-cash materials or services, or in-kind contributions. The value of any in-kind contribution shall be agreed to in writing prior to implementation.

It shall be understood that the sponsor (Brunswick County) and NRCS will enter into a Locally Led FA/TA Agreement to implement the recovery measures listed in the DSR. The sponsor will be responsible for all work associated with scheduling, engineering design services, real property rights, permits, construction by contracting and/or in-kind services, construction inspection, etc. while in consultation with NRCS, and all work will be completed as soon as possible, but no later than 280 days after the agreement is signed. Costs incurred prior to execution of the agreement are ineligible and will not be reimbursed.

In order to continue with the process, we will be emailing forms that need to be included in establishing a project agreement; forms are listed on the attached checklist. Once received, return completed and signed forms to jim.kjelgaard@usda.gov and eric.mack@usda.gov.

We would like to meet with you and your organization to discuss the terms and conditions of the Agreement that will be executed, including reviewing the recovery measures, funding, responsibilities, pre-design conference, deliverables, reviews, and schedules. This meeting will allow me to finalize the documents that I will submit to our National Agreements Service Branch for development and execution of the Agreement.

Please contact me to schedule a meeting to start these discussions; teleconference or face-to-face can work. Please verify your organization's schedule and let me know of a meeting place.

We have also notified the North Carolina Department of Agriculture and Consumer Affairs, Division of Soil & Water Conservation, and encourage your participation in their assistance programs that augment EWP.

If you have any further questions about the EWP Program, please feel free to contact me, at (919) 873-2130 or jim.kjelgaard@usda.gov.

Thank you,

A handwritten signature in dark ink, appearing to be 'Jim Kjelgaard', with a stylized, overlapping loop structure.

Jim Kjelgaard
State Conservation Engineer
Acting EWP Program Manager

CC:

Tim Beard, State Conservationist, NRCS, Raleigh, NC

PDF copies sent via email to:

Julius George Area ASTC, ASC-FO, NRCS, Raleigh, NC

Joy Sherrod AE, ASE, NRCS, Goldsboro, NC

Joshua Davis Team Leader, SSC, NRCS, Lumberton, NC

Vernon Cox, Director, NCDA Division of Soil & Water Conservation, Raleigh, NC

David Williams, Deputy Director, NCDA Division of Soil & Water Conservation, Raleigh, NC



Natural Resources
Conservation Service

North Carolina
State Office

4407 Bland Road
Suite 117
Raleigh, NC 27609
Voice 919-873-2100
Fax 844-325-6833

April 1, 2020

Mamie Caison
Brunswick County
10 Referendum Dr. NE
Bolivia, NC 28422

Dear Mamia Caison:

The Natural Resources Conservation Service (NRCS) is pleased to announce that the funding request for Federal assistance through the Emergency Watershed Protection Program (EWP) to restore damages sustained to multiple sites by Hurricane Florence on September 14, 2018 has been approved!

The site numbers listed below are funded; as a sponsor, you should have damage survey reports (DSRs) for each site. In addition, sites requiring NC PE-sealed designs are noted. The *maximum* allowable funding received is shown. "FA" is the reimbursable amount of 75% of approved, on-the-ground construction costs, and "TA" is the reimbursable amount for approved technical and administrative costs. Reimbursement will be made upon submission of approved proof of expenditures (with a '270' form NRCS will provide), visual confirmation by the NRCS government representative (GR), and should not exceed amounts shown. Funds not used at project close-out will be de-obligated.

Brunswick County 2019 (Phase 3) EWP Sites:

324/325/326/327/328

A. The estimated construction costs for the Projects:

1. 324 Total Estimated Construction Cost = \$5,000 (Debris Removal)
325 Total Estimated Construction Cost = \$5,500.00 (Debris Removal)
326 Total Estimated Construction Cost = \$6,000.00 (Debris
Removal/Earthfill)
327 Total Estimated Construction Cost = \$19,000.00 (Debris/Sediment
Removal)
328 Total Estimated Construction Cost = \$5,000.00 (Debris Removal)

Total Estimated Construction Costs: \$40,500.00

Total Estimated Project Costs: \$46,575.00

Total Federal Assistance: \$36,450.00

The budget includes:

Financial Assistance (FA):

Sites:

324/325/326/327/328

Available NRCS Construction Assistance (75% Est. Constr. Costs) =
\$30,375.00

Required Sponsor Construction Assistance (25% Est. Constr. Costs) =
\$10,125.00

Technical Assistance (TA):

Sites:

24/325/326/327/328

Available NRCS Technical Assistance = \$6,075.00

2. NRCS pays up to 75 percent of eligible construction costs, and Sponsor pays 25 percent of construction costs. NRCS will contribute up to 15% of estimated construction costs for contract administration and construction management costs. It is possible that technical and administrative costs will exceed this amount, requiring the Sponsor to contribute resources to complete technical and administrative work.
3. NRCS funding for this project is provided to the Sponsor in two separate NRCS funding accounts, one for financial assistance (FA) and one for technical assistance (TA). FA costs are associated with construction activities; TA costs are associated with services. These expenditures shall be accounted for separately in order for expenses to be eligible for reimbursement.
4. NRCS will provide FA for actual costs as reimbursement to the Sponsor for approved on-the-ground construction costs, subject to above limits. If costs are reduced, reimbursement will be reduced accordingly. Construction costs are associated with the installation of the project measures including labor, equipment, materials, testing, and construction inspection including UAV services where applicable for debris removal projects.
5. NRCS will provide TA reimbursement to the Sponsor for technical and administrative costs directly charged to the project, subject to the above limits. If costs are reduced, reimbursement will be reduced accordingly. These costs include
 - a. engineering costs include, but not limited to, developing a project design that includes design reports, construction drawings and specifications, an operation and maintenance plan, a quality assurance/inspection plan and

an engineer's estimate of the project installation costs in addition to providing necessary quality assurance and quality control during construction.

- b. contract administration costs include, but not limited to, soliciting, evaluating, awarding and administering contracts for construction and engineering services, including project development/management/verification services, verifying invoices and record keeping.
6. The Sponsor will contribute funds toward the total construction costs in either direct cash expenditures, the value of non-cash materials or services, or in-kind contributions. The value of any in-kind contribution shall be agreed to in writing prior to implementation.

It shall be understood that the sponsor (Brunswick County) and NRCS will enter into a Locally Led FA/TA Agreement to implement the recovery measures listed in the DSR. The sponsor will be responsible for all work associated with scheduling, engineering design services, real property rights, permits, construction by contracting and/or in-kind services, construction inspection, etc. while in consultation with NRCS, and all work will be completed as soon as possible, but no later than 280 days after the agreement is signed. Costs incurred prior to execution of the agreement are ineligible and will not be reimbursed.

In order to continue with the process, we will be emailing forms that need to be included in establishing a project agreement; forms are listed on the attached checklist. Once received, return completed and signed forms to jim.kjelgaard@usda.gov and eric.mack@usda.gov.

We would like to meet with you and your organization to discuss the terms and conditions of the Agreement that will be executed, including reviewing the recovery measures, funding, responsibilities, pre-design conference, deliverables, reviews, and schedules. This meeting will allow me to finalize the documents that I will submit to our National Agreements Service Branch for development and execution of the Agreement.

Please contact me to schedule a meeting to start these discussions; teleconference or face-to-face can work. Please verify your organization's schedule and let me know of a meeting place.

We have also notified the North Carolina Department of Agriculture and Consumer Affairs, Division of Soil & Water Conservation, and encourage your participation in their assistance programs that augment EWP.

If you have any further questions about the EWP Program, please feel free to contact me, at (919) 873-2130 or jim.kjelgaard@usda.gov.

Thank you,

A handwritten signature in dark ink, appearing to be 'Jim Kjelgaard', with a stylized, cursive script.

Jim Kjelgaard
State Conservation Engineer
Acting EWP Program Manager

CC:
Tim Beard, State Conservationist, NRCS, Raleigh, NC

PDF copies sent via email to:
Julius George Area ASTC, ASC-FO, NRCS, Raleigh, NC
Joy Sherrod AE, ASE, NRCS, Goldsboro, NC
Joshua Davis Team Leader, SSC, NRCS, Lumberton, NC
Vernon Cox, Director, NCDA Division of Soil & Water Conservation, Raleigh, NC
David Williams, Deputy Director, NCDA Division of Soil & Water Conservation, Raleigh, NC



Steve Troxler
Commissioner

North Carolina Department of Agriculture
and Consumer Services

N. David Smith
Chief Deputy Commissioner

February 11, 2020

Ms. Mamie Caison
Brunswick County
10 Referendum Drive
Bolivia, NC 28420

NOTIFICATION OF FUNDING OFFER

Dear Ms. Caison:

On behalf of Commissioner Steve Troxler and the North Carolina Department of Agriculture and Consumer Services – Division of Soil & Water Conservation, I am pleased to inform you that \$95,268.00 for your project, Watershed Restoration Project, was approved under the Hurricane Florence Emergency Response Act.

Two original contract packets must be completed and returned to the NCDA&CS, making sure that the contracts and certain forms have been signed, dated, and witnessed, as applicable, before they are returned to the address provided below. By completing these documents, you are agreeing to the specific stipulations, the general terms and conditions and specific reporting requirements. Please return the two completed packets to:

Heather Reichert
NC Department of Agriculture & Consumer Services, Division of Soil & Water Conservation
1614 Mail Service Center
Raleigh, NC 27699-1614

All authorized representative signatures must be in blue ink. Use the Contract Check Off List to ensure all attachments are included and are in the correct order for each contract packet.

One fully executed, original contract will be returned to you for your records. If you have any questions about your contract or any of the forms contained in your offer packet, please call Heather Reichert at 919-707-3768, or feel free to send an email to Heather.Reichert@ncagr.gov.

I would like to take this opportunity to thank you for participating in the Watershed Restoration Project for restoring drainage and securing streambanks following recent storms.

Sincerely,

N. David Smith
Chief Deputy Commissioner

Enclosures
cc: Tara Tyson, Grants Administrator



NORTH CAROLINA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES

Steven W. Troxler, Commissioner

Contract Check Off List for Grantee (Government/University)

INSTRUCTIONS: Check the "Yes" boxes in the left column for the document titles that are being returned with the two signed, dated and witnessed copies of the contract, with signatures in blue ink. Be sure to include all the other documents specified in your contract package. If "No" has been checked off for you, that document is not required for this grant program or project.

GRANTEE ORGANIZATION NAME: Brunswick County

PROJECT TITLE/NAME: Watershed Restoration Project

CONTRACT #: 19-091-4020

GO Entities Only Check One Box				Document Title	Department Use – Documents Attached or On File			Grants and Contracts- Documents Attached or On File				
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Contractual “Check Off List for Grantee	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Contract Cover (To be signed, dated & witnessed)	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Attachment A – General Terms and Conditions – Government/University	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Attachment B – Scope of Work (includes Timeline and Line Item Budget)	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Attachment C – Certifications and Assurances Section	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Attachment D – NC OpenBook Supplemental Information	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Attachment E – Signature Card	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Attachment F – W-9 Tax Information	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Attachment G – Vendor Electronic Payment Form	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Attachment H – FFATA Data Reporting Requirements (if applicable)	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Attachment I – Federal Regulations (if applicable)	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No

**STATE OF NORTH CAROLINA
COUNTY OF WAKE**



Departmental Use Only

CENTER: 2985-1803
ACCOUNT: 536502
AMOUNT: \$95,268.00

CENTER: _____
ACCOUNT: 536502
AMOUNT: _____

**North Carolina Department of Agriculture and Consumer Services
Division of Soil & Water Conservation**

Watershed Restoration Project - Governmental

CONTRACT # 19-091-4020

This Contract is hereby entered into by and between the **North Carolina Department of Agriculture and Consumer Services, Division of Soil & Water Conservation** (the "Agency") and **Brunswick County** ("Grantee"), and referred to collectively as the "Parties". The Grantee's federal tax identification number is 56-6000278 and is physically located in Brunswick County, and is further located at 10 Referendum Drive Bolivia, NC 28420.

The purpose of this Contract is to implement needed repairs to streams and drainage ways resulting from Hurricane Florence and subsequent flooding. The Grantee's project title is Watershed Restoration Project. This Contract is funded by state appropriations from the Hurricane Florence Emergency Response Act. Funds awarded under this Contract must be used for the purposes for which they are intended.

The Grantee's fiscal year ends June 30.

Contract Documents:

This Contract consists of the Grant Contract and its attachments, all of which are identified by name as follows:

1. This Contract
2. General Terms and Conditions (Attachment A)
3. Scope of Work, including Timeline, Line Item Budget and Budget Narrative (Attachment B)
4. Certifications and Assurances Section (Attachment C)
5. NC Openbook Supplemental Information (Attachment D)
6. Signature Card (Attachment E)
7. W-9 Tax Information (Attachment F)
8. Vendor Electronic Payment Form (Attachment G)
9. FFATA Data Reporting Requirements (Attachment H)
10. Federal Regulations (Attachment I)

These documents constitute the entire agreement between the Parties and supersede all prior oral or written statements or agreements.

I. Precedence Among Contract Documents:

In the event of a conflict between or among the terms of the Contract Documents, the terms in the Contract Document with the highest relative precedence shall prevail. The order of precedence shall be the order of documents as listed in Paragraph 1, above, with the first-listed document having the highest precedence and the last-listed document having the lowest precedence. If there are multiple Contract Amendments, the most recent amendment shall have the highest precedence and the oldest amendment shall have the lowest precedence.

II. **Effective Period:**

This Contract shall be effective on **January 1, 2020** and shall terminate on **December 31, 2022** with the option to extend, if mutually agreed upon, through a written amendment as provided for in the General Terms and Conditions as described in Attachment A.

III. **Grantee's Duties:**

The Grantee shall provide the services as described in the Attachment **B: Scope of Work**. The Grantee shall be responsible to obtaining necessary landowner authorization for site access and all permits needed to complete the planned work.

IV. **Agency's Duties:**

The Agency shall pay the Grantee in the manner and in the amounts specified in the Contract Documents. The total amount paid by the Agency to the Grantee under this Contract shall not exceed **\$95,268.00**. This amount consists of: **\$95,268.00** in State funds.

☐ a. There are no matching requirements from the Grantee.

☐ b. There are no matching requirements from the Grantee; however, the Grantee has committed the following match to this project:

	In Kind	\$
	Cash	\$
	Cash and In-kind	\$
	Cash and/or In-kind	\$
	Other/Specify:	\$

☒ c. The Grantee's matching requirement is \$285,804.00, which consists of:

	In Kind	\$
	Cash	\$
	USDA Funds	\$285,804.00
	Cash and/or In-kind	
	Other/Specify:	\$

☐ d. The Grantee has committed to an additional \$ _____ to complete the project as described in Attachment B.

The total contract amount with matching funds is **\$381,072.00**.

V. **Conflict of Interest Policy:**

The Agency has determined that the Grantee is a governmental agency and is not subject to N.C.G.S. § 143C-6-23(b). Therefore, the Grantee is not required to file a Conflict of Interest Policy with the Agency prior to disbursement of funds.

VI. **Statement of No Overdue Tax Debts:**

The Agency has determined that Grantee is a governmental agency and is not subject to N.C.G.S. § 143C-6-23(c). Therefore, the Grantee is not required to file a Statement of No Overdue Tax Debts with the Agency prior to disbursement of funds.

VII. **Reversion of Unexpended Funds:**

Any unexpended grant funds shall revert to the Agency upon termination of this Contract.

VIII. **Reporting Requirements:**

(1) State [N.C.G.S. 143C-6-23]:

The Agency has determined that the Grantee is a governmental entity and is not subject to the State reporting requirements mandated by N.C.G.S. § 143C-6-23. Therefore, the Grantee does not have to file annual electronic reports with the NC Office of State Budget & Management.

(2) Agency Reporting Requirements:

- a) The Grantee shall submit quarterly progress reports, with each report due on or before the last day of January, April, July, and October, continuing until the project is complete and final project report is approved. The quarterly progress report is required even if no activity has occurred for the quarter and no reimbursement is requested for the quarter.
- b) The quarterly and final report shall include a narrative summary of the work completed each quarter and for the project to date and a summary of cash and in-kind expenditures for the quarter and total project.
- c) Grantee shall submit a Final Financial report and Final Invoice not later than 60 days after the expiration or termination of this Contract.

IX. **Payment Provisions:**

Upon execution of this Contract the Grantee shall submit to the Agency Contract Administrator a completed Request for Payment form, to be provided by the Agency. All Request for Payment forms should be received no more than monthly, with an invoice showing expenditures and matching funds, if applicable, for the current period and cumulatively for the entire project. Upon approval by the Agency, payment shall be made within 30 days. Twenty percent (20%) of the total funds awarded under this Contract shall be retained by the Agency until both the final performance and financial reports are submitted by the Grantee and approved by the Agency.

For sites for which this contract is supplementing USDA Emergency Watershed Protection Program (EWPP) funding, completed work must also satisfy EWPP requirements prior to payment being authorized.

Up to 16 percent (16%) of the funds awarded to the Grantee may be used to reimburse actual documented engineering, technical assistance, and administrative expenses for the project, excluding any expenses pledged by the Grantee as match for this project and salary, benefits, and operating expenses that would normally have been paid by the Grantee.

The Grantee shall expend funds in accordance with G.S. 143C-6-23 (f1)(f2)(j). The Grantee shall account for any income earned, which may result from any funds awarded under this Contract, on the Agency "Request for Reimbursement" form. Eligible uses of income earned are:

- a) Expanding the project or program;
- b) Continuing the project or program after grant ends; or
- c) Supporting other projects or programs that further the broad objectives of the grant program.

If this Contract is terminated prior to the original end date, the Grantee may submit a final Request for Payment form. All unexpended funds shall be returned by the Grantee to the Agency within 60 days of the Contract termination date with a complete final financial report, accompanied by either a final invoice or a refund of any funds received but not expended. The Agency shall have no obligation to honor requests for payment based on expenditure reports submitted later than 60 days after termination or expiration of the contract period.

Reimbursement requests shall be completed on a "Request for Reimbursement" form furnished to the Grantee by the Agency. All reimbursement forms must include support documentation, including but not limited to; copies of invoices, individual time sheets and travel logs that have been signed by the employee and supervisor; salary registers or payrolls that include fringe benefits, hourly rates of pay, and signature of the Grantee's responsible financial person, cancelled checks and lease agreements.

Eligible expenditures for payment must be within the effective period noted in the Contract. Reimbursement may not be considered prior to the submission and final execution of the Contract.

All travel reimbursement shall be made in accordance with the current State rates, at the time of the expenditure, and shall be made in accordance with the "State Budget Manual".

Staff from the Division of Soil and Water Conservation or its designated agent will conduct a site visit and approve the work completed and submitted for reimbursement prior to releasing any payment to the Grantee. The Agency must determine that all work has been completed satisfactorily in accordance with the Best Management Practices for Selective Clearing and Snagging.

All matching funds, including in-kind and cash, must be spent concurrently with funds provided by the Contract. Both types of matching funds expended shall be accounted for on the monthly invoices.

Indirect costs are not allowable expenditures under this Contract, except as described in paragraph two of this section.

X. Contract Administrators:

All notices permitted or required to be given by one Party to the other and all questions about the Contract from one Party to the other shall be addressed and delivered to the other Party's Contract Administrator. The name, post office address, street address, telephone number, fax number, and email address of the Parties' respective initial Contract Administrator are set out below. Either Party may change the name, post office address, street address, telephone number, fax number, or email address of its Contract Administrator by giving timely written notice to the other Party.

For the Agency:

IF DELIVERED BY US POSTAL SERVICE	IF DELIVERED BY ANY OTHER MEANS
David B. Williams, Deputy Director Division of Soil & Water Conservation 1614 Mail Service Center Raleigh, NC 27699-1614 Telephone: 919-715-6103 Email: David.B.Williams@ncagr.gov	David B. Williams, Deputy Director Division of Soil & Water Conservation 512 N. Salisbury Street, Room 417D Raleigh, NC 27604-1170

For the Grantee:

Grantee Contract Administrator	Grantee Principal Investigator or Key Personnel
Mamie Caison Brunswick County 10 Referendum Drive Bolivia, NC 28420 Telephone: 910-253-2830 Fax: 910-253-2836 Email: mamie.caison@nc.nacdnet.net	Same

XI. Supplementation of Expenditure of Public Funds:

The Grantee assures that funds received pursuant to this Contract shall be used only to supplement, not to supplant, the total amount of federal, state and local public funds that the Grantee otherwise normally expends for salary and benefits for activities involved with specialty services and related programs. Funds received under this Contract shall be used to provide additional public funding for such services. The funds shall not be used to reduce the Grantee's total expenditure of other public funds for such services.

XII. Disbursements:

As a condition of this Contract, the Grantee acknowledges and agrees to make disbursements in accordance with the following requirements:

- a. Will implement or already have implemented adequate internal controls over disbursements
- b. Pre-audit all invoices presented for payment to determine:
 - Validity and accuracy of payment
 - Payment due date
 - Adequacy of documentation supporting payment
 - Legality of disbursement
- c. Assure adequate control of signature stamps/plates
- d. Assure adequate control of negotiable instruments; and
- e. Have procedures in place to ensure that account balance is solvent and to reconcile the account monthly.
- f.

XIII. **Outsourcing:**

The Grantee certifies that it has identified to the Agency all jobs related to the Contract that have been outsourced to other countries, if any. Grantee further agrees that it will not outsource any such jobs during the term of this Contract without providing prior notice to the Agency.

XIV. **N.C.G.S. § 133-32 and Executive Order 24:**

N.C.G.S. § 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State employee of any gift from anyone with a Contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement or Contract, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employee of your organization.

[This Contract is continued on the next page]

XV. **Signature Warranty:**

The undersigned represent and warrant that they are authorized to bind their principals to the terms of this Contract.

IN WITNESS WHEREOF, the Grantee and the Agency execute this contract in **two (2)** originals, one (1) of which is retained by the Grantee and one (1) which are retained by the Agency, the day and year first above written.

Grantee: Brunswick County

Signature of Authorized Representative Date

Printed Name Title

Witness:

Signature Date

Printed Name Title



North Carolina Department of Agriculture and Consumer Services

Signature of Authorized Representative Date

N. David Smith, Chief Deputy Commissioner

ATTACHMENT B SCOPE OF WORK WATERSHED RESTORATION PROJECT

Brunswick County (the “GRANTEE”) will complete watershed restoration activities including cutting and removing downed trees, broken tops, woody/vegetative debris and sediment that impede or potentially impede water flow in the streams and tributaries included in Table B1 below (taken from the application submitted by the GRANTEE). For sites for which this contract is supplementing USDA Emergency Watershed Protection Program (EWPP) funding, completed work must also satisfy EWPP requirements prior to payment being authorized.

TABLE B1: Stream/Ditch Segments to be repaired

	Segment Name	Description of Planned Treatment	EWP DSR Number (Project No.)	Linear Feet Planned
A	Blue Banks Loop Trib	Clear woody debris	37-07-18-5038-296	1400
B	Leland School Rd	Debris Removal	37-07-18-5038-297	1440
C	Maple Rd NW (Unnamed Trib)	Debris removal	37-07-18-5038-298	2000
D	Mill Creek (Old Mill Rd NE)	Debris Removal, Mobilization	37-07-18-5038-299	1300
E	Trib to Scippio Swamp (Russtown Rd NW)	Debris Removal, Mobilization	37-07-18-5038-301	930
F	Unnamed Trib to Scippo Swamp (Russtown Rd)	Debris Removal, Mobilization	37-07-18-5038-302	1500
G	Unnamed Drainage (Blue Banks Loop Rd NE)	Debris Removal, Mobilization	37-07-18-5038-303	800
H	Double Run (Blue Banks Loop Rd)	Debris Removal Streambank Stabilization, Mobilization	37-07-18-5038-304	100
I	Bolivia Branch (Danford Rd)	Debris Removal, Mobilization	37-07-18-5038-305	1100
J	Batarora Branch (Hwy 87)	Debris Removal, Mobilization	37-07-18-5038-306	600
K	Hood Creek (Maco Rd NE)	Debris Removal, Mobilization	37-07-18-5038-307	300
L	Hood Creek (Mt Misery Rd)	Debris Removal, Mobilization	37-07-18-5038-308	1700

M	Unnamed Drainage (Vernon Rd NE)	Debris Removal, Mobilization	37-07-18-5038-309	1000
N	Unnamed Trib to Wet Ash Swamp (Ash little River Rd)	Debris Removal, hauling & Disposal, Mobilization	37-07-18-5038-310	600
O	South Prong Wet Ash Swamp (Big Neck Road NW)	Debris Removal, Hauling & Disposal, Mobilization	37-07-18-5038-311	300
P	Unnamed Trib to Mill Branch	Debris Removal, Sediment Removal, mobilization	37-07-18-5038-312	600
Q	Unnamed Drainage (E Leonard St)	Debris Removal, Mobilization	37-07-18-5038-313	840
R	Willet Branch (George II Hwy)	Debris Removal, Mobilization	37-07-18-5038-314	110
S	Royal Oak Swamp (Green Swamp Rd NW)	Debris Removal, Sediment Removal, Mobilization	37-07-18-5038-315	510
T	Mulberry (Hwy 17)	Debris Removal, Mobilization	37-07-18-5038-317	600
U	Jump & Run Creek (Long Beach Rd SE)	Debris Removal, Mobilization	37-07-18-5038-318	730
V	Scippio Swamp (Longwood Rd NW)	Debris Removal, Mobilization	37-07-18-5038-319	1530
W	Unnamed Trib To Sharron Creek (Ridgeway SW)	Debris Removal, Mobilization	37-07-18-5038-320	1550
X	Trib to Orton Pond (River Rd)	Debris Removal, Mobilization	37-07-18-5038-321	100
Y	SE Dutchman Creek (Southport Supply Rd SE)	Debris Removal	37-07-18-5038-322	1550

The GRANTEE will ensure that all required permits are secured for each site and landowner permission is granted before any work proceeds for that site.

The GRANTEE will ensure that it and its contractors follow the Division of Water Resources' *Hurricane Matthew Stream and Wetland Cleanup/Restoration Guideline* dated October 2016. The GRANTEE shall also follow *Best Management Practices for Selective*

Clearing and Snagging to manage all woody debris removed from streams. These guidelines can be downloaded at: <https://www.ncagr.gov/SWC/disasterresponse/WatershedRecoveryEfforts.html>

In the event the Grantee completes the work specified in the Scope of Work without exhausting the funds in the Contract, the Agency Contract Administrator may issue a Work Authorization to approve stream debris removal work for additional stream segments requested by the Grantee, not to exceed the funds available in the Contract.

PUBLIC SECTOR CONTRACTS (Including Local Governments)**General Terms and Conditions****DEFINITIONS**

Unless indicated otherwise from the context, the following terms shall have the following meanings in this Contract. All definitions are from 9 NCAC 3M.0102 unless otherwise noted. If the rule or statute that is the source of the definition is changed by the adopting authority, the change shall be incorporated herein:

- (1) "Agency" (as used in the context of the definitions below) shall mean and include every public office, public officer or official (State or local, elected or appointed), institution, board, commission, bureau, council, department, authority or other unit of government of the State or of any county, unit, special district or other political subagency of government. For other purposes in this Contract, "Agency" shall mean the entity identified as one of the parties hereto.
- (2) "Audit" means an examination of records or financial accounts to verify their accuracy.
- (3) "Certification of Compliance" means a report provided by the Agency to the Office of the State Auditor that states that the Grantee has met the reporting requirements established by this Subchapter and included a statement of certification by the Agency and copies of the submitted grantee reporting package.
- (4) "Compliance Supplement" refers to the North Carolina State Compliance Supplement, maintained by the State and Local Government Finance Agency within the North Carolina Department of State Treasurer that has been developed in cooperation with agencies to assist the local auditor in identifying program compliance requirements and audit procedures for testing those requirements.
- (5) "Contract" means a legal instrument that is used to reflect a relationship between the agency, grantee, and subgrantee.
- (6) "Fiscal Year" means the annual operating year of the non-State entity.
- (7) "Financial Assistance" means assistance that non-State entities receive or administer in the form of grants, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other assistance. Financial assistance does not include amounts received as reimbursement for services rendered to individuals for Medicare and Medicaid patient services.
- (8) "Financial Statement" means a report providing financial statistics relative to a given part of an organization's operations or status.
- (9) "Grant" means financial assistance provided by an agency, grantee, or subgrantee to carry out activities whereby the grantor anticipates no programmatic involvement with the grantee or subgrantee during the performance of the grant.
- (10) "Grantee" has the meaning in G.S. 143C-6-23(a)(2): a non-State entity that receives a grant of State funds from a State agency, department, or institution but does not include any non-State entity subject to the audit and other reporting requirements of the Local Government Commission. For other purposes in this Contract, "Grantee" shall mean the entity identified as one of the parties hereto.
- (11) "Grantor" means an entity that provides resources, generally financial, to another entity in order to achieve a specified goal or objective.
- (12) "Non-State Entity" has the meaning in N.C.G.S. 143C-1-1(d)(18): Any of the following that is not a State agency: an individual, a firm, a partnership, an association, a county, a corporation, or any other organization acting as a unit. The term includes a unit of local government and public authority.
- (13) "Public Authority" has the meaning in N.C.G.S. 143C-1-1(d)(22): A municipal corporation that is not a unit of local government or a local governmental authority, board, commission, council, or agency that (i) is not a municipal corporation and (ii) operates on an area, regional, or multiunit basis, and the budgeting and accounting systems of which are not fully a part of the budgeting and accounting systems of a unit of local government.
- (14) "Single Audit" means an audit that includes an examination of an organization's financial statements, internal controls, and compliance with the requirements of federal or State awards.
- (15) "Special Appropriation" means a legislative act authorizing the expenditure of a designated amount of public funds for a specific purpose.
- (16) "State Funds" means any funds appropriated by the North Carolina General Assembly or collected by the State of North Carolina. State funds include federal

financial assistance received by the State and transferred or disbursed to non-State entities. Both federal and State funds maintain their identity as they are subgranted to other organizations. Pursuant to N.C.G.S. 143C-6-23(a)(1), the terms "State grant funds" and "State grants" do not include any payment made by the Medicaid program, the Teachers' and State Employees' Comprehensive Major Medical Plan, or other similar medical programs.

(17) "Subgrantee" has the meaning in G.S. 143C-6-23(a)(3): a non-State entity that receives a grant of State funds from a grantee or from another subgrantee but does not include any non-State entity subject to the audit and other reporting requirements of the Local Government Commission.

(18) "Unit of Local Government" has the meaning in G.S. 143C-1-1(d)(29): A municipal corporation that has the power to levy taxes, including a consolidated city-county as defined by G.S. 160B-2(1), and all boards, agencies, commissions, authorities, and institutions thereof that are not municipal corporations.

Relationships of the Parties

Independent Contractor: The Grantee is and shall be deemed to be an independent Contractor in the performance of this Contract and as such shall be wholly responsible for the work to be performed and for the supervision of its employees. The Grantee represents that it has, or shall secure at its own expense, all personnel required in performing the services under this agreement. Such employees shall not be employees of, or have any individual contractual relationship with, the Agency.

Subcontracting: The Grantee shall not subcontract any of the work contemplated under this Contract without prior written approval from the Agency. Any approved subcontract shall be subject to all conditions of this Contract. Only the subcontractors or subgrantees specified in the Contract documents are to be considered approved upon award of the Contract. The Agency shall not be obligated to pay for any work performed by any unapproved subcontractor or subgrantee. The Grantee shall be responsible for the performance of all of its subgrantees and shall not be relieved of any of the duties and responsibilities of this Contract.

Subgrantees: The Grantee has the responsibility to ensure that all subgrantees, if any, provide all information necessary to permit the Grantee to comply with the standards set forth in this Contract.

Assignment: No assignment of the Grantee's obligations or the Grantee's right to receive payment hereunder shall be permitted. However, upon written request approved by the issuing purchasing authority, the State may:

- (a) Forward the Grantee's payment check(s) directly to any person or entity designated by the Grantee, or
- (b) Include any person or entity designated by Grantee as a joint payee on the Grantee's payment check(s).

In no event shall such approval and action obligate the State to anyone other than the Grantee and the Grantee shall remain responsible for fulfillment of all Contract obligations.

Beneficiaries: Except as herein specifically provided otherwise, this Contract shall inure to the benefit of and be binding upon the parties hereto and their respective successors. It is expressly understood and agreed that the enforcement of the terms and conditions of this Contract, and all rights of action relating to such enforcement, shall be strictly reserved to the Agency and the named Grantee. Nothing contained in this document shall give or allow any claim or right of action whatsoever by any other third person. It is the express intention of the Agency and Grantee that any such person or entity, other than the Agency or the Grantee, receiving services or benefits under this Contract shall be deemed an incidental beneficiary only.

Indemnity

Indemnification: The Grantee agrees to indemnify and hold harmless the Agency, including any of its Divisions, and any of its officers, agents and employees, from liability of any kind, and from any claims of third parties arising out of any act or omission of the Contractor in connection with the performance of this Contract to the extent permitted by law.

Default and Termination

Termination by Mutual Consent: The Parties may terminate this Contract by mutual consent with 60 days notice to the other party, or as otherwise provided by law.

Termination for Cause: If, through any cause, the Grantee shall fail to fulfill its obligations under this Contract in a timely and proper manner, the Agency shall have the right to terminate this Contract by giving written notice to the Grantee and specifying the effective date thereof.

In that event, all finished or unfinished deliverable items prepared by the Grantee under this Contract

shall, at the option of the Agency, become its property and the Grantee shall be entitled to receive just and equitable compensation for any satisfactory work completed on such materials, minus any payment or compensation previously made.

Notwithstanding the foregoing provision, the Grantee shall not be relieved of liability to the Agency for damages sustained by the Agency by virtue of the Grantee's breach of this agreement, and the Agency may withhold any payment due the Grantee for the purpose of setoff until such time as the exact amount of damages due the Agency from such breach can be determined. The filing of a petition for bankruptcy by the Grantee shall be an act of default under this Contract.

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

Availability of Funds: The parties to this Contract agree and understand that the payment of the sums specified in this Contract is dependent and contingent upon and subject to the appropriation, allocation, and availability of funds for this purpose to the Agency.

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

Survival of Promises: All promises, requirements, terms, conditions, provisions, representations, guarantees, and warranties contained herein shall survive the Contract expiration or termination date unless specifically provided otherwise herein, or unless superseded by applicable federal or State statutes of limitation.

Intellectual Property Rights

Copyrights and Ownership of Deliverables: All deliverable items produced pursuant to this Contract are the exclusive property of the Agency. The Grantee shall not assert a claim of copyright or other property interest in such deliverables.

Compliance with Applicable Laws

Compliance with Laws: The Grantee shall comply with all laws, ordinances, codes, rules, regulations,

and licensing requirements that are applicable to the conduct of its business, including those of federal, State, and local agencies having jurisdiction and/or authority.

Equal Employment Opportunity: The Grantee shall take affirmative action in complying with all federal and State statutes and all applicable requirements concerning fair employment of people with disabilities, and concerning the treatment of all employees without regard to discrimination by reason of race, color, religion, sex, national origin or disability. For additional information see Title VI of the Civil Rights Act of 1964 (42 U.S.C., 2000d, 2000e-16), Title XI of the Education amendments of 1972, as amended (20 U.S.C. 1681-1683 and 1685-1686), and section 504 of the Rehabilitation Act of 1973 as amended (29 U.S.C. 794).

Executive Order 24: In accordance with Executive Order 24, issued by Governor Perdue, and N.C.G.S. § 133-32, a vendor or contractor (i.e. architect, bidder, contractor, construction manager, design professional, engineer, landlord, offeror, seller, subcontractor, supplier, vendor, or grantee), is prohibited from making gifts or giving favors to any employee of the Agency of Agriculture and Consumer Services. This prohibition covers those vendors, contractors, and/or grantees who:

- (a) have a Contract with a governmental Agency; or
- (b) have performed under such a Contract within the past year; or
- (c) anticipate bidding on such a Contract in the future.

For additional information regarding the specific requirements and exemptions, vendors, contractors, and/or grantees are encouraged to review Executive Order 24 and N.C.G.S. § 133-32.

Confidentiality

Confidentiality: Any information, data, instruments, documents, studies or reports given to or prepared or assembled by the Grantee under this agreement shall be kept as confidential and not divulged or made available to any individual or organization without the prior written approval of the Agency. The Grantee acknowledges that in receiving, storing, processing or otherwise dealing with any confidential information it will safeguard and not further disclose the information except as otherwise provided in this Contract.

Oversight

Access to Persons and Records: The State Auditor and the using agency's internal auditors shall have

access to persons and records as a result of all Contracts or grants entered into by State agencies or political subdivisions in accordance with General Statute 147-64.7 and Session Law 2010-194, Section 21 (i.e., the State Auditors and internal auditors may audit the records of the contractor during the term of the Contract to verify accounts and data affecting fees or performance).

Record Retention: Records shall not be destroyed, purged or disposed of without the express written consent of the Agency. State basic records retention policy requires all grant records to be retained for a minimum of five years or until all audit exceptions have been resolved, whichever is longer. If the Contract is subject to federal policy and regulations, record retention may be longer than five years since records must be retained for a period of three years following submission of the final Federal Financial Status Report, if applicable, or three years following the submission of a revised final Federal Financial Status Report. Also, if any litigation, claim, negotiation, audit, disallowance action, or other action involving this Contract has been started before expiration of the five-year retention period described above, the records must be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular five-year period described above, whichever is later.

Miscellaneous

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

Headings: The Section and Paragraph headings in these General Terms and Conditions are not material parts of the agreement and should not be used to construe the meaning thereof.

Time of the Essence: Time is of the essence in the performance of this Contract.

Care of Property: The Grantee agrees that it shall be responsible for the proper custody and care of any property furnished to it for use in connection with the performance of this Contract and will reimburse the

Agency for loss of, or damage to, such property. At the termination of this Contract, the Grantee shall contact the Agency for instructions as to the disposition of such property and shall comply with these instructions.

Amendment: This Contract may not be amended orally or by performance. Any amendment must be made in written form and executed by duly authorized representatives of the Agency and the Grantee.

Severability: In the event that a court of competent jurisdiction holds that a provision or requirement of this Contract violates any applicable law, each such provision or requirement shall continue to be enforced to the extent it is not in violation of law or is not otherwise unenforceable and all other provisions and requirements of this Contract shall remain in full force and effect.

Travel Expenses: Reimbursement to the Grantee for travel mileage, meals, lodging and other travel expenses incurred in the performance of this Contract shall be reasonable and supported by documentation. State rates shall be used. International travel shall not be reimbursed under this Contract.

Sales/Use Tax Refunds: If eligible, the Grantee and all subgrantees shall: (a) ask the North Carolina Department of Revenue for a refund of all sales and use taxes paid by them in the performance of this Contract, pursuant to G.S. 105-164.14; and (b) exclude all refundable sales and use taxes from all reportable expenditures before the expenses are entered in their reimbursement reports.

Advertising: The Grantee shall not use the award of this Contract as a part of any news release or commercial advertising.

Indirect Costs Policy: The Agency has adopted a "Zero" policy that indirect costs are unallowable expenditures in all State funded grant applications and/or grant guidance, informational or directional documents.

Allowable Uses of State Funds: Expenditures of State funds by any grantee shall be in accordance with the Cost Principles outlined in the Office of Management and Budget (OMB) CFR Title 2, Part 200 Uniform Administrative Requirements, as applicable. If the grant funding includes federal sources, the grantee shall ensure adherence to the cost principles established by the Federal Office of Management and Budget. [09 NCAC 03M.020]

Certifications and Assurances

CERTIFICATIONS REGARDING LOBBYING, NONPROCUREMENT, DEBARMENT, SUSPENSION AND DRUG-FREE WORKPLACE

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Signature of this form provides for compliance with certification requirements under 2 CFR, Subtitle B, Chapter IV, Part 417, "Nonprocurement Debarment and Suspension," Part 418, "New Restrictions on Lobbying," and Part 421, "Requirements for Drug-Free Workplace (Financial Assistance)," and 2 CFR Part 180. The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Agriculture & Consumer Services determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by authority: 31 U.S.C. 1352 and U.S.C. 301 and implemented at 2 CFR Part 180, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 2 CFR Section 418.110, the applicant certifies that to the best of their knowledge and belief, that:

- 1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal contract, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- 2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form -LLL, "Disclosure Form to Report Lobbying" in accordance with its instructions.
- 3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

2. NONPROCUREMENT DEBARMENT AND SUSPENSION

As required by Executive Order 12549, Debarment and Suspension, and implemented at 2 CFR Part 180 and 2CFR Part 417, for prospective participants in primary covered transactions, as defined at 2 CFR 180.435 and Subpart C, 417.332, the applicant certifies that it and its principals:

- a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

- c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph 2. (a) (b) of this certification.
- d) Have not within a three-year period preceding this application had one or more public transaction (Federal, State, or local) terminated for cause or default.
- e) Agree to include a term or condition in lower tier covered transactions requiring lower tier participants to comply with subpart C of the OMB guidance in 2 CFR part 180, as supplemented by subpart C of Part 417.

Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this certification.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 2 CFR Part 182, Subparts B, and C, for grantees:

The applicant certifies that it will:

- a) Make a good faith effort, on a continuing basis, to maintain a drug-free workplace. You must agree to do so as a condition for receiving any award covered by this part.
- b) Publish a drug-free workplace statement and establish a drug-free awareness program for your employees (see Sections 182.205 through 182.220); and
- c) Take actions concerning employees who are convicted of violating drug statutes in the workplace (see Section 182.225), including notification to any Federal agency on whose award the convicted employee was working and within 30 days take appropriate personnel action against the employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973 (29 U.S.C. 794), as amended; or require the employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for these purposes by a Federal, State or local health, law enforcement, or other appropriate agency.
- d) You must identify all known workplaces under your Federal awards (see Section 182.230).

The grantee must provide the location site(s) for the performance of work done in connection with the specific grant.

Place(s) of Performance (Street address, city, county, state, zip code)

_____	_____
_____	_____
_____	_____

DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 2 CFR Part 182:

- A. As a condition of the grant, I certify that I will comply with drug-free workplace requirements in Subpart B (or Subpart C, if the recipient is an individual) of part 421, which adopts the Government-wide implementation (2 CFR part 182) of sec. 5152-5158 of the Drug Free Workplace Act of 1988 (Pub.L100-690, Title V, Subtitle D; 41 U.S.C. 701-707).

- B. I agree to notify the agency as required by 2 CFR 182.300(b) of any conviction for a criminal drug offense within ten days.

Notice shall include the identification number(s) of each affected grant.

As the duly authorized representative of the Grantee, I hereby certify and state to the best of my knowledge and belief, that the Grantee will comply with the above certifications.

Grantee Organization Name

Signature of Authorized Representative

Date

Printed Name of Authorized Representative

Title

NC OpenBook Supplemental Information

Instructions: Complete the information below and return it to the Contract Administrator identified in your original contract. This information must be submitted as part of your contract. If you have questions, please contact the Contract Administrator or the Alternate Contact as reflected in your contract.

DUNS Number: _____
 Contract Number: _____ Amendment Number: _____
 Grantee Name: _____
 TAX ID Number: _____
 Fiscal Year Ends: _____

1. Brief Description and Background/History of your Organization.

Be sure to include the number of years in existence, number of employees, mission and goals of your organization.

2. Current project timeline: Begin _____ End _____

3. Expected outcomes and specific deliverables.

(Example: Expected Outcome: Aquaculture operation will remain in business. Deliverable: Healthy food made available for human consumption.)

4. The Grantee's WEB URL: _____

5. * Grantee County of Residence: _____ Congressional District#: _____
 (CONGRESSIONAL DISTRICT # MUST BE IDENTIFIED)

6. **County of Benefit: Single County: ☐ Yes ☐ No County Name: _____
 Statewide: ☐ Yes ☐ No
 Regional: ☐ Yes ☐ No

7. If the answer to question number 6 is more than one county or "Regional", list the counties receiving benefit.

*Grantee County of Residence: County in which grantee is located.

**County of Benefit: List only county or counties in which funding will be spent and/or food commodities will be received.

Signature Card



CONTRACT & FINANCIAL DOCUMENTS

INSTRUCTIONS: Please read and fill in the required information to the right of each field where applicable. Signatures must match the Contract signatures. In the event the affixed signature(s) are no longer valid, a revised form must be submitted prior to processing any contractual documents or submitting "Request for Payments" or any other financial documents. If more than two people will sign for the organization, this form may be duplicated.

SECTION I.

Date:	
Legal Applicant Organization/Agency Name:	
Federal Tax Identification Number:	

SECTION II.

Certification:

By affixing my signature below, I certify that person(s) identified are designated having legal authorization to sign on behalf of the organization named in Section I., above, for purposes of executing contractual documents and preparing, approving and executing all financial documents; including "Requests for Payments." I understand the legal implications of any and all misrepresentation, which include but are not limited to defrauding the State of North Carolina, and certify that the person signing below has full authority to execute this Agreement on behalf of the named organization.

NON-GOVERNMENTAL ORGANIZATIONS ONLY (Must match Contract signature)

Board Chair, Executive Director, etc.	Financial Representative, Treasurer, etc.
Print Name & Title:	Print Name & Title:
Signature:	Signature:

GOVERNMENTAL ENTITIES (Must match Contract signature)

Authorized Governmental Official	Chief Fiscal Officer
Print Name & Title:	Print Name & Title:
Signature:	Signature:

Form

W-9

(Rev. November 2017)

Department of the Treasury
Internal Revenue Service**Request for Taxpayer
Identification Number and Certification**► Go to www.irs.gov/FormW9 for instructions and the latest information.**Give Form to the
requester. Do not
send to the IRS.**Print or type.
See Specific Instructions on page 3.**1** Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.**2** Business name/disregarded entity name, if different from above**3** Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.☐ Individual/sole proprietor or single-member LLC☐ C Corporation☐ S Corporation☐ Partnership☐ Trust/estate☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____**Note:** Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.☐ Other (see instructions) ► _____**4** Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

Requester's name and address (optional)

6 City, state, and ZIP code**7** List account number(s) here (optional)**Part I Taxpayer Identification Number (TIN)**Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.**Social security number**

				-						
--	--	--	--	---	--	--	--	--	--	--

or

Employer identification number

--	--	--	--	--	--	--	--	--	--	--

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.**Sign
Here**Signature of
U.S. person ►

Date ►

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting*, later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the instructions for Part II for details),
3. The IRS tells the requester that you furnished an incorrect TIN,
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or
5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code*, later, and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships*, earlier.

What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code*, later, and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note: ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C corporation, or S corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

IF the entity/person on line 1 is a(n) . . .	THEN check the box for . . .
• Corporation	Corporation
• Individual • Sole proprietorship, or • Single-member limited liability company (LLC) owned by an individual and disregarded for U.S. federal tax purposes.	Individual/sole proprietor or single-member LLC
• LLC treated as a partnership for U.S. federal tax purposes, • LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or • LLC that is disregarded as an entity separate from its owner but the owner is another LLC that is not disregarded for U.S. federal tax purposes.	Limited liability company and enter the appropriate tax classification. (P= Partnership; C= C corporation; or S= S corporation)
• Partnership	Partnership
• Trust/estate	Trust/estate

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

- 1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)
- 2—The United States or any of its agencies or instrumentalities
- 3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities
- 5—A corporation
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission
- 8—A real estate investment trust
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940
- 10—A common trust fund operated by a bank under section 584(a)
- 11—A financial institution
- 12—A middleman known in the investment community as a nominee or custodian
- 13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 5 ²
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note: You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, write NEW at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note: See *What Name and Number To Give the Requester*, later, for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.SSA.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/Businesses and clicking on Employer Identification Number (EIN) under Starting a Business. Go to www.irs.gov/Forms to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to www.irs.gov/OrderForms to place an order and have Form W-7 and/or SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code*, earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABLE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor ²
5. a. The usual revocable savings trust (grantor is also trustee) b. So-called trust account that is not a legal or valid trust under state law	The grantor-trustee ¹ The actual owner ¹
6. Sole proprietorship or disregarded entity owned by an individual	The owner ³
7. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor ⁴
For this type of account:	Give name and EIN of:
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity ⁴
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee

For this type of account:	Give name and EIN of:
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships*, earlier.

***Note:** The grantor also must provide a Form W-9 to trustee of trust.

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes.

Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at spam@uce.gov or report them at www.ftc.gov/complaint. You can contact the FTC at www.ftc.gov/idtheft or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see www.IdentityTheft.gov and Pub. 5027.

Visit www.irs.gov/IdentityTheft to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

Office of the State Controller
Return to: OSC Support Services Center
 Address: 1410 Mail Service Center
 Raleigh, NC 27699-1410
 Email: osc.support.services@osc.nc.gov
 Telephone: 919-707-0795



Vendor Electronic Payment Form

New Add Request
 Change/Update Existing Account
 Inactivate Existing Account

***Denotes a required field**

The State of North Carolina offers payees the opportunity to receive payments electronically through U.S. based banks. In addition to having the funds deposited electronically, you will also receive remittance information by e-mail.

We require you to submit a copy of a voided check, bank statement, or a letter from your bank for account verification.

***TAX ID # or SSN**

--	--	--	--	--	--	--	--	--	--

***PAYEE NAME**

--	--

***REMITTANCE ADDRESS**

(AS PRINTED ON
YOUR INVOICE)

STREET

--

SUITE/ROOM #

--

--

CITY

--

STATE

ZIP CODE

--

***CONTACT**

NAME & TITLE

PHONE NUMBER

NEW FINANCIAL INFORMATION

*FINANCIAL INSTITUTION NAME:																		
*NAME ON ACCOUNT:																		
*NEW ROUTING NUMBER:																		
*NEW ACCOUNT NUMBER:																		
*ACCT TYPE:	Checking									Savings								
*REMIT E-MAIL ADDRESS																		

New add requests MUST include contact information for the state agency with which you are doing business.

*Agency Name:	*Agency Contact Name:
*Agency Contact Email Address:	*Agency Contact Phone Number:

PRIOR FINANCIAL INFORMATION (only required for updates)

FINANCIAL INSTITUTION NAME:																		
NAME ON ACCOUNT:																		
ROUTING NUMBER:																		
ACCOUNT NUMBER:																		
ACCT TYPE:	Checking									Savings								
REMIT E-MAIL ADDRESS																		

*** ALL BOXES BELOW MUST BE REVIEWED AND CHECKED**

	I acknowledge that electronic payments to the designated account must comply with the provisions of U.S. law, and the requirements of the Office of Foreign Assets Control (OFAC). I affirm the entire amount of the payment will not be transferred to a foreign bank account.
	I authorize the Office of the State Controller to initiate ACH payments, and if necessary, adjustments for any ACH payments in error, to the financial institution and account identified on the attached certification document. This authority will remain in effect until I, the vendor, cancel it in writing or the authority is terminated by the NC Office of the State Controller.
	I have attached a copy of a current voided check, current bank statement or included a bank letter on bank letterhead.

*PRINT NAME:	*DATE:
*SIGNATURE:	*PHONE NUMBER:

Instructions

*** Denotes a required field on the form**

1. *Check the appropriate box at the top of the form:
 - New Add Request – Vendor would like to begin receiving payments via ACH.
 - Change/Update Existing Account – Vendor's account number, routing number, or remittance email address has changed.
 - Inactivate Existing Account – Vendor no longer wants to receive payments via ACH.
2. *Enter the vendor's Tax Identification Number or Social Security Number.
3. *Enter the Payee Name – The name of the person or business receiving payment.
4. *Enter the vendor's remittance address. The remittance address is the address printed on your invoice where payments should be sent.
5. *Enter the vendor's contact name, title, and phone number.
6. *Enter the vendor's financial information:
 - Financial Institution Name – Name of the financial institution.
 - Name on Account – The account owner's name.
 - Routing Number – Nine-digit number identifying the financial institution.
 - Account Number – The bank account number where the funds should be deposited.
 - Account Type – Is this a checking or savings account? Check the appropriate box.
 - Remit E-mail address - Enter the email address to which the remittance advices should be sent.
7. *For a **new add request only**, provide the following:
 - Agency Name – The state agency the vendor is doing business with.
 - Agency Contact Name – The vendor's contact person name at the state agency.
 - Agency Contact Email Address – The contact person's email address at the state agency.
 - Agency Contact Phone Number – The contact person's phone number at the state agency.

NOTE: New add requests MUST include contact information for the state agency with which you are doing business.
8. Prior Financial Information – this is required if the vendor's bank account, routing number, or remittance email address has changed.
 - Financial Institution Name – Name of the financial institution.
 - Name on Account – The account owner's name.
 - Routing Number – Nine-digit number identifying the financial institution.
 - Account Number – The bank account number where the funds should be deposited.
 - Account Type – Is this a checking or savings account? Check the appropriate box.
 - Remit E-mail address - Enter the email address to which the remittance advices should be sent.
9. *Review all the information in the 3 attestation boxes located above the signature area. All 3 boxes must be checked – **otherwise the form will not be processed.**
10. *Print Name – Print the name of the authorized signee on the form.
 - *Date – Date of signature.
 - *Signature – The authorized signee's signature.
 - *Phone Number – The authorized signee's phone number.

Return to: OSC Support Services Center

Address:

1410 Mail Service Center

Raleigh, NC 27699-1410

Email: osc.support.services@osc.nc.gov

Please allow up to 30 days for processing.



Steve Troxler
Commissioner

North Carolina Department of Agriculture and Consumer Services

N. David Smith
Chief Deputy Commissioner

April 17, 2020

Ms. Mamie Caison
Brunswick County Phase #1
10 Referendum Drive
Bolivia, NC 28420

NOTIFICATION OF FUNDING OFFER

Dear Ms. Caison,

On behalf of Commissioner Steve Troxler and the North Carolina Department of Agriculture and Consumer Services – Division of Soil & Water Conservation, I am pleased to inform you that \$138,574.00 for your project, Watershed Restoration Project, was approved under the Hurricane Florence Emergency Response Act.

Two original contract packets must be completed and returned to the NCDA&CS, making sure that the contracts and certain forms have been signed, dated, and witnessed, as applicable, before they are returned to the address provided below. By completing these documents, you are agreeing to the specific stipulations, the general terms and conditions and specific reporting requirements. Please return the two completed packets to:

Heather Reichert
NC Department of Agriculture & Consumer Services, Division of Soil & Water Conservation
1614 Mail Service Center
Raleigh, NC 27699-1614

All authorized representative signatures must be in blue ink. Use the Contract Check Off List to ensure all attachments are included and are in the correct order for each contract packet.

One fully executed, original contract will be returned to you for your records. If you have any questions about your contract or any of the forms contained in your offer packet, please call Heather Reichert at 919-707-3768, or feel free to send an email to Heather.Reichert@ncagr.gov.

I would like to take this opportunity to thank you for participating in the Watershed Restoration Project for restoring drainage and securing streambanks following recent storms.

Sincerely,

N. David Smith
Chief Deputy Commissioner

Enclosures
cc: Tara Tyson, Grants Administrator



NORTH CAROLINA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES

Steven W. Troxler, Commissioner

Contract Check Off List for Grantee (Government/University)

INSTRUCTIONS: Check the "Yes" boxes in the left column for the document titles that are being returned with the two signed, dated and witnessed copies of the contract, with signatures in blue ink. Be sure to include all the other documents specified in your contract package. If "No" has been checked off for you, that document is not required for this grant program or project.

GRANTEE ORGANIZATION NAME: Brunswick County Phase #1

PROJECT TITLE/NAME: Watershed Restoration Project

CONTRACT #: 19-091-4056

GO Entities Only Check One Box				Document Title	Department Use – Documents Attached or On File			Grants and Contracts- Documents Attached or On File				
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Contractual “Check Off List for Grantee	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Contract Cover (To be signed, dated & witnessed)	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Attachment A – General Terms and Conditions – Government/University	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Attachment B – Scope of Work (includes Timeline and Line Item Budget)	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Attachment C – Certifications and Assurances Section	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Attachment D – NC OpenBook Supplemental Information	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Attachment E – Signature Card	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Attachment F – W-9 Tax Information	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Attachment G – Vendor Electronic Payment Form	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Attachment H – FFATA Data Reporting Requirements (if applicable)	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Attachment I – Federal Regulations (if applicable)	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No

**STATE OF NORTH CAROLINA
COUNTY OF WAKE**



Departmental Use Only

CENTER: 2985-1803
ACCOUNT: 536502
AMOUNT: \$138,574.00

CENTER: _____
ACCOUNT: 536502
AMOUNT: _____

CENTER: _____
ACCOUNT: 536502
AMOUNT: _____

CENTER: _____
ACCOUNT: 536502
AMOUNT: .00

**North Carolina Department of Agriculture and Consumer Services
Division of Soil & Water Conservation**

Watershed Restoration Project - Governmental

CONTRACT # 19-091-4056

This Contract is hereby entered into by and between the **North Carolina Department of Agriculture and Consumer Services, Division of Soil & Water Conservation** (the "Agency") and **Brunswick County** ("Grantee"), and referred to collectively as the "Parties". The Grantee's federal tax identification number is 56-6000278 and is physically located in Brunswick County, and is further located at 10 Referendum Drive Bolivia, NC 28420.

The purpose of this Contract is to implement needed repairs to streams and drainage ways resulting from hurricanes and subsequent flooding. The Grantee's project title is Watershed Restoration Project. This Contract is funded by state appropriations. Funds awarded under this Contract must be used for the purposes for which they are intended.

The Grantee's fiscal year ends June 30.

Contract Documents:

This Contract consists of the Grant Contract and its attachments, all of which are identified by name as follows:

1. This Contract
2. General Terms and Conditions (Attachment A)
3. Scope of Work, including Timeline, Line Item Budget and Budget Narrative (Attachment B)
4. Certifications and Assurances Section (Attachment C)
5. NC Openbook Supplemental Information (Attachment D)
6. Signature Card (Attachment E)
7. W-9 Tax Information (Attachment F)
8. Vendor Electronic Payment Form (Attachment G)

These documents constitute the entire agreement between the Parties and supersede all prior oral or written statements or agreements.

I. Precedence Among Contract Documents:

In the event of a conflict between or among the terms of the Contract Documents, the terms in the Contract Document with the highest relative precedence shall prevail. The order of precedence shall be the order of documents as listed in Paragraph 1, above, with the first-listed document having the highest precedence and the last-listed document having the lowest precedence. If there are multiple

Contract Amendments, the most recent amendment shall have the highest precedence and the oldest amendment shall have the lowest precedence.

II. **Effective Period:**

This Contract shall be effective on **January 1, 2020** and shall terminate on **December 31, 2022** with the option to extend, if mutually agreed upon, through a written amendment as provided for in the General Terms and Conditions as described in Attachment A.

III. **Grantee's Duties:**

The Grantee shall provide the services as described in the Attachment **B: Scope of Work**. The Grantee shall be responsible to obtaining necessary landowner authorization for site access and all permits needed to complete the planned work.

IV. **Agency's Duties:**

The Agency shall pay the Grantee in the manner and in the amounts specified in the Contract Documents. The total amount paid by the Agency to the Grantee under this Contract shall not exceed **\$138,574.00**. This amount consists of: **\$138,574.00** in State funds.

☐ a. There are no matching requirements from the Grantee.

☐ b. There are no matching requirements from the Grantee; however, the Grantee has committed the following match to this project:

	In Kind	\$
	Cash	\$
	Cash and In-kind	\$
	Cash and/or In-kind	\$
	Other/Specify:	\$

☒ c. The Grantee's matching requirement is \$374,189.00, which consists of:

	In Kind	\$
	Cash	\$
	USDA Funds	\$374,189.00
	Cash and/or In-kind	
	Other/Specify:	\$

☐ d. The Grantee has committed to an additional \$ _____ to complete the project as described in Attachment B.

The total contract amount with matching funds is **\$512,763.00**.

V. **Conflict of Interest Policy:**

The Agency has determined that the Grantee is a governmental agency and is not subject to N.C.G.S. § 143C-6-23(b). Therefore, the Grantee is not required to file a Conflict of Interest Policy with the Agency prior to disbursement of funds.

VI. **Statement of No Overdue Tax Debts:**

The Agency has determined that Grantee is a governmental agency and is not subject to N.C.G.S. § 143C-6-23(c). Therefore, the Grantee is not required to file a Statement of No Overdue Tax Debts with the Agency prior to disbursement of funds.

VII. Reversion of Unexpended Funds:

Any unexpended grant funds shall revert to the Agency upon termination of this Contract.

VIII. Reporting Requirements:

(1) State [N.C.G.S. 143C-6-23]:

The Agency has determined that the Grantee is a governmental entity and is not subject to the State reporting requirements mandated by N.C.G.S. § 143C-6-23. Therefore, the Grantee does not have to file annual electronic reports with the NC Office of State Budget & Management.

(2) Agency Reporting Requirements:

- a) The Grantee shall submit quarterly progress reports, with each report due on or before the last day of January, April, July, and October, continuing until the project is complete and final project report is approved. The quarterly progress report is required even if no activity has occurred for the quarter and no reimbursement is requested for the quarter.
- b) The quarterly and final report shall include a narrative summary of the work completed each quarter and for the project to date and a summary of cash and in-kind expenditures for the quarter and total project.
- c) Grantee shall submit a Final Financial report and Final Invoice not later than 60 days after the expiration or termination of this Contract.

IX. Payment Provisions:

Upon execution of this Contract the Grantee shall submit to the Agency Contract Administrator a completed Request for Payment form, to be provided by the Agency. All Request for Payment forms should be received no more than monthly, with an invoice showing expenditures and matching funds, if applicable, for the current period and cumulatively for the entire project. Upon approval by the Agency, payment shall be made within 30 days. Twenty percent (20%) of the total funds awarded under this Contract shall be retained by the Agency until both the final performance and financial reports are submitted by the Grantee and approved by the Agency.

For sites for which this contract is supplementing USDA Emergency Watershed Protection Program (EWPP) funding, completed work must also satisfy EWPP requirements prior to payment being authorized.

Up to 16 percent (16%) of the funds awarded to the Grantee may be used to reimburse actual documented engineering, technical assistance, and administrative expenses for the project, excluding any expenses pledged by the Grantee as match for this project and salary, benefits, and operating expenses that would normally have been paid by the Grantee.

The Grantee shall expend funds in accordance with G.S. 143C-6-23 (f1)(f2)(j). The Grantee shall account for any income earned, which may result from any funds awarded under this Contract, on the Agency "Request for Reimbursement" form. Eligible uses of income earned are:

- a) Expanding the project or program;
- b) Continuing the project or program after grant ends; or
- c) Supporting other projects or programs that further the broad objectives of the grant program.

If this Contract is terminated prior to the original end date, the Grantee may submit a final Request for Payment form. All unexpended funds shall be returned by the Grantee to the Agency within 60 days of the Contract termination date with a complete final financial report, accompanied by either a final invoice or a refund of any funds received but not expended. The Agency shall have no obligation to honor requests for payment based on expenditure reports submitted later than 60 days after termination or expiration of the contract period.

Reimbursement requests shall be completed on a "Request for Reimbursement" form furnished to the Grantee by the Agency. All reimbursement forms must include support documentation, including but not limited to; copies of invoices, individual time sheets and travel logs that have been signed by the

employee and supervisor; salary registers or payrolls that include fringe benefits, hourly rates of pay, and signature of the Grantee's responsible financial person, cancelled checks and lease agreements.

Eligible expenditures for payment must be within the effective period noted in the Contract. Reimbursement may not be considered prior to the submission and final execution of the Contract.

All travel reimbursement shall be made in accordance with the current State rates, at the time of the expenditure, and shall be made in accordance with the "State Budget Manual".

Staff from the Division of Soil and Water Conservation or its designated agent will conduct a site visit and approve the work completed and submitted for reimbursement prior to releasing any payment to the Grantee. The Agency must determine that all work has been completed satisfactorily in accordance with the Best Management Practices for Selective Clearing and Snagging.

All matching funds, including in-kind and cash, must be spent concurrently with funds provided by the Contract. Both types of matching funds expended shall be accounted for on the monthly invoices.

Indirect costs are not allowable expenditures under this Contract, except as described in paragraph two of this section.

X. Contract Administrators:

All notices permitted or required to be given by one Party to the other and all questions about the Contract from one Party to the other shall be addressed and delivered to the other Party's Contract Administrator. The name, post office address, street address, telephone number, fax number, and email address of the Parties' respective initial Contract Administrator are set out below. Either Party may change the name, post office address, street address, telephone number, fax number, or email address of its Contract Administrator by giving timely written notice to the other Party.

For the Agency:

IF DELIVERED BY US POSTAL SERVICE	IF DELIVERED BY ANY OTHER MEANS
David B. Williams, Deputy Director Division of Soil & Water Conservation 1614 Mail Service Center Raleigh, NC 27699-1614 Telephone: 919-715-6103 Email: David.B.Williams@ncagr.gov	David B. Williams, Deputy Director Division of Soil & Water Conservation 216 West Jones Street Raleigh, NC 27603

For the Grantee:

Grantee Contract Administrator	Grantee Principal Investigator or Key Personnel
Mamie Caison Brunswick County 10 Referendum Drive Bolivia, NC 28420 Telephone: 910-253-2830 Fax: 910-253-2836 Email: mamie.caison@nc.nacdnet.net	Same

XI. Supplementation of Expenditure of Public Funds:

The Grantee assures that funds received pursuant to this Contract shall be used only to supplement, not to supplant, the total amount of federal, state and local public funds that the Grantee otherwise normally expends for salary and benefits for activities involved with specialty services and related programs. Funds received under this Contract shall be used to provide additional public funding for

such services. The funds shall not be used to reduce the Grantee's total expenditure of other public funds for such services.

XII. Disbursements:

As a condition of this Contract, the Grantee acknowledges and agrees to make disbursements in accordance with the following requirements:

- a. Will implement or already have implemented adequate internal controls over disbursements
- b. Pre-audit all invoices presented for payment to determine:
 - Validity and accuracy of payment
 - Payment due date
 - Adequacy of documentation supporting payment
 - Legality of disbursement
- c. Assure adequate control of signature stamps/plates
- d. Assure adequate control of negotiable instruments; and
- e. Have procedures in place to ensure that account balance is solvent and to reconcile the account monthly.
- f.

XIII. Outsourcing:

The Grantee certifies that it has identified to the Agency all jobs related to the Contract that have been outsourced to other countries, if any. Grantee further agrees that it will not outsource any such jobs during the term of this Contract without providing prior notice to the Agency.

XIV. N.C.G.S. § 133-32 and Executive Order 24:

N.C.G.S. § 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State employee of any gift from anyone with a Contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement or Contract, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employee of your organization.

[This Contract is continued on the next page]

XV. Signature Warranty:

The undersigned represent and warrant that they are authorized to bind their principals to the terms of this Contract.

IN WITNESS WHEREOF, the Grantee and the Agency execute this contract in **two (2)** originals, one (1) of which is retained by the Grantee and one (1) which are retained by the Agency, the day and year first above written.

Grantee: Brunswick County

Signature of Authorized Representative Date

Printed Name Title

Witness:

Signature Date

Printed Name Title



North Carolina Department of Agriculture and Consumer Services

Signature of Authorized Representative Date

N. David Smith, Chief Deputy Commissioner

PUBLIC SECTOR CONTRACTS (Including Local Governments)**General Terms and Conditions****DEFINITIONS**

Unless indicated otherwise from the context, the following terms shall have the following meanings in this Contract. All definitions are from 9 NCAC 3M.0102 unless otherwise noted. If the rule or statute that is the source of the definition is changed by the adopting authority, the change shall be incorporated herein:

- (1) "Agency" (as used in the context of the definitions below) shall mean and include every public office, public officer or official (State or local, elected or appointed), institution, board, commission, bureau, council, department, authority or other unit of government of the State or of any county, unit, special district or other political subagency of government. For other purposes in this Contract, "Agency" shall mean the entity identified as one of the parties hereto.
- (2) "Audit" means an examination of records or financial accounts to verify their accuracy.
- (3) "Certification of Compliance" means a report provided by the Agency to the Office of the State Auditor that states that the Grantee has met the reporting requirements established by this Subchapter and included a statement of certification by the Agency and copies of the submitted grantee reporting package.
- (4) "Compliance Supplement" refers to the North Carolina State Compliance Supplement, maintained by the State and Local Government Finance Agency within the North Carolina Department of State Treasurer that has been developed in cooperation with agencies to assist the local auditor in identifying program compliance requirements and audit procedures for testing those requirements.
- (5) "Contract" means a legal instrument that is used to reflect a relationship between the agency, grantee, and subgrantee.
- (6) "Fiscal Year" means the annual operating year of the non-State entity.
- (7) "Financial Assistance" means assistance that non-State entities receive or administer in the form of grants, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other assistance. Financial assistance does not include amounts received as reimbursement for services rendered to individuals for Medicare and Medicaid patient services.
- (8) "Financial Statement" means a report providing financial statistics relative to a given part of an organization's operations or status.
- (9) "Grant" means financial assistance provided by an agency, grantee, or subgrantee to carry out activities whereby the grantor anticipates no programmatic involvement with the grantee or subgrantee during the performance of the grant.
- (10) "Grantee" has the meaning in G.S. 143C-6-23(a)(2): a non-State entity that receives a grant of State funds from a State agency, department, or institution but does not include any non-State entity subject to the audit and other reporting requirements of the Local Government Commission. For other purposes in this Contract, "Grantee" shall mean the entity identified as one of the parties hereto.
- (11) "Grantor" means an entity that provides resources, generally financial, to another entity in order to achieve a specified goal or objective.
- (12) "Non-State Entity" has the meaning in N.C.G.S. 143C-1-1(d)(18): Any of the following that is not a State agency: an individual, a firm, a partnership, an association, a county, a corporation, or any other organization acting as a unit. The term includes a unit of local government and public authority.
- (13) "Public Authority" has the meaning in N.C.G.S. 143C-1-1(d)(22): A municipal corporation that is not a unit of local government or a local governmental authority, board, commission, council, or agency that (i) is not a municipal corporation and (ii) operates on an area, regional, or multiunit basis, and the budgeting and accounting systems of which are not fully a part of the budgeting and accounting systems of a unit of local government.
- (14) "Single Audit" means an audit that includes an examination of an organization's financial statements, internal controls, and compliance with the requirements of federal or State awards.
- (15) "Special Appropriation" means a legislative act authorizing the expenditure of a designated amount of public funds for a specific purpose.
- (16) "State Funds" means any funds appropriated by the North Carolina General Assembly or collected by the State of North Carolina. State funds include federal

financial assistance received by the State and transferred or disbursed to non-State entities. Both federal and State funds maintain their identity as they are subgranted to other organizations. Pursuant to N.C.G.S. 143C-6-23(a)(1), the terms "State grant funds" and "State grants" do not include any payment made by the Medicaid program, the Teachers' and State Employees' Comprehensive Major Medical Plan, or other similar medical programs.

(17) "Subgrantee" has the meaning in G.S. 143C-6-23(a)(3): a non-State entity that receives a grant of State funds from a grantee or from another subgrantee but does not include any non-State entity subject to the audit and other reporting requirements of the Local Government Commission.

(18) "Unit of Local Government" has the meaning in G.S. 143C-1-1(d)(29): A municipal corporation that has the power to levy taxes, including a consolidated city-county as defined by G.S. 160B-2(1), and all boards, agencies, commissions, authorities, and institutions thereof that are not municipal corporations.

Relationships of the Parties

Independent Contractor: The Grantee is and shall be deemed to be an independent Contractor in the performance of this Contract and as such shall be wholly responsible for the work to be performed and for the supervision of its employees. The Grantee represents that it has, or shall secure at its own expense, all personnel required in performing the services under this agreement. Such employees shall not be employees of, or have any individual contractual relationship with, the Agency.

Subcontracting: The Grantee shall not subcontract any of the work contemplated under this Contract without prior written approval from the Agency. Any approved subcontract shall be subject to all conditions of this Contract. Only the subcontractors or subgrantees specified in the Contract documents are to be considered approved upon award of the Contract. The Agency shall not be obligated to pay for any work performed by any unapproved subcontractor or subgrantee. The Grantee shall be responsible for the performance of all of its subgrantees and shall not be relieved of any of the duties and responsibilities of this Contract.

Subgrantees: The Grantee has the responsibility to ensure that all subgrantees, if any, provide all information necessary to permit the Grantee to comply with the standards set forth in this Contract.

Assignment: No assignment of the Grantee's obligations or the Grantee's right to receive payment hereunder shall be permitted. However, upon written request approved by the issuing purchasing authority, the State may:

- (a) Forward the Grantee's payment check(s) directly to any person or entity designated by the Grantee, or
- (b) Include any person or entity designated by Grantee as a joint payee on the Grantee's payment check(s).

In no event shall such approval and action obligate the State to anyone other than the Grantee and the Grantee shall remain responsible for fulfillment of all Contract obligations.

Beneficiaries: Except as herein specifically provided otherwise, this Contract shall inure to the benefit of and be binding upon the parties hereto and their respective successors. It is expressly understood and agreed that the enforcement of the terms and conditions of this Contract, and all rights of action relating to such enforcement, shall be strictly reserved to the Agency and the named Grantee. Nothing contained in this document shall give or allow any claim or right of action whatsoever by any other third person. It is the express intention of the Agency and Grantee that any such person or entity, other than the Agency or the Grantee, receiving services or benefits under this Contract shall be deemed an incidental beneficiary only.

Indemnity

Indemnification: The Grantee agrees to indemnify and hold harmless the Agency, including any of its Divisions, and any of its officers, agents and employees, from liability of any kind, and from any claims of third parties arising out of any act or omission of the Contractor in connection with the performance of this Contract to the extent permitted by law.

Default and Termination

Termination by Mutual Consent: The Parties may terminate this Contract by mutual consent with 60 days notice to the other party, or as otherwise provided by law.

Termination for Cause: If, through any cause, the Grantee shall fail to fulfill its obligations under this Contract in a timely and proper manner, the Agency shall have the right to terminate this Contract by giving written notice to the Grantee and specifying the effective date thereof.

In that event, all finished or unfinished deliverable items prepared by the Grantee under this Contract

shall, at the option of the Agency, become its property and the Grantee shall be entitled to receive just and equitable compensation for any satisfactory work completed on such materials, minus any payment or compensation previously made.

Notwithstanding the foregoing provision, the Grantee shall not be relieved of liability to the Agency for damages sustained by the Agency by virtue of the Grantee's breach of this agreement, and the Agency may withhold any payment due the Grantee for the purpose of setoff until such time as the exact amount of damages due the Agency from such breach can be determined. The filing of a petition for bankruptcy by the Grantee shall be an act of default under this Contract.

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

Availability of Funds: The parties to this Contract agree and understand that the payment of the sums specified in this Contract is dependent and contingent upon and subject to the appropriation, allocation, and availability of funds for this purpose to the Agency.

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

Survival of Promises: All promises, requirements, terms, conditions, provisions, representations, guarantees, and warranties contained herein shall survive the Contract expiration or termination date unless specifically provided otherwise herein, or unless superseded by applicable federal or State statutes of limitation.

Intellectual Property Rights

Copyrights and Ownership of Deliverables: All deliverable items produced pursuant to this Contract are the exclusive property of the Agency. The Grantee shall not assert a claim of copyright or other property interest in such deliverables.

Compliance with Applicable Laws

Compliance with Laws: The Grantee shall comply with all laws, ordinances, codes, rules, regulations,

and licensing requirements that are applicable to the conduct of its business, including those of federal, State, and local agencies having jurisdiction and/or authority.

Equal Employment Opportunity: The Grantee shall take affirmative action in complying with all federal and State statutes and all applicable requirements concerning fair employment of people with disabilities, and concerning the treatment of all employees without regard to discrimination by reason of race, color, religion, sex, national origin or disability. For additional information see Title VI of the Civil Rights Act of 1964 (42 U.S.C., 2000d, 2000e-16), Title XI of the Education amendments of 1972, as amended (20 U.S.C. 1681-1683 and 1685-1686), and section 504 of the Rehabilitation Act of 1973 as amended (29 U.S.C. 794).

Executive Order 24: In accordance with Executive Order 24, issued by Governor Perdue, and N.C.G.S. § 133-32, a vendor or contractor (i.e. architect, bidder, contractor, construction manager, design professional, engineer, landlord, offeror, seller, subcontractor, supplier, vendor, or grantee), is prohibited from making gifts or giving favors to any employee of the Agency of Agriculture and Consumer Services. This prohibition covers those vendors, contractors, and/or grantees who:

- (a) have a Contract with a governmental Agency; or
- (b) have performed under such a Contract within the past year; or
- (c) anticipate bidding on such a Contract in the future.

For additional information regarding the specific requirements and exemptions, vendors, contractors, and/or grantees are encouraged to review Executive Order 24 and N.C.G.S. § 133-32.

Confidentiality

Confidentiality: Any information, data, instruments, documents, studies or reports given to or prepared or assembled by the Grantee under this agreement shall be kept as confidential and not divulged or made available to any individual or organization without the prior written approval of the Agency. The Grantee acknowledges that in receiving, storing, processing or otherwise dealing with any confidential information it will safeguard and not further disclose the information except as otherwise provided in this Contract.

Oversight

Access to Persons and Records: The State Auditor and the using agency's internal auditors shall have

access to persons and records as a result of all Contracts or grants entered into by State agencies or political subdivisions in accordance with General Statute 147-64.7 and Session Law 2010-194, Section 21 (i.e., the State Auditors and internal auditors may audit the records of the contractor during the term of the Contract to verify accounts and data affecting fees or performance).

Record Retention: Records shall not be destroyed, purged or disposed of without the express written consent of the Agency. State basic records retention policy requires all grant records to be retained for a minimum of five years or until all audit exceptions have been resolved, whichever is longer. If the Contract is subject to federal policy and regulations, record retention may be longer than five years since records must be retained for a period of three years following submission of the final Federal Financial Status Report, if applicable, or three years following the submission of a revised final Federal Financial Status Report. Also, if any litigation, claim, negotiation, audit, disallowance action, or other action involving this Contract has been started before expiration of the five-year retention period described above, the records must be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular five-year period described above, whichever is later.

Miscellaneous

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

Headings: The Section and Paragraph headings in these General Terms and Conditions are not material parts of the agreement and should not be used to construe the meaning thereof.

Time of the Essence: Time is of the essence in the performance of this Contract.

Care of Property: The Grantee agrees that it shall be responsible for the proper custody and care of any property furnished to it for use in connection with the performance of this Contract and will reimburse the

Agency for loss of, or damage to, such property. At the termination of this Contract, the Grantee shall contact the Agency for instructions as to the disposition of such property and shall comply with these instructions.

Amendment: This Contract may not be amended orally or by performance. Any amendment must be made in written form and executed by duly authorized representatives of the Agency and the Grantee.

Severability: In the event that a court of competent jurisdiction holds that a provision or requirement of this Contract violates any applicable law, each such provision or requirement shall continue to be enforced to the extent it is not in violation of law or is not otherwise unenforceable and all other provisions and requirements of this Contract shall remain in full force and effect.

Travel Expenses: Reimbursement to the Grantee for travel mileage, meals, lodging and other travel expenses incurred in the performance of this Contract shall be reasonable and supported by documentation. State rates shall be used. International travel shall not be reimbursed under this Contract.

Sales/Use Tax Refunds: If eligible, the Grantee and all subgrantees shall: (a) ask the North Carolina Department of Revenue for a refund of all sales and use taxes paid by them in the performance of this Contract, pursuant to G.S. 105-164.14; and (b) exclude all refundable sales and use taxes from all reportable expenditures before the expenses are entered in their reimbursement reports.

Advertising: The Grantee shall not use the award of this Contract as a part of any news release or commercial advertising.

Indirect Costs Policy: The Agency has adopted a "Zero" policy that indirect costs are unallowable expenditures in all State funded grant applications and/or grant guidance, informational or directional documents.

Allowable Uses of State Funds: Expenditures of State funds by any grantee shall be in accordance with the Cost Principles outlined in the Office of Management and Budget (OMB) CFR Title 2, Part 200 Uniform Administrative Requirements, as applicable. If the grant funding includes federal sources, the grantee shall ensure adherence to the cost principles established by the Federal Office of Management and Budget. [09 NCAC 03M.020]

ATTACHMENT B SCOPE OF WORK WATERSHED RESTORATION PROJECT

Brunswick County (the “GRANTEE”) will complete watershed restoration activities including cutting and removing downed trees, broken tops, woody/vegetative debris and sediment that impede or potentially impede water flow in the streams and tributaries included in Table B1 below (taken from the application submitted by the GRANTEE). For sites for which this contract is supplementing USDA Emergency Watershed Protection Program (EWPP) funding, completed work must also satisfy EWPP requirements prior to payment being authorized.

TABLE B1: Stream/Ditch Segments to be repaired

	Segment Name	Description of Planned Treatment	EWP DSR Number (Project No.)	Linear Feet Planned
BA	Danford Trib	Stream Debris Removal, Sediment Removal, Streambank Stabilization	276	246
BB	Brunswick 01 (Mill Creek)	Stream Debris Removal	277	416
BC	Hickman Branch	Stream Debris removal, Sediment Removal, Streambank Stabilization	278	550
BD	Brunswick 05 (Mill Creek)	Stream Debris Removal	280	75
BE	Brunswick 06(Dews Creek)	Stream Debris Removal, Streambank Stabilization	281	3000
BF	Brunswick 07 (Reedy Branch)	Stream Debris Removal, Streambank Stabilization	282	2000
BG	Brunswick 09 (Falls Swamp)	Stream Debris Removal, Stream Stabilization,	283	910
BH	Jackeys Creek	Stream Debris Removal	284	1310

BI	Brunswick 13 (Lockwoods Folly River)	Stream Debris Removal	285	810
BJ	George II HW Mill Creek	Stream Debris Removal	286	109
BK	Hickman Rd NW Hickman Branch	Stream Debris Removal	287	60
BL	Old Ocean HW Drain	Stream Debris Removal, Streambank Stabilization	291	150
BM	Hwy 17- Woodward Branch	Stream Debris Removal, Streambank Stabilization	316	740
BN	Old Mill Road NE (Trib to Mill Creek)	Stream Debris Removal	290	850
BO	Unnamed Trib to Bolivia Branch	Stream Debris Removal	292	100
BP	River Road SE (Mallory Creek)	Stream Debris Removal	293	425
BQ	Royal Oak Rd NW (Trib to Williams Branch)	Stream Debris Removal)	294	1310
BR	Stone Chimney Rd SW (Little Doe Creek)	Stream Debris Removal	295	425

The GRANTEE will ensure that all required permits are secured for each site and landowner permission is granted before any work proceeds for that site.

The GRANTEE will ensure that it and its contractors follow the Division of Water Resources' *Hurricane Matthew Stream and Wetland Cleanup/Restoration Guideline* dated October 2016. The GRANTEE shall also follow *Best Management Practices for Selective*

Clearing and Snagging to manage all woody debris removed from streams. These guidelines can be downloaded at:

<https://www.ncagr.gov/SWC/disasterresponse/WatershedRecoveryEfforts.html>

In the event the Grantee completes the work specified in the Scope of Work without exhausting the funds in the Contract, the Agency Contract Administrator may issue a Work Authorization to approve stream debris removal work for additional stream segments requested by the Grantee, not to exceed the funds available in the Contract.

Certifications and Assurances

CERTIFICATIONS REGARDING LOBBYING, NONPROCUREMENT, DEBARMENT, SUSPENSION AND DRUG-FREE WORKPLACE

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Signature of this form provides for compliance with certification requirements under 2 CFR, Subtitle B, Chapter IV, Part 417, "Nonprocurement Debarment and Suspension," Part 418, "New Restrictions on Lobbying," and Part 421, "Requirements for Drug-Free Workplace (Financial Assistance)," and 2 CFR Part 180. The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Agriculture & Consumer Services determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by authority: 31 U.S.C. 1352 and U.S.C. 301 and implemented at 2 CFR Part 180, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 2 CFR Section 418.110, the applicant certifies that to the best of their knowledge and belief, that:

- 1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal contract, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- 2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form -LLL, "Disclosure Form to Report Lobbying" in accordance with its instructions.
- 3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

2. NONPROCUREMENT DEBARMENT AND SUSPENSION

As required by Executive Order 12549, Debarment and Suspension, and implemented at 2 CFR Part 180 and 2CFR Part 417, for prospective participants in primary covered transactions, as defined at 2 CFR 180.435 and Subpart C, 417.332, the applicant certifies that it and its principals:

- a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

- c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph 2. (a) (b) of this certification.
- d) Have not within a three-year period preceding this application had one or more public transaction (Federal, State, or local) terminated for cause or default.
- e) Agree to include a term or condition in lower tier covered transactions requiring lower tier participants to comply with subpart C of the OMB guidance in 2 CFR part 180, as supplemented by subpart C of Part 417.

Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this certification.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 2 CFR Part 182, Subparts B, and C, for grantees:

The applicant certifies that it will:

- a) Make a good faith effort, on a continuing basis, to maintain a drug-free workplace. You must agree to do so as a condition for receiving any award covered by this part.
- b) Publish a drug-free workplace statement and establish a drug-free awareness program for your employees (see Sections 182.205 through 182.220); and
- c) Take actions concerning employees who are convicted of violating drug statutes in the workplace (see Section 182.225), including notification to any Federal agency on whose award the convicted employee was working and within 30 days take appropriate personnel action against the employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973 (29 U.S.C. 794), as amended; or require the employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for these purposes by a Federal, State or local health, law enforcement, or other appropriate agency.
- d) You must identify all known workplaces under your Federal awards (see Section 182.230).

The grantee must provide the location site(s) for the performance of work done in connection with the specific grant.

Place(s) of Performance (Street address, city, county, state, zip code)

DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 2 CFR Part 182:

- A. As a condition of the grant, I certify that I will comply with drug-free workplace requirements in Subpart B (or Subpart C, if the recipient is an individual) of part 421, which adopts the Government-wide implementation (2 CFR part 182) of sec. 5152-5158 of the Drug Free Workplace Act of 1988 (Pub.L100-690, Title V, Subtitle D; 41 U.S.C. 701-707).

- B. I agree to notify the agency as required by 2 CFR 182.300(b) of any conviction for a criminal drug offense within ten days.

Notice shall include the identification number(s) of each affected grant.

As the duly authorized representative of the Grantee, I hereby certify and state to the best of my knowledge and belief, that the Grantee will comply with the above certifications.

Grantee Organization Name

Signature of Authorized Representative

Date

Printed Name of Authorized Representative

Title

NC OpenBook Supplemental Information

Instructions: Complete the information below and return it to the Contract Administrator identified in your original contract. This information must be submitted as part of your contract. If you have questions, please contact the Contract Administrator or the Alternate Contact as reflected in your contract.

DUNS Number: _____
 Contract Number: _____ Amendment Number: _____
 Grantee Name: _____
 TAX ID Number: _____
 Fiscal Year Ends: _____

1. Brief Description and Background/History of your Organization.

Be sure to include the number of years in existence, number of employees, mission and goals of your organization.

2. Current project timeline: Begin _____ End _____

3. Expected outcomes and specific deliverables.

(Example: Expected Outcome: Aquaculture operation will remain in business. Deliverable: Healthy food made available for human consumption.)

4. The Grantee's WEB URL: _____

5. * Grantee County of Residence: _____ Congressional District#: _____
 (CONGRESSIONAL DISTRICT # MUST BE IDENTIFIED)

6. **County of Benefit: Single County: ☐ Yes ☐ No County Name: _____
 Statewide: ☐ Yes ☐ No
 Regional: ☐ Yes ☐ No

7. If the answer to question number 6 is more than one county or "Regional", list the counties receiving benefit.

*Grantee County of Residence: County in which grantee is located.

**County of Benefit: List only county or counties in which funding will be spent and/or food commodities will be received.

Signature Card



CONTRACT & FINANCIAL DOCUMENTS

INSTRUCTIONS: Please read and fill in the required information to the right of each field where applicable. Signatures must match the Contract signatures. In the event the affixed signature(s) are no longer valid, a revised form must be submitted prior to processing any contractual documents or submitting "Request for Payments" or any other financial documents. If more than two people will sign for the organization, this form may be duplicated.

SECTION I.

Date:	
Legal Applicant Organization/Agency Name:	
Federal Tax Identification Number:	

SECTION II.

Certification:

By affixing my signature below, I certify that person(s) identified are designated having legal authorization to sign on behalf of the organization named in Section I., above, for purposes of executing contractual documents and preparing, approving and executing all financial documents; including "Requests for Payments." I understand the legal implications of any and all misrepresentation, which include but are not limited to defrauding the State of North Carolina, and certify that the person signing below has full authority to execute this Agreement on behalf of the named organization.

NON-GOVERNMENTAL ORGANIZATIONS ONLY (Must match Contract signature)

Board Chair, Executive Director, etc.	Financial Representative, Treasurer, etc.
Print Name & Title:	Print Name & Title:
Signature:	Signature:

GOVERNMENTAL ENTITIES (Must match Contract signature)

Authorized Governmental Official	Chief Fiscal Officer
Print Name & Title:	Print Name & Title:
Signature:	Signature:

Form

W-9(Rev. November 2017)
Department of the Treasury
Internal Revenue Service**Request for Taxpayer
Identification Number and Certification**► Go to www.irs.gov/FormW9 for instructions and the latest information.**Give Form to the
requester. Do not
send to the IRS.**Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ► _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional)
6 City, state, and ZIP code	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
				-					
or									
Employer identification number									
				-					

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign
Here**Signature of
U.S. person ►

Date ►

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting*, later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the instructions for Part II for details),
3. The IRS tells the requester that you furnished an incorrect TIN,
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or
5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code*, later, and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships*, earlier.

What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code*, later, and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note: ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C corporation, or S corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

IF the entity/person on line 1 is a(n) . . .	THEN check the box for . . .
• Corporation	Corporation
• Individual • Sole proprietorship, or • Single-member limited liability company (LLC) owned by an individual and disregarded for U.S. federal tax purposes.	Individual/sole proprietor or single-member LLC
• LLC treated as a partnership for U.S. federal tax purposes, • LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or • LLC that is disregarded as an entity separate from its owner but the owner is another LLC that is not disregarded for U.S. federal tax purposes.	Limited liability company and enter the appropriate tax classification. (P= Partnership; C= C corporation; or S= S corporation)
• Partnership	Partnership
• Trust/estate	Trust/estate

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

- 1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)
- 2—The United States or any of its agencies or instrumentalities
- 3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities
- 5—A corporation
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission
- 8—A real estate investment trust
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940
- 10—A common trust fund operated by a bank under section 584(a)
- 11—A financial institution
- 12—A middleman known in the investment community as a nominee or custodian
- 13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 5 ²
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note: You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, write NEW at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note: See *What Name and Number To Give the Requester*, later, for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.SSA.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/Businesses and clicking on Employer Identification Number (EIN) under Starting a Business. Go to www.irs.gov/Forms to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to www.irs.gov/OrderForms to place an order and have Form W-7 and/or SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code*, earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABLE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor ²
5. a. The usual revocable savings trust (grantor is also trustee) b. So-called trust account that is not a legal or valid trust under state law	The grantor-trustee ¹ The actual owner ¹
6. Sole proprietorship or disregarded entity owned by an individual	The owner ³
7. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor ⁴
For this type of account:	Give name and EIN of:
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity ⁴
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee

For this type of account:	Give name and EIN of:
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships*, earlier.

***Note:** The grantor also must provide a Form W-9 to trustee of trust.

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes.

Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at spam@uce.gov or report them at www.ftc.gov/complaint. You can contact the FTC at www.ftc.gov/idtheft or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see www.IdentityTheft.gov and Pub. 5027.

Visit www.irs.gov/IdentityTheft to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

Office of the State Controller
Return to: OSC Support Services Center
 Address: 1410 Mail Service Center
 Raleigh, NC 27699-1410
 Email: osc.support.services@osc.nc.gov
 Telephone: 919-707-0795



Vendor Electronic Payment Form

New Add Request
 Change/Update Existing Account
 Inactivate Existing Account

***Denotes a required field**

The State of North Carolina offers payees the opportunity to receive payments electronically through U.S. based banks. In addition to having the funds deposited electronically, you will also receive remittance information by e-mail.

We require you to submit a copy of a voided check, bank statement, or a letter from your bank for account verification.

***TAX ID # or SSN**

--	--	--	--	--	--	--	--	--	--

***PAYEE NAME**

--	--

***REMITTANCE ADDRESS**

(AS PRINTED ON
YOUR INVOICE)

STREET

--

SUITE/ROOM #

--

--

CITY

--

STATE

ZIP CODE

--

***CONTACT**

NAME & TITLE

PHONE NUMBER

NEW FINANCIAL INFORMATION

*FINANCIAL INSTITUTION NAME:																			
*NAME ON ACCOUNT:																			
*NEW ROUTING NUMBER:	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>																		
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*ACCT TYPE:	<table border="1"> <tr> <td>Checking</td> <td>Savings</td> </tr> </table>	Checking	Savings																
Checking	Savings																		
*REMIT E-MAIL ADDRESS																			

New add requests MUST include contact information for the state agency with which you are doing business.

*Agency Name:	*Agency Contact Name:
*Agency Contact Email Address:	*Agency Contact Phone Number:

PRIOR FINANCIAL INFORMATION (only required for updates)

FINANCIAL INSTITUTION NAME:																			
NAME ON ACCOUNT:																			
ROUTING NUMBER:	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>																		
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Checking	Savings																		
REMIT E-MAIL ADDRESS																			

*** ALL BOXES BELOW MUST BE REVIEWED AND CHECKED**

	I acknowledge that electronic payments to the designated account must comply with the provisions of U.S. law, and the requirements of the Office of Foreign Assets Control (OFAC). I affirm the entire amount of the payment will not be transferred to a foreign bank account.
	I authorize the Office of the State Controller to initiate ACH payments, and if necessary, adjustments for any ACH payments in error, to the financial institution and account identified on the attached certification document. This authority will remain in effect until I, the vendor, cancel it in writing or the authority is terminated by the NC Office of the State Controller.
	I have attached a copy of a current voided check, current bank statement or included a bank letter on bank letterhead.

*PRINT NAME:	*DATE:
*SIGNATURE:	*PHONE NUMBER:

Instructions

*** Denotes a required field on the form**

1. *Check the appropriate box at the top of the form:
 - New Add Request – Vendor would like to begin receiving payments via ACH.
 - Change/Update Existing Account – Vendor's account number, routing number, or remittance email address has changed.
 - Inactivate Existing Account – Vendor no longer wants to receive payments via ACH.
2. *Enter the vendor's Tax Identification Number or Social Security Number.
3. *Enter the Payee Name – The name of the person or business receiving payment.
4. *Enter the vendor's remittance address. The remittance address is the address printed on your invoice where payments should be sent.
5. *Enter the vendor's contact name, title, and phone number.
6. *Enter the vendor's financial information:
 - Financial Institution Name – Name of the financial institution.
 - Name on Account – The account owner's name.
 - Routing Number – Nine-digit number identifying the financial institution.
 - Account Number – The bank account number where the funds should be deposited.
 - Account Type – Is this a checking or savings account? Check the appropriate box.
 - Remit E-mail address - Enter the email address to which the remittance advices should be sent.
7. *For a **new add request only**, provide the following:
 - Agency Name – The state agency the vendor is doing business with.
 - Agency Contact Name – The vendor's contact person name at the state agency.
 - Agency Contact Email Address – The contact person's email address at the state agency.
 - Agency Contact Phone Number – The contact person's phone number at the state agency.

NOTE: New add requests MUST include contact information for the state agency with which you are doing business.
8. Prior Financial Information – this is required if the vendor's bank account, routing number, or remittance email address has changed.
 - Financial Institution Name – Name of the financial institution.
 - Name on Account – The account owner's name.
 - Routing Number – Nine-digit number identifying the financial institution.
 - Account Number – The bank account number where the funds should be deposited.
 - Account Type – Is this a checking or savings account? Check the appropriate box.
 - Remit E-mail address - Enter the email address to which the remittance advices should be sent.
9. *Review all the information in the 3 attestation boxes located above the signature area. All 3 boxes must be checked – **otherwise the form will not be processed.**
10. *Print Name – Print the name of the authorized signee on the form.
 - *Date – Date of signature.
 - *Signature – The authorized signee's signature.
 - *Phone Number – The authorized signee's phone number.

Return to: OSC Support Services Center

Address:

1410 Mail Service Center

Raleigh, NC 27699-1410

Email: osc.support.services@osc.nc.gov

Please allow up to 30 days for processing.



Steve Troxler
Commissioner

North Carolina Department of Agriculture and Consumer Services

N. David Smith
Chief Deputy Commissioner

April 17, 2020

Ms. Mamie Caison
Brunswick County
10 Referendum Drive
Bolivia, NC 28420

NOTIFICATION OF FUNDING OFFER

Dear Ms. Caison,

On behalf of Commissioner Steve Troxler and the North Carolina Department of Agriculture and Consumer Services – Division of Soil & Water Conservation, I am pleased to inform you that \$13,498.00 for your project, Watershed Restoration Project, was approved under the Hurricane Florence Emergency Response Act.

Two original contract packets must be completed and returned to the NCDA&CS, making sure that the contracts and certain forms have been signed, dated, and witnessed, as applicable, before they are returned to the address provided below. By completing these documents, you are agreeing to the specific stipulations, the general terms and conditions and specific reporting requirements. Please return the two completed packets to:

Heather Reichert
NC Department of Agriculture & Consumer Services, Division of Soil & Water Conservation
1614 Mail Service Center
Raleigh, NC 27699-1614

All authorized representative signatures must be in blue ink. Use the Contract Check Off List to ensure all attachments are included and are in the correct order for each contract packet.

One fully executed, original contract will be returned to you for your records. If you have any questions about your contract or any of the forms contained in your offer packet, please call Heather Reichert at 919-707-3768, or feel free to send an email to Heather.Reichert@ncagr.gov.

I would like to take this opportunity to thank you for participating in the Watershed Restoration Project for restoring drainage and securing streambanks following recent storms.

Sincerely,

N. David Smith
Chief Deputy Commissioner

Enclosures
cc: Tara Tyson, Grants Administrator



NORTH CAROLINA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES

Steven W. Troxler, Commissioner

Contract Check Off List for Grantee (Government/University)

INSTRUCTIONS: Check the "Yes" boxes in the left column for the document titles that are being returned with the two signed, dated and witnessed copies of the contract, with signatures in blue ink. Be sure to include all the other documents specified in your contract package. If "No" has been checked off for you, that document is not required for this grant program or project.

GRANTEE ORGANIZATION NAME: Brunswick County #3

PROJECT TITLE/NAME: Watershed Restoration Project

CONTRACT #: 19-091-4055

GO Entities Only Check One Box				Document Title	Department Use – Documents Attached or On File			Grants and Contracts- Documents Attached or On File				
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Contractual “Check Off List for Grantee	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Contract Cover (To be signed, dated & witnessed)	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Attachment A – General Terms and Conditions – Government/University	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Attachment B – Scope of Work (includes Timeline and Line Item Budget)	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Attachment C – Certifications and Assurances Section	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Attachment D – NC OpenBook Supplemental Information	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Attachment E – Signature Card	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Attachment F – W-9 Tax Information	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Attachment G – Vendor Electronic Payment Form	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Attachment H – FFATA Data Reporting Requirements (if applicable)	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Attachment I – Federal Regulations (if applicable)	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No

**STATE OF NORTH CAROLINA
COUNTY OF WAKE**



Departmental Use Only

CENTER: 2985-1803
ACCOUNT: 536502
AMOUNT: \$13,498.00

CENTER: _____
ACCOUNT: 536502
AMOUNT: _____

CENTER: _____
ACCOUNT: 536502
AMOUNT: _____

CENTER: _____
ACCOUNT: 536502
AMOUNT: .00

**North Carolina Department of Agriculture and Consumer Services
Division of Soil & Water Conservation**

Watershed Restoration Project - Governmental

CONTRACT # 19-091-4055

This Contract is hereby entered into by and between the **North Carolina Department of Agriculture and Consumer Services, Division of Soil & Water Conservation** (the "Agency") and **Brunswick County** ("Grantee"), and referred to collectively as the "Parties". The Grantee's federal tax identification number is 56-6000278 and is physically located in Brunswick County, and is further located at 10 Referendum Drive Bolivia, NC 28420.

The purpose of this Contract is to implement needed repairs to streams and drainage ways resulting from hurricanes and subsequent flooding. The Grantee's project title is Watershed Restoration Project. This Contract is funded by state appropriations. Funds awarded under this Contract must be used for the purposes for which they are intended.

The Grantee's fiscal year ends June 30.

Contract Documents:

This Contract consists of the Grant Contract and its attachments, all of which are identified by name as follows:

1. This Contract
2. General Terms and Conditions (Attachment A)
3. Scope of Work, including Timeline, Line Item Budget and Budget Narrative (Attachment B)
4. Certifications and Assurances Section (Attachment C)
5. NC Openbook Supplemental Information (Attachment D)
6. Signature Card (Attachment E)
7. W-9 Tax Information (Attachment F)
8. Vendor Electronic Payment Form (Attachment G)

These documents constitute the entire agreement between the Parties and supersede all prior oral or written statements or agreements.

I. Precedence Among Contract Documents:

In the event of a conflict between or among the terms of the Contract Documents, the terms in the Contract Document with the highest relative precedence shall prevail. The order of precedence shall be the order of documents as listed in Paragraph 1, above, with the first-listed document having the highest precedence and the last-listed document having the lowest precedence. If there are multiple

Contract Amendments, the most recent amendment shall have the highest precedence and the oldest amendment shall have the lowest precedence.

II. **Effective Period:**

This Contract shall be effective on **January 1, 2020** and shall terminate on **December 31, 2022** with the option to extend, if mutually agreed upon, through a written amendment as provided for in the General Terms and Conditions as described in Attachment A.

III. **Grantee's Duties:**

The Grantee shall provide the services as described in the Attachment **B: Scope of Work**. The Grantee shall be responsible to obtaining necessary landowner authorization for site access and all permits needed to complete the planned work.

IV. **Agency's Duties:**

The Agency shall pay the Grantee in the manner and in the amounts specified in the Contract Documents. The total amount paid by the Agency to the Grantee under this Contract shall not exceed **\$13,498.00**. This amount consists of: **\$13,498.00** in State funds.

☐ a. There are no matching requirements from the Grantee.

☐ b. There are no matching requirements from the Grantee; however, the Grantee has committed the following match to this project:

	In Kind	\$
	Cash	\$
	Cash and In-kind	\$
	Cash and/or In-kind	\$
	Other/Specify:	\$

☒ c. The Grantee's matching requirement is \$36,450.00, which consists of:

	In Kind	\$
	Cash	\$
	USDA Funds	\$36,450.00
	Cash and/or In-kind	
	Other/Specify:	\$

☐ d. The Grantee has committed to an additional \$ _____ to complete the project as described in Attachment B.

The total contract amount with matching funds is **\$49,948.00**.

V. **Conflict of Interest Policy:**

The Agency has determined that the Grantee is a governmental agency and is not subject to N.C.G.S. § 143C-6-23(b). Therefore, the Grantee is not required to file a Conflict of Interest Policy with the Agency prior to disbursement of funds.

VI. **Statement of No Overdue Tax Debts:**

The Agency has determined that Grantee is a governmental agency and is not subject to N.C.G.S. § 143C-6-23(c). Therefore, the Grantee is not required to file a Statement of No Overdue Tax Debts with the Agency prior to disbursement of funds.

VII. Reversion of Unexpended Funds:

Any unexpended grant funds shall revert to the Agency upon termination of this Contract.

VIII. Reporting Requirements:

(1) State [N.C.G.S. 143C-6-23]:

The Agency has determined that the Grantee is a governmental entity and is not subject to the State reporting requirements mandated by N.C.G.S. § 143C-6-23. Therefore, the Grantee does not have to file annual electronic reports with the NC Office of State Budget & Management.

(2) Agency Reporting Requirements:

- a) The Grantee shall submit quarterly progress reports, with each report due on or before the last day of January, April, July, and October, continuing until the project is complete and final project report is approved. The quarterly progress report is required even if no activity has occurred for the quarter and no reimbursement is requested for the quarter.
- b) The quarterly and final report shall include a narrative summary of the work completed each quarter and for the project to date and a summary of cash and in-kind expenditures for the quarter and total project.
- c) Grantee shall submit a Final Financial report and Final Invoice not later than 60 days after the expiration or termination of this Contract.

IX. Payment Provisions:

Upon execution of this Contract the Grantee shall submit to the Agency Contract Administrator a completed Request for Payment form, to be provided by the Agency. All Request for Payment forms should be received no more than monthly, with an invoice showing expenditures and matching funds, if applicable, for the current period and cumulatively for the entire project. Upon approval by the Agency, payment shall be made within 30 days. Twenty percent (20%) of the total funds awarded under this Contract shall be retained by the Agency until both the final performance and financial reports are submitted by the Grantee and approved by the Agency.

For sites for which this contract is supplementing USDA Emergency Watershed Protection Program (EWPP) funding, completed work must also satisfy EWPP requirements prior to payment being authorized.

Up to 16 percent (16%) of the funds awarded to the Grantee may be used to reimburse actual documented engineering, technical assistance, and administrative expenses for the project, excluding any expenses pledged by the Grantee as match for this project and salary, benefits, and operating expenses that would normally have been paid by the Grantee.

The Grantee shall expend funds in accordance with G.S. 143C-6-23 (f1)(f2)(j). The Grantee shall account for any income earned, which may result from any funds awarded under this Contract, on the Agency "Request for Reimbursement" form. Eligible uses of income earned are:

- a) Expanding the project or program;
- b) Continuing the project or program after grant ends; or
- c) Supporting other projects or programs that further the broad objectives of the grant program.

If this Contract is terminated prior to the original end date, the Grantee may submit a final Request for Payment form. All unexpended funds shall be returned by the Grantee to the Agency within 60 days of the Contract termination date with a complete final financial report, accompanied by either a final invoice or a refund of any funds received but not expended. The Agency shall have no obligation to honor requests for payment based on expenditure reports submitted later than 60 days after termination or expiration of the contract period.

Reimbursement requests shall be completed on a "Request for Reimbursement" form furnished to the Grantee by the Agency. All reimbursement forms must include support documentation, including but not limited to; copies of invoices, individual time sheets and travel logs that have been signed by the

employee and supervisor; salary registers or payrolls that include fringe benefits, hourly rates of pay, and signature of the Grantee's responsible financial person, cancelled checks and lease agreements.

Eligible expenditures for payment must be within the effective period noted in the Contract. Reimbursement may not be considered prior to the submission and final execution of the Contract.

All travel reimbursement shall be made in accordance with the current State rates, at the time of the expenditure, and shall be made in accordance with the "State Budget Manual".

Staff from the Division of Soil and Water Conservation or its designated agent will conduct a site visit and approve the work completed and submitted for reimbursement prior to releasing any payment to the Grantee. The Agency must determine that all work has been completed satisfactorily in accordance with the Best Management Practices for Selective Clearing and Snagging.

All matching funds, including in-kind and cash, must be spent concurrently with funds provided by the Contract. Both types of matching funds expended shall be accounted for on the monthly invoices.

Indirect costs are not allowable expenditures under this Contract, except as described in paragraph two of this section.

X. Contract Administrators:

All notices permitted or required to be given by one Party to the other and all questions about the Contract from one Party to the other shall be addressed and delivered to the other Party's Contract Administrator. The name, post office address, street address, telephone number, fax number, and email address of the Parties' respective initial Contract Administrator are set out below. Either Party may change the name, post office address, street address, telephone number, fax number, or email address of its Contract Administrator by giving timely written notice to the other Party.

For the Agency:

IF DELIVERED BY US POSTAL SERVICE	IF DELIVERED BY ANY OTHER MEANS
David B. Williams, Deputy Director Division of Soil & Water Conservation 1614 Mail Service Center Raleigh, NC 27699-1614 Telephone: 919-715-6103 Email: David.B.Williams@ncagr.gov	David B. Williams, Deputy Director Division of Soil & Water Conservation 216 West Jones Street Raleigh, NC 27603

For the Grantee:

Grantee Contract Administrator	Grantee Principal Investigator or Key Personnel
Mamie Caison Brunswick County 10 Referendum Drive Bolivia, NC 28420 Telephone: 910-253-2830 Fax: 910-253-2836 Email: mamie.caison@nc.nacdnet.net	Same

XI. Supplementation of Expenditure of Public Funds:

The Grantee assures that funds received pursuant to this Contract shall be used only to supplement, not to supplant, the total amount of federal, state and local public funds that the Grantee otherwise normally expends for salary and benefits for activities involved with specialty services and related programs. Funds received under this Contract shall be used to provide additional public funding for

such services. The funds shall not be used to reduce the Grantee's total expenditure of other public funds for such services.

XII. Disbursements:

As a condition of this Contract, the Grantee acknowledges and agrees to make disbursements in accordance with the following requirements:

- a. Will implement or already have implemented adequate internal controls over disbursements
- b. Pre-audit all invoices presented for payment to determine:
 - Validity and accuracy of payment
 - Payment due date
 - Adequacy of documentation supporting payment
 - Legality of disbursement
- c. Assure adequate control of signature stamps/plates
- d. Assure adequate control of negotiable instruments; and
- e. Have procedures in place to ensure that account balance is solvent and to reconcile the account monthly.
- f.

XIII. Outsourcing:

The Grantee certifies that it has identified to the Agency all jobs related to the Contract that have been outsourced to other countries, if any. Grantee further agrees that it will not outsource any such jobs during the term of this Contract without providing prior notice to the Agency.

XIV. N.C.G.S. § 133-32 and Executive Order 24:

N.C.G.S. § 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State employee of any gift from anyone with a Contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement or Contract, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employee of your organization.

[This Contract is continued on the next page]

XV. Signature Warranty:

The undersigned represent and warrant that they are authorized to bind their principals to the terms of this Contract.

IN WITNESS WHEREOF, the Grantee and the Agency execute this contract in **two (2)** originals, one (1) of which is retained by the Grantee and one (1) which are retained by the Agency, the day and year first above written.

Grantee: Brunswick County

Signature of Authorized Representative Date

Printed Name Title

Witness:

Signature Date

Printed Name Title



North Carolina Department of Agriculture and Consumer Services

Signature of Authorized Representative Date

N. David Smith, Chief Deputy Commissioner

ATTACHMENT B SCOPE OF WORK WATERSHED RESTORATION PROJECT

Brunswick County (the “GRANTEE”) will complete watershed restoration activities including cutting and removing downed trees, broken tops, woody/vegetative debris and sediment that impede or potentially impede water flow in the streams and tributaries included in Table B1 below (taken from the application submitted by the GRANTEE). For sites for which this contract is supplementing USDA Emergency Watershed Protection Program (EWPP) funding, completed work must also satisfy EWPP requirements prior to payment being authorized.

TABLE B1: Stream/Ditch Segments to be repaired

	Segment Name	Description of Planned Treatment	EWP DSR Number (Project No.)	Linear Feet Planned
A	Stella Dr NE-Unnamed Tributary	Stream Debris Removal	324	330
B	Stella Dr NE-Unnamed Tributary to Hook Creek	Debris Removal, Sediment Removal, Road Bank Stabilization	325	1500
C	Stout Rd NW-Mill Branch	Stream Debris Removal, Erosion Repair	326	310
D	W 9th Street-Cottage Creek	Stream Debris Removal, Sediment Removal	327	720
E	Whiteville Rd NW- Wet Ash Swamp	Stream Debris Removal	328	160

The GRANTEE will ensure that all required permits are secured for each site and landowner permission is granted before any work proceeds for that site.

The GRANTEE will ensure that it and its contractors follow the Division of Water Resources’ *Hurricane Matthew Stream and Wetland Cleanup/Restoration Guideline* dated October 2016. The GRANTEE shall also follow *Best Management Practices for Selective*

Clearing and Snagging to manage all woody debris removed from streams. These guidelines can be downloaded at:

<https://www.ncagr.gov/SWC/disasterresponse/WatershedRecoveryEfforts.html>

In the event the Grantee completes the work specified in the Scope of Work without exhausting the funds in the Contract, the Agency Contract Administrator may issue a Work Authorization to approve stream debris removal work for additional stream segments requested by the Grantee, not to exceed the funds available in the Contract.

PUBLIC SECTOR CONTRACTS (Including Local Governments)**General Terms and Conditions****DEFINITIONS**

Unless indicated otherwise from the context, the following terms shall have the following meanings in this Contract. All definitions are from 9 NCAC 3M.0102 unless otherwise noted. If the rule or statute that is the source of the definition is changed by the adopting authority, the change shall be incorporated herein:

- (1) "Agency" (as used in the context of the definitions below) shall mean and include every public office, public officer or official (State or local, elected or appointed), institution, board, commission, bureau, council, department, authority or other unit of government of the State or of any county, unit, special district or other political subagency of government. For other purposes in this Contract, "Agency" shall mean the entity identified as one of the parties hereto.
- (2) "Audit" means an examination of records or financial accounts to verify their accuracy.
- (3) "Certification of Compliance" means a report provided by the Agency to the Office of the State Auditor that states that the Grantee has met the reporting requirements established by this Subchapter and included a statement of certification by the Agency and copies of the submitted grantee reporting package.
- (4) "Compliance Supplement" refers to the North Carolina State Compliance Supplement, maintained by the State and Local Government Finance Agency within the North Carolina Department of State Treasurer that has been developed in cooperation with agencies to assist the local auditor in identifying program compliance requirements and audit procedures for testing those requirements.
- (5) "Contract" means a legal instrument that is used to reflect a relationship between the agency, grantee, and subgrantee.
- (6) "Fiscal Year" means the annual operating year of the non-State entity.
- (7) "Financial Assistance" means assistance that non-State entities receive or administer in the form of grants, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other assistance. Financial assistance does not include amounts received as reimbursement for services rendered to individuals for Medicare and Medicaid patient services.
- (8) "Financial Statement" means a report providing financial statistics relative to a given part of an organization's operations or status.
- (9) "Grant" means financial assistance provided by an agency, grantee, or subgrantee to carry out activities whereby the grantor anticipates no programmatic involvement with the grantee or subgrantee during the performance of the grant.
- (10) "Grantee" has the meaning in G.S. 143C-6-23(a)(2): a non-State entity that receives a grant of State funds from a State agency, department, or institution but does not include any non-State entity subject to the audit and other reporting requirements of the Local Government Commission. For other purposes in this Contract, "Grantee" shall mean the entity identified as one of the parties hereto.
- (11) "Grantor" means an entity that provides resources, generally financial, to another entity in order to achieve a specified goal or objective.
- (12) "Non-State Entity" has the meaning in N.C.G.S. 143C-1-1(d)(18): Any of the following that is not a State agency: an individual, a firm, a partnership, an association, a county, a corporation, or any other organization acting as a unit. The term includes a unit of local government and public authority.
- (13) "Public Authority" has the meaning in N.C.G.S. 143C-1-1(d)(22): A municipal corporation that is not a unit of local government or a local governmental authority, board, commission, council, or agency that (i) is not a municipal corporation and (ii) operates on an area, regional, or multiunit basis, and the budgeting and accounting systems of which are not fully a part of the budgeting and accounting systems of a unit of local government.
- (14) "Single Audit" means an audit that includes an examination of an organization's financial statements, internal controls, and compliance with the requirements of federal or State awards.
- (15) "Special Appropriation" means a legislative act authorizing the expenditure of a designated amount of public funds for a specific purpose.
- (16) "State Funds" means any funds appropriated by the North Carolina General Assembly or collected by the State of North Carolina. State funds include federal

financial assistance received by the State and transferred or disbursed to non-State entities. Both federal and State funds maintain their identity as they are subgranted to other organizations. Pursuant to N.C.G.S. 143C-6-23(a)(1), the terms "State grant funds" and "State grants" do not include any payment made by the Medicaid program, the Teachers' and State Employees' Comprehensive Major Medical Plan, or other similar medical programs.

(17) "Subgrantee" has the meaning in G.S. 143C-6-23(a)(3): a non-State entity that receives a grant of State funds from a grantee or from another subgrantee but does not include any non-State entity subject to the audit and other reporting requirements of the Local Government Commission.

(18) "Unit of Local Government" has the meaning in G.S. 143C-1-1(d)(29): A municipal corporation that has the power to levy taxes, including a consolidated city-county as defined by G.S. 160B-2(1), and all boards, agencies, commissions, authorities, and institutions thereof that are not municipal corporations.

Relationships of the Parties

Independent Contractor: The Grantee is and shall be deemed to be an independent Contractor in the performance of this Contract and as such shall be wholly responsible for the work to be performed and for the supervision of its employees. The Grantee represents that it has, or shall secure at its own expense, all personnel required in performing the services under this agreement. Such employees shall not be employees of, or have any individual contractual relationship with, the Agency.

Subcontracting: The Grantee shall not subcontract any of the work contemplated under this Contract without prior written approval from the Agency. Any approved subcontract shall be subject to all conditions of this Contract. Only the subcontractors or subgrantees specified in the Contract documents are to be considered approved upon award of the Contract. The Agency shall not be obligated to pay for any work performed by any unapproved subcontractor or subgrantee. The Grantee shall be responsible for the performance of all of its subgrantees and shall not be relieved of any of the duties and responsibilities of this Contract.

Subgrantees: The Grantee has the responsibility to ensure that all subgrantees, if any, provide all information necessary to permit the Grantee to comply with the standards set forth in this Contract.

Assignment: No assignment of the Grantee's obligations or the Grantee's right to receive payment hereunder shall be permitted. However, upon written request approved by the issuing purchasing authority, the State may:

- (a) Forward the Grantee's payment check(s) directly to any person or entity designated by the Grantee, or
- (b) Include any person or entity designated by Grantee as a joint payee on the Grantee's payment check(s).

In no event shall such approval and action obligate the State to anyone other than the Grantee and the Grantee shall remain responsible for fulfillment of all Contract obligations.

Beneficiaries: Except as herein specifically provided otherwise, this Contract shall inure to the benefit of and be binding upon the parties hereto and their respective successors. It is expressly understood and agreed that the enforcement of the terms and conditions of this Contract, and all rights of action relating to such enforcement, shall be strictly reserved to the Agency and the named Grantee. Nothing contained in this document shall give or allow any claim or right of action whatsoever by any other third person. It is the express intention of the Agency and Grantee that any such person or entity, other than the Agency or the Grantee, receiving services or benefits under this Contract shall be deemed an incidental beneficiary only.

Indemnity

Indemnification: The Grantee agrees to indemnify and hold harmless the Agency, including any of its Divisions, and any of its officers, agents and employees, from liability of any kind, and from any claims of third parties arising out of any act or omission of the Contractor in connection with the performance of this Contract to the extent permitted by law.

Default and Termination

Termination by Mutual Consent: The Parties may terminate this Contract by mutual consent with 60 days notice to the other party, or as otherwise provided by law.

Termination for Cause: If, through any cause, the Grantee shall fail to fulfill its obligations under this Contract in a timely and proper manner, the Agency shall have the right to terminate this Contract by giving written notice to the Grantee and specifying the effective date thereof.

In that event, all finished or unfinished deliverable items prepared by the Grantee under this Contract

shall, at the option of the Agency, become its property and the Grantee shall be entitled to receive just and equitable compensation for any satisfactory work completed on such materials, minus any payment or compensation previously made.

Notwithstanding the foregoing provision, the Grantee shall not be relieved of liability to the Agency for damages sustained by the Agency by virtue of the Grantee's breach of this agreement, and the Agency may withhold any payment due the Grantee for the purpose of setoff until such time as the exact amount of damages due the Agency from such breach can be determined. The filing of a petition for bankruptcy by the Grantee shall be an act of default under this Contract.

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

Availability of Funds: The parties to this Contract agree and understand that the payment of the sums specified in this Contract is dependent and contingent upon and subject to the appropriation, allocation, and availability of funds for this purpose to the Agency.

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

Survival of Promises: All promises, requirements, terms, conditions, provisions, representations, guarantees, and warranties contained herein shall survive the Contract expiration or termination date unless specifically provided otherwise herein, or unless superseded by applicable federal or State statutes of limitation.

Intellectual Property Rights

Copyrights and Ownership of Deliverables: All deliverable items produced pursuant to this Contract are the exclusive property of the Agency. The Grantee shall not assert a claim of copyright or other property interest in such deliverables.

Compliance with Applicable Laws

Compliance with Laws: The Grantee shall comply with all laws, ordinances, codes, rules, regulations,

and licensing requirements that are applicable to the conduct of its business, including those of federal, State, and local agencies having jurisdiction and/or authority.

Equal Employment Opportunity: The Grantee shall take affirmative action in complying with all federal and State statutes and all applicable requirements concerning fair employment of people with disabilities, and concerning the treatment of all employees without regard to discrimination by reason of race, color, religion, sex, national origin or disability. For additional information see Title VI of the Civil Rights Act of 1964 (42 U.S.C., 2000d, 2000e-16), Title XI of the Education amendments of 1972, as amended (20 U.S.C. 1681-1683 and 1685-1686), and section 504 of the Rehabilitation Act of 1973 as amended (29 U.S.C. 794).

Executive Order 24: In accordance with Executive Order 24, issued by Governor Perdue, and N.C.G.S. § 133-32, a vendor or contractor (i.e. architect, bidder, contractor, construction manager, design professional, engineer, landlord, offeror, seller, subcontractor, supplier, vendor, or grantee), is prohibited from making gifts or giving favors to any employee of the Agency of Agriculture and Consumer Services. This prohibition covers those vendors, contractors, and/or grantees who:

- (a) have a Contract with a governmental Agency; or
- (b) have performed under such a Contract within the past year; or
- (c) anticipate bidding on such a Contract in the future.

For additional information regarding the specific requirements and exemptions, vendors, contractors, and/or grantees are encouraged to review Executive Order 24 and N.C.G.S. § 133-32.

Confidentiality

Confidentiality: Any information, data, instruments, documents, studies or reports given to or prepared or assembled by the Grantee under this agreement shall be kept as confidential and not divulged or made available to any individual or organization without the prior written approval of the Agency. The Grantee acknowledges that in receiving, storing, processing or otherwise dealing with any confidential information it will safeguard and not further disclose the information except as otherwise provided in this Contract.

Oversight

Access to Persons and Records: The State Auditor and the using agency's internal auditors shall have

access to persons and records as a result of all Contracts or grants entered into by State agencies or political subdivisions in accordance with General Statute 147-64.7 and Session Law 2010-194, Section 21 (i.e., the State Auditors and internal auditors may audit the records of the contractor during the term of the Contract to verify accounts and data affecting fees or performance).

Record Retention: Records shall not be destroyed, purged or disposed of without the express written consent of the Agency. State basic records retention policy requires all grant records to be retained for a minimum of five years or until all audit exceptions have been resolved, whichever is longer. If the Contract is subject to federal policy and regulations, record retention may be longer than five years since records must be retained for a period of three years following submission of the final Federal Financial Status Report, if applicable, or three years following the submission of a revised final Federal Financial Status Report. Also, if any litigation, claim, negotiation, audit, disallowance action, or other action involving this Contract has been started before expiration of the five-year retention period described above, the records must be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular five-year period described above, whichever is later.

Miscellaneous

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

Headings: The Section and Paragraph headings in these General Terms and Conditions are not material parts of the agreement and should not be used to construe the meaning thereof.

Time of the Essence: Time is of the essence in the performance of this Contract.

Care of Property: The Grantee agrees that it shall be responsible for the proper custody and care of any property furnished to it for use in connection with the performance of this Contract and will reimburse the

Agency for loss of, or damage to, such property. At the termination of this Contract, the Grantee shall contact the Agency for instructions as to the disposition of such property and shall comply with these instructions.

Amendment: This Contract may not be amended orally or by performance. Any amendment must be made in written form and executed by duly authorized representatives of the Agency and the Grantee.

Severability: In the event that a court of competent jurisdiction holds that a provision or requirement of this Contract violates any applicable law, each such provision or requirement shall continue to be enforced to the extent it is not in violation of law or is not otherwise unenforceable and all other provisions and requirements of this Contract shall remain in full force and effect.

Travel Expenses: Reimbursement to the Grantee for travel mileage, meals, lodging and other travel expenses incurred in the performance of this Contract shall be reasonable and supported by documentation. State rates shall be used. International travel shall not be reimbursed under this Contract.

Sales/Use Tax Refunds: If eligible, the Grantee and all subgrantees shall: (a) ask the North Carolina Department of Revenue for a refund of all sales and use taxes paid by them in the performance of this Contract, pursuant to G.S. 105-164.14; and (b) exclude all refundable sales and use taxes from all reportable expenditures before the expenses are entered in their reimbursement reports.

Advertising: The Grantee shall not use the award of this Contract as a part of any news release or commercial advertising.

Indirect Costs Policy: The Agency has adopted a "Zero" policy that indirect costs are unallowable expenditures in all State funded grant applications and/or grant guidance, informational or directional documents.

Allowable Uses of State Funds: Expenditures of State funds by any grantee shall be in accordance with the Cost Principles outlined in the Office of Management and Budget (OMB) CFR Title 2, Part 200 Uniform Administrative Requirements, as applicable. If the grant funding includes federal sources, the grantee shall ensure adherence to the cost principles established by the Federal Office of Management and Budget. [09 NCAC 03M.020]

Certifications and Assurances

CERTIFICATIONS REGARDING LOBBYING, NONPROCUREMENT, DEBARMENT, SUSPENSION AND DRUG-FREE WORKPLACE

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Signature of this form provides for compliance with certification requirements under 2 CFR, Subtitle B, Chapter IV, Part 417, "Nonprocurement Debarment and Suspension," Part 418, "New Restrictions on Lobbying," and Part 421, "Requirements for Drug-Free Workplace (Financial Assistance)," and 2 CFR Part 180. The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Agriculture & Consumer Services determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by authority: 31 U.S.C. 1352 and U.S.C. 301 and implemented at 2 CFR Part 180, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 2 CFR Section 418.110, the applicant certifies that to the best of their knowledge and belief, that:

- 1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal contract, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- 2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form -LLL, "Disclosure Form to Report Lobbying" in accordance with its instructions.
- 3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

2. NONPROCUREMENT DEBARMENT AND SUSPENSION

As required by Executive Order 12549, Debarment and Suspension, and implemented at 2 CFR Part 180 and 2CFR Part 417, for prospective participants in primary covered transactions, as defined at 2 CFR 180.435 and Subpart C, 417.332, the applicant certifies that it and its principals:

- a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

- c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph 2. (a) (b) of this certification.
- d) Have not within a three-year period preceding this application had one or more public transaction (Federal, State, or local) terminated for cause or default.
- e) Agree to include a term or condition in lower tier covered transactions requiring lower tier participants to comply with subpart C of the OMB guidance in 2 CFR part 180, as supplemented by subpart C of Part 417.

Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this certification.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 2 CFR Part 182, Subparts B, and C, for grantees:

The applicant certifies that it will:

- a) Make a good faith effort, on a continuing basis, to maintain a drug-free workplace. You must agree to do so as a condition for receiving any award covered by this part.
- b) Publish a drug-free workplace statement and establish a drug-free awareness program for your employees (see Sections 182.205 through 182.220); and
- c) Take actions concerning employees who are convicted of violating drug statutes in the workplace (see Section 182.225), including notification to any Federal agency on whose award the convicted employee was working and within 30 days take appropriate personnel action against the employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973 (29 U.S.C. 794), as amended; or require the employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for these purposes by a Federal, State or local health, law enforcement, or other appropriate agency.
- d) You must identify all known workplaces under your Federal awards (see Section 182.230).

The grantee must provide the location site(s) for the performance of work done in connection with the specific grant.

Place(s) of Performance (Street address, city, county, state, zip code)

_____	_____
_____	_____
_____	_____

DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 2 CFR Part 182:

- A. As a condition of the grant, I certify that I will comply with drug-free workplace requirements in Subpart B (or Subpart C, if the recipient is an individual) of part 421, which adopts the Government-wide implementation (2 CFR part 182) of sec. 5152-5158 of the Drug Free Workplace Act of 1988 (Pub.L100-690, Title V, Subtitle D; 41 U.S.C. 701-707).

- B. I agree to notify the agency as required by 2 CFR 182.300(b) of any conviction for a criminal drug offense within ten days.

Notice shall include the identification number(s) of each affected grant.

As the duly authorized representative of the Grantee, I hereby certify and state to the best of my knowledge and belief, that the Grantee will comply with the above certifications.

Grantee Organization Name

Signature of Authorized Representative

Date

Printed Name of Authorized Representative

Title

NC OpenBook Supplemental Information

Instructions: Complete the information below and return it to the Contract Administrator identified in your original contract. This information must be submitted as part of your contract. If you have questions, please contact the Contract Administrator or the Alternate Contact as reflected in your contract.

DUNS Number: _____
 Contract Number: _____ Amendment Number: _____
 Grantee Name: _____
 TAX ID Number: _____
 Fiscal Year Ends: _____

1. Brief Description and Background/History of your Organization.

Be sure to include the number of years in existence, number of employees, mission and goals of your organization.

2. Current project timeline: Begin _____ End _____

3. Expected outcomes and specific deliverables.

(Example: Expected Outcome: Aquaculture operation will remain in business. Deliverable: Healthy food made available for human consumption.)

4. The Grantee's WEB URL: _____

5. * Grantee County of Residence: _____ Congressional District#: _____
 (CONGRESSIONAL DISTRICT # MUST BE IDENTIFIED)

6. **County of Benefit: Single County: ☐ Yes ☐ No County Name: _____
 Statewide: ☐ Yes ☐ No
 Regional: ☐ Yes ☐ No

7. If the answer to question number 6 is more than one county or "Regional", list the counties receiving benefit.

*Grantee County of Residence: County in which grantee is located.

**County of Benefit: List only county or counties in which funding will be spent and/or food commodities will be received.

Signature Card



CONTRACT & FINANCIAL DOCUMENTS

INSTRUCTIONS: Please read and fill in the required information to the right of each field where applicable. Signatures must match the Contract signatures. In the event the affixed signature(s) are no longer valid, a revised form must be submitted prior to processing any contractual documents or submitting "Request for Payments" or any other financial documents. If more than two people will sign for the organization, this form may be duplicated.

SECTION I.

Date:	
Legal Applicant Organization/Agency Name:	
Federal Tax Identification Number:	

SECTION II.

Certification:

By affixing my signature below, I certify that person(s) identified are designated having legal authorization to sign on behalf of the organization named in Section I., above, for purposes of executing contractual documents and preparing, approving and executing all financial documents; including "Requests for Payments." I understand the legal implications of any and all misrepresentation, which include but are not limited to defrauding the State of North Carolina, and certify that the person signing below has full authority to execute this Agreement on behalf of the named organization.

NON-GOVERNMENTAL ORGANIZATIONS ONLY (Must match Contract signature)

Board Chair, Executive Director, etc.	Financial Representative, Treasurer, etc.
Print Name & Title:	Print Name & Title:
Signature:	Signature:

GOVERNMENTAL ENTITIES (Must match Contract signature)

Authorized Governmental Official	Chief Fiscal Officer
Print Name & Title:	Print Name & Title:
Signature:	Signature:

Form

W-9(Rev. November 2017)
Department of the Treasury
Internal Revenue Service**Request for Taxpayer
Identification Number and Certification**► Go to www.irs.gov/FormW9 for instructions and the latest information.**Give Form to the
requester. Do not
send to the IRS.**Print or type.
See Specific Instructions on page 3.**1** Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.**2** Business name/disregarded entity name, if different from above**3** Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____
Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.☐ Other (see instructions) ►**4** Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

Requester's name and address (optional)

6 City, state, and ZIP code**7** List account number(s) here (optional)**Part I Taxpayer Identification Number (TIN)**Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.**Social security number**

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or

Employer identification number

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Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.**Sign
Here**Signature of
U.S. person ►

Date ►

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting*, later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the instructions for Part II for details),
3. The IRS tells the requester that you furnished an incorrect TIN,
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or
5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code*, later, and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships*, earlier.

What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code*, later, and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note: ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C corporation, or S corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

IF the entity/person on line 1 is a(n) . . .	THEN check the box for . . .
• Corporation	Corporation
• Individual • Sole proprietorship, or • Single-member limited liability company (LLC) owned by an individual and disregarded for U.S. federal tax purposes.	Individual/sole proprietor or single-member LLC
• LLC treated as a partnership for U.S. federal tax purposes, • LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or • LLC that is disregarded as an entity separate from its owner but the owner is another LLC that is not disregarded for U.S. federal tax purposes.	Limited liability company and enter the appropriate tax classification. (P= Partnership; C= C corporation; or S= S corporation)
• Partnership	Partnership
• Trust/estate	Trust/estate

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

- 1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)
- 2—The United States or any of its agencies or instrumentalities
- 3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities
- 5—A corporation
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission
- 8—A real estate investment trust
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940
- 10—A common trust fund operated by a bank under section 584(a)
- 11—A financial institution
- 12—A middleman known in the investment community as a nominee or custodian
- 13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 5 ²
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note: You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, write NEW at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note: See *What Name and Number To Give the Requester*, later, for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.SSA.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/Businesses and clicking on Employer Identification Number (EIN) under Starting a Business. Go to www.irs.gov/Forms to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to www.irs.gov/OrderForms to place an order and have Form W-7 and/or SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code*, earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABLE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor ²
5. a. The usual revocable savings trust (grantor is also trustee) b. So-called trust account that is not a legal or valid trust under state law	The grantor-trustee ¹ The actual owner ¹
6. Sole proprietorship or disregarded entity owned by an individual	The owner ³
7. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor ⁴
For this type of account:	Give name and EIN of:
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity ⁴
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee

For this type of account:	Give name and EIN of:
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships*, earlier.

***Note:** The grantor also must provide a Form W-9 to trustee of trust.

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes.

Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at spam@uce.gov or report them at www.ftc.gov/complaint. You can contact the FTC at www.ftc.gov/idtheft or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see www.IdentityTheft.gov and Pub. 5027.

Visit www.irs.gov/IdentityTheft to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

Office of the State Controller
Return to: OSC Support Services Center
 Address: 1410 Mail Service Center
 Raleigh, NC 27699-1410
 Email: osc.support.services@osc.nc.gov
 Telephone: 919-707-0795



Vendor Electronic Payment Form

New Add Request
 Change/Update Existing Account
 Inactivate Existing Account

***Denotes a required field**

The State of North Carolina offers payees the opportunity to receive payments electronically through U.S. based banks. In addition to having the funds deposited electronically, you will also receive remittance information by e-mail.

We require you to submit a copy of a voided check, bank statement, or a letter from your bank for account verification.

***TAX ID # or SSN**

--	--	--	--	--	--	--	--	--	--

***PAYEE NAME**

--	--

***REMITTANCE ADDRESS**

(AS PRINTED ON
YOUR INVOICE)

STREET

--

SUITE/ROOM #

--

--

CITY

--

STATE

ZIP CODE

--

***CONTACT**

NAME & TITLE

PHONE NUMBER

NEW FINANCIAL INFORMATION

*FINANCIAL INSTITUTION NAME:																			
*NAME ON ACCOUNT:																			
*NEW ROUTING NUMBER:	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>																		
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Checking	Savings																		
*REMIT E-MAIL ADDRESS																			

New add requests MUST include contact information for the state agency with which you are doing business.

*Agency Name:	*Agency Contact Name:
*Agency Contact Email Address:	*Agency Contact Phone Number:

PRIOR FINANCIAL INFORMATION (only required for updates)

FINANCIAL INSTITUTION NAME:																			
NAME ON ACCOUNT:																			
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Checking	Savings																		
REMIT E-MAIL ADDRESS																			

*** ALL BOXES BELOW MUST BE REVIEWED AND CHECKED**

	I acknowledge that electronic payments to the designated account must comply with the provisions of U.S. law, and the requirements of the Office of Foreign Assets Control (OFAC). I affirm the entire amount of the payment will not be transferred to a foreign bank account.
	I authorize the Office of the State Controller to initiate ACH payments, and if necessary, adjustments for any ACH payments in error, to the financial institution and account identified on the attached certification document. This authority will remain in effect until I, the vendor, cancel it in writing or the authority is terminated by the NC Office of the State Controller.
	I have attached a copy of a current voided check, current bank statement or included a bank letter on bank letterhead.

***PRINT NAME:**

***DATE:**

***SIGNATURE:**

***PHONE NUMBER:**

Instructions

*** Denotes a required field on the form**

1. *Check the appropriate box at the top of the form:
 - New Add Request – Vendor would like to begin receiving payments via ACH.
 - Change/Update Existing Account – Vendor's account number, routing number, or remittance email address has changed.
 - Inactivate Existing Account – Vendor no longer wants to receive payments via ACH.
2. *Enter the vendor's Tax Identification Number or Social Security Number.
3. *Enter the Payee Name – The name of the person or business receiving payment.
4. *Enter the vendor's remittance address. The remittance address is the address printed on your invoice where payments should be sent.
5. *Enter the vendor's contact name, title, and phone number.
6. *Enter the vendor's financial information:
 - Financial Institution Name – Name of the financial institution.
 - Name on Account – The account owner's name.
 - Routing Number – Nine-digit number identifying the financial institution.
 - Account Number – The bank account number where the funds should be deposited.
 - Account Type – Is this a checking or savings account? Check the appropriate box.
 - Remit E-mail address - Enter the email address to which the remittance advices should be sent.
7. *For a **new add request only**, provide the following:
 - Agency Name – The state agency the vendor is doing business with.
 - Agency Contact Name – The vendor's contact person name at the state agency.
 - Agency Contact Email Address – The contact person's email address at the state agency.
 - Agency Contact Phone Number – The contact person's phone number at the state agency.

NOTE: New add requests MUST include contact information for the state agency with which you are doing business.
8. Prior Financial Information – this is required if the vendor's bank account, routing number, or remittance email address has changed.
 - Financial Institution Name – Name of the financial institution.
 - Name on Account – The account owner's name.
 - Routing Number – Nine-digit number identifying the financial institution.
 - Account Number – The bank account number where the funds should be deposited.
 - Account Type – Is this a checking or savings account? Check the appropriate box.
 - Remit E-mail address - Enter the email address to which the remittance advices should be sent.
9. *Review all the information in the 3 attestation boxes located above the signature area. All 3 boxes must be checked – **otherwise the form will not be processed.**
10. *Print Name – Print the name of the authorized signee on the form.
 - *Date – Date of signature.
 - *Signature – The authorized signee's signature.
 - *Phone Number – The authorized signee's phone number.

Return to: OSC Support Services Center

Address:

1410 Mail Service Center

Raleigh, NC 27699-1410

Email: osc.support.services@osc.nc.gov

Please allow up to 30 days for processing.

Please wait...

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For more assistance with Adobe Reader visit <http://www.adobe.com/go/acrreader>.

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For more assistance with Adobe Reader visit <http://www.adobe.com/go/acrreader>.

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For more assistance with Adobe Reader visit <http://www.adobe.com/go/acrreader>.

Windows is either a registered trademark or a trademark of Microsoft Corporation in the United States and/or other countries. Mac is a trademark of Apple Inc., registered in the United States and other countries. Linux is the registered trademark of Linus Torvalds in the U.S. and other countries.

Certification Regarding Lobbying

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Organization Name

PR/Award Number or Project Name

Name and Title of Authorized Representative

Signature

Date

Information for DUNS Number and Registering in the SAM database

The [System for Award Management](#) (SAM) is the Official U.S. Government system that consolidated the capabilities of CCR/FedReg, ORCA, and EPLS. There is **NO cost** to register for this site. Register to do business with the U.S. government for free directly from this site. Find free help with your SAM registration on the HELP tab, including user guides, videos, and FAQs.

Registration in the SAM database means that the contractor has entered all the mandatory information, including the DUNS number into the SAM database, and the Government has validated all mandatory data fields and has marked the record as “Active”. All contractors must be registered in the SAM database.

You will need a DUNS number before registering in the SAM database.

If you are located within the United States a DUNS number may be obtained by calling Dun and Bradstreet at 1-866-705-5711 or at <http://www.dnb.com>.

*Instructors/contractors should call DUN and BRADSTREET at 1-866-705-5711, rather than request a DUNS # on-line. Requesting the number by phone can be accomplished in 24-48 hours, however, if requesting a DUNS # online it will take 30-60 days.

Be prepared to provide the following information:

- ☐ Company legal business.
- ☐ Trade style, doing business, or other name by which your entity is commonly recognized.
- ☐ Company physical street address, city, state and zip code.
- ☐ Company mailing address, city, state and zip code (if different from physical street address).
- ☐ Company phone number.
- ☐ Date the company was started.
- ☐ Number of employees at your location.
- ☐ Chief executive officer/key manager.
- ☐ Line of business (industry).
- ☐ Company headquarters name and address (reporting relationship within your entity).

Once a DUNS number is obtained, the contractor must register with the SAM database. Information on registration and annual confirmation requirements for the SAM database may be obtained at <https://www.sam.gov/portal/SAM/#1>.

When completing the SAM registration do not leave any spaces blank. If the question or requirement does not pertain to you put N/A in the space. Blank spaces will cause your registration to remain incomplete.

Your “Purpose of Registration” should be “All Awards”

At this point you will receive an email telling you the registration is under IRS review. An IRS review should take 5-10 days. If you do not receive the “under IRS review” email please contact the SAM help desk. Your registration application may be incomplete. SAM will not contact you when this occurs to let you know so be vigilant.

Your registration is complete and ready for contract award only after you receive an email saying “Registration Activated”. A screenshot of the activated email should be sent to Barbara as soon as possible. At this point a statement of work and bid sheet will be provided to you.

If you have difficulties with the registration please use the phone number for the SAM help desk. I cannot see your pages thus am unable to offer any assistance with registration.

For SAM Customer Service, contact:

Federal Service Desk

URL: www.fsd.gov

Hours: 8am - 8pm (Eastern Time)

US Calls: 866-606-8220

International Calls: 334-206-7828

DSN: 866-606-8220

SAM.GOV REGISTRATION IS FREE!

There is NO FEE to register or maintain your SAM.gov registration. If you get an email, text, or phone call from a company asking you to contact them right away about your SAM.gov registration, be cautious. If you are asked to pay money to complete or renew your SAM.gov registration, be cautious. These messages are not from the Federal Government. It is FREE TO REGISTER in SAM.gov for any entity. You engage third party vendors at your own risk.

THE SAM REGISTRATION WEBSITE HAS MANY HELPFUL TIPS, USER GUIDES, VIDEOS AND FAQs TO GUIDE YOU THROUGH THIS PROCESS.

Once a year you will need to update your registration in SAM. This is a 5-minute process. Make a note on your calendar to do this. SAM may not send a notification when it is time.

PERMIT OF ENTRY

NORTH CAROLINA

BRUNSWICK COUNTY

Property Owner: _____

of Brunswick County, North Carolina (hereinafter referred to as "Grantor"), for good and valuable consideration in hand received, the receipt and sufficiency of which is hereby acknowledged, does hereby grant and convey to the County of Brunswick (hereinafter referred to as "Grantee") a Permit of Entry over, upon, across, in, through and under the following described real property located in Brunswick County, North Carolina: Parcel Number _____ (hereinafter referred to as the "Property") .

This Permit of Entry is for the express purpose of allowing the Grantee and its assigns the right to enter upon the described Property to cut ditches, and to clear slit and debris from existing ditches and streams so selected by the Grantee and to cut, trim, and remove trees, shrubbery and all other manner of vegetation to the extent necessary to clear rights-of-way for operation of equipment and piling of soil.

This Permit of Entry shall continue for a period of **six (6) months** from the date of execution.

This undersigned covenant that they are the owners of the Property and that said Property is free and clear of encumbrances and liens of whatsoever nature and kind unless otherwise set forth herein.

IN WITNESS whereof the undersigned have set their hands and seal this _____ day of _____, 20____.

Signature

Printed Name

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Approval No. 4040-0009

Expiration Date 06/30/2014

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-1 33, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

*SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	*TITLE <input type="text"/>
*APPLICANT ORGANIZATION <input type="text"/>	*DATE SUBMITTED <input type="text" value="Completed on submission to Grants.gov"/>



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
June 15, 2020

Action Item # V. - 14.

Operation Services - Free Cleanup Week

From:

Stephanie Lewis, Operation Services
Director

Issue/Action Requested:

Request that the Board of Commissioners receive updated information regarding Free Cleanup Week.

Background/Purpose of Request:

The Free Cleanup Week originally scheduled for April 13, 2020 through April 18, 2020 was postponed. This event is rescheduled at the Brunswick County Landfill from June 22, 2020 through June 27, 2020.

Free Cleanup Week provides an opportunity for all Brunswick County property owners and residents to dispose of all materials, except for regular household trash and hazardous waste, at the Brunswick County Landfill free of charge. Metal, tires, electronics, latex paint and yard debris can be disposed of during free week but they must be placed in their designated area. Businesses and commercial vehicle are charged normal tipping fees.

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend the Board of Commissioners receive updated information regarding Free Cleanup Week.



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
June 15, 2020

Action Item # V. - 15.

Operation Services - Transfer Station Repairs

From:

Stephanie Lewis, Operation Services
Director

Issue/Action Requested:

Request that the Board of Commissioners approve the contract with Stonehenge Building, Inc. for repairs to the existing transfer station.

Background/Purpose of Request:

Dewberry Engineers, Inc was approved to provide construction drawings, contract documents, technical specifications and permit applications for repairs to the existing transfer station. Proposals were received from four contractors and the lowest responsive responsible bidder was Stonehenge Building, Inc. with a cost of \$281,180.20. Funds were provided for repairs by Waste Industries in the amount of \$400,000 as outlined in the third amendment of the Solid Waste Collection, Transfer and Disposal agreement. Funds are budgeted in 104720-435100.

Fiscal Impact:

Pre-Audit Certification Required, Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend the Board of Commissioners approve the contract with Stonehenge Building, Inc. for repairs to the existing transfer station.

ATTACHMENTS:

Description

- ☐ Bid Tabulation
- ☐ Stonehenge Contract

BID TABULATION
PROJECT: Municipal Solid Waste Transfer Station Repairs
OWNER: Brunswick County
BID OPENING DATE: May 28, 2020

Line	Description	Pay Unit	QTY	Stonehenge Building, Inc.		Anchor Construction		Carmichael Construction Company, Inc.		Leak & Associates		BOCO Maintenance Solutions	
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Mobilization (MAX 1.5% TOTAL BID)	LS	1	\$ 3,900.00	\$ 3,900.00	\$ 9,403.00	\$ 9,403.00	\$ 12,000.00	\$ 12,000.00	\$ 17,725.00	\$ 17,725.00		
2	Clearing and Grubbing	LS	1	\$ 1,500.00	\$ 1,500.00	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00		
3	Silt Fence	LF	40	\$ 12.50	\$ 500.00	\$ 56.00	\$ 2,240.00	\$ 10.00	\$ 400.00	\$ 10.00	\$ 400.00		
4	Silt Fence Outlet	EA	1	\$ 250.00	\$ 250.00	\$ 100.00	\$ 100.00	\$ 750.00	\$ 750.00	\$ 1,000.00	\$ 1,000.00		
5	Maintenance of Erosion Control	LS	1	\$ 1,500.00	\$ 1,500.00	\$ 2,600.00	\$ 2,600.00	\$ 5,000.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00		
6	Temporary Safety Barrier	LF	80	\$ 6.25	\$ 500.00	\$ 3,500.00	\$ 3,500.00	\$ 100.00	\$ 8,000.00	\$ 80.00	\$ 6,400.00		
7	Hydro-Demolition or Selective Demo	SF	8000	\$ 13.00	\$ 104,000.00	\$ 12.00	\$ 96,000.00	\$ 45.00	\$ 360,000.00	\$ 30.00	\$ 240,000.00		
8	Furnish CIP Concrete 5,000 psi	CY	115	\$ 360.00	\$ 41,400.00	\$ 755.00	\$ 86,900.00	\$ 500.00	\$ 57,500.00	\$ 2,650.00	\$ 304,750.00		
9	Remove Existing Concrete Barrier	LF	60	\$ 111.00	\$ 6,660.00	\$ 252.00	\$ 15,120.00	\$ 100.00	\$ 6,000.00	\$ 350.00	\$ 21,000.00		
10	CIP Concrete Barrier	LF	120	\$ 34.00	\$ 4,080.00	\$ 435.00	\$ 52,300.00	\$ 600.00	\$ 72,000.00	\$ 500.00	\$ 60,000.00		
11	Selective Demolition	LS	1	\$ 5,000.00	\$ 5,000.00	\$ 4,967.00	\$ 3,000.00	\$ 35,000.00	\$ 35,000.00	\$ 50,000.00	\$ 50,000.00		
12	CIP Concrete (Column Encasement)	CY	1	\$ 360.00	\$ 360.00	\$ 2,400.00	\$ 2,400.00	\$ 1,000.00	\$ 1,000.00	\$ 5,000.00	\$ 5,000.00		
13	Structural Steel	LB	17116	\$ 4.20	\$ 71,887.20	\$ 15.00	\$ 256,740.00	\$ 9.75	\$ 166,881.00	\$ 28.50	\$ 487,806.00		
14	Cold Formed Metal Framing	LB	1527	\$ 9.00	\$ 13,743.00	\$ 28.00	\$ 42,756.00	\$ 28.00	\$ 42,756.00	\$ 13.10	\$ 20,003.70		
15	Aluminum Siding	SF	2600	\$ 4.00	\$ 10,400.00	\$ 19.00	\$ 49,400.00	\$ 23.00	\$ 59,800.00	\$ 12.00	\$ 31,200.00		
16	Electrical Relocation	LS	1	\$ 1,500.00	\$ 1,500.00	\$ 8,250.00	\$ 8,250.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00		
17	Excavation	CY	5	\$ 1,500.00	\$ 1,500.00	\$ 251.00	\$ 1,255.00	\$ 50.00	\$ 250.00	\$ 125.00	\$ 625.00		
18	Structural Fill	CY	35	\$ 2,500.00	\$ 2,500.00	\$ 52.00	\$ 1,820.00	\$ 50.00	\$ 1,750.00	\$ 150.00	\$ 5,250.00		
ALTERNATE - STEEL WORK ONLY													
19	Selective Demolition	CY	17	\$ 220.00	\$ 3,740.00		\$ -	\$ 1,000.00	\$ 17,000.00	\$ 4,750.00	\$ 80,750.00		
20	Furnish CIP Concrete 5,000 psi	CY	17	\$ 360.00	\$ 6,120.00		\$ -	\$ 1,000.00	\$ 17,000.00	\$ 4,750.00	\$ 80,750.00		
21	Selective Demolition	LS	1	\$ 5,000.00	\$ 5,000.00		\$ -	\$ 35,000.00	\$ 35,000.00	\$ 50,000.00	\$ 50,000.00		
22	CIP Concrete (Column Encasement)	CY	1	\$ 360.00	\$ 360.00		\$ -	\$ 1,000.00	\$ 1,000.00	\$ 5,000.00	\$ 5,000.00		
23	Structural Steel	LB	17116	\$ 4.20	\$ 71,887.20		\$ -	\$ 9.75	\$ 166,881.00	\$ 28.50	\$ 487,806.00		
24	Cold Formed Metal Framing	LB	1527	\$ 9.00	\$ 13,743.00		\$ -	\$ 28.00	\$ 42,756.00	\$ 13.10	\$ 20,003.70		
25	Aluminum Siding	SF	1500	\$ 4.00	\$ 6,000.00		\$ -	\$ 23.00	\$ 34,500.00	\$ 12.00	\$ 18,000.00		
26	Electrical Relocation	LS	1	\$ 1,500.00	\$ 1,500.00		\$ -	\$ 5,000.00	\$ 5,000.00	\$ 1,500.00	\$ 1,500.00		
27	CIP Concrete Barrier	LF	60	\$ 111.00	\$ 6,660.00		\$ -	\$ 100.00	\$ 6,000.00	\$ 500.00	\$ 30,000.00		
ALTERNATE - CONCRETE WORK ONLY													
28	Selective Demolition	SF	8000	\$ 30.00	\$ 240,000.00		\$ -	\$ 45.00	\$ 360,000.00	\$ 30.00	\$ 240,000.00		
29	Furnish CIP Concrete 5,000 psi	CY	115	\$ 360.00	\$ 41,400.00		\$ -	\$ 500.00	\$ 57,500.00	\$ 2,650.00	\$ 304,750.00		
30	Remove Existing Concrete Barrier	LF	60	\$ 111.00	\$ 6,660.00		\$ -	\$ 100.00	\$ 6,000.00	\$ 350.00	\$ 21,000.00		
31	CIP Concrete Barrier	LF	120	\$ 34.00	\$ 4,080.00		\$ -	\$ 600.00	\$ 72,000.00	\$ 500.00	\$ 60,000.00		
32	Selective Demolition	LS	1	\$ 5,000.00	\$ 5,000.00		\$ -	\$ 35,000.00	\$ 35,000.00	\$ 50,000.00	\$ 50,000.00		
33	CIP Concrete (Column Encasement)	CY	1	\$ 360.00	\$ 360.00		\$ -	\$ 1,000.00	\$ 1,000.00	\$ 5,000.00	\$ 5,000.00		
34	Structural Steel	LB	100	\$ 100.00	\$ 10,000.00		\$ -	\$ 35.00	\$ 3,500.00	\$ 50.00	\$ 5,000.00		
35	Cold Formed Metal Framing	LB	1527	\$ 9.00	\$ 13,743.00		\$ -	\$ 28.00	\$ 42,756.00	\$ 13.10	\$ 20,003.70		
36	Aluminum Siding	SF	1000	\$ 4.00	\$ 4,400.00		\$ -	\$ 23.00	\$ 25,300.00	\$ 12.00	\$ 13,200.00		
BID ADD ITEM													
38	Misc. Metal Building Repairs	LS	1	\$ 10,000.00	\$ 10,000.00		\$ -	\$ 59,800.00	\$ 59,800.00	\$ 50,000.00	\$ 50,000.00		

Contingency

Check MOBILIZATION

	OK	OK	OK	OK	OK
BASE BID TOTAL (Items 1-18)	\$ 271,180.20	\$ 636,284.00	\$ 839,087.00	\$ 1,261,159.70	\$ -
Bid Alternate - STEEL ONLY (Items 19-27)	\$ 115,010.20	\$ -	\$ 325,137.00	\$ 773,809.70	\$ 286,126.00
Bid Alternate - CONCRETE ONLY (Items 28-36)	\$ 325,643.00	\$ -	\$ 603,056.00	\$ 718,953.70	\$ -
Bid Add Item - Misc. Metal Building Repairs (Item 38)	\$ 10,000.00	\$ -	\$ 59,800.00	\$ 50,000.00	\$ -

RECOMMENDED LOW BID AWARD (Base Bid + BID ADD ITEM) \$ 281,180.20



Matthew Payne

NORTH CAROLINA

CONSTRUCTION OR REPAIR AGREEMENT

[Standard]

BRUNSWICK COUNTY

THIS CONSTRUCTION OR REPAIR AGREEMENT (hereinafter referred to as the “Agreement” or “Contract”) is made and entered into by and between Brunswick County, a body politic and corporate of the State of North Carolina, (hereinafter referred to as “County” or “Owner”), party of the first part, and Stonehenge Building Inc., (hereinafter referred to as “Contractor”), party of the second part.

WITNESSETH:

1. PROJECT

Contractor shall furnish and deliver all materials and perform all work in the manner and form as provided by enumerated plans, specifications and documents, including, without limitation and as applicable: the Invitation to Bid; Notice to Bidders; Instructions to Bidders; Scope of Work (Base Bid Lines 1-18 in the Proposal and Bid Add Item Line 37 in the Proposal only); General Conditions; Supplementary General Conditions; Specifications; Addenda; Accepted Proposal; Notice to Proceed; Performance Bond; Payment Bond; MBE forms; Power of Attorney; Workers’ Compensation, Public Liability, Property Damage and Builder’s Risk Insurance Certificates; Approval by the Board of Commissioners; Tax Statement and Certification; Notice of Substantial Completion; Notice of Final Completion and Acceptance; and Drawings (hereinafter referred to collectively as the “Bid Documents”) titled:

Project: Master Solid Waste Transfer Station Repairs (Base Bid Lines 1-18 in the Proposal and Bid Add Item Line 37 in the Proposal only)

The Bid Documents are incorporated by reference and made an integral part of this Agreement. To the extent the terms of such documents conflict with the terms of this Agreement, the terms of this Agreement shall prevail.

2. TERM OF AGREEMENT

The term of this Agreement begins one (1) business day after approval by the Brunswick County Board of Commissioners or execution of the Agreement by County, whichever is later (the “Effective Date”) and continues in effect for ninety (90) consecutive calendar days, unless extended or sooner terminated as provided for in the Brunswick County General Conditions of the Contract.

3. BRUNSWICK COUNTY GENERAL CONDITIONS OF THE CONTRACT

This Agreement, in addition to any construction documents prepared hereunder, shall be subject to the Brunswick County, North Carolina General Conditions of the Contract (for construction contracts), unless the County directs otherwise. In the event of a conflict between the General Conditions of the Contract and this Agreement, this Agreement shall prevail.

4. NONAPPROPRIATION

If the Board of County Commissioners does not appropriate the funding needed by the County to make payments under this Agreement for a given fiscal year, the County will not be obligated to pay amounts due beyond the end of the last fiscal year for which funds were appropriated. In such event, the County will promptly notify the Contractor of the non-appropriation and this Agreement will be terminated at the end of the last fiscal year for which funds were appropriated. No act or omission by the County which is attributable to non-appropriation of funds shall constitute a breach of or default under this Agreement.

5. COMPENSATION

The County agrees to pay Contractor the total amount of **Two Hundred Eighty-One Thousand, One Hundred Eight and 20/100 Dollars (\$281,108.20)** for the Project. Payment shall be subject to additions and deductions as provided in the specifications or Bid Documents. County shall make monthly progress payments to Contractor on the basis of a duly certified and approved estimate of work performed during a given calendar month, less five percent (5%) of the amount of such estimate which is to be retained by County until all work has been performed strictly in accordance with this Agreement and such work has been accepted by County. The County shall not require further retainage after fifty percent (50%) of the work has been satisfactorily completed on schedule as more fully set forth in the General Conditions included with the Bid Documents. County shall make full and final payment to Contractor within thirty (30) days after completion of the Project and acceptance of such work by County and upon Contractor's submittal of satisfactory evidence that all payrolls, material bills and other costs incurred in connection with the Project have been paid in full. Notwithstanding the foregoing, County will not pay late fees on any charges under this Agreement. If County disputes any portion of the charges, the County shall inform Contractor in writing of the disputed charges.

6. INDEPENDENT CONTRACTOR

Both County and Contractor agree that Contractor shall act as an independent contractor and shall not represent itself as an agent or employee of the County for any purpose in the performance of its duties under this Agreement. Contractor represents that it has or will secure, at its own expense, all personnel required in performing the work under this Agreement. Accordingly, Contractor shall be responsible for payment of all federal, state and local taxes arising out of its activities in accordance with this Agreement, including, without limitation, federal and state income tax, social security tax, unemployment insurance taxes and any other taxes or business license fees as required. Contractor shall not be entitled to participate in any plans, arrangements or distributions by the County pertaining to or in connection with any pension, stock, bonus, profit sharing or other benefit extended to County employees.

In the event the Internal Revenue Service should determine that Contractor is, according to Internal Revenue Service guidelines, an employee subject to withholding and social security contributions, then Contractor hereby acknowledges that all payments hereunder are gross payments, and the Contractor is responsible for all income taxes and social security payments thereon.

7. CONTRACTOR REPRESENTATIONS

- (1) Contractor is a duly organized entity or corporation qualified to do business and in good standing under the laws of the State of North Carolina;
- (2) Contractor has all requisite corporate power and authority to execute, deliver and perform its obligations under this Agreement;
- (3) No approval, authorization or consent of any governmental or regulatory authority is required to be obtained or made by it in order for Contractor to enter into and perform its obligations under this Agreement;
- (4) Contractor shall not violate any agreement with any third party by entering into or performing the work under this Agreement;
- (5) Contractor will perform all work in conformity with the specifications and requirements of this Agreement;
- (6) Unless otherwise agreed by the parties, Contractor agrees that all materials will be new and of good quality;
- (7) The work provided by Contractor under this Agreement will not violate, infringe or misappropriate any patent, copyright, trademark or trade secret rights of any third party, or any other third-party rights (including without limitation non-compete agreements);
- (8) Contractor will perform the work in a professional and workmanlike manner exercising reasonable care and diligence and will ensure that it adheres to the highest generally accepted standards in the industry when performing said work;
- (9) Contractor acknowledges that if any specific licenses, certifications or related credentials are required in its performance of the work, it will ensure that such credentials remain current and active and not in a state of suspension or revocation; and
- (10) Contractor shall ensure that whenever its employees or agents are on County property, they will strictly abide by all instructions and directions issued by the County with respect to rules, regulations, policies and security procedures applicable to work on the County's premises. Such rules, regulations, policies and security procedures shall include, but not be limited to: (i) not possessing any controlled substances; (ii) smoking only in designated smoking areas, if any; and (iii) not possessing weapons, except for weapons possessed by law enforcement officials.

8. NON-ENDORSEMENT AND PUBLICITY

County is not endorsing Contractor or its work, and Contractor is not permitted to reference this Agreement or County in any manner without the prior written consent of County. Notwithstanding the foregoing, the parties agree that Contractor may list the County as a reference

in response to requests for proposals and may identify County as a customer in presentations to potential customers.

9. NON-EXCLUSIVITY

Contractor acknowledges that County is not obligated to contract solely with Contractor for the work covered under this Agreement.

10. DIVESTMENT FROM COMPANIES THAT BOYCOTT ISRAEL

Contractor hereby certifies that it has not been designated by the North Carolina State Treasurer as a company engaged in the boycott of Israel pursuant to N.C.G.S. § 147-86.81.

11. DEBARMENT

Contractor hereby certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this Agreement by any governmental department or agency. Contractor must notify County within thirty (30) days if debarred by any governmental entity during this Agreement.

12. MINORITY BUSINESS ENTERPRISES

Contractor will make a good faith effort to utilize Minority Business Enterprises (MBEs) per N.C. Gen. Stat. 143-128 as subcontractors in the performance of this Agreement.

13. WORKERS' COMPENSATION

To the extent required by law, Contractor shall comply with the North Carolina Workers' Compensation Act and shall provide for the payment of workers' compensation to its employees in the manner and to the extent required by such Act. In the event Contractor is excluded from the requirements of such Act and does not voluntarily carry workers' compensation coverage, Contractor shall carry or cause its employees to carry adequate medical/accident insurance to cover any injuries sustained by its employees or agents while fulfilling Contractor's obligations under this Agreement. Contractor agrees to furnish County proof of compliance with said Act or adequate medical/accident insurance coverage upon request.

14. TAXES

Contractor shall be responsible for paying all taxes, fees, assessments and premiums of any kind payable on its employees and operations. Contractor shall substantiate, on demand by the County, that all taxes and other charges are being properly paid.

15. COMPLIANCE WITH E-VERIFY PROGRAM

Pursuant to N.C.G.S. § 143-133.3, Contractor understands that it is a requirement of this Agreement that Contractor and its subcontractors must comply with the provisions of Article 2 of

Chapter 64 of the North Carolina General Statutes. In doing so, Contractor agrees that, unless it is exempt by law, it shall verify the work authorization of its employees utilizing the federal E-Verify program and standards as promulgated and operated by the United States Department of Homeland Security, and Contractor shall require its subcontractors to do the same. Upon request, Contractor agrees to provide County with an affidavit of compliance or exemption.

16. CONFIDENTIAL INFORMATION

For purposes of this Agreement, the party disclosing Confidential Information is the “Discloser,” and the party receiving Confidential Information is the “Recipient.” “Confidential Information” shall mean any nonpublic information concerning the parties’ respective businesses including, but not limited to, all tangible, intangible, visual, electronic, present or future information such as: (a) trade secrets; (b) financial information, including pricing; (c) technical information, including research, development, procedures, algorithms, data, designs and know-how; (d) business information, including operations, planning, marketing interests and products; and (e) the terms of any agreement between the parties and the discussions, negotiations and proposals related thereto. Confidential Information disclosed to the other party must be clearly identified. Written Confidential Information must be clearly marked in a conspicuous place with an appropriate legend identifying the information as “Confidential.” Confidential Information that is not written must be identified as confidential at the time of disclosure and confirmed in writing delivered to Recipient within fifteen (15) days of disclosure.

The restrictions regarding the use and disclosure of Confidential Information do not apply to information that is:

- (1) in the public domain through no fault of the Recipient;
- (2) within the legitimate possession of the Recipient, with no confidentiality obligations to a third party;
- (3) lawfully received from a third party having rights in the information without restriction, and without notice of any restriction against its further disclosure;
- (4) independently developed by the Recipient without breaching this Agreement or by parties who have not had, either directly or indirectly, access to or knowledge of the Confidential Information;
- (5) disclosed with the prior written consent of the Discloser; or
- (6) required to be disclosed by law, regulation or court or governmental order, specifically including requests pursuant to the Public Records Laws of North Carolina contained in Chapter 132 of the North Carolina General Statutes. In the event Recipient receives such a request, it shall notify Discloser and Discloser shall have the opportunity to defend against production of such records at Discloser’s sole expense.

17. NO ASSIGNMENT WITHOUT CONSENT

Neither party shall assign this Agreement (or assign any right or delegate any obligation contained herein whether such assignment is of service, of payment or otherwise) without the prior written consent of the other party hereto. Any such assignment without the prior written consent of the other party hereto shall be void. An assignee shall acquire no rights, and County shall not recognize any assignment in violation of this provision.

18. GOVERNING LAW AND VENUE

This Agreement shall be governed by applicable federal law and by the laws of the State of North Carolina without regard for its choice of law provisions. All actions relating in any way to this Agreement shall be brought in the General Court of Justice of the State of North Carolina in Brunswick County or in the Federal District Court for the Eastern District of North Carolina, Wilmington division.

19. DISPUTE RESOLUTION

Should a dispute arise as to the terms of this Agreement, both parties agree that neither may initiate binding arbitration. The parties may agree to non-binding mediation, as more fully set forth in the General Conditions of the Contract.

20. GOVERNMENTAL IMMUNITY

County, to the extent applicable, does not waive its governmental immunity by entering into this Agreement and fully retains all immunities and defenses provided by law with regard to any action based on this Agreement.

21. NON-WAIVER

Failure by County at any time to require the performance by Contractor of any of the provisions of this Agreement shall in no way affect County's right hereunder to enforce the same, nor shall any waiver by County of any breach be held to be a waiver of any succeeding breach or a waiver of this Section.

22. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties with respect to the subject matter herein. There are no other representations, understandings or agreements between the parties with respect to such subject matter. This Agreement supersedes all prior agreements, negotiations, representations and proposals, written or oral, related specifically to the Project herein.

23. HEADINGS

The headings in this Agreement are for convenience of reference only and shall not define or limit any of the terms or provisions hereof.

24. SEVERABILITY

The invalidity of one or more of the phrases, sentences, clauses or sections contained in this Agreement shall not affect the validity of the remaining portion of the Agreement so long as the material purposes of this Agreement can be determined and effectuated. If a provision of this Agreement is held to be unenforceable, then both parties shall be relieved of all obligations arising under such provision, but only to the extent that such provision is unenforceable, and this Agreement shall be deemed amended by modifying such provision to the extent necessary to make it enforceable while preserving its intent.

25. AMENDMENTS

Amendments or changes to this Agreement shall not be valid unless in writing and signed by authorized agents of both Contractor and County.

26. NOTICES

(1) **DELIVERY OF NOTICES.** Unless otherwise specified in the General Conditions, any notice, consent or other communication required or contemplated by this Agreement shall be in writing, and shall be delivered in person, by U.S. mail, by overnight courier, by electronic mail or by facsimile to the intended recipient at the address set forth below.

(2) **EFFECTIVE DATE OF NOTICES.** Any notice shall be effective upon the date of receipt by the intended recipient; provided that any notice which is sent by facsimile or electronic mail shall also be simultaneously sent by mail deposited with the U.S. Postal Service or by overnight courier.

(3) **NOTICE ADDRESS.**

- a. Communications that relate to any breach, default, termination, amendment or waiver of any provision of this Agreement shall be sent to:

For the County: Brunswick County Attorney
P.O. Box 249
Bolivia, NC 28422

With a copy to: Stephanie Lewis
Director, Operation Services
P.O. Box 249
Bolivia, NC 28422

- b. Communications that relate to any delay in performance, prevention of performance, modification or extension of this Agreement shall be sent to:

For the County: Stephanie Lewis
Director, Operation Services
P.O. Box 249
Bolivia, NC 28422

- c. All communications to Contractor shall be sent to:

For the Contractor: Stonehenge Building Inc.
Attn: Jennifer B. Lancaster, Registered Agent
6621 Amsterdam Way #2
Wilmington, NC 28405

[SIGNATURES APPEAR ON FOLLOWING PAGE]

27. SIGNATURES

This Agreement, together with any amendments or modifications, may be executed in one or more counterparts, each of which shall be deemed an original and all of which shall be considered one and the same agreement. This Agreement may also be executed electronically. By signing electronically, the parties indicate their intent to comply with the Electronic Commerce in Government Act (N.C.G.S. § 66-358.1 et seq.) and the Uniform Electronic Transactions Act (N.C.G.S. § 66-311 et seq.). Delivery of an executed counterpart of this Agreement by either electronic means or by facsimile shall be as effective as a manually executed counterpart.

ATTEST:

BRUNSWICK COUNTY

Clerk to the Board

By: _____
Frank Williams
Chairman

[SEAL]

STONEHENGE BUILDING INC.

By: _____

Printed Name: Jennifer B. Lancaster

Title: President

Date: _____

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

Julie A. Miller, Finance Director
Brunswick County, North Carolina

APPROVED AS TO FORM

Robert V. Shaver, Jr., County Attorney /
Bryan W. Batton, Assistant County Attorney



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
June 15, 2020

From:
Kirstie Dixon, Planning Director

Action Item # V. - 16.

Planning - Gullah Geechee Cultural Heritage Corridor Multi-Use
Greenway/Blueway Trail

Issue/Action Requested:

Request that the Board of Commissioners adopt a resolution supporting the conceptual plan of the Gullah Geechee Cultural Heritage Corridor Multi-Use Greenway / Blueway Trail within Brunswick County.

Background/Purpose of Request:

Mr. Brayton Willis, Acting Chairman of Brunswick County Branch of the NAACP, is requesting on behalf NAACP's Environmental and Climate Justice Committee, that the Board of Commissioners adopt a resolution supporting the conceptual plan of the Gullah Geechee Cultural Heritage Corridor Multi-Use Greenway / Blueway Trail within Brunswick County.

The Gullah Geechee Cultural Heritage Corridor is a 12,000 square mile, federal National Heritage Area designated by the U.S. Congress to recognize the unique culture of the Gullah Geechee people who have traditionally resided in the coastal areas and the sea islands of North Carolina, South Carolina, Georgia and Florida — from Pender County, North Carolina, to St. Johns County, Florida. The corridor travels through Brunswick County. The Corridor is not a national park or a single site, rather it is comprised of many historically and culturally places of significance to the Gullah Geechee people.

The Brunswick County Branch of the NAACP's Environmental and Climate Justice Committee has developed a proposed Gullah Geechee Cultural Heritage Corridor Multi-Use Greenway / Blueway Trail within Brunswick County (see enclosed map). The proposed trail is conceptual as additional work will need to be completed to determine the exact locations and routing of the trail.

The proposed Gullah Geechee Cultural Heritage Corridor Multi-Use Greenway / Blueway Trail is consistent with the Brunswick County Trail Plan adopted in 2017 and will accomplish the following:

- Ties into other trail efforts on-going in Brunswick County such as the NC 211 East Coast Greenway Feasibility Study;
- Provides a link to the East Coast Greenway and destinations such as the Brunswick Nature Park; and
- Linkage greenway and blueways connections to various towns and communities along the Cape Fear River from Navassa in Northern Brunswick to Southport in Southern Brunswick County.

Resolutions are being considered by the Town of Leland, the Town of Navassa, Wilmington MPO, the Cape Fear RPO, and by NCDOT.

Attachment include:

- Proposed Gullah Geechee Cultural Heritage Corridor Multi-Use Greenway / Blueway Trail Map.
- Presentation of the Proposed Gullah Geechee Cultural Heritage Corridor Multi-Use Greenway/Blueway Trail Brunswick County, North Carolina "A Pathway to Freedom."
- Presentation to the WMPO Board with additional information.

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend the Board of Commissioners adopt a resolution supporting the conceptual plan of the Gullah Geechee Cultural Heritage Corridor Multi-Use Greenway / Blueway Trail within Brunswick County.

ATTACHMENTS:

Description

- ▣ Gullah Geechee Cultural Heritage Corridor Trail Resolution
- ▣ Map of Gullah Geechee Cultural Heritage Corridor Multi-Use Greenway / Blueway Trail
- ▣ Presentation Gullah Geechee Cultural Heritage Corridor Multi Use Greenway/Blueway Trail Brunswick County, NC "A Pathway to Freedom"
- ▣ Presentation WMPO NAACP

County of Brunswick
Office of the County Commissioners



**RESOLUTION SUPPORTING THE PROPOSED GULLAH GEECHEE CULTURAL
HERITAGE CORRIDOR MULTI-USE GREENWAY/BUEWAY TRAIL WITHIN
BRUNSWICK COUNTY**

WHEREAS, the Gullah Geechee Cultural Heritage Corridor is a National Heritage Area and it was established by the U.S. Congress to recognize the unique culture of the Gullah Geechee people who have traditionally resided in the coastal areas and the sea islands of North Carolina, South Carolina, Georgia and Florida — from Pender County, North Carolina, through Brunswick County, to St. John's County, Florida; and

WHEREAS, with an estimated 50 to 75 % of the growth and development in the southeastern United States during the next 30 years projected to occur along the coastal plain, many traditional southern communities like Brunswick County encourage the preservation of historical and cultural identity while enhancing environmental qualities that create opportunities for active, healthy lifestyles and a sense of place; and

WHEREAS; Brunswick County has worked with its citizens, municipalities, communities, and local transportation organizations to develop the Brunswick County Trail Plan in 2017 identifying a comprehensive network trails throughout Brunswick County that will assist with preserving natural resources, wildlife habitats, and cultural resources while acting as a catalyst to promote healthy communities and economic growth; and

WHEREAS; the Brunswick County Trail Plan Proposed Map identifies proposed trails that are consistent with the proposed Gullah Geechee Cultural Heritage Corridor Multi-Use Greenway/Blueway Trail; and

WHEREAS; the Brunswick County Trail Plan aims to:

- Link communities throughout Brunswick County together;
- Provide a comprehensive network of walking trails, bike routes, and paddle trails;
- Encouraged existing on-road trails to be moved to off-road facilities;
- Promote hard surfaced trail facilities; and
- Encourage native plantings and wide corridors along the entire trail network to promote the conservation of wildlife and natural resources.

WHEREAS, the proposed concept of a Gullah Geechee Cultural Heritage Corridor Multi-Use Greenway/Blueway Trail ties into other trail efforts in Brunswick County and links to the East Coast Greenway, and connects communities; and

WHEREAS, the proposed concept of a Gullah Geechee Cultural Heritage Corridor Multi-Use Greenway/Blueway Trail promotes physical health, creates economic growth, provides greater bike/ped opportunities, highlights regional environmental resources, and historical/cultural assets; and

WHEREAS, this unique approach to celebrating the cultural and historic values of this community and our region by integrating functional use, scenic and economic value, historical and environmental interpretation; and

WHEREAS, this trail will establish a major regional greenway/blueway link for communities along the Cape Fear River and beyond.

THEREFORE, BE IT RESOLVED, that the Brunswick County Board of Commissioners adopts a resolution supporting the proposed concept of the Gullah Geechee Cultural Heritage Corridor Multi-Use Greenway/Blueway Trail.

This the 15th day of June, 2020.

Frank L. Williams, Chair
Brunswick County Board of Commissioners

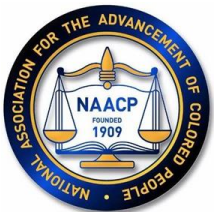
ATTEST:

Andrea White, NCCCC
Clerk to the Board



**“DRAFT” PROPOSED
GULLAH GEECHEE CULTURAL HERITAGE CORRIDOR
MULTI-USE GREENWAY/BLUEWAY TRAIL**
Connecting to the East Coast Greenway at Wilmington
and Southport via I-140 loop / State Routes 133, 17, 421
and Local streets in Navassa Leland and Southport

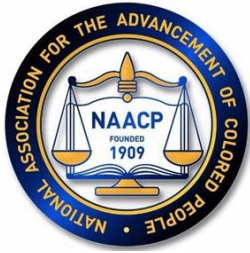
Proposed Gullah Geechee Cultural Heritage Corridor Multi-Use Greenway/Blueway Trail Brunswick County, North Carolina *"A Pathway to Freedom"*



Mr. Brayton Willis, Acting Chairman
Environmental and Climate Justice Committee
Brunswick County Branch, NAACP



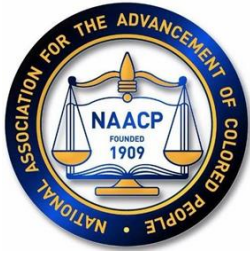
**"DRAFT" PROPOSED
GULLAH GEECHEE CULTURAL HERITAGE CORRIDOR
MULTI-USE GREENWAY/BUEWAY TRAIL**
Connecting to the East Coast Greenway at Wilmington
and Southport via I-140 loop / State Routes 133, 17, 421
and Local streets in Navassa Leland and Southport



The Gullah/Geechee Cultural Heritage Corridor was designated by the Gullah/Geechee Cultural Heritage Act, passed by Congress on October 12, 2006 (Public Law 109- 338).

The Corridor was created to:

- Recognize, sustain, and celebrate the important contributions made to American culture and history by African Americans, known as the Gullah Geechee, who settled in the coastal counties of South Carolina, Georgia, North Carolina, and Florida.
- Assist state and local governments and public and private entities in South Carolina, Georgia, North Carolina, and Florida in interpreting the story of the Gullah Geechee and preserving Gullah Geechee folklore, arts, crafts, and music.
- Assist in identifying and preserving sites, historical data, artifacts, and objects associated with Gullah Geechee people and culture for the benefit and education of the public.



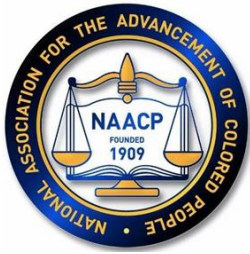
Proposed Gullah Geechee Cultural Heritage Corridor Multi-Use Greenway/Blueway Trail

Grassroot effort to:

Develop a concept plan that captures, celebrates and begins the process of developing local, regional and national support for the establishment of the Gullah Geechee Cultural Heritage Corridor in Brunswick County in the form of a Greenway/Blueway Trail.



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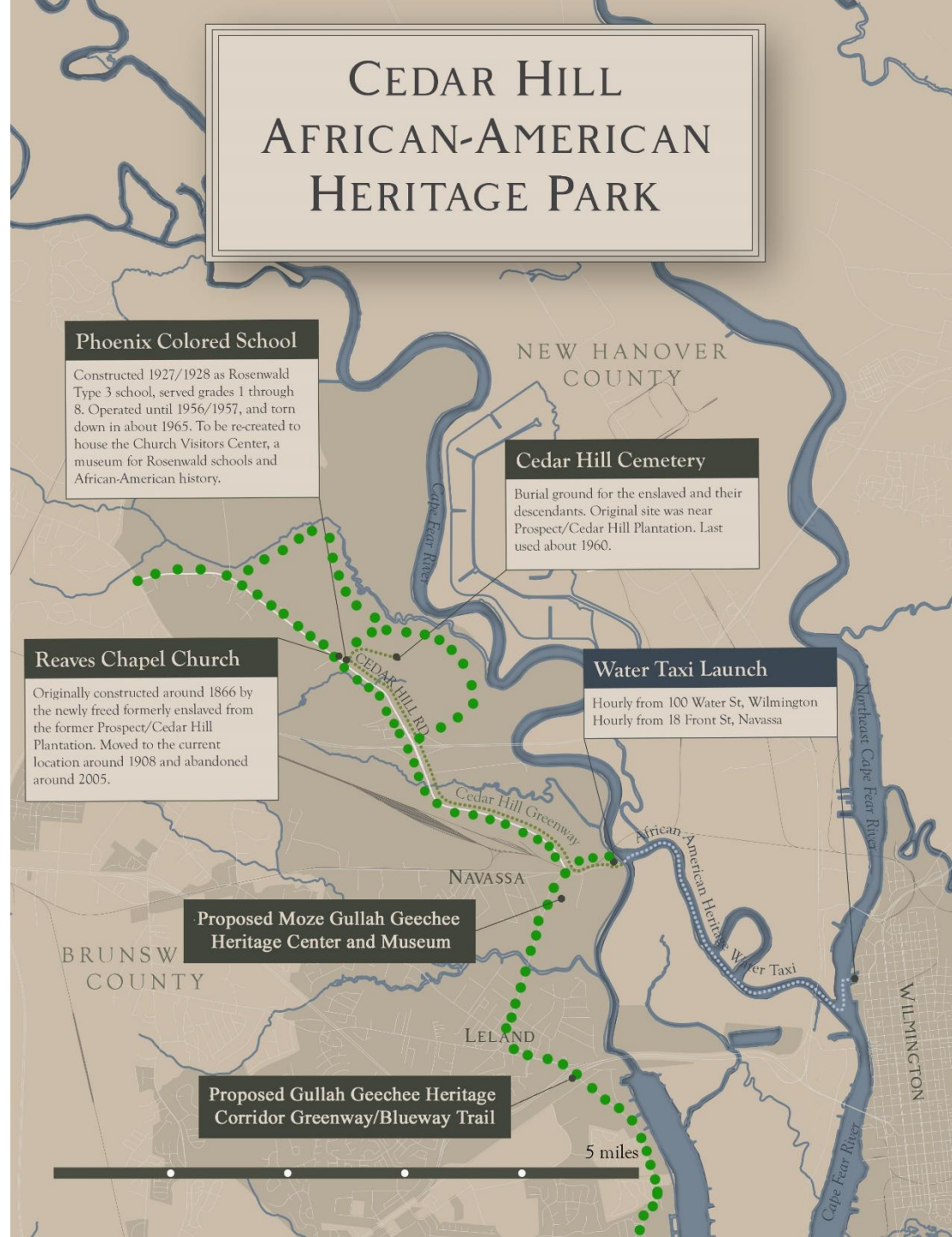


Possibilities

- **Educational Outreach:** Increasing understanding and awareness of Gullah Geechee people, culture and history.
- **Economic Development:** Supporting tourism and businesses while promoting the preservation of the land and natural resources that are important to a healthy way of life and a sense of place.
- **Documentation and Preservation:** Trails, Greenways and Blueways have the power to connect and bond us to the fabric of our collective society by preserving and celebrating historic places and providing access to them. Reaves Chapel, Cedar Hill African American Heritage Park for example
- **Promoting Healthy Living:** Creating new recreational opportunities that provide safe, inexpensive avenues for regular exercise for people living in rural, urban and suburban areas in Brunswick County.
- **Protecting the Environment:** Greenways and Blueways protect important habitat and provide corridors for people and wildlife.
- **And,** potential to link to the 3,000 mile East Coast Greenway

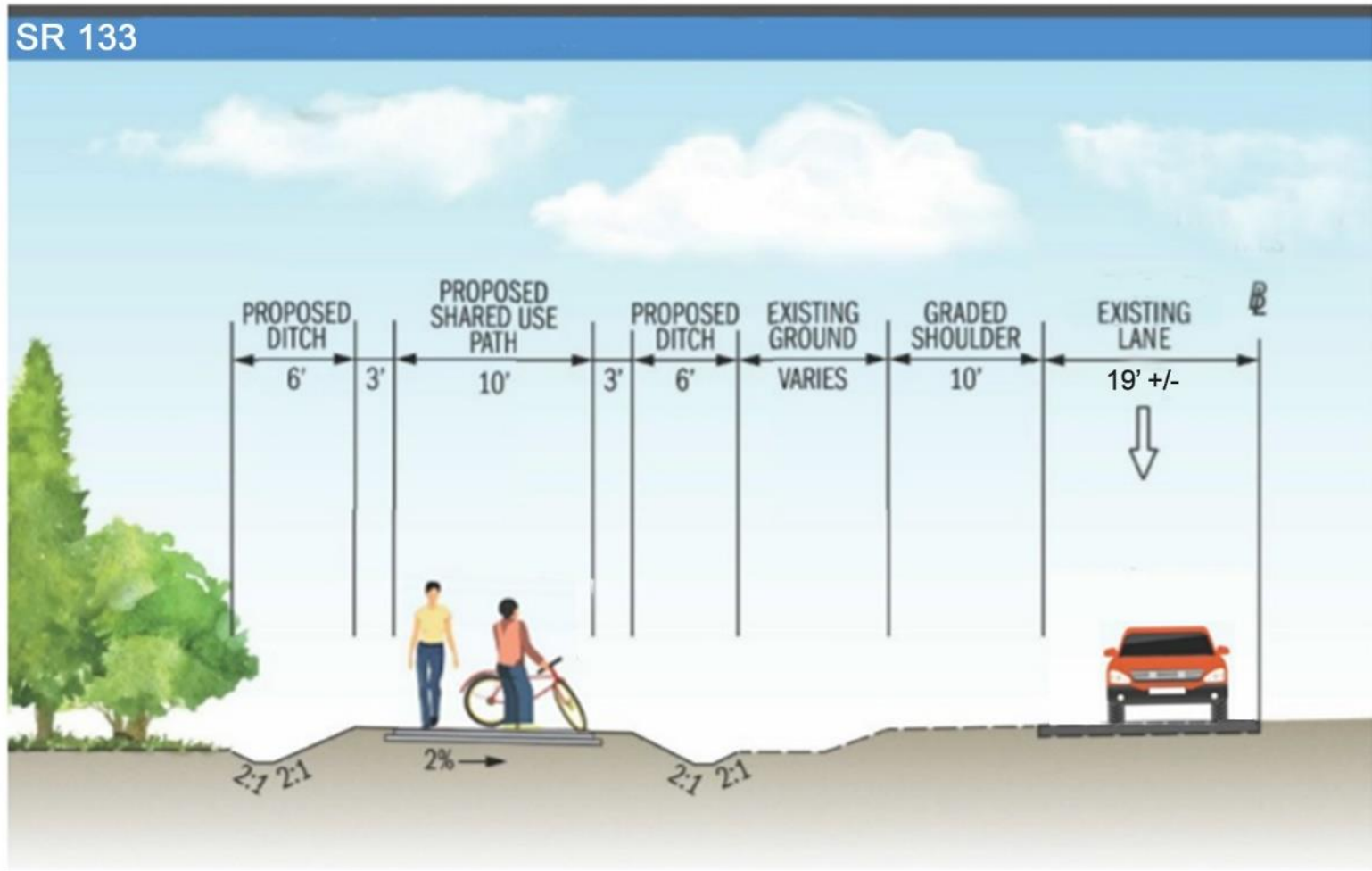


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Conceptual Design (Typical Cross-Section)

SR 133





Here is who we have reached out to thus far:

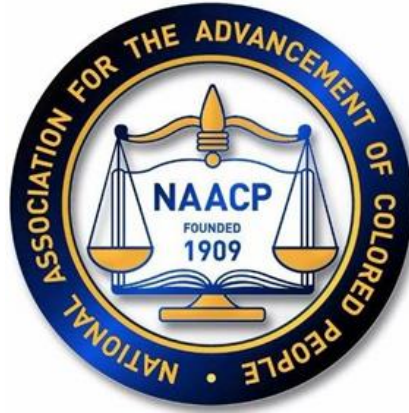
- National Park Service
- Gullah Geechee Heritage Corridor Foundation
- East Coast Greenway Organization
- Wilmington Metropolitan Planning Organization
- US Army Corps of Engineers
- New Hanover County Branch - NAACP
- COG - Rural Planning Organization
- Brunswick County Planning
- NC Department of Natural and Cultural Resources
- NC Division of State Historic Sites
- NC Parks and Recreation – Trails Program
- NC African American Heritage Commission
- Town of Navassa
- Town of Leland
- Leland Economic Development
- Leland Parks and Recreation
- City of Southport
- City of Boiling Spring Lakes
- Cedar Hill African – American Heritage Park
- African – American Heritage Museum of Southeastern NC
-



FINALLY LOOKING FORWARD

Brunswick County is the fastest growing county in NC and the fourth fastest growing in the United States. Preserving, protecting and celebrating our area's historic and cultural features must be at the heart of sustainable growth and development here in Brunswick County.

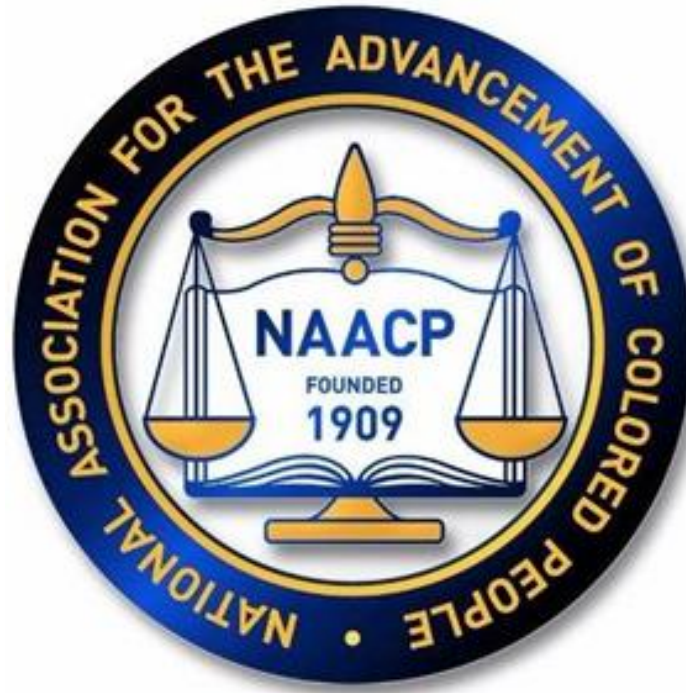
- Will the Brunswick County support the concept proposal that could potentially designate a portion of their trail system as a Gullah Geechee Heritage Greenway/Blueway Corridor Trail?
- Will the Brunswick County support the concept proposal that could also include that same trail system into the 3,000 mile "East Coast Greenway Corridor" Project?



We, the members of the NAACP, constantly strive to improve and empower the lives of the people we serve.

And for those we serve and our members we thank you for the privilege of your time and consideration.

"The tree of our family was parted - branches here, roots there – parted for their lumber." — Ta-Nehisi Coates, The Water Dancer



February 26, 2020
Presentation to the WMPO Board

Mr. Carl Parker, President
Brunswick County Branch, NAACP

Mr. Brayton Willis, Acting Chairman
BCB NAACP, Environmental and
Climate Justice Committee

Celebrating Black History Month



PURPOSE OF OUR NOVEMBER 11, 2019 LETTER “Looking forward to 2050”

Requested by our members in the Southport Area
and

Requests WMPO’s consideration and support to increase
the size of the WMPO planning and study area to include:

City of Southport

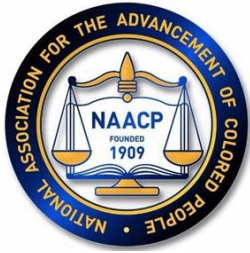
City of Boiling Spring Lakes

Town of Bolivia

The Military Ocean Terminal Sunny Point (MOTSU)

The Brunswick Nuclear Generation Station

The Southport Terminal of the Southport / Fort Fisher Ferry



LOOKING FORWARD TO 2050 REASONS TO SUPPORT THE WMPO EXPANSION

Improved Safety and Security: Better route planning in Southport to help evacuation from the harm / destruction caused by natural disasters or other man-caused catastrophes. RPO currently funded to support.

Consideration for a Cape Fear Crossing: Opportunity to study two additional alternatives to bridge the Cape Fear River directly south of Town Creek. Currently in the hands of WMPO.

Economic and Community Vitality: Provides an efficient and effective interconnected transportation system that fosters the support and development of our destination communities in southern Brunswick County along the Cape Fear River. RPO currently funded to support.

The 2020 Census: the 2020 Census may help decide when and where new multi-modal transportation improvements and bridges are needed in our WMPO planning area. NAACP strongly supports this effort.



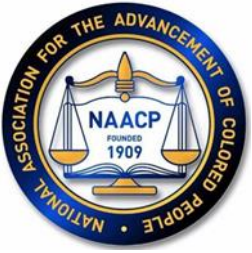
LOOKING FORWARD TO 2050 REASONS TO SUPPORT THE WMPO EXPANSION

Planning ahead of development: The costs of regional planning at “pre-development” is far less expensive, as opposed to “post-development” when it is difficult and expensive.

Historic and Cultural Preservation: Such as potential to link up to the 3,000 mile East Coast Greenway along our beautiful and pristine portion of the Congressionally Authorized Gullah Geechee Heritage Corridor. Wilmington and Southport (with RPO funded support) already have routes planned.

Environment: Early transportation planning will help to protect and preserve our vital environmental and ecosystem resources; as well as our vital air and water quality resources and, hopefully, reduce the impacts of Greenhouse Gas Emissions.

Major Regional Partnerships: South Carolina Grand Strand’s 22 Member MPO has already reached into Brunswick County to create a Bi-state MPO.



In October 2012, WMPO was given pros/cons for considering expanding the WMPO

Pros*

- Provides federal transportation planning services to an area that is growing and some locations meet the US Census definition of Urban Clusters.
- Creates additional relationships with communities in southern Brunswick County.
- Enables greater regional coordination and collaboration.
- Expanded opportunity to provide planning on southern Brunswick County, including the NC Highway 133 and NC Highway 87 corridors.

*Source: WMPO Memorandum to TAC dated October 26,2012



Pros and Cons from 2012 (continued)

Cons*

- Will increase demand on existing staff resources.
- Increased cost to provide services in this area.
- May impact the distribution of federal and state funds.
- Potential impact on projects in the SPOT Prioritization process.
- The WMPO has not received resolutions of support from the all of the affected municipalities.
- May dilute the voting membership of the existing MPO.
- May create a situation where it is harder to maintain quorum with added membership.

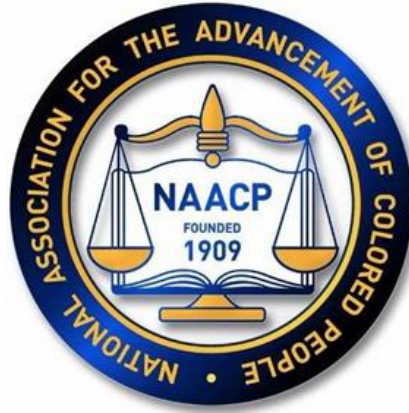
*Source: WMPO Memorandum to TAC dated October 26,2012



FINALLY LOOKING FORWARD TO 2050

Brunswick County is the fastest growing county in NC and the fourth fastest growing in the United States. Brunswick County residents are currently served by three (3) funded transportation planning organizations.

- At what point in time will the rapidly growing population within the BrunsCo RPO be absorbed into an MPO and which MPO will it be?
- Transportation funding is scarce and BrunsCo's population is growing sharply – How will the MPOs and RPO best optimize and manage limited dollars to the mutual benefit of all partners?
- Will the WMPO consider expanding the Cape Fear River crossing study area south of Town Creek?
- Will the WMPO support adding the SR 133 (STRANET) Gullah Geechee Corridor into the 3,000 mile “East Coast Greenway Corridor” Project? From Navassa to Southport, 90% of the route is already designated as a BrunsCo bike trail.



We, the members of the NAACP, constantly strive to improve and empower the lives of the people we serve.

And for those we serve and our members we thank you for the privilege of your time and consideration.

Celebrating Black History Month



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
June 15, 2020

Action Item # V. - 17.

From: Sheriff's Office - School Resource Officer Agreement
Elizabeth Bynum

Issue/Action Requested:

Request that the Board of Commissioners approve a Sheriff's Office School Resource Officer's Reimbursement Agreement with the Brunswick County Schools.

Background/Purpose of Request:

Request that the Board of Commissioners approve a Sheriff's Office School Resource Officer's Reimbursement Agreement with the Brunswick County Schools. The Brunswick County Sheriff's Office provides (22.5) School Resource Officers (SROs) and (1) SRO Detective to Brunswick County Schools.

Brunswick County Schools agree to reimburse the Brunswick County Sheriff's Office the salary and benefits for each SRO assigned for 220 days of employment at a standard rate which is based on the average salary (including historical overtime) and benefits of a county SRO. The agreed upon rate per officer beginning in fiscal year 2021 is \$63,810 and 1 detective is \$70,540. The annual rate will be increased each fiscal year for the county pay plan market adjustment percentage based on the Consumer Price Index reported each year in December for fiscal years 2022 and 2023. Total reimbursement per agreement from Brunswick County Schools is \$1,506,261.

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

County Manager's Recommendation:

Recommend the Board of Commissioners approve a Sheriff's Office School Resource Officer's Reimbursement Agreement with the Brunswick County Schools.

ATTACHMENTS:

Description

- SRO Agreement -- BCS

SCHOOL RESOURCE OFFICER AGREEMENT
FOR
BRUNSWICK COUNTY SCHOOLS
AND
BRUNSWICK COUNTY SHERIFF'S OFFICE

AGREEMENT is made this the _____ day of _____, 2020 by and between
BRUNSWICK COUNTY SCHOOLS and BRUNSWICK COUNTY SHERIFF'S OFFICE as
follows:

TERM:

July 1, 2020 through June 30, 2023

Neither party is under any obligation beyond the ending date, and this Agreement can be
terminated earlier by either party with sixty (60) days written notice.

WITNESSETH:

WHEREAS, Brunswick County Schools and the Brunswick County Sheriff's Office desire to
develop a partnership for the mutual benefit of both parties and their respective personnel; and

WHEREAS, Brunswick County Schools and the Brunswick County Sheriff's Office agree that
this partnership should be set forth in a formal agreement with specific expectations for both
parties.

NOW, THEREFORE, THE PARTIES HERETO AGREE AS FOLLOWS:

- 1.0 Goals and Objectives - It is understood and agreed that both the Brunswick County
School system and the Brunswick County Sheriff's Office officials share the following
goals and objectives with regard to the School Resource Officer ("SRO") program in the
schools:
 - 1.1 To foster educational programs and activities that will increase students' knowledge
of and respect for the law and the function of the law enforcement agencies;
 - 1.2 To establish and maintain an atmosphere of safety and security for the students and
staff members assigned to the various schools; and
 - 1.3 To provide a means for continuous communications and operations between
Brunswick County Schools and the Brunswick County Sheriff's Office in matters of
law enforcement as well as related issues and concerns.
- 2.0 Employment and Assignment of School Resource Officers.
 - 2.1 The Brunswick County Sheriff's Office agrees to employ not less than twenty (22.5)
School Resource Officers during the term of the Agreement. The SROs shall be
employees of the Brunswick County Sheriff's Office and shall be subject to its
administration, supervision, and control.

- 2.2 The Brunswick County Sheriff's Office agrees to employ and to pay the SROs' salary and employment benefits in accordance with its own current existing applicable salary schedules and employment practices. The SROs shall be subject to all other personnel policies and practices of the Brunswick County Sheriff's Office except as such policies or practices may have to be modified to comply with the terms and conditions of this Agreement. An additional officer funded by Brunswick County within the sheriff's appropriation for officers and supervised by the Brunswick County Sheriff's Office will be assigned to supervise the SROs. This person will serve as liaison in safety programming with the Superintendent of Brunswick County Schools or designee.
- 2.3 Brunswick County Schools agrees to reimburse Brunswick County Sheriff's Office the salary and benefits for twenty-two and one-half (22.5) SROs and one (1) detective for two hundred twenty (220) days of employment at a standard rate which is based on the average salary (including historical overtime) and benefits of a Brunswick County SRO. Brunswick County Sheriff's Office agrees to invoice Brunswick County Schools in four (4) equal quarterly amounts of \$300,645. The agreed upon rate per officer for fiscal year 2020-2021 is \$63,810 per SRO and \$70,540 per detective for a total annual amount of \$1,506,261. The annual rate will be increased each fiscal year for the annual Brunswick County pay plan market adjustment percentage based on the Consumer Price Index reported each year in December. Brunswick County Schools will ensure that the overtime worked by SROs is limited to the historical levels and monitor and control overtime worked for school events.
- 2.4 Brunswick County Schools and the Brunswick County Sheriff's Office shall collaborate and cooperate on the assignment of SROs, although the Brunswick County Sheriff's Office shall retain the power and authority to assign SROs in consultation with the Brunswick County School Superintendent and to discharge and discipline SROs. The Brunswick County Sheriff's Office will make every effort to minimize movement or reassignments of SROs, especially during the school year.
- 2.5 SROs and detective shall be assigned as follow:
- 2.51 One (1) at every elementary school for a total of nine (9)
 - 2.52 One (1) at a K-8 school
 - 2.53 One (1) at every middle school for a total of five (5)
 - 2.54 Two (2) at every High School for a total of six (6)
 - 2.55 One (1) at the Center of Applied Science and Technology "COAST"
 - 2.56 One Half (.5) at Early College
 - 2.57 One (1) Detective to serve school system
- 2.6 In the event an SRO is absent from work, the SRO shall notify both his supervisor in the Brunswick County Sheriff's Office and the Principal of the school to which the SRO is assigned. In such circumstances, the Brunswick County Sheriff's Office agrees to employ and/or assign a substitute SRO to assume and perform the duties of the SRO who is absent from work.
- 2.7 Upon recommendation of the Principal, the Superintendent of Brunswick County Schools may request the removal and/or replacement of any SRO. After review, the

Brunswick County Sheriff may comply upon receipt of written request from the Superintendent outlining the specific areas of dissatisfaction with the SRO.

3.0 Duty Hours

3.1 The SRO shall work that period of time each week which constitutes a regular work week for all other officers employed by the Brunswick County Sheriff's Office. The school Principals shall assign specific duty times for SROs assigned to their schools for each week.

3.2 Brunswick County Schools will adjust the SRO work schedule and allocate hours not worked on non-teaching days to hours worked after school and during activities or athletic events. All SRO overtime assignments must be approved by the site administrator.

An emergency response to a school site is not addressed in this Agreement, and Brunswick County Schools is not financially responsible for expenses incurred by the Brunswick County Sheriff's Office in connection with any emergency response.

3.3 The SROs will work exclusively to serve Brunswick County Schools during the ten (10)-month school calendar from August to June each year (exact dates vary). During non-student days, SROs will review safety and security processes, emergency plans and reduce overtime and/or participate in related professional development.

3.4 During the two (2) summer months that school is not in session, the SROs will be assigned to the Brunswick County Sheriff's Office. A mutually agreed upon two (2)-week period will be made available to have safety, security programming planning sessions, and school related professional development.

4.0 Basic Qualifications of all School Resource Officers

4.1 Shall be certified deputies with proven law enforcement experience and demonstrate a satisfactory level of maturity;

4.2 Shall possess sufficient knowledge of all applicable federal and state laws, city and county ordinances, and Board of Education policies and regulations;

4.3 Shall be capable of conducting in-depth criminal investigations;

4.4 Shall possess even temperament and shall set positive, mature examples for students; and

4.5 Shall possess proficient communication skills which enable them to function effectively within the school environment.

5.0 Duties of all School Resource Officers

5.1 To protect the lives and physical safety of the students and staff members as well as the public school property to which they are assigned;

5.2 To enforce federal, state, and local laws and ordinances, and to assist school officials with the enforcement of Board of Education policies and administrative regulations regarding student conduct;

- 5.3 To investigate criminal activity committed on or adjacent to school property and/or involving students and/or personnel connected to the schools to which they are assigned;
- 5.4 To counsel public school students in situations involving law and/or law enforcement;
- 5.5 To serve as classroom resource persons and answer questions that students may have about North Carolina criminal or juvenile laws;
- 5.6 To assist other law enforcement officers and related agencies with investigations concerning students attending the school to which the SRO is assigned;
- 5.7 To provide security for special school events or functions, such as PTA meetings and athletic contests, at the request of the Principal of the school to which they are assigned or the Superintendent;
- 5.8 To provide traffic control during the arrival and departure of students; and
- 5.9 In elementary schools, provide the DARE Instruction Program for each grade level.

6.0 Chain of Command

- 6.1 As employees of the Brunswick County Sheriff's Office, the SROs shall follow the departmental chain of command as set forth in regular departmental guidelines.
- 6.2 SROs shall be guided by the supervision of the Principal of the school to which they are assigned secondary to the Brunswick County Sheriff's Office supervision.
- 6.3 The SRO supervisor and Brunswick County School's designee will meet monthly or quarterly, as the parties agree, to discuss progress of DARE, budget for overtime and issues or concerns for either party. A report of the meeting will be provided to the Superintendent and the Sheriff.

7.0 Dress Code

SROs shall be provided regulation Sheriff's Deputy uniforms by the Brunswick County Sheriff's Office and are required to wear a standard, department-issued uniform.

8.0 Supplies and Equipment

The Brunswick County Sheriff's Office agrees to provide each SRO with the following equipment:

- 8.1 A standard patrol vehicle. In addition, the Brunswick County Sheriff's Office agrees to:
 - 8.11 Maintain the vehicles assigned to the SROs;
 - 8.12 Pay for gasoline, oil, replacement tires, and other expenses associated with the operation of the vehicles;
 - 8.13 Purchase and maintain comprehensive general auto liability insurance on the vehicles in an amount not less than the coverage recommended by the Risk Manager for Brunswick County;
 - 8.14 Provide weapons, ammunition and standard issue pistol;
 - 8.15 Provide the usual customary office supplies and forms required in the performance of their duties.

9.0 Transporting Students

It is agreed that SROs shall transport students in their assigned patrol cars only under the provisions and regulations normally followed by the Brunswick County Sheriff's Office as required for a relevant law enforcement issue.

10.0 Investigation, Interrogation, Search and Arrest Procedures

10.1 SROs shall follow standard law enforcement operating procedures for the investigation of crimes and interrogation, search, and arrest of students in the discharge of their duties.

10.2 When conducting school-initiated investigations or search activities, SROs shall observe the practices and procedures authorized by the Brunswick County Board of Education. In such cases, SROs shall assist as requested by the Principals of the school to which they are assigned, to the extent their involvement does not constitute an illegal application of their authority under the law.

11.0 Access to Education Records

While serving in their official capacities, SROs are considered to be authorized school officials and shall have such access to student records as are afforded other school officials, subject to the restrictions of the Family Educational Rights and Privacy Act (FERPA) as may be applicable in each situation.

12.0 Evaluation

It is mutually agreed that the Principals of the schools to which the SRO is assigned shall annually evaluate the performance of each SRO, and the Brunswick County Schools shall annually evaluate the SRO Program using evaluation instruments developed jointly by the parties. It is further understood that the school system's evaluation of each officer is advisory only, and that the Sheriff's Office retains the authority to evaluate the performance of each SRO officer.

13.0 Non-Discrimination in Employment

Neither party shall discriminate against any employee or applicant for employment because of race, ethnicity, gender, gender identity, sexual orientation, age, religion, national origin, disability, color, ancestry, citizenship, genetic information, political affiliation or military/veteran status, or any other status protected by federal, state or local law or other unlawful form of discrimination. The parties shall take affirmative action to ensure that applicants are employed and that employees are treated fairly during employment.

14.0 Governmental Immunity

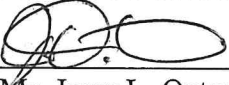
The parties, to the extent applicable, do not waive their governmental immunity by entering into this Agreement and fully retain all immunities and defenses provided by law with regard to any action based on this Agreement.

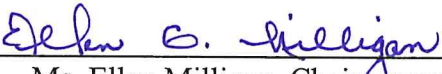
15.0 Signatures

This Agreement, together with any amendments or modifications, may be executed in one or more counterparts, each of which shall be deemed an original and all of which shall be considered one and the same agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first written above.

BRUNSWICK COUNTY BOARD OF EDUCATION

By: 
Mr. Jerry L. Oates, Superintendent
Brunswick County Schools

By: 
Ms. Ellen Milligan, Chairperson
Brunswick County Board of Education

BRUNSWICK COUNTY SHERIFF'S OFFICE

By: _____
John Ingram, Sheriff
County of Brunswick, North Carolina

By: _____
Mr. Frank Williams, Chairperson
Brunswick County Commissioners

This instrument has been pre-audited in the manner required by the school budget and fiscal control act.

By:  6/2/20
Freyja Cahill, Finance Officer Brunswick County Schools

APPROVED AS TO FORM

By: _____
Bryan W. Batton, Asst. County Attorney
Brunswick County, North Carolina



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
June 15, 2020

From:
Julie Miller

Action Item # V. - 18.

Superior Court Judge's Office - Memorandum of Agreement with
NC Administrative Office of the Courts

Issue/Action Requested:

Request that the Board of Commissioners approve the annual renewal of Memorandum of Agreement between Brunswick County, Judge Jason C. Disborw and the North Carolina Office of the Courts for the Trial Court Coordinator State Employee Position.

Background/Purpose of Request:

In September 2013, Brunswick County, Judge Ola M. Lewis and the North Carolina Administrative Office of the Courts (NCAOC) entered into a contract for State Employees. Under the terms of the agreement, the County will provide funds and the NCAOC agreed to administer the funds on behalf of the Judge for a Coordinator position. The costs associated with this position and other operating costs are \$111,559. A portion of these costs are reimbursed by the SAMHSA grant.

Fiscal Impact:

Pre-Audit Certification Required, Reviewed By Director of Fiscal Operations
Funds available upon approval of the FY 21 Budget.

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend the Board of Commissioners approve the annual renewal of Memorandum of Agreement between Brunswick County, Judge Jason C. Disbrow and the North Carolina Office of the Courts for the Trial Court Coordinator State Employee Position.

ATTACHMENTS:

Description

- ▣ FY21 NCOAC Agreement Trial Court Coordinator

NORTH CAROLINA

BRUNSWICK COUNTY

THIS MEMORANDUM OF AGREEMENT (MOA) is made and entered into, as of the date of the last signature below (the “Effective Date”) by and between **Brunswick County** (hereinafter “the County”); **Judge Jason C. Disbrow**, Senior Resident Superior Court Judge, Judicial District 13B (hereinafter “the Judge”); and the **North Carolina Administrative Office of the Courts** (hereinafter “the NCAOC”).

WITNESSETH

THAT WHEREAS, the Judge has applied to the NCAOC Director pursuant to G.S. §7A-44.1 for authority to enter into a contract with the County to hire a Trial Court Coordinator to assist in the speedy disposition of cases involving a threat to public safety in Brunswick County;

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

WHEREAS, G.S. §§7A-300 and 153A-212.1 permit a cooperative arrangement to pay for the compensation and expenses of the positions in Appendix A, which Appendix A is attached hereto and is incorporated herein as if fully set out, which could not otherwise be provided using state funds;

WHEREAS, the County has appropriated funds to implement a program of expediting these cases and has budgeted the annualized sum to pay for the personnel position costs for each position listed in Appendix A;

WHEREAS, the NCAOC Director has found that the Judge has made a showing, pursuant to G.S. §§7A-44.1 that cases have accumulated on the dockets of Judicial District 13B and there is a need for additional staff to assist in the speedy disposition of those cases involving a threat to public safety or to keep dockets reasonably current;

WHEREAS, the NCAOC Director has found that the County and the Judge have made a showing that the overwhelming public interest warrants the use of additional resources for the speedy disposition of cases involving a threat to public safety;

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

WHEREAS, the NCAOC is responsible for administering the receipts and expenditures of the Judicial Department, including the offices of the Judge; and

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

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

THE TERMS AND CONDITIONS OF THIS AGREEMENT ARE AS FOLLOWS:

1. The term of this Master MOA shall be for a period of one year, beginning on July 1, 2020, and terminating on June 30, 2021.
2. The employees under this contract will be employees of the Judge for all purposes and shall be hired by and work under the supervision and direction of the Judge, accordingly, for the 13th Judicial District.
3. The County will be responsible for paying the personnel and operating costs as budgeted and approved by the County Board of Commissioners and other related costs that may arise. Any changes in salary shall be communicated in writing to the County Manager, the Judge, and the NCAOC. The parties agree to act in good faith to facilitate such budget amendments as may be necessary from time to time. The Judge shall provide space and furnishings for their staff positions under this agreement commensurate with other staff offices, using space already provided by the County. The NCAOC shall provide administrative services (including Human Resources processing and payroll services) pursuant to this MOA, but shall not contribute funds or be responsible for paying any operating expenses of the project, nor shall the NCAOC or County be responsible for the hiring or supervision of the positions.
4. The County shall provide funds to the NCAOC Deputy Director for Financial Services as outlined in Appendix A. Expenses for unemployment, workers compensation and disability claims, as outlined in paragraph 8 below, are unforeseen expenses which are not included in Appendix A and may increase the Counties' financial obligation above and beyond the base amount indicated in Appendix A should a claim be filed.
5. The County agrees to provide to the NCAOC all operating costs associated with the positions in this MOA in accordance with annual NCAOC position cost statements supplied by the NCAOC Financial Services Divisions, as outlined in Appendix A. Typical operating costs in NCAOC position cost statements represent expenditures such as transportation, meals and lodging, postage, registration fees, maintenance agreements, office equipment, general office supplies, telephone service and equipment, personal computer and printer, software, and wiring and installation. Using funds provided by the County, the NCAOC will purchase and maintain all equipment outlined in Appendix A. The County will submit payment upon the receipt of a detailed invoice.
6. If the County fails to pay an invoice within 60 days of receipt, the NCAOC will apply the requisite amount of court facilities fees collected pursuant to G.S. 7A-304 and 7A-305 toward the outstanding invoice amount. If the County chooses to remit payment to the NCAOC after the court facilities fees have already been applied to the outstanding invoice amount, the NCAOC will reclassify the amount of court facilities fees allocated to the outstanding invoice so that that County will receive its full share of court facilities fees pursuant to G.S. 7A-304 and 7A-305.

7. The County agrees that it will increase the payments under this MOA by the amount necessary to provide for each of the following increases in the compensation or benefits of any person whose position is funded under this MOA, with each increase to become effective on the effective date of the relevant increase in compensation or benefits as set forth by the North Carolina General Assembly. Should the amounts needed for any increase exceed ten percent (10%) of the total contract amount, the County must agree in writing to any amount in excess of ten percent (10%) of the total contract amount. If the County does not agree in writing to pay the amount in excess of ten percent (10%), then the parties may terminate this contract in accordance with paragraph 10 below.
 - a. Any increase in salary due to legislative act, reclassification, in-range adjustment, or longevity
 - b. Any increase in salary to which any assistant or deputy clerk is entitled under the pay plan adopted pursuant to G.S. §7A-102
 - c. Any legislatively mandated increase in the employer contributions to the North Carolina Teachers' and State Employees' Retirement System or the Consolidated Judicial Retirement System
 - d. Any legislatively mandated increase in the employer's premium to provide coverage under the North Carolina Teachers' and State Employees' Major Medical Plan
8. The County agrees to reimburse the NCAOC for any and all costs arising from an unemployment, workers' compensation and/or disability claim submitted by an employee under this contract who qualifies for such payments based on his/her duration of employment with the Judicial Department. The County agrees to reimburse the NCAOC for all costs arising from any such claim that is submitted after the contract period specified in paragraph 1 above, so long as the termination of employment or injury that is the subject of such claim occurred during said contract period. Costs arising from unemployment, workers' compensation and/or disability claims are not included in Appendix A and may result in costs in excess of those outlined in paragraph 4 above. Absent a specific line item in Appendix A for unemployment, workers' compensation, and/or disability costs, such costs may be offset and covered with (i) funds reallocated from other line items, where available; and/or (ii) lapsed salary resulting from vacant positions under this Agreement or future comparable agreements. Vacant positions under this Agreement may be held vacant for an extended period of time to ensure that there will be a sufficient amount of lapsed salary with which to reimburse the NCAOC for any such claims. This provision does not limit the authority of the Office of the North Carolina Attorney General to represent the NCAOC in any litigation that may arise hereunder. Additionally, the NCAOC may purchase worker's compensation insurance to cover any workers' compensation claims that may be filed in accordance with this MOA. The County agrees to reimburse the NCAOC for the cost of workers' compensation insurance premiums and deductibles paid by the NCAOC. The NCAOC will send an invoice to the County for payment of any and all costs arising from an unemployment, workers' compensation and/or disability claim and for insurance premiums and deductibles and the County shall pay any invoice not later than 60 days after the County's receipt of the invoice.

9. The NCAOC and the County shall maintain all appropriate documentation of expenditures under this contract for examination by the Office of the State Auditor. The NCAOC shall provide to the County, and the County shall provide to the NCAOC, copies of said documentation upon request.
10. This MOA may be terminated by the County, the NCAOC, or the Judge upon giving sixty (60) days' notice in writing or by the mutual consent of all of the parties.
11. The Judge shall immediately advise the County in writing if any of the respective positions are vacated without a replacement. Said vacancy may suspend the operation of this MOA for that position until the position is filled.
12. It is understood and agreed between the County, the Judge, and the NCAOC that any renewal or extension of this agreement is dependent upon and subject to the allocation, availability or appropriation of funds by the County.
13. It is understood and agreed between the County, the Judge, and the NCAOC that this MOA is entered into pursuant to G.S. §§7A-44.1, 7A-300, and 153A-212.1 and that nothing in this MOA shall be construed to obligate the NCAOC to maintain or request funding for positions or services initially provided under this MOA.
14. This MOA may be amended by written agreement executed by all the parties, except if the only change is an increase in positions and corresponding costs, then only the County and NCAOC need sign the amendment.
15. This MOA, including Appendix A attached and incorporated herein, is the entire MOA among the parties and there are no other agreements, oral, written, expressed or implied.

IN WITNESS WHEREOF, the parties, acting through their duly authorized representatives have executed this MOA, in duplicate originals, as of the Effective Date. The undersigned County Manager agrees to provide NCAOC with copies of minutes or other documentation authorizing him/her to execute this contract on behalf of the County.

This the ____ day of _____, 20____.

BRUNSWICK COUNTY

BY: _____
Randell Woodruff, County Manager

**SENIOR RESIDENT SUPERIOR COURT JUDGE,
JUDICIAL DISTRICT 13B**

BY: _____
Judge Jason C. Disbrow

NC ADMINISTRATIVE OFFICE OF THE COURTS

BY: _____
Director

Approved as to Form

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

County Attorney

County Finance Director

APPENDIX A

Estimated Contract/Grant Cost

02/14/20

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

Position Title: Trial Court Coordinator

NCAOC Cost Center 3131

		FY 2021 Original	FY 2021 Adjust- ments	Projected FY 2021 Costs
Salary & Longevity		78,792		78,792
Social Security 7.65%		6,028		6,028
Retirement 21.44%		16,894		16,894
Health Insurance		6,647		6,647
Workers' Compensation		394		394
Unemployment		500		500
Office Supplies		500		500
Postage		0		0 ¹
Training/Conference Registration Fees		250	-250	0 ¹
Other Administrative Expenses		500	-500	0 ¹
Law Books		0		0 ¹
Expert Witness Fees		0		0 ¹
Transcripts, Records, Briefs		0		0 ¹
Court Exhibits		0		0 ¹
Office Equipment				
Dictation unit	N/R	498	-498	0 ¹
File cabinet	N/R	360	-360	0 ¹
Hardware, Software, Support Services		816		816
Scanner	N/R	1,463	-1,463	0 ¹
CD/DVD Duplicator	N/R	713	-713	0 ¹
Telecommunications				
Equipment, wiring, installation	N/R	600	-600	0 ¹
Data Infrastructure		492		492
In-State Travel				
Mileage (500 miles @ .54 per mile)		270		270
Lodging (2 days x \$75/day)		150		150
Meals (2 days x \$37.90/day)		76		76
Total Cost		\$115,943	-\$4,384	\$111,559
Total Recurring Cost		\$112,309	-\$750	\$111,559
Total Non-Recurring Cost		\$3,634	-\$3,634	\$0

Non-recurring (N/R) costs are incurred when a new position is created or equipment is purchased or replaced.

¹ Expenses not anticipated during this fiscal year.



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
June 15, 2020

Action Item # V. - 19.

From:
Jeffery P Niebauer

Tax Administration - June 2020 Discovery Valuation & Levy for
May 2020

Issue/Action Requested:

Request that the Board of Commissioners approve the June 2020 motor vehicle valuation and levy discoveries created in May 2020.

Background/Purpose of Request:

To accept the value and charge the tax collector with the levy as specified for each tax jurisdiction.

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend the Board of Commissioners approve the June 2020 motor vehicle valuation and levy discoveries created in May 2020.

ATTACHMENTS:

Description

- June 2020 MV Val & Levy Memo (May 2020)
- June 2020 (May 2020) MV Val & Levy Discovery Totals



County of Brunswick
OFFICE OF THE TAX ADMINISTRATOR
PO Box 269, BOLIVIA, NC 28422
910-253-2829 TELEPHONE
910-253-2861 FAX
WWW.BRUNSWICKCOUNTYNC.GOV

JEFFERY P NIEBAUER
TAX ADMINISTRATOR

TONY MASIERO
ASST TAX ADMINISTRATOR

MELINDA ORE
DEPUTY TAX COLLECTOR

MEMORANDUM

TO: Brunswick County Board of Commissioners

FROM: Jeffery P Niebauer, Tax Administrator

DATE: June 1, 2020

SUBJECT: May 2020 Motor Vehicle Discovery Valuation & Levy

Attached please find the May 2020 motor vehicle discovery valuation and levy effective June 1, 2020 for motor vehicle discoveries in Brunswick County and related municipalities and Doshier Hospital District.

Please accept these valuations and charge the county tax collector with the levy as specified for each taxing jurisdiction per said attachment.

Thank you and if you have any questions, please contact me at your convenience.

cc: Julie Miller, Director of Fiscal Operations

May-20

DMV Monthly Discovery

5/29/2020

#	Unit Names	Tax Amt	Appr Value	Spec Eq Val	# Bills	Rate
25	BELVILLE	25.42	28,240		-	0.0900
20	BOILING SPRING LAKES	-	-		-	0.2300
23	BOLIVIA	-	-		-	0.0500
19	CALABASH	-	-		-	0.0875
18	CAROLINA SHORES	-	-		-	0.1016
16	CASWELL BEACH	-	-		-	0.2400
13	HOLDEN BEACH	-	-		-	0.2200
31	LELAND	-	-		-	0.2100
14	OAK ISLAND	-	-		-	0.2800
24	NAVASSA	-	-		-	0.2000
28	NORTHWEST	-	-		-	0.2400
12	OCEAN ISLE BEACH	-	-		-	0.1639
26	SANDY CREEK	-	-		-	0.2500
22	SHALLOTTE	-	-		-	0.3525
21	SOUTHPORT	-	-		-	0.2956
11	SUNSET BEACH	-	-		-	0.1600
27	VARNA MTOWN	-	-		-	0.0500
17	VILLAGE OF BHI	-	-		-	0.6863
29	ST JAMES	-	-		-	0.0600
	BRUNSWICK COUNTY	136.97	28,240		2	0.4850
30	DOSHER HOSPITAL	-	-		-	0.0400
Total all Cities		25.42	28,240	-	-	
Total all Units		162.39	56,480	-	2	

May-20

DMV Discovery - LESS THANS TOTAL

5/29/2020

#	Unit Names	Tax Amt	Appr Value	Spec Eq Val	# Bills	Rate
25	BELVILLE	-	-		-	0.0900
20	BOILING SPRING LAKES	-	-		-	0.2300
23	BOLIVIA	-	-		-	0.0500
19	CALABASH	-	-		-	0.0875
18	CAROLINA SHORES	-	-		-	0.1016
16	CASWELL BEACH	-	-		-	0.2400
13	HOLDEN BEACH	-	-		-	0.2200
31	LELAND	-	-		-	0.2100
14	OAK ISLAND	-	-		-	0.2800
24	NAVASSA	-	-		-	0.2000
28	NORTHWEST	-	-		-	0.2400
12	OCEAN ISLE BEACH	-	-		-	0.1639
26	SANDY CREEK	-	-		-	0.2500
22	SHALLOTTE	-	-		-	0.3525
21	SOUTHPORT	-	-		-	0.2956
11	SUNSET BEACH	-	-		-	0.1600
27	VARNA MTOWN	-	-		-	0.0500
17	VILLAGE OF BHI	-	-		-	0.6863
29	ST JAMES	-	-		-	0.0600
	BRUNSWICK COUNTY	-	-		-	0.4850
30	DOSHER HOSPITAL	-	-		-	0.0400
Total all Cities		-	-	-	-	
Total all Units		-	-	-	-	



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
June 15, 2020

Action Item # V. - 20.

From: Tax Administration - June 2020 Releases
Jeffery P Niebauer

Issue/Action Requested:

Request that the Board of Commissioners approve the June 2020 releases.

Background/Purpose of Request:

Approval of the tax releases for June 2020. A summary of the releases is listed below.

County personal property release value \$377,657 (6 releases)
Smithville personal property release value \$311,886 (2 releases)
Boiling Spring Lakes personal property release value \$49,689 (1 release)
Leland personal property release value \$1,642 (2 releases)
Shallotte personal property release value \$14,440 (1 release)
Southport personal property release value \$292,986 (1 release)

County VTS May 2020 release value \$144,275 (22 releases)
Smithville VTS May 2020 release value \$18,197 (3 releases)
Belville VTS May 2020 release value \$5,604 (1 release)
Boiling Spring VTS May 2020 release value \$4,741 (3 releases)
Carolina Shores VTS May 2020 release value \$3,154 (1 release)
Leland VTS May 2020 release value \$64,385 (5 releases)
Oak Island VTS May 2020 release value \$18,197 (3 releases)
St James VTS May 2020 release value \$9,323 (1 release)
Sunset Beach VTS May 2020 release value \$8,153 (1 release)

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend the Board of Commissioners approve the June 2020 releases.

ATTACHMENTS:

Description

- ☐ Tax Releases for June 2020
- ☐ Motor Vehicle Releases VTS June 2020 Processed May 2020 (NCDMV Tax & Tag)

Tax Releases for June 2020

PERSONAL RELEASES

Release Number	Release Date	Tax Payer Name	Bill Number (Year)	Account Number	City	Parcel Number	Township	Amount Released	Value Released	Release Reason
047690	5/19/2020	GREAT AMERICAN FINANCIAL SVCS CORP	055964 (2019)	80003840	LELAND	NULL	TOWN CREEK	\$4.33-C \$1.88-LEL	\$893.00	Clerical Error/DE Error
047695	5/28/2020	SUTTON JOHN E	125575 (2011)	39402610	OAK ISLAND	NULL	SMITHVILLE	\$83.63-C \$8.36-LL \$7.56-SM \$0.76-LSM	\$18,900.00	Situs in Another County

Tax Releases for June 2020

BUSINESS PERSONAL RELEASES

Release Number	Release Date	Tax Payer Name	Bill Number (Year)	Account Number	City	Parcel Number	Township	Amount Released	Value Released	Release Reason
047691	5/19/2020	FOWARD GOLF INC	303061 (2019)	20133000	BOILING SPRING LAKES	157IA032	TOWN CREEK	\$240.99-C \$24.10-LL \$114.28-BSL \$11.43-BSLLL	\$49,689.00	Duplicate Listing
047692	5/19/2020	DWI SERVICES OF BRUNSWICK CO INC	302966 (2019)	80056340	LELAND	NULL	NORTHWEST	\$3.63-C \$0.36-LL \$1.57-LEL \$0.16-LELLL	\$749.00	Did Not Own January 1
047693	5/19/2020	LCRNC SOUTHPORT LLC	081602 (2019)	80070182	SOUTHPORT	NULL	SMITHVILLE	\$1420.98-C \$142.10-LL \$117.19-SM \$11.72-LSM \$866.07-SP \$86.61-SPLL	\$292,986.00	Duplicate Listing
047694	5/28/2020	DANFORD INC	302741 (2014)	50186500	SHALLOTTE	198AE013	LOCKWOOD FOLLY	\$63.90-C \$6.39-LL \$50.54-SHA \$5.05-SHALL	\$14,440.00	Did Not Own January 1

Release Category Codes

Release Code Release Type

BHI	BALD HEAD ISLAND
BEL	BELVILLE
BSL	BOILING SPRING LAKES
BOL	BOLIVIA
CAL	CALABASH
CS	CAROLINA SHORES
CAS	CASWELL BEACH
C	COUNTY
HB	HOLDEN BEACH
INT	INTEREST
LSM	LATE LIST SMITHVILLE
LELLL	LELAND LATE LIST
LBLL	LONG BEACH LATE LIST
NAVLL	NAVASSA LATE LIST
NWLL	NORTHWEST LATE LIST
OILL	OAK ISLAND LATE LIST
OIBLL	OCEAN ISLE BEACH LATE LIST
PL04	OFF PREMISES WINE

Release Code Release Type

BHILL	BALH HEAD ISLAND LATE LIST
BELLL	BELVILLE LATE LIST
BSLLL	BOILING SPRING LAKES LATE LIST
BOLLL	BOLIVIA LATE LIST
CALLL	CALABASH LATE LIST
CSLL	CAROLINA SHORES LATE LIST
CASLL	CASWELL BEACH LATE LIST
FF	FIRE FEE
HBLL	HOLDEN BEACH LATE LIST
LL	LATE LIST PENALTY
LEL	LELAND
LB	LONG BEACH
NAV	NAVASSA
NW	NORTHWEST
OI	OAK ISLAND
OIB	OCEAN ISLE BEACH
PL02	OFF PREMISES MALT
PL01	ON PREMISES MALT

Release Category Codes

Release Code	Release Type
--------------	--------------

PL03	ON PREMISES WINE
SAD25	SAD 25
SAD28	SAD 28
SCLL	SANDY CREEK LATE LIST
SHA	SHALLOTTE
SM	SMITHVILLE HOSPITAL
SPLL	SOUTHPORT LATE LIST
SJ	ST JAMES
SB	SUNSET BEACH
T	TOTAL TAX
VARLL	VARNAMTOWN LATE LIST
YPLLL	YAUPON BEACH LAST LIST

Release Code	Release Type
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SAD24	SAD 24
SAD27	SAD 27
SC	SANDY CREEK
SBSD	SE BRUNSWICK SAN DIST
SHALL	SHALLOTTE LATE LIST
SP	SOUTHPORT
SAD	SPECIAL ASSESSMENT DISTRICT
SJLL	ST JAMES LATE LIST
SBLL	SUNSET BEACH LATE LIST
VAR	VARNAMTOWN
YP	YAUPON BEACH

VTS RELEASES PROCESSED MAY 2020

Adjustment #	Abstract #	Name-Last, First, Middle	Tag #	Year	Make	B-VAL	New Value	Diff.	City	Twp.	Override %	Override Value	Override Status	Acquisition Cost	Acquisition Year	Dep Sch	Exempt Type	Notes	Date	Code	Code Description
925381	42224137	BULLOCK, DONALD JOHN JR	XTY3864	2016	HOND	19,710	16,556	3,154	18			16,556	TEMP					NC INSPECTION, 88,704 MILES	05/01/20	12	High Mileage/Condition
925106	52198475	HOWARD, STEPHEN LYNN	HBX5829	2018	FORD	19,710	14,248	5,462	14	3				14,998	2019			BOS 2019=\$14998-DEP	05/01/20	1	Adjusted per Purchase Price
925473	42657407	ALBIZU, ROGER FELIX JR	FDS6490	2018	TOYT	32,310	22,987	9,323	29					25,470		2018		RMV SALE PRICE 2018=\$25470	05/01/20	1	Adjusted per Purchase Price
927066	46807255	BEST, ROBERTA SHARON	BEST2	2011	DODG	8,225	7,422	803	20			7,422						MILEAGE INSPECTED BY V.WALKER	05/07/20	12	High Mileage/Condition
928797	43449312	MORGAN, SHANNON KATHLEEN	8452ST	2014	JEEP	16,580	8,290	8,290	14	3								SERVICE RECEIPT 208,796 MILES	05/15/20	12	High Mileage/Condition
926673	48543153	RIOS, ROBERT	HCF1759	2012	DODG	6,800	6,125	675				6,125			6450	2019		BOS 2019=\$6450-DEP	05/20/20	1	Adjusted per Purchase Price
924791	53259305	PATTON, DENISE COKER	CE23298	2014	CAON	6,470	866	5,604	25			866		1,139	2014	B-20		BOS 2014=\$1139-DEP	05/20/20	1	Adjusted per Purchase Price
930254	43292039	GUILLEN, GARY ESTEBAN	FHK9601	2014	JEEP	14,280	7,140	7,140	31				TEMP				MILITARY	HOR-FL 50% EXEMPT, SPOUSE NOT DOMI	05/20/20	4	Military Exempt
930734	38016292	MAGGARD, AMANDA JEAN	PBV9342	2008	CHEV	11,820	8,510	3,310				8,510						NC INSPECTION 235,987 MILES	05/20/20	12	High Mileage/Condition
929577	36067430	WEAVER, JONATHAN RENGIER	DMH6343	2005	HOND	4,790	3,975	815	20			3,975						ADJ PER NADA VALUE	05/22/20	20	Appealed value
929580	48370941	MEYER, DOUGLAS ROBERT	HBV7619	2014	BUIC	17,270	12,825	4,445	14	3		12,825						ADJ PER NADA VALUE	05/22/20	20	Appealed value
929585	53314891	SCOTT, KENNETH DUANE	CM13084	2008	HOME	3,250	702	2,548				702						OVERVALUED TRAILER \$100/FT+\$100/AXL	05/22/20	15	TEC Value Issue
929590	53355187	AGOVINO, MICHAEL PETER	HHS7661	2017	FORD	15,460	11,450	4,010				11,450						ADJ PER NADA VALUE	05/22/20	20	Appealed value
929648	51312531	CORE, GERALD KEITH	CA93576	2014	SHAS	12,491	9,368	3,123	20		75	9,368	PERM					TOTAL LOSS, BRANDED TITLE	05/22/20	12	High Mileage/Condition
929698	53534204	SCOTT, CRAVEN	62534	1963	CHEV	13,650	500	13,150			100	500	PERM					ANTIQUE APPLICATION APPROVED	05/22/20	19	Antique Value Approved
930162	19436529	HEASLIP, WILLIAM ROGER	BBS1746	2014	AUDI	22,320	16,275	6,045				16,275						ADJ PER NADA VALUE	05/22/20	20	Appealed value
930294	47084053	KREBS, PETER DAVID	CJR8376	2018	BMW	46,928	38,775	8,153	11			38,775						ADJ PER NADA VALUE	05/22/20	20	Appealed value
930763	26309293	DEINISH, BRUCE JOSEPH	0940US	2007	ACURA	9,300	8,525	775	31			8,525						ADJ PER NADA VALUE	05/22/20	20	Appealed value
931386	52757922	SPAULDING, MELISSA ANN	66031	1954	CHEV	1,480	500	980			100	500	PERM					ANTIQUE APPLICATION APPROVED	05/29/20	19	Antique Value Approved
931740	41778605	STEWART, BION BERI II	GRANDSPT	2011	CHEV	20,410	-	20,410	31				TEMP				MILITARY	HOR- CA	05/29/20	4	Military Exempt
931742	47116854	STEWART, BION BERI II	FAL5891	2014	FORD	16,980	-	16,980	31				TEMP				MILITARY	HOR- CA	05/29/20	4	Military Exempt
931745	47118030	STEWART, BION BERI II	PFK7999	2015	FORD	19,080	-	19,080	31				TEMP				MILITARY	HOR- CA	05/29/20	4	Military Exempt



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
June 15, 2020

Action Item # V. - 21.

From:
John Nichols, P.E.

Utilities - Mid-Atlantic Rail Industrial Park EDA Grant
Reapplication Documents

Issue/Action Requested:

Request that the Board of Commissioners ratify the approval of a reapplication for an Economic Development Administration (EDA) Grant with a 20% fund match up to a maximum of \$899,030 for the construction of a 16" waterline and 500,000 gallon elevated storage tank to serve the Mid-Atlantic Rail Industrial Park (MAP) located on US HWY. 74, authorize the County Manager to sign grant-related documents and to provide a letter of interest to the Economic Development Administration.

Background/Purpose of Request:

On December 16, 2019, the Board of Commissioners approved moving forward with an application for grant assistance from the EDA with a 20% local match commitment in the amount of \$899,030 as part of the \$4,495,128 total project budget. The grant was not received.

Pam Bostic, Southeastern Economic Development Commission Executive Director, has requested that Brunswick County provide a letter of support for the reapplication of funding and allocating \$899,030 in matching funds. The grant will be used to fund construction of a 16" waterline and 500,000 gallon elevated storage tank to serve the MAP located on US HWY. 74. The FY 20 CIP included the water main portion of this project and the \$899,030 matching funds are available in the Water Capital Reserve for the total project to include the elevated water tank.

The matching funds are readily available and unencumbered.

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Budget amendment required once the grant is awarded to appropriate the \$899,030 matching funds available in the Water Capital Reserve.

Approved By County Attorney:

Yes

Advisory Board Recommendation:

Not Applicable

County Manager's Recommendation:

Recommend that the Board of Commissioners ratify the approval of a reapplication for an Economic Development Administration (EDA) Grant with a 20% fund match up to a maximum of \$899,030 for the construction of a 16" waterline and 500,000 gallon elevated storage tank to serve the Mid-Atlantic Rail Industrial Park (MAP) located on US HWY. 74, authorize the County Manager to sign grant-related documents and to provide a letter of interest to the Economic Development Administration.

ATTACHMENTS:

Description

- ▣ Application for Federal Assistance SF-424
- ▣ Reapplication Letter
- ▣ Local Match Letter

This Workspace form is one of the forms you need to complete prior to submitting your Application Package. This form can be completed in its entirety offline using Adobe Reader. You can save your form by clicking the "Save" button and see any errors by clicking the "Check For Errors" button. In-progress and completed forms can be uploaded at any time to Grants.gov using the Workspace feature.

When you open a form, required fields are highlighted in yellow with a red border. Optional fields and completed fields are displayed in white. If you enter invalid or incomplete information in a field, you will receive an error message. Additional instructions and FAQs about the Application Package can be found in the Grants.gov Applicants tab.

OPPORTUNITY & PACKAGE DETAILS:

Opportunity Number:	EDA-2019-DISASTER
Opportunity Title:	FY 2019 EDA Disaster Supplemental
Opportunity Package ID:	PKG00253548
CFDA Number:	11.307
CFDA Description:	Economic Adjustment Assistance
Competition ID:	CONSTRUCTION
Competition Title:	EDA Construction Full Application
Opening Date:	08/13/2019
Closing Date:	08/13/2023
Agency:	Economic Development Administration
Contact Information:	This Notice of Funding Opportunity (NOFO) is for FY2019 Disaster Supplemental Funds. Please contact the appropriate Disaster POC/Regional Environmental Officer listed at www.eda.gov/contact .

APPLICANT & WORKSPACE DETAILS:

Workspace ID:	WS00386826
Application Filing Name:	Waterline & Water Tank to serve Mid-Atlantic International Rail Park and International Logistics Park
DUNS:	0915713490000
Organization:	BRUNSWICK, COUNTY OF
Form Name:	Application for Federal Assistance (SF-424)
Form Version:	2.1
Requirement:	Mandatory
Download Date/Time:	Jun 10, 2020 12:06:29 PM EDT
Form State:	No Errors

FORM ACTIONS:

Application for Federal Assistance SF-424

*** 1. Type of Submission:**

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☒ New
☐ Continuation
☐ Revision

*** If Revision, select appropriate letter(s):**

*** Other (Specify):**

*** 3. Date Received:**

Completed by Grants.gov upon submission.

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*** a. Legal Name:**

County of Brunswick

*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

56-6000278

*** c. Organizational DUNS:**

0915713490000

d. Address:

*** Street1:**

PO Box 259

Street2:

30 Government Center Drive NE

*** City:**

Bolivia

County/Parish:

Brunswick

*** State:**

NC: North Carolina

Province:

*** Country:**

USA: UNITED STATES

*** Zip / Postal Code:**

28422-0259

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mr.

*** First Name:**

Brenton

Middle Name:

S.

*** Last Name:**

Lockamy

Suffix:

PE

Title:

Project Manager

Organizational Affiliation:

Brunswick County Public Utilities

*** Telephone Number:**

910-253-2460

Fax Number:

*** Email:**

brent.lockamy@brunswickcountync.gov

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

Economic Development Administration

11. Catalog of Federal Domestic Assistance Number:

11.307

CFDA Title:

Economic Adjustment Assistance

*** 12. Funding Opportunity Number:**

EDA-2019-DISASTER

* Title:

FY 2019 EDA Disaster Supplemental

13. Competition Identification Number:

CONSTRUCTION

Title:

EDA Construction Full Application

14. Areas Affected by Project (Cities, Counties, States, etc.):

SF 424 14 Areas Affected by the Project.pdf

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Brunswick County Waterline Extension & Water Tank to serve the Mid-Atlantic International Rail Park

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="3,596,098.00"/>
* b. Applicant	<input type="text" value="899,030.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="4,495,128.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email: * Signature of Authorized Representative: * Date Signed:

6-11-2020

BRUNSWICK COUNTY ADMINISTRATION

BRUNSWICK COUNTY GOVERNMENT CENTER
DAVID R. SANDIFER COUNTY ADMINISTRATION BUILDING
30 GOVERNMENT CENTER DRIVE, N.E.
BOLIVIA, NORTH CAROLINA 28422

MAILING ADDRESS:

POST OFFICE BOX 249
BOLIVIA, NORTH CAROLINA 28422

TELEPHONE
(910) 253-2000
(800) 442-7033

FAX
(910) 253-2022

June 8, 2020

MR PHILIP PARADICE, REGIONAL DIRECTOR
ECONOMIC DEVELOPMENT ADMINISTRATION
ATLANTA REGIONAL OFFICE
401 W PEACHTREE ST NW SUITE 1820
ATLANTA GA 30308-3510

Re: EDA Control No. 114155

Dear Mr. Paradise:

On behalf of the County of Brunswick, I would like to request that EDA reconsider our application under EDA's Coronavirus Aid, Relief, and Economic Security (CARES Act) Recovery Assistance. Please see the attached explanation of how our project addresses the eligibility requirements in the Addendum to the FY 2020 Public Works and Economic Adjustment Assistance Notice of Funding Opportunity (FY20 PWEAA NOFO).

The proposed project will respond to the economic injury to our region as a result of coronavirus by creating new job opportunities to address the direct consequences of the coronavirus and help with recovery and resiliency. The Brunswick County economy is heavily tied to the tourism (and service) sector. The tourism industry has been massively affected by the spread of coronavirus and is considered one of the hardest hit by the COVID-19 outbreak. These sectors have experienced a rapid and sharp drop in demand and a surge in job losses. According to the North Carolina's April County and Area Employment Figures released on June 3, 2020, Brunswick County's unemployment rate (not seasonally adjusted) was 17.3 percent in April 2020, compared to 5.7 percent in March 2020, a 203.51 percent increase. Service sector businesses account for 35.6% of business establishments in Brunswick County, and measures used to protect the public health from the rapid spread of the novel coronavirus caused many businesses to furlough or terminate many employees and significantly impacted the tourism industry with closures of the Brunswick County beaches. Despite tourism's proven resilience in response to other crisis, the depth and breadth of the current pandemic will likely have a longer lasting effect on tourism compared to other industries that more likely to recovery once major restrictions are



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lifted. This is due to the potential long-term changes in behaviors with people likely to become more cautious traveling in the future.

The proposed project will help address these impacts to economy by diversification by creating new higher wage job opportunities for workers in Brunswick and surrounding counties. Economic diversification is essential to increase resiliency by ensuring higher wage job opportunities for workers currently displaced and impacted by the ongoing coronavirus pandemic. This will create an environment for other industry sectors to drive economic activity in the region and create job opportunities for lower-wage workers to get better paying jobs created by attracting and developing new industries recruited to the Mid-Atlantic International Rail Park. The development of the Park will create opportunities for reshoring – to bring manufacturing and services back to the U.S. from overseas. Reshoring is an efficient way to strengthen the economy because it helps reduce unemployment by creating good, well-paying manufacturing jobs, and fosters a skilled workforce. There has been an increased interest of companies looking to bring manufacturing back to southeastern North Carolina. Without opportunities for more and better paying jobs, the distressed conditions of the area are likely to persist and worsen. The tourism industry has been repeatedly impacted by Hurricanes Matthew, Florence and Michael. These impacts have been exacerbated by the coronavirus pandemic.

The County of Brunswick, North Carolina, is applying to the Economic Development Administration (EDA) for a \$3,596,098 economic adjustment investment to support the construction of critical water infrastructure. The County of Brunswick proposes to construct a new 500,000-gallon elevated water tank and a new 16" water line along Highway 74 in western Brunswick County to serve the Mid-Atlantic International Rail Park. The proposed infrastructure improvements are a crucial final piece in readying this "mega-site" for transformative job creation and investment projects in the region. We believe that the proposed project will respond to economic injury as a result of the coronavirus pandemic. The proposed project will be implemented and aimed at attracting private investment to grow businesses and create jobs in Census tract that has been designated as an Opportunity Zone.

Thank you for reconsidering our application for investment assistance for water infrastructure to serve the Mid-Atlantic International Rail Park in Brunswick County.

Sincerely,



RANDELL WOODRUFF
COUNTY MANAGER, COUNTY OF BRUNSWICK



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ATTACHMENT - Re: EDA Control No. 114155

Brunswick County Waterline Extension & Water Tank to serve the Mid-Atlantic International Rail Park

Governor Roy Cooper declared a State of Emergency to coordinate response and protective actions to prevent the spread of COVID-19 on March 10, 2020, and soon thereafter issued Executive Order 118 that closed restaurants and bars to dine-in service and other close-contact businesses, which dramatically shifted how restaurants and other businesses in Brunswick County conducted business. Service sector businesses account for 35.6% of business establishments in Brunswick County, and these measures to protect the public health from the rapid spread of the novel coronavirus caused many businesses to furlough or terminate many employees and also impacted tourism with closures of Brunswick beaches. Several long-established restaurants reduced operating hours and staff as they shifted to take-out service. Other restaurants and close-contact businesses were forced to close. Suppliers adjusted with less goods and fewer accounts to fill. On March 27th, the "stay-at-home order," Executive Order 121, took effect, which required people to stay at home except to visit essential businesses or tend to family. According to the North Carolina's April County and Area Employment Figures released on June 3, 2020, Brunswick County's unemployment rate (not seasonally adjusted) was 17.3 percent in April 2020, compared to 5.7 percent in March 2020, a 203.51 percent increase. The April not seasonally adjusted statewide rate was 12.5 percent. According to Brunswick County Finance, FY 2020 Sales Tax projections prior to the pandemic was approximately \$29 million indicating the COVID impact to be \$3 million in FY 2020 and projected \$8 million in FY 2021. The Occupancy Tax Revenue before the pandemic was projected to reach \$1.7 million indicating a COVID impact to be \$450,000 in FY 2020 and \$600,000 in FY 2021. These current and future impacts were based on the stay at home orders, business closures, and the lack of tourism.

The area where the project will be located is in Brunswick County in the southeast corner of the state of North Carolina. The proposed project will construct approximately 12,000 l.f. of 16" water main and 500,000-gallon elevated water tank along Highway US 74 in western Brunswick County. The critical infrastructure will provide water service to the existing Mid-Atlantic International Rail Park. The proposed project will also provide an interconnection between the Brunswick County Water System and the Columbus County Water District IV to provide much needed resiliency and dependability.

The proposed project will be implemented and aimed at attracting private investment to grow businesses and create jobs in Census tract that has been designated as an Opportunity Zone. Without opportunities for more and better jobs, the depressed conditions of the area are likely to persist and worsen. These conditions were exacerbated by the coronavirus pandemic.



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The proposed project will respond to the economic injury to our region as a result of coronavirus by addressing the direct consequences of the coronavirus and help with recovery and resiliency. The proposed project will assist with economic resilience and business continuity by reducing the area's vulnerability to future pandemics and disasters that result in business closures, layoffs, and furloughs. The proposed project is needed to build capacity to support economic growth and development at the Mid-Atlantic Industrial Rail Park providing an ideal environment for new industries to locate to help diversify the economy in the area. New job opportunities for this area are badly needed to provide economic development resiliency. Once the project is completed, development will take place and provide a location for higher paying job creation for the citizens of Brunswick County and the entire southeast region of North Carolina. In order to be conservative with attributable impacts, the expected outcome of the project is 250 new jobs and \$42 million in private investment. Highly functional and integrated infrastructure is required to support economic growth and resiliency.



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June 12, 2020

Ms. Hillary Sherman
Economic Development Representative
Atlanta Regional Office
Economic Development Administration
401 West Peachtree Street NW, Suite 1820
Atlanta, GA 30308-3510

Dear Ms. Sherman:

The County of Brunswick is applying to the Economic Development Administration (EDA) for a \$3,596,098.00 economic adjustment investment through the FY 2019 EDA Disaster Supplemental. The purpose of the proposed project is to construct critical infrastructure to provide water to the Mid-Atlantic Industrial Rail Park, as well as provide an interconnection between the Brunswick County and Columbus County water systems to provide much needed resiliency and dependability in the region.

The project consists of approximately 12,000 l.f. of 16" water main; a 500,000-gallon elevated composite water tank; hydrants; valves; manholes; meter; and other appurtenances to complete operational systems.

The Brunswick County Board of Commissioners approved moving forward with the application for grant assistance from the EDA with a 20% local match commitment in the amount of \$899,030 as part of the \$4,495,128 total project budget. The matching funds are readily available and unencumbered.

The Brunswick County Commissioners appreciate the opportunity and consideration of this important grant application. Please let us know should you have any questions or need additional information.

Sincerely,



Randell Woodruff
County Manager





Brunswick County Board of Commissioners
ACTION AGENDA ITEM
June 15, 2020

Action Item # VI. - 1.

From:

Andrea White

Presentation - Brunswick Community College (Dr. Gene Smith,
President)

Issue/Action Requested:

Request that the Board of Commissioner receive a resolution of appreciation from the Brunswick Community College Board of Trustees.

Background/Purpose of Request:

The Brunswick Community College Board of Trustees would like an opportunity to express their appreciation of the County's sustained support for the Brunswick Guarantee Tuition Scholarship Program.

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend the Board of Commissioner receive a resolution of appreciation from the Brunswick Community College Board of Trustees.

ATTACHMENTS:

Description

- Resolution of Appreciation from Brunswick Community College Board of Trustees

RESOLUTION OF THE BRUNSWICK COUNTY BOARD OF COMMISSIONERS
IN RECOGNITION AND PROFOUND APPRECIATION
OF DEVELOPING AND CONTINUOUSLY SUPPORTING
THE BRUNSWICK GUARANTEE COLLEGE TUITION SCHOLARSHIP
PROGRAM

WHEREAS the Brunswick Community College's Board of Trustees is grateful for the partnership between Brunswick County, a political subdivision of the State of North Carolina and Brunswick Community College Foundation, Inc.

WHEREAS, the Brunswick County Board of Commissioners, in Regular Session on March 6, 2017 approved Board Action Item VIII-1 Administration – Brunswick Guarantee to support the Brunswick Guarantee College Tuition Scholarship Program.

WHEREAS, The Brunswick Guarantee College Tuition Scholarship Program offers Brunswick County public, private, and home school students an opportunity to obtain post-secondary education credentials debt free.

WHEREAS in 2017, Brunswick Community College and the County Commissions provided the Brunswick Community College Foundation, Inc. \$200,0000 to fund the Brunswick Guarantee College Tuition Scholarship Program.

WHEREAS since 2017, Brunswick County has increased funding to \$336,000 to support the growing number of high school graduates eligible for the Brunswick Guarantee College Tuition Scholarship Program.

WHEREAS, since August 2017, the Brunswick Guarantee College Tuition Scholarship Program has provided higher education opportunities to 221 scholarship recipients who enrolled in 1,794 courses.

WHEREAS, through Spring 2020, with the assistance of the Brunswick Guarantee College Tuition Scholarship Program, Brunswick Community College has awarded students with 131 certificate, diploma, and degree credentials.

WHEREAS, without the Brunswick Guarantee College Tuition Scholarship Program, many Brunswick County high school graduates would have faced significant financial barriers to pursue higher education; now, therefore, be it

RESOLVED, that the Brunswick County Board of Commissioners be recognized for the development and continuous support of the Brunswick Guarantee College Tuition Scholarship Program; and, be it further

RESOLVED, that a copy of this resolution be presented to the Brunswick County Board of Commissioners to convey the appreciation of their efforts by the Brunswick Community College Board of Trustees, President, faculty, staff, and students.

Approved by the Brunswick Community College Board of Trustees on May 14, 2020.



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
June 15, 2020

Action Item # VI. - 2.

From:
Bryan Batton, Asst. County Attorney

Presentation - Emergency Services - Coastline Rescue Franchise
Hearing

Issue/Action Requested:

Request that the Board of Commissioners hold a hearing on the franchise application submitted by Coastline Rescue Squad and receive information from Emergency Management and Coastline Rescue.

Background/Purpose of Request:

Coastline Rescue Squad submitted an application for a franchise to provide ambulance service within Brunswick County at the same level prior to the termination of the previous franchise on July 22, 2019.

Recommendation of Emergency Management and Peer Review committee is to deny the franchise application submitted by Coastline Rescue.

The inability of the applicant to provide a consistent level of service responses results in the unnecessary duplication of services and the unnecessary provision of resources. Based on applicants level of coverage and response times, reliance on applicant to perform the ambulance services in the area would endanger the health and lives of the citizens, residents, and visitors to Brunswick County.

Coverage area is currently covered by Brunswick County Emergency Medical Services at a higher level of care for the entire area of the requested franchise application. The applicant is not able to provide a sustainable and consistent level of care throughout the coverage area.

Per the franchise ordinance, Brunswick County Board of Commissioners shall hold a hearing and make a determination within thirty days of the hearing. A franchise will be granted if the Board of Commissioners finds that:

- (1) The public convenience and necessity warrants the cost of expanding the services already available to the proposed ambulance service;
- (2) Each such ambulance of the applicant, his required equipment and the premises designated in the application, have been certified by the county and state;
- (3) Certified ambulance attendants and emergency medical technicians are employed in such capacities as required by law.

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend the Board of Commissioners hold a hearing on the franchise application submitted by Coastline Rescue Squad and receive information from Emergency Management and Coastline Rescue.

ATTACHMENTS:

Description

- ▣ Coastline Franchise Application
- ▣ Peer Review Committee Meeting Minutes
- ▣ BC Code of Ordinances Ambulance Franchises

July 19, 2019

David Robinson, Chief
Coastline Volunteer Rescue Squad, Inc.
Post Office Box 24
Supply, NC 28462

Lyle Johnston, EMS Director
Brunswick County Emergency Services
P.O. Box 249
Bolivia, NC 28422

RE: Coastline Volunteer Rescue Squad, Inc. – Franchise Application

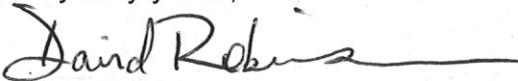
Dear Lyle:

Enclosed please find CVRS's franchise application. CVRS wishes to continue doing emergency and non-emergency services in the same capacity that it has had up to July 22, 2019.

We would like to have open conversations with you and the County about the application process so that CVRS can continue its operations in a way that assists the public and the County. Please let us know if you are open to a meeting to discuss those options.

Thank you for your assistance.

Very truly yours,


David Robinson

Enclosure

**Brunswick County Emergency Services
EMS Division
Provider Application
For Inclusion Into
The EMS System Plan**



Brunswick County Code of Ordinances, Public Health and Safety Chapter 1-9, Article II regulates the operation of emergency and non-emergency ambulance services within the jurisdiction of Brunswick County. Potential franchisees are required by ordinance to submit an application for initial and renewal ambulance service franchises.

Provider Information:

Legal Name of Provider: Coastline Volunteer Rescue Squad, Inc.

Mailing Address: Post Office Box 24

City: Supply State: NC Zip Code: 28462

Physical Address of the Primary Business: 3027 Holden Beach Road SW

City: Supply State: NC Zip Code: 28472

Is the Provider Licensed in North Carolina: Yes Provider Number: 0100568

Provider Administrative Contact: Michael Murphy

Phone Number: (910) 842-2266 Fax Number: (910) 846-2251

Pager Number: None Mobile Number: (910) 880-9566

Email Address: eku1975@hotmail.com

What is the proposed level of licensed operation inside Brunswick County:

☒ X - EMT

☒ X - EMT-I

☐ EMT-P

Provide a written narrative indicating the proposed service area of the provider inside Brunswick County to include square miles: Coastline Volunteer Rescue Squad ("CVRS") wishes to continue to serve the area assigned to it as the CVRS district, which is approximately 200 square miles. This area includes the towns of Holden Beach and Varnamtown; US 17 from Shallotte's city limits north to Randolphville Road; NC 211 from the Columbus County line to Sunset Harbor Road; all communities along Stone Chimney Road, Boones Neck Road, Seashore Road, Civietown Road; and other areas not specified above that reside within the Fire Districts of Tri-Beach, Civietown and Supply. See the attached *Exhibit A* for a map identifying the CVRS district.

For nonemergency transports, CVRS wishes to continue to provide assistance wherever it can be of assistance within the entire county.

Describe the time period (days of week, time of day) that the provider will have an ambulance active in Brunswick County (i.e. 24 hours/day, 9-5, etc.). CVRS will have an ambulance active in Brunswick County 24 hours/day, 7 days/week, subject to the availability volunteer personnel and usage of part-time personnel.

Indicate how the provider will assure that adequate North Carolina credentialed personnel will be available to respond to all calls as required by G.S. 131E-158.

CVRS is in compliance with G.S. 131E-158 by allowing only credentialed personnel to be in its ambulance crews. A minimum of one medical responder and one EMT are required for any response and any transport of a patient to a medical facility. CVRS complies, and will continue to comply, with these requirements.

Indicate the provider's procedure for documenting patient care information and sending appropriate reports to North Carolina Office of Emergency Medical Services.

CVRS complies with NCEMS's data system requirements by using "EMS Charts", which is a program approved by NCOEMS and BCEMS.

Indicate the provider's procedure for investigating and reporting medical errors:

CVRS's staff and its Chief review all EMS Charts internally. CVRS also allows BCEMS QA access to its EMS Charts to ensure quality patient care and to investigate potential errors in care. CVRS also has a member presently on the BCEMS QA Committee who reports activity directly to the agency. CVRS also hires EMS Management and Consultants to review CVRS's billing for quality assurance purposes.

Indicate the provider's procedure for suspending an individual's EMS credential and providing remedial training:

CVRS is aware of and will comply with the BCEMS system plan procedure for suspending credentials. CVRS will also comply with all recommendations by BCEMS and the QA division, in addition to the CVRS training division requirement, which include suspension from active participation in patient care and referral to remedial training in coordination with the BCEMS training division.

Indicate the provider's procedure for maintaining, inserting, and updating records in the North Carolina Credentialing Information System.

The CVRS Chief and Training Division are responsible for this procedure on a monthly basis and each time a new member joins. It is presently up to date.

Indicate the provider's procedure for daily unit stock, vehicle problem reporting, and adherence to the EMS System minimal ambulance stock requirements:

CVRS has and uses daily check-off forms and vehicle deficiency forms, which allow for regular inventory checking and any problems reporting. CVRS is also in compliance with storage requirements and annual inspection requirements as established by NCEMS.

Indicate the provider's procedure for restocking used supplies and equipment:

CVRS's supplies are located in a controlled, OSHA-compliant environment in the CVRS station. Only credentialed staff have access to this location, and this staff restocks supplies that have been used after every response. CVRS makes every attempt to use the same vendor as BCEMS for consistency in supplies and equipment.

Indicate the provider's procedure for accounting for secured medications:

CVRS uses no controlled substances. All EMTA medication are secured behind lock and key inside the station. CVRS also maintains a medications log that identifies all medications that have been used during responses.

Indicate the total number of vehicles provider proposes to operate inside Brunswick County: 2 Ground 2 EMT-I/P Non Transport

Indicate how the public will access the provider:

Brunswick County 911 via the Brunswick County Sheriff's Office for emergencies;
for nonemergency transports, the public may dial (910) 880-9566 and (910) 842-2266.

Indicate how provider's units will communicate with their dispatch center as well as the Brunswick County Communication Center. Provide copies of current FCC licenses as an attachment: CVRS's units use NC VIPER to communicate with the CVRS dispatch
center and the Brunswick County Communication Center. NC VIPER is provided by
the North Carolina Highway Patrol. CVRS's FCC licenses are attached hereto as
Exhibit B.

Indicate how individual providers will receive continuing education, how classes will be tracked, and the consequences of not attending continuing education:

CVRS's individual providers will receive continuing education according to the system
plan established by the BCEMS Training Division and Medical Director. CVRS's
individual providers usually take continuing education classes provided statewide by the
North Carolina Community Colleges. Individual providers who fail to obtain their
required continuing education credits will have their privileges and credentials
suspended.

Indicate this provider's proposed fee schedule for services in Brunswick County:

See Charge List attached hereto as Exhibit C.

Basic Life Support Emergency Transport: _____

Basic Life Support Non-Emergency Transport: _____

ALS I Transport _____

ALS II Transport _____

Specialty Care Transport _____

Loaded Mileage: _____

Chief Administrator Signature: David Robinson

Attachment Checklist:

Attachment I: Provide an organizational chart of the provider showing at a minimum:

- Chief Executive Officer
- Chief Financial Officer
- Chief EMS Officer
- Line Supervision
- EMS Providers

Attachment II: Provide a copy of the current provider's roster showing at a minimum:

- Full Name
- NCOEMS P Number
- Certification Level
- Certification expiration date

Attachment III: Provide a copy of the current plan for quality improvement including how the provider will track and report progress, as well as trigger points for remedial training

Attachment IV: Provide a copy of the providers proof of vehicle and liability insurance

Return Completed application package with all supporting documentation to:

Lyle Johnston, EMS Director
Brunswick County Emergency Services
PO Box 249
Bolivia NC 28422

Brunswick County Emergency Services

Peer Review Committee Meeting

Call to Order

The Brunswick County EMS Peer Review Committee meeting was called to order on Thursday, September 26, at 9:15am, at the H. Mark Gore Building, Shallotte, N.C. with Tracy Carnes presiding. Tracy Carnes welcomed the committee members, and local representatives for attending the meeting.

Roll Call Committee Members:

Dr. William Sherrod, Chair
Lyle Johnston, BCEMS
Rich Burns, BCEMS
Twanda Williams, BCEMS
Art Dornfeld, BCEMS
Kim Lewis, 911/Communication

Tracy Carnes, BCEMS/Facilitator
Kat Corrigan, BCEMS
Ed Conrow, BCEMS
David Ward, Tri-Beach, FD
Leon Bass, Sunny Point St.35
Bryan Ross, 911/Communication

Other State and Local Representatives

Mark Player, Atlantic Coast

Larry Phelps, St. James

Franchise Request:

Joseph McKeller, Attorney for CVR's
Michael Murphy, Coastline Volunteer Rescue Squad, Inc.
David Robinson, Coastline Volunteer Rescue Squad, Inc.
Vance Baxley, Field Training Officer-MED1 NC Services
Benjamin Edwards, Fleet Manager/Training Officer-Med1 NC Services

New Business:

Tracy Carnes opened the floor to discuss franchise applications from Coastline Volunteer Rescue Squad, Inc. presented by Joseph McKeller Attorney at Law, and Med1 NC Services, LLC presented by Vance Baxley and Benjamin Edwards. Also, approval of the minutes, educational updates and discussion of the latest changes to the Brunswick County Emergency Medical Services system STEMI/Cardiac, Stroke, Arrest/ROSC data, Protocol update and Medical Director's updates.

Approval of Minutes:

Tracy Carnes asked if each committee member had received a copy of the minutes, and had the opportunity to review the minutes from the previous meeting held on June 27, 2019. A motion to approve the minutes was requested. David Ward motioned for an approval of the minutes held on June 27, 2019, and Dr. William Sherrod seconded the motion. The vote was unanimous by the committee.

Franchise Request:

Coastline Volunteer Rescue:

Mr. Joseph McKellar, Attorney at law Batts, Batts & Bell, LLP, Rocky Mount, NC was present to represent on the behalf of Coastline Volunteer Rescue Squad, Inc. Mr. McKellar stated, Coastline Volunteer Rescue Squad, Inc., received a letter ending their franchise agreement in July, 2019 from the County without any reason. There is a law suit pending with the County. Nevertheless and out of an abundance of caution, we believe we're not required to come before this Committee. However, we have decided to complete the franchise agreement, although CVRS's never had completed a franchise agreement in years past. Mr. McKellar stated, "Coastline Volunteer Rescue Squad, Inc. was invited before the Committee to submit and discuss the franchise application. CVRS is requesting the approval from the Brunswick County Emergency Services Peer Committee to return back to normal operations responding to emergency and non-emergency services." Over the past forty years it has been the goal of Coastline Volunteer Rescue Squad, Inc. to serve the citizens of Brunswick County and wishes to continue to serve districts in Tri-Beach Volunteer Fire Dept. Supply Volunteer Fire Dept., Civietown Volunteer Fire Dept., and Bolivia Fire Dept. district areas. Also, the city limits of Shallotte to the county line of Columbus County and surrounding areas.

Mr. McKellar mentioned this is not an application, but a reapplication for CVRS. We're requesting to continue service within the County. CVRS has a lot of volunteers to include 13 EMT volunteers, and 2 AEMT's who are credentialed and certified. Addition CVRS's fleet consists of 4/vehicles; 2 ambulances that are certified at advance level services and 1 BLS QRV - Quick Response Vehicle. CVRS supports 5/fire agencies, local sheriff and state law enforcement. They also provide medical transport support in several situations which includes; MVC, injuries, missing person, water rescue, fire calls, personal assistance calls, stand-bys at the local high schools and transport of patients to distant healthcare facilities. Many of these services were only provided by CVRS's.

During Hurricane Florence CVRS provided its front line unit and transported patients for Hospice. During Hurricane Dorian CVRS received several phone calls from the same providers seeking CVRS's assistance, but they were unable to assist. CVRS enjoys helping the citizens and the phone is ringing off the hook. They have a lot of donors and support throughout the Supply and Holden Beach area. CVRS is seeking to continue services without seeking funding from the County. There is an abundance of charitable support and billing collection is enough to sustain its agency.

Lyle Johnston asked David Robinson what their hours of operation are. 12- or 24-hour shifts? Mr. Robinson stated that he is unable to determine hours of operation at this time. That will depend on their funding, assets available and staffing.

Lyle Johnston asked David Robinson what services CVRS will be providing. Mr. Robinson replied, CVRS's goal is to get back up and running emergency and non-emergency calls. In the past, prior to Lyle Johnston's employment, CVRS had requested an adjustment in the district area and would be open to a modification of a zone change.

The Committee discussed and Lyle Johnson motioned to deny the request for Coastline Volunteer Rescue Squad, LLC Franchise Application as presented before the committee. CVRS is unable to adequately fulfill the services presented in the application submitted and Dr. William Sherrod seconded. The motion was adopted by a vote of 7-0 with Lyle Johnston, Dr. William Sherrod, Kat Corrigan, Rich Burn, Tracy Carnes, Art Dornfeld, and Brian Ross voting in favor to deny the request. David Ward, Leon Bass, Kim Stanley abstained.

Med1 NC Services:

Mr. Vance Baxley and Mr. Benjamin Edwards were present to represent Med1 NC Services, LLC to submit a franchise agreement application for non-emergency transport. Mr. Baxley stated, Med1 NC Services, LLC., is based in Robinson County, NC and is requesting approval from this committee to expand its services into Brunswick County to transport non-emergency patients that require transportation to and from doctor's appointments, dialysis, and hospital to home.

Mr. Baxley stated, Med1 NC Services has been in service for ten years, providing services in Robinson County and Hoke County. Their dispatch center operates 24/hours per day, 7 days a week and there is a local number to contact to schedule a transport. Its fleet consist of ten vehicles and one unmarked (QRV) quick response vehicle that are all certified and equipped at the North Carolina Office of Emergency Medical Services standards. They use EMS Charts for their documentation and send reports to NCEMS. They're flexible on the number of trucks on the road depending on the call volume and the agency has assisted with several 911 transports during two natural disasters; Hurricane Matthew and Florence.

Mr. Edwards mentioned Med1 has ten trucks, eight van trucks, and two box trucks. All units are equipped with Stryker Stretchers, Lifepak Monitors. Also, two types of radios on its units which include Kenwood VHF, and Viper radios.

Dr. Sherrod asked Mr. Edwards what are their hours of operation; 12 hours or 24 hours.

Mr. Edward replied, they're looking to locate to the middle of the county and will be operating 24/hours, 7 days a week, and provide non-emergency medical transportation for patients that require transport to and from doctor's appointments, dialysis, and hospital to home.

Art Dornfeld asked Mr. Edwards if the franchise agreement is approve how many units will be stationed within Brunswick County. Mr. Edward replied, they will have ten units and one quick response vehicle stationed in the County.

David Ward asked Mr. Edwards if their service is capable of transporting bariatric patients.

Mr. Edwards replied, "Yes it services is capable of transporting bariatric patients. They have bariatric stretchers, utilize a box truck or send an extra unit to transport the patient".

Brian Ross asked Mr. Edwards what their meaning of 911 backup and where will they be stationed at in the County. Mr. Edward, stated if the county should exhaust all of their 911-EMS units, Med1 is willing to assist with transporting patients and they're looking to station in the middle of the County.

Leon Bass asked Mr. Edwards how many units they will be running in the Brunswick County.

Mr. Edward replied, they will stations ten units in the County.

Lyle Johnson asked Mr. Edwards if they are still providing non-emergency transport in Robinson and Hoke County. Mr. Edwards stated, they're not providing non-emergency transport in Robinson and Hoke County. Hoke County uses the hospital for its non-emergency transports and they were outbid in Robinson County.

The Committee discussed and Dr. William Sherrod motioned to approve Med1 NC Services, LLC Franchise Application as presented before the committee and Kat Corrigan seconded the motion. The committee (Kim Stanley, Brian Ross, Art Dornfeld, Dr. Sherrod, Kat Corrigan, Rich Burns, Tracy Carnes, and Lyle Johnston), made a unanimous vote to approve Med1 NC Services, LLC submitted franchise agreement application.

Status Report:

Tracy Carnes presented the committee with an overview report of the Brunswick County EMS and other local agencies call volumes, calls by outcome, and dispatch responses, which does not include St. James, and Sunny Point data. During this quarter there were several 911 calls which included Bald Head Island 74 calls, Coastline 36 calls, Southport Fire/Rescue 528 calls and Brunswick County EMS 5951 calls, with a total of 6589 calls. The calls by outcome included transports 3399, cancelations 1220, care transfers 297, patient refusals 1053, and 100 treated and refused, deceased after resuscitative efforts 18, and DOA's 47. Also, the number of dispatch response code includes 1348 Alpha, Bravo1707, Charlie 1179, Delta 2013, Echo 94, and inter-facility 10.

Brunswick Reports:

Tracy Carnes mentioned since last quarter Brunswick County EMS has hired thirty employees and we currently there're eighty fulltime paramedics of which six is AEMT, and fifty-three part-time paramedics of which ten AEMT and nine Basics.

Chute Time & Stokes:

In July through September 2019, Brunswick County EMS Chute Time compliance had maintain average of 90%, which is in compliance with the State standards, in spite of the problems with Marvlis. There was a total of forty-four code strokes activation, and forty-four received BGL of which forty-three received the MEND Exam's; however we still need to do a better job on getting the on scene times. Also, there were twelve STEMI's activation and eight received 12/leads within less than five minutes, nine were activated within the positive 12/lead, and five had scene times less than ten minutes with three patients transported to Grand Strand Regional Hospital and nine to New Hanover.

Trauma:

Tracy Carnes mentioned during this quarter there were a total of sixty-seven trauma activations; which included twenty-two traumas I, and forty-five traumas II. Only 38 patients had a c-collar placed and that protocol TB 8 needs review by staff. Two tourniquets were placed and 2 patients had a need for RSI. Airlink was utilized 11 times and included eight-mva, one-fall, one-burn and one ROSC patient.

Protocol:

Tracy Carnes mentioned she has been reviewing the BCEMS Protocols and noticed there were a few typo mistakes and needed to be updated and revised to include the following:

**Parenteral Access: Intraosseous #11. Paramedic may administer 20 to 40mg (1 to 2 cc) of 2% Lidocaine in adult patients who experience infusion related pain. This may be repeated prn to a maximum of 60mg (3cc)*

**Stroke EMS Triage and Destination Plan: The symptoms of Acute Stroke Positive with a Stroke Screen with a RACE ≥ 4 , w/in 24 hours and the destination is New Hanover Regional Medical Center and Grand Strand Regional Medical Center*

**Burns Resources (Appendix J): The burn chart is incorrect. Tracy Carnes will contact NCOEMS for a revised chart.*

Educational Updates:

Rich Burns mentioned that he has been working with Capt. Sammy Turner in an effort to schedule an Active Shooter Awareness Class. The Active Shooter Awareness Class will be held in September, and October, 2019 to accommodate staff. Also, the ACLS, PALS, PHTLS, and the Advanced Stroke Life Support class is available on-line, please take opportunity to register.

Other Business:

Brunswick County EMS:

Art Dornfeld mentioned Brunswick County Emergency Services has order a new swift-water rescue trailer, and it will be arriving soon. The next Swift-water class is scheduled in March, 2020, and there will be a Rope class coming soon, please look for additional information to come.

Lyle Johnson mentioned the NCEMS Expo is scheduled for September 27-October 2, 2019 in Greensboro, NC.

Brunswick County 911/Communication:

Brian Ross and Kim Stanley mentioned they will be updating their CAD system to Zuercher in February, 2020.

Sunny Point Fire-Rescue-EMS Station 35:

Leon Bass mentioned Sunny Point has transition its unit from a district response to the closest unit and there has been a decreased in the number of call volumes, however the number of transports has increased which has allowed their staff to gain more hands on skills and exposure. The calls by outcome included 45/transport, 15/patient refusals and 1/transport by other agency. There were 14 patients transported to Doshier, 10 Brunswick Novant Medical Center and 22 New Hanover Regional Medical Center. Also, the number of calls by geographic zone includes Boiling Spring Lakes 20 calls, Bolivia 1 call, Leland 2 calls, Oak Island 4 calls, On Base 3 calls, Southport 31 calls, and Supply 1 call, and there were 2 code strokes activation, 2 traumas II, 0 STEMI and 0 ROSC.

Leon Bass mentioned Sunny Point Fire-Rescue-EMS is looking to upgrade its radios system to the band radio system in December 2020, and there has been some discussion to change their medical command to a Defense Command or Universal Medical Command under DOD in October, 2020.

St. James:

Larry Phelps mentioned that St. James Fire/Rescue has order a new truck and it will be located at the old station.

Atlantic Coast Medical Transport:

Mark Player, mentioned Atlantic Coast Medical Transport non-emergency transport service will be operating 24/hours.

Motion to Adjourn:

Tracy Carnes closed the meeting by thanking everyone for attending and the next meeting January 9, 2020, at 9:00am.



ARTICLE II. - AMBULANCES

DIVISION 1. - GENERALLY

Sec. 1-9-16. - Definitions.

Unless the context otherwise requires, the following definitions shall apply in the interpretation and enforcement of this article:

Ambulance or *rescue vehicle* shall mean any privately or publicly owned motor vehicle, aircraft, or vessel that is specially designed, constructed or modified and equipped and is intended to be used for and is maintained or operated for the transportation on the streets or highways, waterways or airways of this county of persons who are sick, injured, wounded or otherwise incapacitated or helpless.

Ambulance attendant shall mean an individual who has completed a training program in emergency medical care and first aid approved by the state department of human resources and has been certified as an ambulance attendant by the department.

Ambulance service shall mean a publicly or privately owned enterprise that is engaged in the transportation of patients to emergency and/or nonemergency medical facilities.

Approved shall mean approved by the state medical care commission pursuant to the latter's rules and regulations promulgated under G.S. section 143B-165.

County shall mean board of commissioners or a designated representative.

Dispatcher shall mean a person who is available at all times to receive requests for ambulance service, to dispatch ambulances, and to advise any municipal police, county sheriff dispatcher and emergency medical facilities of any existing or threatened emergencies.

Emergency and *emergency transportation service* shall mean the operation of an ambulance in order to provide medical care and transportation of a patient who is in need of immediate medical treatment in order to prevent loss of life or further aggravation of physiological or psychological illness or injury.

Emergency medical facility shall mean a designated area within a hospital where there is available on a twenty-four-hour basis, staffing by highly qualified medical and hospital support personnel, general purpose operation rooms, diagnostic facilities and equipment capable of rendering emergency care.

Emergency medical technician shall mean an individual who has completed a training program in

emergency medical care at least equal to the National Standard Training Program for emergency medical technicians as defined by the United States Department of Transportation and has been certified as an emergency medical technician by the state department of human resources.

Franchise shall mean a permit issued by the county to a person for the operation of an ambulance service.

Franchisee shall mean any person having been issued a franchise by the county for the operation of an ambulance service.

Highway or street shall mean the entire width between property or right-of-way lines of every way or place or whatever nature, when any part thereof is open to the use of the public as a matter of right for the purpose of vehicular traffic. The terms highway or street or a combination of the two (2) terms shall be used synonymously.

License shall mean any driver's license or permit to operate a motor vehicle issued under or granted by the laws of the state.

Motor vehicle shall mean any device in, upon or by which any person or property is or shall be transported upon a highway, excepting devices moved by human power or used exclusively upon fixed rails or tracks.

Nonemergency transportation services shall mean the operation of an ambulance or rescue vehicle for any purpose other than an emergency.

Operator shall mean a person in actual physical control of an ambulance or rescue vehicle which is in motion or which has the engine running.

Owner shall mean any person or entity that owns and operates an ambulance service.

Patient shall mean an individual who is sick, injured, wounded or otherwise incapacitated or helpless such that the need for some medical assistance might be anticipated while being transported to or from a medical facility.

Person shall mean any individual, firm, partnership, association, corporation, company group of individuals acting together for a common purpose, or organization of any kind, including any governmental agency other than the United States.

(Ord. No. 36, §§ 1.1—1.19, 6-4-79)

Cross reference— Definitions and rules of construction generally, § 1-1-2.

State Law reference— Definitions, G.S. § 131E-155.

Sec. 1-9-17. - Violations.

Violation of this article, or the terms of any franchise granted under this article, shall be a misdemeanor as provided by G.S. section 14-4. Each such violation also shall subject the offender, franchisee, to a civil penalty in the amount of one hundred dollars (\$100.00) for each separate breach of the franchise or violation of this article. This civil penalty must be paid within ten (10) days after the hearing, as provided in section 1-9-46 on the citation, has been held. If not paid, such penalty may be recovered by the county as provided by G.S. section 153A-123(c). If the civil penalty is not paid within the ten (10) days as provided for above, the county may suspend or revoke the franchise.

(Ord. No. 36, § 13.2, 6-4-79)

Cross reference— General penalty, continuing violations, § 1-1-11.

Sec. 1-9-18. - Territorial jurisdiction.

The provisions of this article shall apply to all unincorporated areas within the geographic confines of the county and to such incorporated areas as may by resolution permit this article to be applicable within such incorporated areas.

(Ord. No. 36, § 15.1, 6-4-79)

State Law reference— Territorial jurisdiction of county ordinances, G.S. § 153A-122.

Sec. 1-9-19. - Enforcement.

The office of emergency medical services shall be the enforcing agency for the regulations contained in this article. Such office will:

- (1) Receive all franchise proposals from potential providers;
- (2) Study each proposal for conformance to this article;
- (3) Recommend to the board of commissioners the award of franchises to the applicants submitting the best proposals;
- (4) Quarterly inspect the premises, vehicles, equipment and personnel of franchisees to ensure compliance to this article and perform any other inspections that may be required;
- (5) Recommend the temporary or permanent suspension of a franchise if in noncompliance with the franchise terms in this article. Recommend the imposition of a misdemeanor or civil penalties as provided in this article;
- (6)

Ensure by cooperative agreement with other ambulance services the continued service in a district where an ambulance service franchise has been suspended;

- (7) Receive monthly reports from ambulance services and consolidate the same into a quarterly summary for review by the county and franchise holders;
- (8) Receive complaints from the public, other enforcing agencies and ambulance services regarding franchise infractions, review the complaint, and obtain corrective action;
- (9) Recommend improvements to the county which will ensure better medical transportation.
- (10) Maintain all records required by this article and other applicable county regulations.
- (11) Perform such of the above functions as may be requested by any municipality within the county.

(Ord. No. 36, § 14.20, 6-4-79; Ord. of 5-20-91)

Sec. 1-9-20. - Inspections.

The county may inspect a franchisee's records, premises and equipment at any reasonable time under supervision in order to ensure compliance with this article and any franchise granted under this article.

(Ord. No. 48, § 4, 12-1-80)

Sec. 1-9-21. - Recommending changes to article.

The fire and rescue commission is hereby authorized to recommend changes to this article to the end that it will be at all times current and consistent with the functions, duties and capabilities of a given department or agency.

(Ord. No. 48, § 4, 12-1-80)

Sec. 1-9-22. - Ambulance attendants and emergency medical technicians.

Standards for ambulance attendants and emergency medical technicians shall be the same as required by the state office of emergency medical services for certification as set forth in the current edition of *Rules and Regulations Governing Ambulance Service*, which is on file in the county office of emergency medical services.

(Ord. No. 36, § 7.1, 6-4-79; Ord. of 5-20-91)

Sec. 1-9-23. - Vehicles and equipment.

The standards to be applied to both vehicles and equipment are those developed by the state medical care commission pursuant to G.S. Article 7, Chapter 131E, and G.S. Article 56, Chapter 143. The standards are contained in Rules and Regulations Governing Ambulance Service which are on file in the county office of emergency medical services.

(Ord. No. 36, § 8.1, 6-4-79; Ord. of 5-20-91)

State Law reference— Regulation of ambulance services, G.S. § 131E-155 et seq.; emergency medical services, G.S. § 143-507 et seq.

Sec. 1-9-24. - Communications.

- (a) Each ambulance or rescue vehicle must be equipped with a two-way very high frequency radio licensed by the Federal Communications Commission and it must be in operative condition at all times. The radio must have a four-channel capability with two (2) channels equipped to conform to the regional emergency medical services communications plan.
- (b) Each base of operations must have at least one (1) open telephone line. The ambulance service must provide for a phone to be manned twenty-four (24) hours per day. Phone numbers must be registered with each law enforcement agency in the county. When and where applicable, county 911 service shall meet the requirements of this section.

(Ord. No. 36, § 9.2, 6-4-79; Ord. of 5-20-91)

Sec. 1-9-25. - Records.

Each owner of an ambulance service shall maintain the following records:

- (1) *Record of dispatcher or owner.* The record of the dispatcher or owner shall show the time the call was received; the time the ambulance was dispatched; the time the ambulance arrived on the scene; the time the ambulance arrived at its destination; the time the ambulance was in service; and the time the ambulance returned to

base. The record shall also include the caller's name, address and phone number, if available, and nature of the call.

- (2) *Trip record.* The trip record shall state all information required in subsection (1) in addition to the patient's address and telephone number; the condition of the patient, the type of medical assistance administered before reaching the hospital; odometer reading at the beginning and ending of the trip; the total trip miles, the schedule of charges; and the signature of the attendant and driver, the going and oncoming driver, and the offgoing and oncoming attendant. The ambulance call report form provided by the North Carolina Office of Emergency Medical Services shall be utilized for the trip record required in this subsection.
- (3) *Accounts receivable form.* An accounts receivable form shall be kept on all partial and full payments with the date of payments, if charges were assessed.
- (4) *Monthly report.* A copy of the monthly ambulance call report form data supplied by the North Carolina Office of Emergency Medical Services shall be submitted to the county by the ambulance service. Nonemergency ambulance transportation services must submit a substantially similar monthly report in the event that North Carolina Ambulance Call Report Form is not utilized.

(Ord. No. 36, § 11.16, 6-4-79; Ord. of 5-20-91)

Sec. 1-9-26. - Rates and charges.

- (a) Each owner of an ambulance service intending to charge for service shall submit a schedule of rates to the county for approval and shall not charge more than the approved rates without specific approval by the county.
- (b) No ambulance service shall attempt to collect rates on emergency calls until the patient has reached the point of destination, has received medical attention and is in a condition deemed by the physician fit to consult with the ambulance service, but such service may attempt to collect rates with the family or guardian of the patient once the patient is in the process of receiving medical attention.
- (c) On nonemergency calls, or calls where a person requires transportation to a nonemergency medical facility, attempts to collect payment can be made before the ambulance begins its trip.

(Ord. No. 36, § 12.3, 6-4-79; Ord. of 5-20-91)

Sec. 1-9-27. - Violations.

It shall be a misdemeanor for any person to obtain or receive ambulance service without intending at the time of obtaining or receiving such services to pay, if financially able, the necessary charges. A determination that the recipient of such services has failed to pay for the services rendered for a period of ninety (90) days after request for payment, and that the recipient is financially able to do so, shall raise a presumption that the recipient of the services did not intend to pay for the services at the time they were obtained or received.

(Ord. No. 36, § 13.1, 6-4-79)

Secs. 1-9-28—1-9-40. - Reserved.

DIVISION 2. - FRANCHISES

Sec. 1-9-41. - Required, exemptions.

- (a) No person either as owner, agent or otherwise, shall furnish, operate, conduct, maintain, advertise or otherwise be engaged in or profess to be engaged in the business or service of the transportation of patients within the county unless the person holds a valid permit for each ambulance used in such business or service issued by the office of emergency medical services of the state department of human resources and has been granted a franchise for the operation of such a business or service by the county pursuant to this article.
- (b) A vehicle operated for ambulance or rescue vehicle purposes within the county shall meet minimum staffing requirements as set forth by the North Carolina Office of Emergency Medical Services.
- (c) No franchise shall be required for:
 - (1) Any entity rendering assistance to a franchised ambulance service in the case of a major catastrophe or emergency with which the ambulance services franchised by the county are insufficient or unable to cope or;
 - (2) Law enforcement personnel.

(Ord. No. 36, § 2.3, 6-4-79; Ord. No. 48, § 1, 12-1-80; Ord. of 5-20-91)

Sec. 1-9-42. - Application.

- (a) An applicant may apply for a franchise to operate either emergency transportation service or nonemergency transportation service. If both types of services are to be provided, a

combined application may be filed for each type.

- (b) Application for a franchise to operate ambulances or rescue vehicles in the county shall be made upon such forms as may be prepared or prescribed by the county and shall contain:
 - (1) The name and address of the applicant and of the owner of the ambulance or rescue vehicle;
 - (2) The trade or other fictitious name, if any, under which the applicant does business or proposes to do business, along with a certified copy of an assumed name certificate stating such name or articles of incorporation stating such name, or other proof of name;
 - (3) A resume of the training and experience of the applicant in the transportation and care of patients;
 - (4) A description and copy of state certification for each ambulance or rescue vehicle owned and operated by the applicant;
 - (5) The location and description of the place or places from which it is intended to operate;
 - (6) Financial statement of the applicant as the same pertains to his operations in the county which shall be in such form and in such detail as may be required by the county;
 - (7) A description of the applicant's capability to provide twenty-four-hour coverage, seven (7) days per week for the district covered by the franchise applied for, and an accurate estimate of the minimum and maximum times for a response to calls within such district.

(Ord. No. 36, §§ 3.1, 4.2, 6-4-79)

Sec. 1-9-43. - Hearing on application.

Upon receipt of an application for a franchise, the county shall schedule a time and place for hearing the applicant. Within thirty (30) days after hearing, the county shall cause such investigation as it may deem necessary to be made of the applicant and his proposed operations, and make a final determination.

(Ord. No. 36, § 4.3, 6-4-79)

State Law reference— Ambulance franchise hearing, G.S. § 153A-250.

Sec. 1-9-44. - Granting.

A franchise will be granted if the county finds that:

- (1) The public convenience and necessity warrants the cost of expanding the services already available to the proposed ambulance service;
- (2) Each such ambulance of the applicant, his required equipment and the premises designated in the application, have been certified by the county and state;
- (3) Certified ambulance attendants and emergency medical technicians are employed in such capacities as required by law.

(Ord. No. 36, § 4.4, 6-4-79)

Sec. 1-9-45. - Term.

The county may issue a franchise under this article to an owner of an ambulance or rescue service, to be valid for a one-year term provided that either party at its option, may, terminate the franchise upon sixty (60) days' prior written notice to the other party. After a notice of service termination is given, the ambulance service shall reapply for a franchise if continued service is desired.

(Ord. No. 36, § 5.1, 6-4-79)

Sec. 1-9-46. - Suspension, revocation or termination.

- (a) If any franchisee shall fail to comply with or shall violate any provision of this article, or a franchise issued under this article, the franchisee shall be cited by the county for the violation or failure to comply. The county, after a hearing, pursuant to this citation may impose a civil penalty of one hundred dollars (\$100.00) for each separate breach of the franchise as provided in section 1-9-17 or may suspend or revoke the franchise. If upon such hearing, the county shall find that the franchisee has corrected any deficiencies and has brought his operation into compliance with the provisions of this article, the franchise shall not be suspended or revoked but a civil penalty as provided in section 1-9-17 may be imposed.
- (b) Upon suspension, revocation, or termination of a franchise granted under this division, such franchised ambulance service shall immediately cease operations. Upon suspension, revocation, or termination of a driver's license or attendant's certificate or emergency medical service technician certificate, such person shall cease to drive an ambulance or act as primary attendant in providing an ambulance service, and no person shall employ or permit such individual to drive an ambulance or act as primary attendant in providing an ambulance service.

(Ord. No. 36, § 5.3, 6-4-79)

Sec. 1-9-47. - Standards for ambulance franchise.

- (a) Each franchised ambulance service shall at all times comply with the requirements of this article, the franchise granted under this division, and all applicable state and local laws relating to health, sanitation, safety, equipment, and ambulance design and all other laws and ordinances.
- (b) Prior approval of the county shall be required where ownership or control of more than ten (10) percent of the right of control of the franchisee is acquired by a person or group of persons acting in concert; none of whom own or control ten (10) percent or more of such right of control, singularly or collectively, at the date of the franchise. By its acceptance of the franchise, the franchisee specifically agrees that any such acquisition occurring without prior approval of the county shall constitute a violation of the franchise by the franchisee and shall be cause for termination at the option of the county.
- (c) Any change of ownership of a franchised ambulance service shall terminate the franchise and shall require a new application and a new franchise and conformance with all the requirements of this article as upon original franchising.
- (d) No franchise may be sold, assigned, mortgaged or otherwise transferred without the approval of the county and a finding of conformance with all requirements of this article as upon original franchising. Each franchised ambulance service, its equipment and the premises designated in the application and all records relating to its maintenance and operation as such, shall be open to inspection by the state, county or their designated representatives.

(Ord. No. 36, § 6.4, 6-4-79)

Sec. 1-9-48. - Insurance.

No ambulance franchise shall be issued under this article, nor shall such franchise be valid after issuance, nor shall any ambulance or rescue vehicle be operated in the county, unless there is at all times in force and effect insurance coverage, issued by an insurance company licensed to do business in the state, for each ambulance or rescue vehicle owned and/or operated by or for the ambulance service providing for the payment of damages: in the sum of one hundred thousand dollars (\$100,000.00) for death or injury to any one (1) person arising out of one (1) accident; three hundred thousand dollars (\$300,000.00) for death or injury to all persons arising out of one (1) accident, and fifty thousand dollars (\$50,000.00) for damage to any property arising out of one (1) accident, in accidents resulting from any cause for which the owner of the vehicle would be liable on account of liability imposed on him by law,

regardless of whether the ambulance was being driven by the owner or his agent.

(Ord. No. 36, § 10.1, 6-4-79)

State Law reference— Business under assumed name, G.S. § 66-68 et seq.

Sec. 1-9-49. - Districts.

The board of commissioners shall designate specific service areas as franchise districts. The districts will be established on criteria that include geographic size, road access, the location of existing medical transportation services, population and response time.

(Ord. No. 36, § 4.1, 6-4-79)

Secs. 1-9-50—1-9-60. - Reserved.



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
June 15, 2020

Action Item # VII. - 1.

From:

Andrea White

Administration - Public Hearing to Receive Comments on the FY 2020-2021 Brunswick County Budget, Fees, and Capital Improvement Plan (Randell Woodruff, County Manager)

Issue/Action Requested:

Request that the Board of Commissioners hold a public hearing on the Manager's FY 2020-2021 Recommended Budget, Proposed Fees and Five Year Capital Improvement Plan.

Background/Purpose of Request:

The Manager presented the recommended budget, schedule of fees and five year capital improvement plan on May 18, 2020 and a budget workshop on June 1, 2020 for discussion. The documents were posted online, and emails to all department and agency stakeholders. The public hearing was advertised.

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend the Board of Commissioners hold a public hearing on the Manager's FY 2020-2021 Recommended Budget, Proposed Fees and Five Year Capital Improvement Plan.

ATTACHMENTS:

Description

- ☐ Affidavit of Publication - Beacon



NOTICE OF A PUBLIC HEARING

The Brunswick County Board of Commissioners will conduct a Public Hearing on Monday, June 15, 2020 at 6:00 p.m., or as soon thereafter as it may be reached, in the Commissioners Chambers located in the David R. Sandifer Building, 30 Government Center Drive, NE, Bolivia, NC. The Hearing will be held to receive public comment on the proposed Budget for Fiscal Year 2020-2021. A copy of the Proposed Budget Ordinance, proposed fee changes and Capital Improvement Plan are available in the Office of the Clerk to the Board of Commissioners of Brunswick County, Room 301, County Administration Building, or online at:

<http://www.brunswickcountync.gov/finance/budget/>

The schedule of proposed fees, which includes all proposed new fees or fee changes, fines and costs of whatever nature, shall also be the subject of this hearing and shall include the Smithville Township tax, the municipal collection fee, Health Department charges, utility fees, and any other charge or fee collected by Brunswick County.

The purpose of the Public Hearing is to receive comments from the citizenry of Brunswick County on the proposed budget, fees, and capital improvement plan. All citizens are encouraged to attend.

Andrea White

Clerk to the Brunswick County Board of Commissioners

STATE OF NORTH CAROLINA
COUNTY OF BRUNSWICK

AFFIDAVIT OF PUBLICATION

Before the undersigned, a Notary Public of said County and State, duly commissioned, qualified, and authorized by law to administer oaths, personally appeared

Angie Sutton

who, being first duly sworn, deposes and says: that she is

Publisher

(Owner, partner, publisher, or other officer or employee
authorized to make this affidavit)

of The Brunswick Beacon, a newspaper published, issued, and entered as periodical mail in the Town of Shallotte in the said County and State; that she is authorized to make this affidavit and sworn statement; that the notice or other legal advertisement, a true copy of which is attached hereto, was published in The Brunswick Beacon on the following date(s):

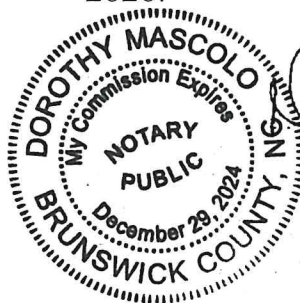
May 28, 2020

and that the said newspaper in which such notice, paper document or legal advertisement was published, was at the time of each and every such publication, a newspaper meeting all the requirements and qualifications of Section 1-597 of the General Statutes of North Carolina and was a qualified newspaper within the meaning of Section 1-597 of the General Statutes of North Carolina.

This the 28th day of May, 2020.

Angie Sutton
(Signature of person making affidavit)

Sworn to and subscribed before me this 28th day of May, 2020.



Dorothy Mascolo
(Notary Public)



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
June 15, 2020

Action Item # VIII. - 1.

From:
Randell Woodruff

Administration - Brunswick County Water and Sewer Utility
Assistance Program (Randell Woodruff, County Manager)

Issue/Action Requested:

Request that the Board of Commissions approve the Brunswick County Low to Moderate Income Water and Sewer Utility Assistance Program for Brunswick County Public Utilities residential retail water and sewer customers.

Background/Purpose of Request:

Brunswick County will establish a program for Brunswick County Public Utilities residential retail water and sewer customers qualifying as low to moderate income. The program will provide financial assistance for household water and/or sewer monthly service fees based on the following criteria:

- Brunswick County Public Utilities residential retail water and/or sewer customer,
- Annual household income is equal to or less than 130 percent of the current federal poverty level,
- Real property valued at \$110,000 or less,
- Cash, checking, stocks, bonds etc. reserves at time of application are less than \$2,200,
- Subject to available fund

The County will provide an appropriation of \$200,000 from the general fund to initiate the program. Unexpended funds from one year may roll forward to the next year to ensure that the annual available funding is at least \$200,000 in any given year. The county plans to move forward with other program funding mechanisms and these funds will reduce the amount of the general fund contribution annually. Receipt of funds by applicants are contingent on the availability of appropriated program funds.

The County will establish the monthly credit amount for water and/or sewer service during the annual budget process. For the fiscal year beginning July 1, 2020, the monthly available water and sewer credit assistance will be 30% of 4,500 gallons the average household water use per month rounded up to the nearest dollar. The available credit for water is \$8 and for sewer is \$15 per month in FY 2021.

The Brunswick County Water and Sewer Assistance Program will require customers to make annual applications. Customers must reapply annually and applications will be discontinued when funds are exhausted. Applications will be accepted in a calendar month each year.

For Fiscal Year 2021, applications will be accepted from June 22, 2020 through July 17, 2020. For qualifying applicants, the credit will be made available beginning with services billed in August 2020 and ending with services billed June 2021.

Fiscal Impact:

Reviewed By Director of Fiscal Operations
Funding available upon approval of the FY 2020-2021 budget

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend the Board of Commissions approve the Brunswick County Low to Moderate Income Water and Sewer Utility Assistance Program for Brunswick County Public Utilities residential retail water and sewer customers.

ATTACHMENTS:

Description

- ▣ Brunswick County Utility Assistance Program 6-15-20.docx



Brunswick County Low to Moderate Income Water and Sewer Utility Assistance Program

Brunswick County will establish a program for Brunswick County Public Utilities residential retail water and sewer customers qualifying as low to moderate income.

The Brunswick County Water and Sewer Assistance Program provides an annually established monthly payment assistance amount to aid eligible families with water and sewer expenses. The program will be available beginning with fiscal year 20-21 and will be evaluated annually based on funding.

The program will provide financial assistance for water and/or sewer monthly service fees based on the following criteria:

- Brunswick County Public Utilities residential retail water and/or sewer customer,
- Annual household income is equal to or less than 130 percent of the current federal poverty level,
- Real property valued at \$110,000 or less,
- Cash, checking, stocks, bonds etc. reserves at time of application are less than \$2,200,
- Subject to available funds

The County will provide an appropriation of no less than \$200,000 from the general fund to initiate the program. Unexpended funds from one year may roll forward to the next year to ensure that the annual available funding is at least \$200,000 in any given year. The county plans to move forward with other program funding mechanisms such as a Utility Billing Round Up Contribution Program and these funds will reduce the amount of the general fund contribution annually. Receipt of funds by applicants are contingent on the availability of appropriated program funds.

The County will establish the monthly credit amount for water and/or sewer service during the annual budget process. For the fiscal year beginning July 1, 2020, the monthly available water and sewer credit assistance will be 30% of 4,500 gallons the average household water use per month rounded up to the nearest dollar. The monthly credit may not be larger than the actual customer bill for the month.

The Brunswick County Water and Sewer Assistance Program will require customers to make annual applications that will provide assistance for a 12-month period. Customers must reapply annually and applications will be discontinued when funds are exhausted. Applications will be accepted in various locations throughout the county a calendar month each year.

The Brunswick County Water and Sewer Assistance Program is available to Brunswick County Public Utilities residential retail water and/or sewer customers whose gross annual income is equal to or less than 130% of the federal poverty level for the household size (see attached table), with assets less than \$110,000, and the household's total available on-hand cash resources must be less than \$2,200.

Individuals who are homebound may have someone apply on their behalf. The homebound individual must write a statement giving their representative permission to apply on their behalf and provide the representative with eligibility requirements.

Applicants must provide: all income for the household and its members; checking and savings account statements for all members of the household; all property, stocks, bonds and other assets for all members of the household; the name, date of birth and social security number for each member of the household; and a copy of the current Brunswick County Public Utilities water and sewer bill, with the applicant's name, address and account number.

Applications will be taken for a calendar month until all funds are exhausted.

The following chart describes the Brunswick County Residential Retail Water and Sewer Eligibility Requirements.

Eligibility Requirement	What's Needed	How Often
Address	Lease, rental agreement, any other shelter expenses, contact with someone knowledgeable of your situation	At application or situation, if moving
Earned Income: Wages/Self-Employment	Wage stubs, tax forms contacting employer	At application
Unearned Income: Public Benefits/ Private Retirement Benefits/Trust, etc.	Documents from provider, award letter	At application
Assets/Resources	Ownership and tax records, bank and court documents	At application
Water & Sewer Expense	Copy of bills	At application

2019-2020 Federal Poverty Guidelines

Household Size	100% FPL Annual Gross Income	130% FPL Annual Gross Income
1	\$12,490	\$16,237
2	\$16,910	\$21,983
3	\$21,330	\$27,729
4	\$25,750	\$33,475
5	\$30,170	\$39,221
6	\$34,590	\$44,967
7	\$39,010	\$50,713
8	\$43,430	\$56,459



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
June 15, 2020

From:
Andrea White

Action Item # VIII. - 2.

Administration - Fiscal Year 2020-2021 Budget Ordinance, Fees and Capital Improvement Plan (Randell Woodruff, County Manager)

Issue/Action Requested:

Request that the Board of Commissioners adopt the Fiscal Year 2020-2021 Budget Ordinance, Schedule of Fees and Five-Year Capital Improvement Plan.

Background/Purpose of Request:

The County began the budget process for FY 21 in January. The Board of Commissioners held a goals and budget workshop on May 4th. Staff developed comprehensive budget requests and the Manager met with staff to develop the Manager's Recommended Budget. The Recommend Budget was presented to the Board of Commissioners on May 18th followed by a study session with the Board on June 1st. The budget was posted online and made available to all stakeholders. A public hearing was advertised and held. The budget ordinance, schedule of fees and capital improvement plan are attached.

Included in the budget for adoption is \$425,000 for payment to Brunswick Business and Industry Development "BID" for economic development purposes.

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend the Board of Commissioners adopt the Fiscal Year 2020-2021 Budget Ordinance, Schedule of Fees and Five-Year Capital Improvement Plan.

ATTACHMENTS:

Description

- ❑ Fiscal Year 2020-2021 Approved Budget Document.pdf
- ❑ Changes Recommended for Approved Budget.pdf

County of Brunswick



**Approved Budget
FY 2020-2021**

**COUNTY OF BRUNSWICK
NORTH CAROLINA**

**FY 2020-2021 Approved Budget Package
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BRUNSWICK COUNTY, NORTH CAROLINA
APPROVED BUDGET ORDINANCE
FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021

Be it ordained by the Brunswick County Board of Commissioners that the following expenditures, revenue and fund balance appropriations are hereby established for the fiscal year beginning July 1, 2020 and ending June 30, 2021 and hereby levies ad Valorem tax at the rate of forty-eight and one-half cents (\$.4850) per one hundred (\$100) valuation of property listed for taxes as of January 1, 2020.

I. GENERAL FUND TYPES

A. GENERAL FUND

1. EXPENDITURES

The following amounts are hereby appropriated in the General Fund for the operation of county departments, functions and agencies in accordance with the chart of accounts heretofore established for this county:

Governing Body	\$ 331,426
Administration	902,909
Human Resources	469,956
Finance	1,667,462
Tax Administration	4,641,088
Legal	687,956
Superior Judges Office	163,650
Clerk of Court	79,683
District Judges Office	700
Board of Elections	1,006,909
Register of Deeds	2,928,726
Management Information Services	2,813,427
Fleet Services	1,375,263
Engineering	752,976
Operation Services	6,647,128
Non-Departmental	6,277,389
District Attorney's Office	48,000
Sheriff's Office	18,339,558
Law Enforcement Separation	184,329
Detention Center	10,416,977
Emergency Services	791,061
Emergency Medical Services	11,155,025
Fire Departments	60,000
Building Inspections and Central Permitting	2,530,934
Fire Inspections	580,988
Rescue Squads	331,800
Central Communications Center	3,571,772
Sheriff Animal Protective Services	1,177,024
Transportation Agencies	138,500
Solid Waste	18,090,346

BRUNSWICK COUNTY, NORTH CAROLINA
APPROVED BUDGET ORDINANCE
FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021

(GENERAL FUND EXPENDITURES CONTINUED)

Environmental Protection Agencies	257,087
Community Enforcement	268,333
Planning	867,071
Occupancy Tax	1,100,000
Cooperative Extension	627,998
Soil & Water Conservation	256,450
Economic Development Agencies	1,995,040
Veterans' Services	220,639
Human Services Agencies	2,713,739
Brunswick County Schools	47,063,595
Brunswick Community College (By Purpose)	4,634,100
Library	1,376,839
Parks & Recreation	3,205,496
Debt Service	15,550,908
Transfer To Other Funds	15,316,378
Contingency	700,000
	<hr/>
TOTAL EXPENDITURES - GENERAL FUND	<u><u>\$ 194,316,635</u></u>

2. REVENUES

It is estimated that the following revenues will be available to the General Fund:

Ad Valorem Taxes	\$ 144,312,368
Local Option Sales Taxes	21,430,183
Other Taxes & Licenses	4,006,300
Unrestricted Intergovernmental	1,000,000
Restricted Intergovernmental	1,882,775
Permits & Fees	7,313,110
Sales and Services	6,744,170
Investment Earnings	500,500
Other Revenue	3,026,059
Fund Balance Appropriated	4,101,170
	<hr/>
TOTAL REVENUES - GENERAL FUND	<u><u>\$ 194,316,635</u></u>

BRUNSWICK COUNTY, NORTH CAROLINA
APPROVED BUDGET ORDINANCE
FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021

B. PUBLIC HOUSING FUND

1. EXPENDITURES

The following amounts are hereby appropriated in the Public Housing Fund:

Public Housing - Section 8	\$ 2,469,111
TOTAL EXPENDITURES - PUBLIC HOUSING FUND	\$ 2,469,111

2. REVENUES

It is estimated that the following revenues will be available in the Public Housing Fund:

Restricted Intergovernmental	\$ 2,386,883
Sales and Services	23,900
Investment Earnings	150
Transfer From General Fund	58,178
TOTAL REVENUES - PUBLIC HOUSING FUND	\$ 2,469,111

C. PUBLIC HEALTH FUND

1. EXPENDITURES

The following amounts are hereby appropriated in the Public Health Fund:

Public Health	\$ 6,195,434
Environmental Health	1,942,230
TOTAL EXPENDITURES - PUBLIC HEALTH FUND	\$ 8,137,664

2. REVENUES

It is estimated that the following revenues will be available in the Public Health Fund:

Restricted Intergovernmental	\$ 2,629,723
Sales and Services	845,050
Other Revenue	45,000
Fund Balance Appropriated	147,350
Transfer From General Fund	4,470,541
TOTAL REVENUES - PUBLIC HEALTH FUND	\$ 8,137,664

BRUNSWICK COUNTY, NORTH CAROLINA
APPROVED BUDGET ORDINANCE
FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021

D. SOCIAL SERVICES FUND

1. EXPENDITURES

The following amounts are hereby appropriated in the Social Services Fund:

DSS-Administration	\$ 16,470,297
	<hr/>
TOTAL EXPENDITURES - SOCIAL SERVICES FUND	\$ 16,470,297
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2. REVENUES

It is estimated that the following revenues will be available in the Social Services Fund:

Restricted Intergovernmental	\$ 9,366,186
Sales and Service	91,000
Transfer From General Fund	7,013,111
	<hr/>
TOTAL REVENUES - SOCIAL SERVICES FUND	\$ 16,470,297
	<hr/> <hr/>

BRUNSWICK COUNTY, NORTH CAROLINA
APPROVED BUDGET ORDINANCE
FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021

II. SPECIAL REVENUE FUND TYPES

Be it ordained by the Brunswick County Board of Commissioners, that the following expenditures and revenues are hereby established for the Brunswick County Special Revenue Funds for the fiscal year beginning July 1, 2020 and ending June 30, 2021.

A. EMERGENCY TELEPHONE SERVICE FUND

1. EXPENDITURES

The following amounts are hereby appropriated in the Emergency Telephone Service Fund:

Emergency Telephone Service	\$ 1,095,591
TOTAL EXPENDITURES - EMERGENCY TELEPHONE SERVICE FUND	<u>\$ 1,095,591</u>

2. REVENUES

It is estimated that the following revenues will be available in the Emergency Telephone Service Fund:

Restricted Intergovernmental	\$ 799,291
Appropriated Fund Balance	<u>296,300</u>
TOTAL REVENUE - EMERGENCY TELEPHONE SERVICE FUND	<u>\$ 1,095,591</u>

B. REGISTER OF DEEDS - TECHNOLOGY ENHANCEMENT FUND

1. EXPENDITURES

The following amounts are hereby appropriated in the Register of Deeds-Technology Enhancement Fund:

Technology Reserve Fund	\$ 209,463
TOTAL EXPENDITURES - REGISTER OF DEEDS TECHNOLOGY ENHANCEMENT FUND	<u>\$ 209,463</u>

2. REVENUES

It is estimated that the following revenues will be available in the Register of Deeds-Technology Enhancement Fund:

Permits and Fees	\$ 181,000
Investment Earnings	9,000
Fund Balance Appropriated	<u>19,463</u>
TOTAL REVENUES - REGISTER OF DEEDS TECHNOLOGY ENHANCEMENT FUND	<u>\$ 209,463</u>

BRUNSWICK COUNTY, NORTH CAROLINA
APPROVED BUDGET ORDINANCE
FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021

III. ENTERPRISE FUND TYPES

Be it ordained by the Brunswick County Board of Commissioners, that the following expenditures and revenues are hereby established for the Brunswick County Enterprise Funds for the fiscal year beginning July 1, 2020 and ending June 30, 2021.

A. WATER FUND

1. EXPENDITURES

The following amounts are hereby appropriated for the operation of the Water Fund:

Water Administration	\$ 3,758,519
Northwest Water Treatment Plant	5,107,585
211 Water Treatment Plant	2,539,136
Water Distribution Division	3,790,863
Lower Cape Fear Water and Sewer Authority - Reimbursement	442,358
Utility Billing	1,275,057
Instrumentation/Electrical Division	1,538,308
Construction Division	1,796,728
Water Debt Service	2,216,815
Transfers to Water Projects Fund Transfers Water Fund	<u>1,747,394</u>
TOTAL EXPENDITURES - WATER FUND	<u><u>\$ 24,212,763</u></u>

2. REVENUES

It is estimated that the following revenues will be available in the Water Fund:

Sales and Services	\$ 23,297,405
Other Revenue	660,358
Investment Earnings	<u>255,000</u>
TOTAL REVENUE - WATER FUND	<u><u>\$ 24,212,763</u></u>

BRUNSWICK COUNTY, NORTH CAROLINA
APPROVED BUDGET ORDINANCE
FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021

B. WASTEWATER FUND

1. EXPENDITURES

The following amounts are hereby appropriated in the Wastewater Fund:

Wastewater Administration	\$ 1,563,732
Collection Division	4,249,084
Construction Division	1,765,604
Northeast Regional Wastewater	1,281,000
Southwest Regional Wastewater	689,596
West Regional Wastewater	4,074,854
Ocean Isle Beach Wastewater	604,237
Wastewater Debt Service	<u>17,015,815</u>
TOTAL EXPENDITURES - WASTEWATER FUND	<u>\$ 31,243,922</u>

2. REVENUES

It is estimated that the following revenues will be available in the Wastewater Fund:

Sales and Services	\$ 27,055,837
Other Revenue	40,000
Investment Earnings	125,000
Transfer From Wastewater Capital Projects Reserve Fund	1,128,000
Expendable Net Assets Appropriated	<u>2,895,085</u>
TOTAL REVENUES - WASTEWATER FUND	<u>\$ 31,243,922</u>

BRUNSWICK COUNTY, NORTH CAROLINA
APPROVED BUDGET ORDINANCE
FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021

V. CAPITAL PROJECT RESERVE FUNDS

Be it ordained by the Brunswick County Board of Commissioners, that the following expenditures and revenues are hereby established for the Brunswick County Capital Project Reserve Funds for the fiscal year beginning July 1, 2020 and ending June 30, 2021.

A. SCHOOL CAPITAL PROJECT FUND

1. EXPENDITURES

The following amounts are hereby appropriated in the School Capital Project Fund:

Special School Excess Ad Valorem	\$ 803,000
School 1/2 Cent Sales Tax	<u>2,971,548</u>

TOTAL EXPENDITURES - SCHOOL CAPITAL PROJECT FUND	<u><u>\$ 3,774,548</u></u>
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2. REVENUES

It is estimated that the following revenues will be available in the School Capital Project Fund:

Transfer From General Fund	<u>\$ 3,774,548</u>
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TOTAL REVENUE - SCHOOL CAPITAL PROJECT FUND	<u><u>\$ 3,774,548</u></u>
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**BRUNSWICK COUNTY, NORTH CAROLINA
APPROVED BUDGET ORDINANCE
FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021**

B. WATER CAPITAL PROJECT RESERVE FUND

1. EXPENDITURES

The following amounts are hereby appropriated in the Water Capital Project Reserve Fund:

Project Designations	\$ 1,747,394
TOTAL EXPENDITURES - WATER CAPITAL PROJECT RESERVE FUND	\$ 1,747,394

2. REVENUES

It is estimated that the following revenues will be available in the Water Capital Project Fund:

Transfer From Water Fund	\$ 1,747,394
TOTAL REVENUE - COUNTY CAPITAL PROJECT RESERVE FUND	\$ 1,747,394

C. WASTEWATER CAPITAL PROJECT RESERVE FUND

1. EXPENDITURES

The following amounts are hereby appropriated in the Wastewater Capital Project Reserve Fund:

West Regional Capital & Replacement Fund	\$ (1,128,000)
Transfer to Wastewater Fund	1,128,000
TOTAL EXPENDITURES - WASTEWATER CAPITAL PROJECT RESERVE FUND	\$ -

2. REVENUES

It is estimated that the following revenues will be available in the Wastewater Capital Project Fund:

Transfer From Wastewater Fund	\$ -
TOTAL REVENUE - WASTEWATER CAPITAL PROJECT RESERVE FUND	\$ -

**BRUNSWICK COUNTY, NORTH CAROLINA
APPROVED BUDGET ORDINANCE
FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021**

VI. CAPITAL PROJECT/CONTINUING CONTRACT PROGRAM

All grant projects and capital projects authorized by a previously adopted ordinance will have appropriations available for expenditure during the budget year. All continuing contracts authorized by a previously adopted annual ordinance will have appropriations available for expenditure during the budget year.

VII. BRUNSWICK COUNTY PUBLIC SCHOOLS PROVISION

- (a) The Board of County Commissioners has, in its discretion, allocated the appropriation for the Board of Education Current Expense on a lump sum basis and shall be disbursed at a rate of \$3,841,378 for eleven months and \$3,841,377 for one month for a total of \$46,096,535.
- (b) The Board of County Commissioners has, in its discretion, allocated the appropriation for the Board of Education Capital Outlay Reserve Fund, Categories II and III on a lump sum basis to be disbursed at a rate of \$80,589 for eleven months and \$80,581 for one month for a total of \$967,060.
- (c) The Board of County Commissioners has, in its discretion, allocated the appropriation for the Board of Education Capital Outlay Reserve Fund \$803,000 of prior year excess ad valorem estimated collections.
- (d) The Board of County Commissioners has, in its discretion, allocated the appropriation in the Board of Education Capital Outlay Reserve Fund \$5,251,444 for the estimated required local option sales tax reserve and \$800,000 in lottery proceeds less limited obligation debt service of \$3,079,896 related to Cedar Grove Middle School, Town Creek Elementary School, North Brunswick High School addition and the Waccamaw multi-purpose facility for a transfer to the School Capital Project of \$2,971,548 for Categories I, II, and III Capital Outlay.
- (e) The Board of County Commissioners has, in its discretion, allocated the appropriation for the Board of Education Capital Outlay Reserve Fund, Categories I, II and III on a reimbursement of expenditures basis \$1,935,118 of excess ad valorem reserve funds.

VIII. BRUNSWICK COMMUNITY COLLEGE PROVISION

- (a) The Board of County Commissioners has, in its discretion, allocated the appropriation for the Brunswick Community College by purpose code and as mandated by G.S. 115D 32: Institutional Support/General Administration \$246,550 (130), Plant Operations \$1,897,022 (610), and Plant Maintenance \$1,085,226 (620).
- (b) The Board of County Commissioners has, in its discretion, allocated the appropriation for the Brunswick Community College by purpose code additional funding for not mandated: Institutional Support/General Administration \$444,017 (130), non-curriculum Instruction \$140,000 (323), Student Support \$175,942 (510), and Capital Outlay \$295,343 (920).
- (c) No more than 10% can be transferred between mandated purpose codes and no transfer of funds for non-mandated purpose codes without prior Board of Commissioners approval.
- (d) One-twelfth (1/12) of the annual budgeted funds will be advanced to the college by the 15th of every month.
- (e) The Board of County Commissioners has, in its discretion, allocated the appropriation for the Brunswick Guarantee College Tuition Scholarship Program for administrative and marketing costs of \$50,000 paid in two equal installments on July 15th and January 15th and tuitions scholarships awarded not to exceed \$300,000 on a reimbursement expenditure basis.

**BRUNSWICK COUNTY, NORTH CAROLINA
APPROVED BUDGET ORDINANCE
FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021**

X. ELECTED OFFICIALS PROVISION

- (a) The Board of Commissioners hereby establishes the Commission Chairman and Commission Members bi-weekly compensation rate. The Chairman shall be compensated at a bi-weekly rate of \$1,275.68. Members of the board, other than the Chair, shall be compensated at a bi-weekly rate of \$1,030.42. The above compensation shall include all in-county travel and expenses. When travelling outside the county elected officials will adhere to the County Travel Policy which requires pre-approval of travel by the Chairman. Optional health and dental benefits will be offered in the same manner as county employees.
- (b) The Board of Commissioners hereby sets the annual compensation rate for Brunswick County Sheriff. The Sheriff shall be compensated at an annual rate of \$144,646. Benefits will be offered in the same manner as county employees.
- (c) The Board of Commissioners hereby sets the annual compensation rate for Brunswick County Register of Deeds. The Register of Deeds shall be compensated at an annual rate of \$99,008. Benefits will be offered in the same manner as county employees.
- (d) The Board of Commissioners hereby establishes a rate of \$50.00 per convened meeting for Board members of the Board of Equalization and Review, Zoning Board of Adjustments, Planning Board, Jury Commissioners, Dangerous Dog Review Committee, Parks and Recreation Advisory Board, Volunteer Agricultural District Board, and Health and Human Services Board. The above compensation shall include all in county travel and expenses.
- (e) The Board of Commissioners hereby establishes the School Board Chairman and Members monthly compensation rate. The Chairman shall be compensated at a monthly rate of \$1,485.00 to include a local travel stipend of \$500.00. Members of the board, other than the Chair, shall be compensated at a monthly rate of \$1,310.00 to include a local travel stipend of \$425.00.

XI. SMITHVILLE TOWNSHIP

Be it ordained by the Brunswick County Board of Commissioners established for the fiscal year beginning July 1, 2020 and ending June 30, 2021 hereby levies ad Valorem tax at the rate of four cents (\$.0400) per one hundred dollars (\$100) valuation of property listed for taxes as of January 1, 2020.

BRUNSWICK COUNTY, NORTH CAROLINA
APPROVED BUDGET ORDINANCE
FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021

X. CAPITAL IMPROVEMENT PLAN

Be it ordained by the Brunswick county Board of commissioners that the following Capital Improvement Plan of Brunswick County, with the sources and uses of funds established for capital projects, for fiscal years 2021 thru 2025 is hereby adopted.

County Capital Improvement Plan-Projects	Prior to FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Totals
Environmental Protection							
Transfer Station	\$ 731,654	\$ 4,974,985	\$ -	\$ -	\$ -	\$ -	\$ 5,706,639
C&D Landfill Closure	-	150,000	500,000	9,284,355	-	-	9,934,355
Total Environmental Protection	731,654	5,124,985	500,000	9,284,355	-	-	15,640,994
Culture & Recreation							
Waccamaw Multiuse Facility Building	311,000	-	3,489,000	-	-	-	3,800,000
Brunswick Waterway Park	4,025,583	-	950,000	368,500	-	-	5,344,083
Smithville Park	-	-	1,000,000	-	-	-	1,000,000
Total Culture & Recreation	4,336,583	-	5,439,000	368,500	-	-	10,144,083
General Government							
Courthouse Renovations	11,971,860	1,600,000	-	-	-	-	13,571,860
Complex Buildings and Renovations	-	-	-	10,000,000	-	-	10,000,000
Total General Government	11,971,860	1,600,000	-	10,000,000	-	-	23,571,860
Total County Capital Improvement Plan	\$ 17,040,097	\$ 6,724,985	\$ 5,939,000	\$ 19,652,855	\$ -	\$ -	\$ 49,356,937
County Capital Improvement Plan-Sources							
Capital Reserve	\$ 13,089,597	\$ 6,724,985	\$ 550,000	\$ 9,352,855	\$ -	\$ -	\$ 29,717,437
Grant	450,500	-	300,000	300,000	-	-	1,050,500
To be Determined	-	-	-	10,000,000	-	-	10,000,000
Pay-Go	3,500,000	-	5,089,000	-	-	-	8,589,000
Total County Capital Improvement Plan Sources	\$ 17,040,097	\$ 6,724,985	\$ 5,939,000	\$ 19,652,855	\$ -	\$ -	\$ 49,356,937

BRUNSWICK COUNTY, NORTH CAROLINA
APPROVED BUDGET ORDINANCE
FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021

Education Capital Improvement Plan-Projects	Prior to FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Totals
Annual Capital Outlay Budget for Categories 1, 2 and 3	\$ 3,343,751	\$ 3,891,227	\$ 3,488,508	\$ 3,575,720	\$ 3,665,113	\$ 3,781,113	\$ 21,745,432
Annual Technology Projects	1,700,000	1,900,000	1,700,000	1,700,000	1,700,000	1,700,000	10,400,000
Astroturf Replacement Cycle Set-Aside Yr. 1	-	82,500	82,500	82,500	82,500	82,500	412,500
New Town Creek Middle School	27,000,000	-	-	-	-	-	27,000,000
Lincoln Elementary 6 Classroom Addition	4,000,000	-	-	-	-	-	4,000,000
Town Creek Element. 6 Classroom Addition	2,740,000	-	-	-	-	-	2,740,000
West Brunswick High 12 Classroom Addition	-	6,379,000	-	-	-	-	6,379,000
North Brunswick High 12 Classroom Addition	-	7,125,000	-	-	-	-	7,125,000
Waccamaw K-2 Building Replacement	-	4,922,484	-	-	-	-	4,922,484
Design Work for Bond Issue 2 projects	4,145,359	-	-	-	-	-	4,145,359
New Early College & CTE Building	-	-	1,500,000	22,200,000	-	-	23,700,000
District Wide Athletic, Interior and Exterior Building Improvements	25,405,000	22,646,973	-	30,131,000	-	-	78,182,973
Total Education Capital Improvement Plan	\$ 68,334,110	\$ 46,947,184	\$ 6,771,008	\$ 57,689,220	\$ 5,447,613	\$ 5,563,613	\$ 190,752,748
Education Capital Improvement Plan-Sources							
Article 40 and 42 Sales Tax Legislated for k-12 Schools	\$ 3,941,082	\$ 2,971,549	\$ 3,230,592	\$ 3,477,861	\$ 3,741,248	\$ 4,006,001	\$ 21,368,333
Outlay	898,744	967,060	991,237	1,016,017	1,041,418	1,067,453	5,981,929
Ad Valorem Reserve Contingency	6,398,741	1,935,118	1,049,179	864,342	664,947	490,159	11,402,486
GO Funds Advanced for Design Work	4,145,359	-	-	-	-	-	4,145,359
BOE Debt Proceeds (Bond Ref 2016)	52,950,184	41,073,457	1,500,000	52,331,000	-	-	147,854,641
Total Education Capital Improvement Plan Source	\$ 68,334,110	\$ 46,947,184	\$ 6,771,008	\$ 57,689,220	\$ 5,447,613	\$ 5,563,613	\$ 190,752,748

Airport Capital Improvement Plan-Projects	Prior to FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Totals
Airport Expansion Projects	\$ 672,500	\$ 1,072,500	\$ 1,072,500	\$ 1,072,500	\$ 1,072,500	\$ 1,072,500	\$ 6,035,000
Grant Reimbursements to County	400,000	-	-	-	-	-	400,000
Total Airport Capital Improvement Plan Uses	\$ 1,072,500	\$ 1,072,500	\$ 1,072,500	\$ 1,072,500	\$ 1,072,500	\$ 1,072,500	\$ 6,435,000
Airport Capital Improvement Plan-Sources							
Discretionary Allocation	\$ 922,500	\$ 922,500	\$ 922,500	\$ 922,500	\$ 922,500	\$ 922,500	\$ 5,535,000
GA Entitlement	150,000	150,000	150,000	150,000	150,000	150,000	900,000
Total Airport Capital Improvement Plan Sources	\$ 1,072,500	\$ 1,072,500	\$ 1,072,500	\$ 1,072,500	\$ 1,072,500	\$ 1,072,500	\$ 6,435,000

BRUNSWICK COUNTY, NORTH CAROLINA
APPROVED BUDGET ORDINANCE
FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021

Water Capital Improvement Plan-Projects	Prior to FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Totals
Shallotte Water Transmission Main	\$ 6,540,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,540,000
Utility Operations Center Expansion	590,000	-	-	-	-	-	590,000
Northwest Water Plant Expansion	47,500,000	-	-	-	-	-	47,500,000
Northwest Water Plant Low Pressure Reverse Osmosis Advanced Treatment	89,500,000	-	-	-	-	-	89,500,000
54" LCFWSA Parallel Raw Water Main	28,683,127	-	-	-	-	-	28,683,127
Hwy 74/76 Water - Mintz Dr. to Old Maco	85,000	-	-	-	-	-	85,000
Southeast Area Improvements	50,550	-	-	-	-	-	50,550
FY 16 Top 7 and Apollo Water Mains	1,773,285	-	-	-	-	-	1,773,285
Hwy 74/76 Industrial Park Waterline Extension	308,400	1,852,025	2,643,103	-	-	-	4,803,528
Transmission Improvements - NWWP to Bell Swamp	-	-	600,000	-	-	-	600,000
Total Water Capital Improvement Plan	\$ 175,030,362	\$ 1,852,025	\$ 3,243,103	\$ -	\$ -	\$ -	\$ 180,125,490
Water Capital Improvement Plan-Sources							
Capital Reserve	\$ 8,176,835	\$ 899,030	\$ -	\$ -	\$ -	\$ -	\$ 9,075,865
Debt Proceeds	165,083,527	-	-	-	-	-	165,083,527
Grant	-	952,995	2,643,103	-	-	-	3,596,098
Other Reimbursement	-	-	-	-	-	-	-
Pay Go	1,770,000	-	600,000	-	-	-	2,370,000
Total County Capital Improvement Plan Sources	\$ 175,030,362	\$ 1,852,025	\$ 3,243,103	\$ -	\$ -	\$ -	\$ 180,125,490

Wastewater Capital Improvement Plan-Projects	Prior to FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Totals
Northeast Brunswick Regional WWTP 2.5 MGD Expansion	\$ 45,714,971	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,714,971
Northeast Brunswick Regional East Transmission Main	3,616,997	-	-	-	-	-	3,616,997
Northeast Brunswick Regional West Transmission Main	2,891,839	-	-	-	-	-	2,891,839
Enterprise Funded Low Pressure Main Extension	185,820	-	167,000	833,000	170,000	900,000	2,255,820
Sea Trail WWTP Improvements	-	860,000	-	-	-	-	860,000
Transmission System Upgrades	-	-	-	-	114,000	1,136,000	1,250,000
Total Wastewater Capital Improvement Plan	\$ 52,409,627	\$ 860,000	\$ 338,000	\$ 2,538,000	\$ 284,000	\$ 2,036,000	\$ 58,465,627
Wastewater Capital Improvement Plan-Sources							
Capital Reserve	\$ 185,820	\$ 860,000	\$ 167,000	\$ 347,180	\$ -	\$ -	\$ 1,560,000
Debt Proceeds	6,508,836	-	-	-	-	-	6,508,836
Other (Participant and NCDOT Reimb.)	45,714,971	-	-	-	-	-	45,714,971
Pay Go	-	-	171,000	2,190,820	284,000	2,036,000	4,681,820
Total Wastewater Capital Improvement Plan Sources	\$ 52,409,627	\$ 860,000	\$ 338,000	\$ 2,538,000	\$ 284,000	\$ 2,036,000	\$ 58,465,627

BRUNSWICK COUNTY, NORTH CAROLINA
APPROVED BUDGET ORDINANCE
FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021

XI. NEW OR CHANGED RATES AND FEES

The following fees and rates are hereby adopted:

Type of	Rate or Fee	Rate or Fee
Building Inspections and Central Permitting:		
Working without permit	Double Permit Fee or \$200 minimum	
Accessory Structure > 400 sq. ft.	Sq. Ft. x ICC Matrix U VB x .006	
Solid Waste:		
Mulch for Commercial Customers	\$3 per ton	
Health Department:		
57061 Destroy vag lesions, simple	\$	130.00
57061 FP Destroy vag lesions, simple		130.00
58300 FP Insert intrauterine device		130.00
58300 Insert intrauterine device		130.00
58301 FP Remove intrauterine device		150.00
58301 Remove intrauterine device		150.00
90636 Hep a/hep b vacc, adult im		120.00
90651 Human Papillomavirus types 6,11,16,18,31,33,45,52,58 nonvalent (9vHPV) or 3 dose schedule for intramuscular use		255.00
90662 Influenza virus vaccine, split virus, preservative free, enhanced immunogenicity via increased antigen content for intramuscular use		60.00
90670 Pneumococcal conjugate vaccine, 13 valent, for intramuscular use		210.00
90681 Rotavirus vaccine, human, attenuated, 2 dose schedule, live, for oral use		140.00
90682 Influenza virus vaccine, quadrivalent (RIV4) derived from recombinant DNA		60.00
90688 Influenza virus vaccine, quadrivalent split virus, when administered to individuals 3 years and older, for intramuscular use		20.00
90702 Dt vaccine <7, im		60.00
90707 Mmr vaccine, sc		90.00
90710 Mmr vaccine, sc		240.00
90713 Poliovirus, ipv, sc/im		40.00
90716 Chicken pox vaccine, sc		150.00
90732 Pneumococcal vaccine		120.00
90734 Meningococcal vaccine, im		145.00
90738 Japanese Encephalitis		310.00
90744 Hepb vacc ped/adol 3 dose im		30.00
90750 Zoster (shingles) vaccine (HZV), recombinant, sub-unit, adjuvanted for intramuscular injection		170.00

BRUNSWICK COUNTY, NORTH CAROLINA
APPROVED BUDGET ORDINANCE
FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021

Health Department continued:

97804 Medical nutrition, group	20.00
99201 Office or other outpatient visit for the evaluation and management of a new patient which requires these 3 components: a problem focused history, a problem focused examination and straightforward decision making	65.00
99202 FP Office or other outpatient visit for the evaluation and management for a new patient which requires these 3 components: expanded problem focused history, expanded problem focused examination, and straightforward decision making	100.00
99202 Office or other outpatient visit for the evaluation and management for a new patient which requires these 3 components: expanded problem focused history, expanded problem focused examination, and straightforward decision making	100.00
99203 Office or other outpatient visit for the evaluation and management for a new patient which requires these 3 components: detailed history, detailed examination and medical decision makings of low complexity	145.00
99204 Office or other outpatient visit for the evaluation and management for a new patient which requires these 3 components: comprehensive history, comprehensive examination and medical decision making of moderate complexity	210.00
99205 Office or other outpatient visit for the evaluation and management for a new patient which requires these 3 components: comprehensive history, comprehensive examination and medical decision making of high complexity	315.00
99211 FP Office or other outpatient visit for the evaluation and management of an established patient, that may not require the presence of a physician or other qualified health professional, usually the presenting problem(s) are minimal, typically 5 minutes	45.00
99211 Office or other outpatient visit for the evaluation and management of an established patient, that may not require the presence of a physician or other qualified health professional, usually the presenting problem(s) are minimal, typically 5 minutes	45.00
99215 FP Office or other outpatient visit for the evaluation and management of an established patient, which requires at least 2 of these 3 components: comprehensive history, comprehensive examination, or medical decision making of high complexity	210.00
99215 Office or other outpatient visit for the evaluation and management of an established patient, which requires at least 2 of these 3 components: comprehensive history, comprehensive examination, or medical decision making of high complexity	210.00
99383 FP Prev visit, new, age 5-11	160.00
99383 EP Prev visit, new, age 5-11	160.00
99383 Prev visit, new, age	160.00
99384 FP Prev visit, new, age 12-17	180.00
99384 EP Prev visit, new, age 12-17	180.00
99384 Prev visit, new, age 12-17	180.00
99385 FP Prev visit, new, age 18-39	180.00
99385 EP Prev visit, new, age 18-39	180.00
99385 Prev visit, new, age 18-39	180.00
99386 FP Prev visit, new, age 40-64	210.00
99386 Prev visit, new, age 40-64	210.00
99393 FP Prev visit, est, age 5-11	130.00
99393 EP Prev visit, est, age 5-11	130.00
99393 Prev visit, est, age 5-11	130.00
99394 FP Prev visit, est, age 12-17	150.00
99394 EP Prev visit, est, age 12-17	150.00
99394 Prev visit, est, age 12-17	150.00

BRUNSWICK COUNTY, NORTH CAROLINA
APPROVED BUDGET ORDINANCE
FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021

Health Department continued:

99395 FP Prev visit, est, age 18-39	150.00
99395 EP Prev visit, est, age 18-39	150.00
99395 Prev visit, est, age 18-39	150.00
99396 FP Prev visit, est, age 40-64	170.00
99396 Prev visit, est, age	170.00
G0108 Diab manage trn per indiv	30.00
G0109 Diab manage trn ind/group	20.00
J1050 Injection, medroxyprogesterone acetate	0.58
J7297 Levonorgestrel iu 52mg 3 yr	780.00
J7298 Mirena	980.00
J7300 FP Intraut copper contraceptive	250.00
J7300 Intraut copper contraceptive	910.00
J7307 Etonogestrel (contraceptive) implant system, including implant and supplies	1,000.00
J7297 FP Levonorgestrel IUD 52 mg 3yr	100.00
46900 Destruction lesions	215.00
46924 Destruction lesions	510.00
54056 Cryosurgery lesions	140.00
54065 Destruction lesions	230.00
56501 Destroy vulva lesions	140.00
56515 Destroy vulva lesions	240.00
57065 Destroy vag lesions, complex	210.00
86769 Antibody; severe acute respiratory syn. coronavirus 2 (SARS-CoV-2) (coronavirus [COVID-19])	50.00
87635 Infectious agent detection by nucleic acid (DNA or RNA) Severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) (coronavirus disease [COVID-19]), amplified probe technique	55.00
99441 Physician Telephone patient svc, 5-10 min of med disc.	15.00
99442 Physician Telephone patient svc, 11-20 min of med disc.	30.00
99443 Physician Telephone patient svc, 21-30 min of med disc.	45.00
99446 Tele. or internet asses and manage svc provided 5-10 min	25.00
99447 Tele. or internet asses and manage svc provided 11-20 min	50.00
99448 Tele. or internet asses and manage svc provided 21-30 min	75.00

Environmental Health:

LSS Option Permit	30% of the set rate for IP and CA Permit
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Water:

Wholesale & Industrial rate based on May PPI	\$ 2.89
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**BRUNSWICK COUNTY, NORTH CAROLINA
APPROVED BUDGET ORDINANCE
FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021**

Copies of this Budget Ordinance shall be furnished to the County Manager/Budget Officer, the Director of Fiscal Operations, the Tax Administrator, and the Revenue Collector for direction in carrying out their duties.

Adopted this 15th day of June, 2020

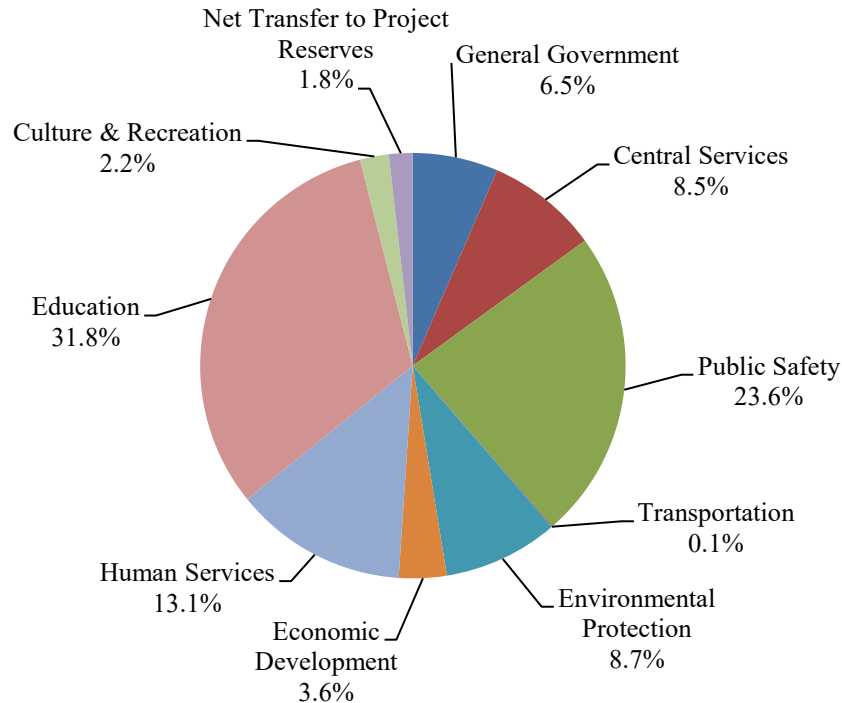
**Frank Williams, Chairman
Brunswick County Board of Commissioners**

Attest:

Andrea White, Clerk to the Board

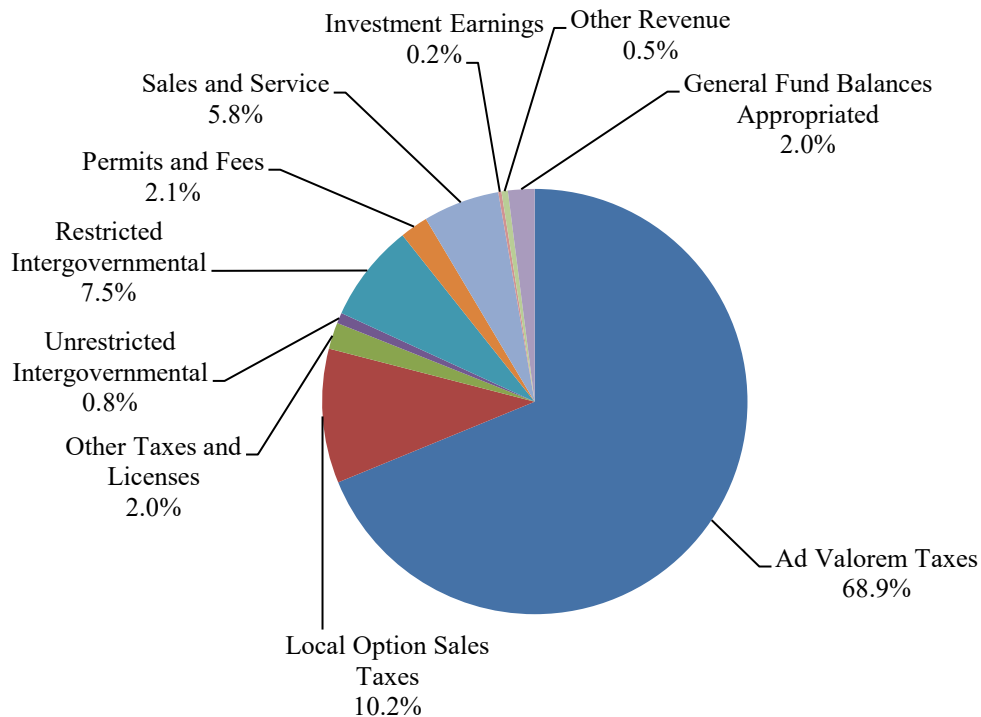
**BRUNSWICK COUNTY, NORTH CAROLINA
FISCAL YEAR 2020-2021 BUDGET
APPROVED EXPENDITURES GENERAL FUND GROUP
COMPARED WITH FY 2019-2020 APPROVED**

	FY 2020-2021 Approved	% of Total	FY 2019-2020 Approved	% of Total	% Change Over Prior Year
General Government	\$ 13,590,465	6.5%	\$ 13,348,323	6.3%	1.8%
Central Services	17,866,183	8.5%	17,877,823	8.5%	-0.1%
Public Safety	49,623,968	23.6%	49,526,836	23.6%	0.2%
Transportation	138,500	0.1%	170,572	0.1%	-18.8%
Environmental Protection	18,347,433	8.7%	18,256,312	8.7%	0.5%
Economic Development	7,584,003	3.6%	8,199,637	3.9%	-7.5%
Human Services	27,542,339	13.1%	27,173,559	12.9%	1.4%
Education	66,775,291	31.8%	66,123,304	31.4%	1.0%
Culture & Recreation	4,609,147	2.2%	4,810,522	2.3%	-4.2%
Net Transfer to Project Reserves	3,774,548	1.8%	4,780,582	2.3%	-21.0%
Total Expenditures	\$ 209,851,877	100%	\$ 210,267,470	100%	-0.2%



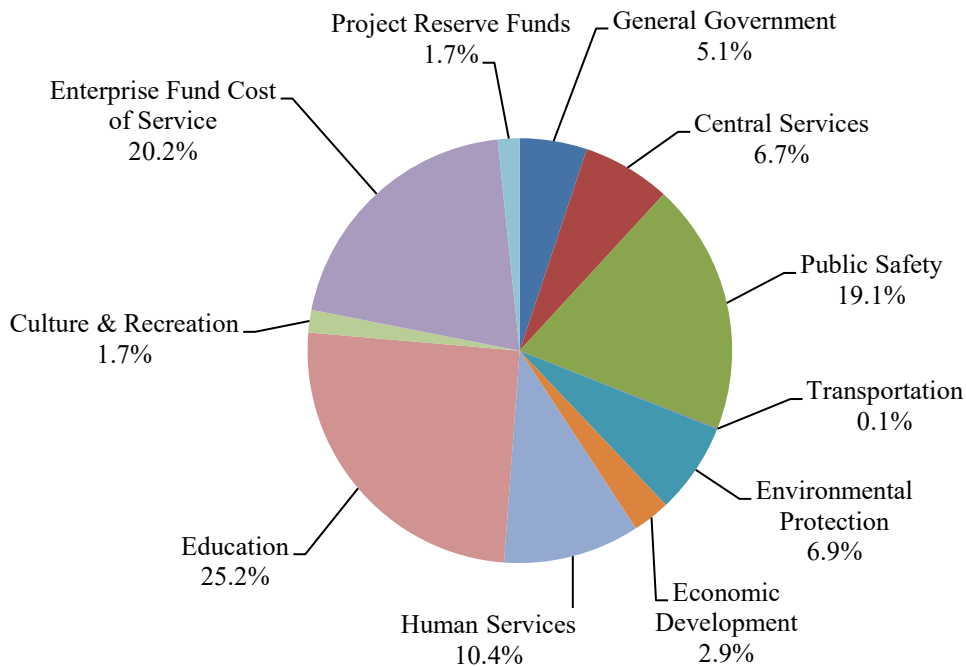
**BRUNSWICK COUNTY, NORTH CAROLINA
FISCAL YEAR 2020-2021 BUDGET
APPROVED REVENUES GENERAL FUND GROUP
COMPARED WITH FY 2019-2020 APPROVED**

	FY 2020-2021 Approved	% of Total	FY 2019-2020 Approved	% of Total	% Change Over Prior Year
Ad Valorem Taxes	\$ 144,312,368	68.9%	\$ 138,091,466	65.7%	4.5%
Local Option Sales Taxes	21,430,183	10.2%	25,765,298	12.3%	-16.8%
Other Taxes and Licenses	4,235,000	2.0%	4,823,000	2.3%	-12.2%
Unrestricted Intergovernmental	1,698,000	0.8%	3,123,000	1.5%	-45.6%
Restricted Intergovernmental	15,712,567	7.5%	15,414,818	7.3%	1.9%
Permits and Fees	4,493,860	2.1%	4,210,982	2.0%	6.7%
Sales and Service	12,191,561	5.8%	11,924,347	5.7%	2.2%
Investment Earnings	500,650	0.2%	300,650	0.1%	66.5%
Other Revenue	1,029,168	0.5%	1,050,120	0.5%	-2.0%
General Fund Balances Appropriated	4,248,520	2.0%	5,563,789	2.6%	-23.6%
Total Revenues	\$ 209,851,877	100%	\$ 210,267,470	100%	-0.2%



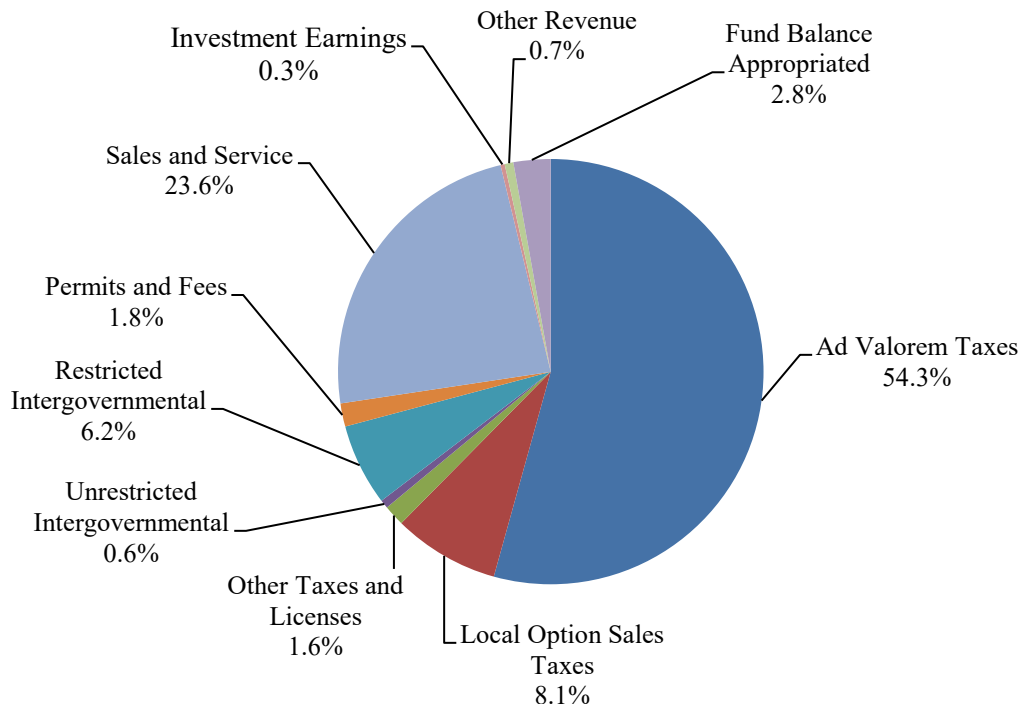
BRUNSWICK COUNTY, NORTH CAROLINA
FISCAL YEAR 2020-2021 BUDGET
APPROVED EXPENDITURES (Exclusive of Internal Service Funds)
COMPARED WITH FY 2019-2020 APPROVED

	FY 2020-2021 Approved	% of Total	FY 2019-2020 Approved	% of Total	% Change Over Prior Year
General Government	\$ 13,799,928	5.1%	\$ 13,549,599	5.3%	1.8%
Central Services	17,866,183	6.7%	17,877,823	6.8%	-0.1%
Public Safety	50,719,559	19.1%	50,284,749	19.1%	0.9%
Transportation	138,500	0.1%	170,572	0.1%	-18.8%
Environmental Protection	18,347,433	6.9%	18,256,312	6.9%	0.5%
Economic Development	7,584,003	2.9%	8,199,637	3.1%	-7.5%
Human Services	27,542,339	10.4%	27,173,559	10.3%	1.4%
Education	66,775,291	25.2%	66,123,304	25.1%	1.0%
Culture & Recreation	4,609,147	1.7%	4,810,522	1.8%	-4.2%
Enterprise Fund Cost of Service	53,709,291	20.2%	49,319,827	18.7%	8.9%
Project Reserve Funds	4,393,942	1.7%	7,478,470	2.8%	-41.2%
Total Expenditures	\$ 265,485,616	100%	\$ 263,244,374	100%	0.9%



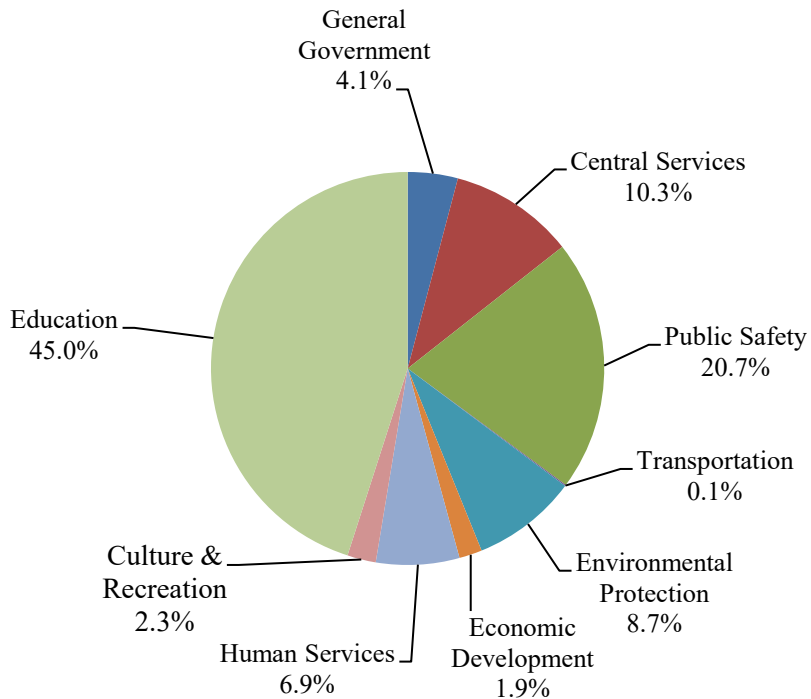
BRUNSWICK COUNTY, NORTH CAROLINA
FISCAL YEAR 2020-2021 BUDGET
APPROVED REVENUES (Exclusive of Internal Service Funds)
COMPARED WITH FY 2019-2020 APPROVED

	FY 2020-2021 Approved	% of Total	FY 2019-2020 Approved	% of Total	% Change Over Prior Year
Ad Valorem Taxes	\$ 144,312,368	54.3%	\$ 138,091,466	52.4%	4.5%
Local Option Sales Taxes	21,430,183	8.1%	25,765,298	9.8%	-16.8%
Other Taxes and Licenses	4,235,000	1.6%	4,823,000	1.8%	-12.2%
Unrestricted Intergovernmental	1,698,000	0.6%	3,123,000	1.2%	-45.6%
Restricted Intergovernmental	16,511,858	6.2%	16,236,281	6.2%	1.7%
Permits and Fees	4,661,860	1.8%	4,364,982	1.7%	6.8%
Sales and Service	62,544,803	23.6%	59,792,399	22.7%	4.6%
Investment Earnings	889,650	0.3%	511,650	0.2%	73.9%
Other Revenue	1,742,526	0.7%	1,772,005	0.7%	-1.7%
Fund Balance Appropriated	7,459,368	2.8%	8,764,293	3.3%	-14.9%
Total Revenues	\$ 265,485,616	100%	\$ 263,244,374	100%	0.9%



**BRUNSWICK COUNTY
2020 APPROVED TAX LEVY DISTRIBUTION
FISCAL YEAR 2020-2021**

	2020 LEVY	CENTS ON TAX RATE	ONE TAX DOLLAR	%
General Government	\$ 5,832,905	0.0200	\$ 0.041	4.1%
Central Services	14,538,687	0.0499	0.103	10.3%
Public Safety	29,287,623	0.1003	0.207	20.7%
Transportation	114,784	0.0004	0.001	0.1%
Environmental Protection	12,250,782	0.0420	0.087	8.7%
Economic Development	2,676,698	0.0092	0.019	1.9%
Human Services	9,699,925	0.0333	0.069	6.9%
Culture & Recreation	3,315,568	0.0114	0.023	2.3%
Education	63,695,395	0.2185	0.450	45.0%
Total	\$ 141,412,368	0.4850	\$ 1.000	100%



**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND
ACTUAL AND CHANGES IN FUND BALANCE - GENERAL FUND
WITH BUDGETS FOR THE YEAR ENDED JUNE 30, 2020 AND JUNE 30, 2021
AND WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED JUNE 30, 2019**

	Original Budget	Current Budget	April 30, 2020	Variance Positive (Negative)	% of Current Budget	2019 Audited Actual	April 30, 2019	2021 Requested Budget	2021 Manager Budget	2021 Approved Budget	2021 Request Increase/ Decrease	2021 Manager Increase/ Decrease	2021 Approved Increase/ Decrease
Revenues:													
Ad Valorem Taxes:													
Current year taxes	\$ 135,091,466	\$ 135,091,466	\$ 136,276,093	\$ 1,184,627	101%	\$ 123,945,212	\$ 120,018,241	\$ 141,854,217	\$ 141,412,368	\$ 141,412,368	\$ 6,762,751	\$ 6,320,902	\$ 6,320,902
Prior year taxes	2,300,000	2,300,000	2,374,568	74,568	103%	3,220,830	4,154,988	2,000,000	2,200,000	2,200,000	(300,000)	(100,000)	(100,000)
Penalties and interest	700,000	700,000	803,746	103,746	115%	1,067,844	913,152	700,000	700,000	700,000	-	-	-
	<u>138,091,466</u>	<u>138,091,466</u>	<u>139,454,407</u>	<u>1,362,941</u>	<u>101%</u>	<u>128,233,886</u>	<u>125,086,381</u>	<u>144,554,217</u>	<u>144,312,368</u>	<u>144,312,368</u>	<u>6,462,751</u>	<u>6,220,902</u>	<u>6,220,902</u>
Local Option Sales Taxes:													
Article 39 and 44 (1%)	10,507,770	10,507,770	8,027,055	(2,480,715)	76%	10,848,845	7,180,681	12,252,545	8,737,236	8,737,236	1,744,775	(1,770,534)	(1,770,534)
Article 40 (1/2%)	7,943,242	7,943,242	5,755,406	(2,187,836)	72%	7,963,614	5,216,728	8,863,570	6,595,205	6,595,205	920,328	(1,348,037)	(1,348,037)
Article 42 (1/2%)	7,314,286	7,314,286	5,505,344	(1,808,942)	75%	7,476,514	4,929,811	8,411,586	6,097,742	6,097,742	1,097,300	(1,216,544)	(1,216,544)
	<u>25,765,298</u>	<u>25,765,298</u>	<u>19,287,805</u>	<u>(6,477,493)</u>	<u>75%</u>	<u>26,288,973</u>	<u>17,327,220</u>	<u>29,527,701</u>	<u>21,430,183</u>	<u>21,430,183</u>	<u>3,762,403</u>	<u>(4,335,115)</u>	<u>(4,335,115)</u>
Other Taxes and Licenses:													
Scrap tire disposal fee	160,000	160,000	100,805	(59,195)	63%	183,492	92,112	180,000	180,000	180,000	20,000	20,000	20,000
Deed stamp excise tax	2,920,000	3,520,000	3,595,119	75,119	102%	3,744,657	2,960,825	3,100,000	2,850,000	2,850,000	180,000	(70,000)	(70,000)
Solid waste tax	48,000	48,000	33,559	(14,441)	70%	62,922	31,164	55,000	55,000	55,000	7,000	7,000	7,000
White goods disposal tax	45,000	45,000	29,743	(15,257)	66%	54,157	28,041	50,000	50,000	50,000	5,000	5,000	5,000
1% Occupancy Tax	1,650,000	1,650,000	1,155,571	(494,429)	70%	1,728,904	1,153,221	1,650,000	1,100,000	1,100,000	-	(550,000)	(550,000)
	<u>4,823,000</u>	<u>5,423,000</u>	<u>4,914,797</u>	<u>(508,203)</u>	<u>91%</u>	<u>5,774,132</u>	<u>4,265,363</u>	<u>5,035,000</u>	<u>4,235,000</u>	<u>4,235,000</u>	<u>212,000</u>	<u>(588,000)</u>	<u>(588,000)</u>
Unrestricted Intergovernmental:													
Medicaid hold harmless	2,500,000	2,500,000	3,943,757	1,443,757	158%	3,996,393	3,717,803	2,500,000	1,000,000	1,000,000	-	(1,500,000)	(1,500,000)
Beer and wine tax	248,000	248,000	-	(248,000)	0%	292,723	-	248,000	248,000	248,000	-	-	-
Jail fees	375,000	450,000	459,923	9,923	102%	479,987	306,963	400,000	450,000	450,000	25,000	75,000	75,000
	<u>3,123,000</u>	<u>3,198,000</u>	<u>4,403,680</u>	<u>1,205,680</u>	<u>138%</u>	<u>4,769,103</u>	<u>4,024,766</u>	<u>3,148,000</u>	<u>1,698,000</u>	<u>1,698,000</u>	<u>25,000</u>	<u>(1,425,000)</u>	<u>(1,425,000)</u>
Restricted Intergovernmental:													
State and federal grant	15,281,787	16,030,923	16,413,229	382,306	102%	18,344,018	11,580,575	15,836,995	15,581,067	15,581,067	555,208	299,280	299,280
ARRA federal grant	1,531	1,531	1,533	2	100%	3,055	3,055	-	-	-	(1,531)	(1,531)	(1,531)
Court facility fees	120,000	120,000	96,070	(23,930)	80%	126,095	93,570	120,000	120,000	120,000	-	-	-
Payments in lieu of taxes	-	-	100	100	na	4,169	-	-	-	-	-	-	-
ABC education requirement	-	-	-	-	na	10,501	10,501	-	-	-	-	-	-
ABC law enforcement services	4,000	4,000	12,099	8,099	302%	8,519	8,519	4,000	4,000	4,000	-	-	-
State drug tax	7,500	7,500	26,965	19,465	360%	53,150	26,573	7,500	7,500	7,500	-	-	-
	<u>15,414,818</u>	<u>16,163,954</u>	<u>16,549,996</u>	<u>386,042</u>	<u>102%</u>	<u>18,549,507</u>	<u>11,722,793</u>	<u>15,968,495</u>	<u>15,712,567</u>	<u>15,712,567</u>	<u>553,677</u>	<u>297,749</u>	<u>297,749</u>
Permits and Fees:													
Bldg inspections and permits	2,250,000	2,250,000	2,410,174	160,174	107%	2,791,372	2,376,305	2,862,000	2,505,000	2,505,000	612,000	255,000	255,000
Recording fees	775,000	775,000	752,603	(22,397)	97%	763,516	613,831	800,000	772,000	772,000	25,000	(3,000)	(3,000)
Fire inspection fees	100,000	100,000	178,601	78,601	179%	116,119	76,649	200,000	200,000	200,000	100,000	100,000	100,000
Concealed handgun permit	180,000	180,000	148,900	(31,100)	83%	212,170	176,465	180,000	180,000	180,000	-	-	-
Other permit and fees	905,982	904,611	779,756	(124,855)	86%	877,151	682,588	836,860	836,860	836,860	(69,122)	(69,122)	(69,122)
	<u>4,210,982</u>	<u>4,209,611</u>	<u>4,270,034</u>	<u>60,423</u>	<u>101%</u>	<u>4,760,328</u>	<u>3,925,838</u>	<u>4,878,860</u>	<u>4,493,860</u>	<u>4,493,860</u>	<u>667,878</u>	<u>282,878</u>	<u>282,878</u>

**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND
ACTUAL AND CHANGES IN FUND BALANCE - GENERAL FUND
WITH BUDGETS FOR THE YEAR ENDED JUNE 30, 2020 AND JUNE 30, 2021
AND WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED JUNE 30, 2019**

	Original Budget	Current Budget	April 30, 2020	Variance Positive (Negative)	% of Current Budget	2019 Audited Actual	April 30, 2019	2021 Requested Budget	2021 Manager Budget	2021 Approved Budget	2021 Request Increase/ Decrease	2021 Manager Increase/ Decrease	2021 Approved Increase/ Decrease
Sales and Services:													
Solid waste fees	2,600,000	2,600,000	2,622,810	22,810	101%	4,384,324	3,527,237	2,600,000	2,600,000	2,600,000	-	-	-
School resource officer reimb.	1,476,726	1,476,726	754,008	(722,718)	51%	1,447,763	723,886	1,506,261	1,506,261	1,506,261	29,535	29,535	29,535
Rents	13,930	13,930	14,077	147	101%	15,260	12,938	13,930	13,930	13,930	-	-	-
EMS Charges	4,576,000	4,576,000	4,541,864	(34,136)	99%	4,088,650	3,256,750	4,896,320	4,896,320	4,896,320	320,320	320,320	320,320
Public health user fees	835,050	835,050	796,006	(39,044)	95%	800,121	649,720	845,050	845,050	845,050	10,000	10,000	10,000
Sheriff animal prot. srvs. fees	103,500	103,500	78,306	(25,194)	76%	96,101	79,421	103,500	103,500	103,500	-	-	-
Social services fees	70,500	70,500	51,892	(18,608)	74%	68,678	54,852	81,000	81,000	81,000	10,500	10,500	10,500
Public housing fees	38,991	38,991	16,307	(22,684)	42%	15,590	10,774	23,900	23,900	23,900	(15,091)	(15,091)	(15,091)
Tax collection fees	230,000	230,000	280,162	50,162	122%	265,586	251,398	250,000	250,000	250,000	20,000	20,000	20,000
Other sales and services	1,278,050	1,309,380	1,034,431	(274,949)	79%	1,530,423	1,108,963	1,192,000	1,187,000	1,187,000	(86,050)	(91,050)	(91,050)
Register of deeds	338,750	338,750	297,813	(40,937)	88%	331,673	268,782	352,950	325,950	325,950	14,200	(12,800)	(12,800)
Marriage licenses	55,500	55,500	35,072	(20,428)	63%	50,103	39,219	51,300	51,300	51,300	(4,200)	(4,200)	(4,200)
Recreation services	307,350	307,350	197,923	(109,427)	64%	258,926	220,465	307,350	307,350	307,350	-	-	-
	<u>11,924,347</u>	<u>11,955,677</u>	<u>10,720,671</u>	<u>(1,235,006)</u>	<u>90%</u>	<u>13,353,198</u>	<u>10,204,405</u>	<u>12,223,561</u>	<u>12,191,561</u>	<u>12,191,561</u>	<u>299,214</u>	<u>267,214</u>	<u>267,214</u>
Investment earnings	<u>300,650</u>	<u>490,650</u>	<u>957,121</u>	<u>466,471</u>	<u>195%</u>	<u>835,673</u>	<u>673,021</u>	<u>500,650</u>	<u>500,650</u>	<u>500,650</u>	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>
Other:													
Tax refunds - sales and gas tax	1,100	1,100	-	(1,100)	0%	-	-	1,000	1,000	1,000	(100)	(100)	(100)
ABC bottles taxes	45,000	45,000	54,132	9,132	120%	67,267	47,954	45,000	45,000	45,000	-	-	-
Cnty. Brd. of Alcohol Control	24,000	24,000	22,500	(1,500)	94%	28,500	21,000	24,000	24,000	24,000	-	-	-
Contributions	9,000	9,000	69,439	60,439	772%	89,796	84,731	9,000	9,000	9,000	-	-	-
Other revenues	<u>971,020</u>	<u>1,757,020</u>	<u>1,712,630</u>	<u>(44,390)</u>	<u>97%</u>	<u>2,385,290</u>	<u>1,951,120</u>	<u>950,168</u>	<u>950,168</u>	<u>950,168</u>	<u>(20,852)</u>	<u>(20,852)</u>	<u>(20,852)</u>
	<u>1,050,120</u>	<u>1,836,120</u>	<u>1,858,701</u>	<u>22,581</u>	<u>101%</u>	<u>2,570,853</u>	<u>2,104,805</u>	<u>1,029,168</u>	<u>1,029,168</u>	<u>1,029,168</u>	<u>(20,952)</u>	<u>(20,952)</u>	<u>(20,952)</u>
Total revenues	<u>204,703,681</u>	<u>207,133,776</u>	<u>202,417,212</u>	<u>(4,716,564)</u>	<u>98%</u>	<u>205,135,653</u>	<u>179,334,592</u>	<u>216,865,652</u>	<u>205,603,357</u>	<u>205,603,357</u>	<u>12,161,971</u>	<u>899,676</u>	<u>899,676</u>
Expenditures:													
General Government:													
Governing Body:													
Salaries	178,520	178,520	152,390	26,130	85%	171,670	144,567	188,537	187,635	187,635	10,017	9,115	9,115
Fringe benefits	71,938	71,938	37,435	34,503	52%	43,808	36,591	74,656	74,441	74,441	2,718	2,503	2,503
Operating costs	72,130	72,130	48,096	24,034	67%	68,961	56,035	73,950	69,350	69,350	1,820	(2,780)	(2,780)
	<u>322,588</u>	<u>322,588</u>	<u>237,921</u>	<u>84,667</u>	<u>74%</u>	<u>284,439</u>	<u>237,193</u>	<u>337,143</u>	<u>331,426</u>	<u>331,426</u>	<u>14,555</u>	<u>8,838</u>	<u>8,838</u>
County Administration:													
Salaries	640,071	640,071	574,707	65,364	90%	666,634	586,572	654,400	651,269	651,269	14,329	11,198	11,198
Fringe benefits	191,397	191,397	157,274	34,123	82%	184,359	160,938	203,240	202,449	202,449	11,843	11,052	11,052
Operating costs	46,630	46,630	20,808	25,822	45%	17,174	15,618	83,765	49,191	49,191	37,135	2,561	2,561
	<u>878,098</u>	<u>878,098</u>	<u>752,789</u>	<u>125,309</u>	<u>86%</u>	<u>868,167</u>	<u>763,128</u>	<u>941,405</u>	<u>902,909</u>	<u>902,909</u>	<u>63,307</u>	<u>24,811</u>	<u>24,811</u>
Human Resources:													
Salaries	326,174	326,174	274,230	51,944	84%	313,173	272,440	338,811	337,190	337,190	12,637	11,016	11,016
Fringe benefits	113,977	113,977	94,430	19,547	83%	102,908	88,934	121,526	121,116	121,116	7,549	7,139	7,139
Operating costs	11,900	11,900	5,757	6,143	48%	6,004	4,826	11,650	11,650	11,650	(250)	(250)	(250)
	<u>452,051</u>	<u>452,051</u>	<u>374,417</u>	<u>77,634</u>	<u>83%</u>	<u>422,085</u>	<u>366,200</u>	<u>471,987</u>	<u>469,956</u>	<u>469,956</u>	<u>19,936</u>	<u>17,905</u>	<u>17,905</u>
Finance:													
Salaries	854,960	854,960	725,677	129,283	85%	825,139	693,988	944,069	893,082	893,082	89,109	38,122	38,122
Fringe benefits	289,386	289,386	240,601	48,785	83%	273,593	229,810	312,648	310,080	310,080	23,262	20,694	20,694
Operating costs	447,040	460,833	367,918	92,915	80%	424,847	379,533	465,800	464,300	464,300	18,760	17,260	17,260
	<u>1,591,386</u>	<u>1,605,179</u>	<u>1,334,196</u>	<u>270,983</u>	<u>83%</u>	<u>1,523,579</u>	<u>1,303,331</u>	<u>1,722,517</u>	<u>1,667,462</u>	<u>1,667,462</u>	<u>131,131</u>	<u>76,076</u>	<u>76,076</u>

**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND
ACTUAL AND CHANGES IN FUND BALANCE - GENERAL FUND
WITH BUDGETS FOR THE YEAR ENDED JUNE 30, 2020 AND JUNE 30, 2021
AND WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED JUNE 30, 2019**

	Original Budget	Current Budget	April 30, 2020	Variance Positive (Negative)	% of Current Budget	2019 Audited Actual	April 30, 2019	2021 Requested Budget	2021 Manager Budget	2021 Approved Budget	2021 Request Increase/ Decrease	2021 Manager Increase/ Decrease	2021 Approved Increase/ Decrease
Tax Administration:													
Salaries	2,550,065	2,550,065	2,046,338	503,727	80%	2,288,792	1,925,316	2,613,046	2,600,885	2,600,885	62,981	50,820	50,820
Fringe benefits	971,317	971,317	780,991	190,326	80%	843,676	705,546	1,024,349	1,021,277	1,021,277	53,032	49,960	49,960
Operating costs	1,044,135	1,044,135	734,892	309,243	70%	856,470	723,709	1,161,676	1,018,926	1,018,926	117,541	(25,209)	(25,209)
	4,565,517	4,565,517	3,562,221	1,003,296	78%	3,988,938	3,354,571	4,799,071	4,641,088	4,641,088	233,554	75,571	75,571
County Attorney:													
Salaries	395,036	395,036	334,054	60,982	85%	379,107	320,828	410,843	408,877	408,877	15,807	13,841	13,841
Fringe benefits	120,657	120,657	99,156	21,501	82%	107,408	89,206	129,625	129,129	129,129	8,968	8,472	8,472
Operating costs	193,450	193,450	43,301	150,149	22%	44,559	35,309	194,950	149,950	149,950	1,500	(43,500)	(43,500)
	709,143	709,143	476,511	232,632	67%	531,074	445,343	735,418	687,956	687,956	26,275	(21,187)	(21,187)
Court Facilities:													
Operating costs	262,724	262,724	132,593	130,131	50%	197,290	125,684	262,159	244,033	244,033	(565)	(18,691)	(18,691)
	262,724	262,724	132,593	130,131	50%	197,290	125,684	262,159	244,033	244,033	(565)	(18,691)	(18,691)
Board of Elections:													
Salaries	604,838	621,878	524,971	96,907	84%	478,570	430,149	607,623	606,064	606,064	2,785	1,226	1,226
Fringe benefits	141,854	141,854	102,515	39,339	72%	117,888	99,864	148,674	148,280	148,280	6,820	6,426	6,426
Operating costs	243,557	471,041	414,542	56,499	88%	161,636	159,686	221,415	217,315	217,315	(22,142)	(26,242)	(26,242)
Capital outlay	-	305,571	305,103	468	100%	-	-	35,250	35,250	35,250	35,250	35,250	35,250
	990,249	1,540,344	1,347,131	193,213	87%	758,094	689,699	1,012,962	1,006,909	1,006,909	22,713	16,660	16,660
Register of Deeds:													
Salaries	720,609	720,609	577,301	143,308	80%	652,951	552,345	747,331	743,755	743,755	26,722	23,146	23,146
Fringe benefits	310,237	310,237	245,615	64,622	79%	278,118	230,790	327,795	326,066	326,066	17,558	15,829	15,829
Operating costs	1,835,721	2,435,721	1,915,822	519,899	79%	2,203,989	1,573,565	1,953,905	1,826,905	1,826,905	118,184	(8,816)	(8,816)
Capital outlay	-	-	-	-	na	-	-	32,000	-	32,000	32,000	-	32,000
	2,866,567	3,466,567	2,738,738	727,829	79%	3,135,058	2,356,700	3,061,031	2,896,726	2,928,726	194,464	30,159	62,159
Contingency													
Operating costs	700,000	428,999	-	428,999	0%	-	-	700,000	700,000	700,000	-	-	-
Total general government	13,338,323	14,231,210	10,956,517	3,274,693	77%	11,708,724	9,641,849	14,043,693	13,548,465	13,580,465	705,370	210,142	242,142
Central Services:													
Mgmt. Information Systems:													
Salaries	1,142,561	1,142,561	951,976	190,585	83%	1,132,217	966,474	1,399,648	1,193,136	1,193,136	257,087	50,575	50,575
Fringe benefits	386,420	386,420	314,864	71,556	81%	364,123	308,063	487,778	413,991	413,991	101,358	27,571	27,571
Operating costs	1,307,700	1,672,827	904,104	768,723	54%	1,047,490	524,909	1,258,200	1,098,300	1,098,300	(49,500)	(209,400)	(209,400)
Capital outlay	36,000	37,750	37,747	3	100%	127,542	127,542	173,000	108,000	108,000	137,000	72,000	72,000
	2,872,681	3,239,558	2,208,691	1,030,867	68%	2,671,372	1,926,988	3,318,626	2,813,427	2,813,427	445,945	(59,254)	(59,254)
Fleet Services:													
Salaries	684,543	684,543	513,150	171,393	75%	612,114	512,704	700,534	690,618	690,618	15,991	6,075	6,075
Fringe benefits	268,744	268,744	198,965	69,779	74%	227,228	192,190	282,641	280,272	280,272	13,897	11,528	11,528
Operating costs	363,600	386,756	218,507	168,249	56%	283,322	(22,017)	413,157	321,971	49,557	(41,629)	(41,629)	(41,629)
Capital outlay	377,000	394,773	29,590	365,183	7%	51,667	32,686	289,402	82,402	82,402	(87,598)	(294,598)	(294,598)
	1,693,887	1,734,816	960,212	774,604	55%	1,174,331	715,563	1,685,734	1,375,263	1,375,263	(8,153)	(318,624)	(318,624)
Engineering:													
Salaries	447,982	447,982	366,276	81,706	82%	411,650	342,067	464,669	462,445	462,445	16,687	14,463	14,463
Fringe benefits	149,204	149,204	118,417	30,787	79%	130,231	107,582	159,293	158,731	158,731	10,089	9,527	9,527
Operating costs	40,750	40,750	20,237	20,513	50%	27,768	15,625	168,850	131,800	131,800	128,100	91,050	91,050
Capital outlay	-	-	-	-	na	29,594	29,594	-	-	-	-	-	-
	637,936	637,936	504,930	133,006	79%	599,243	494,868	792,812	752,976	752,976	154,876	115,040	115,040

**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND
ACTUAL AND CHANGES IN FUND BALANCE - GENERAL FUND
WITH BUDGETS FOR THE YEAR ENDED JUNE 30, 2020 AND JUNE 30, 2021
AND WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED JUNE 30, 2019**

	Original Budget	Current Budget	April 30, 2020	Variance Positive (Negative)	% of Current Budget	2019 Audited Actual	April 30, 2019	2021 Requested Budget	2021 Manager Budget	2021 Approved Budget	2021 Request Increase/ Decrease	2021 Manager Increase/ Decrease	2021 Approved Increase/ Decrease
Operation Services:													
Salaries	2,337,175	2,337,175	1,944,550	392,625	83%	2,255,410	1,919,769	2,407,177	2,349,633	2,349,633	70,002	12,458	12,458
Fringe benefits	977,428	977,428	782,970	194,458	80%	893,566	749,806	1,055,172	1,024,405	1,024,405	77,744	46,977	46,977
Operating costs	3,214,332	3,637,956	2,645,630	992,326	73%	10,820,183	8,922,080	3,565,430	3,036,090	3,036,090	351,098	(178,242)	(178,242)
Capital outlay	499,500	499,500	471,529	27,971	94%	303,662	6,980	644,000	237,000	237,000	144,500	(262,500)	(262,500)
	7,028,435	7,452,059	5,844,679	1,607,380	78%	14,272,821	11,598,635	7,671,779	6,647,128	6,647,128	643,344	(381,307)	(381,307)
Non-departmental:													
Fringe benefits	5,371,665	5,371,665	4,705,157	666,508	88%	5,168,930	4,482,810	5,998,278	5,727,206	5,748,322	626,613	355,541	376,657
Operating costs	273,219	329,219	298,324	30,895	91%	836,724	781,119	547,042	522,802	529,067	273,823	249,583	255,848
Capital outlay	-	40,000	36,475	3,525	91%	-	-	-	-	-	-	-	-
	5,644,884	5,740,884	5,039,956	700,928	88%	6,005,654	5,263,929	6,545,320	6,250,008	6,277,389	900,436	605,124	632,505
Total central services	17,877,823	18,805,253	14,558,468	4,246,785	77%	24,723,421	19,999,983	20,014,271	17,838,802	17,866,183	2,136,448	(39,021)	(11,640)
Public Safety:													
District Attorney:													
Operating costs	53,000	53,000	6,341	46,659	12%	19,412	6,128	48,000	48,000	48,000	(5,000)	(5,000)	(5,000)
	53,000	53,000	6,341	46,659	12%	19,412	6,128	48,000	48,000	48,000	(5,000)	(5,000)	(5,000)
Sheriff:													
Salaries	10,640,762	10,640,762	9,186,471	1,454,291	86%	11,078,018	9,429,460	11,337,871	10,829,121	10,829,121	697,109	188,359	188,359
Fringe benefits	3,835,042	3,835,042	3,173,869	661,173	83%	3,699,863	3,120,304	4,197,756	4,017,019	4,017,019	362,714	181,977	181,977
Operating costs	2,791,252	3,282,617	2,515,758	766,859	77%	3,634,459	3,284,685	3,281,344	2,854,767	2,854,767	490,092	63,515	63,515
Capital outlay	1,306,506	1,328,246	851,819	476,427	64%	932,734	932,368	2,395,765	822,980	822,980	1,089,259	(483,526)	(483,526)
	18,573,562	19,086,667	15,727,917	3,358,750	82%	19,345,074	16,766,817	21,212,736	18,523,887	18,523,887	2,639,174	(49,675)	(49,675)
Detention Center:													
Salaries	4,889,007	4,889,007	4,073,268	815,739	83%	4,552,769	3,817,068	5,368,617	5,158,523	5,158,523	479,610	269,516	269,516
Fringe benefits	1,882,729	1,882,729	1,482,391	400,338	79%	1,599,087	1,334,747	2,128,488	2,047,997	2,047,997	245,759	165,268	165,268
Operating costs	2,912,780	2,903,984	2,209,745	694,239	76%	2,576,068	2,139,009	3,298,267	3,194,957	3,194,957	385,487	282,177	282,177
Capital outlay	200,430	646,747	439,086	207,661	68%	472,344	425,520	107,500	15,500	15,500	(92,930)	(184,930)	(184,930)
	9,884,946	10,322,467	8,204,490	2,117,977	79%	9,200,268	7,716,344	10,902,872	10,416,977	10,416,977	1,017,926	532,031	532,031
Emergency Medical:													
Salaries	5,867,157	5,908,885	5,339,018	569,867	90%	5,742,476	4,856,673	7,017,721	6,212,012	6,212,012	1,150,564	344,855	344,855
Fringe benefits	2,091,209	2,108,837	1,737,757	371,080	82%	1,849,724	1,552,641	2,588,746	2,255,391	2,255,391	497,537	164,182	164,182
Operating costs	1,699,942	1,918,448	1,524,040	394,408	79%	1,523,755	1,283,921	2,372,300	1,991,922	1,987,622	672,358	291,980	287,680
Capital outlay	1,571,242	1,897,995	1,784,685	113,310	94%	1,233,100	837,908	2,080,500	700,000	700,000	509,258	(871,242)	(871,242)
	11,229,550	11,834,165	10,385,500	1,448,665	88%	10,349,055	8,531,143	14,059,267	11,159,325	11,155,025	2,829,717	(70,225)	(74,525)
Emergency Management:													
Salaries	299,165	257,437	224,624	32,813	87%	239,661	196,967	363,250	261,388	261,388	64,085	(37,777)	(37,777)
Fringe benefits	99,577	81,949	62,719	19,230	77%	64,796	53,172	127,166	86,348	86,348	27,589	(13,229)	(13,229)
Operating costs	412,035	586,452	253,859	332,593	43%	706,535	613,729	507,375	444,525	432,525	95,340	32,490	20,490
Capital outlay	1,140,730	973,313	53,972	919,341	6%	71,700	50,000	307,100	10,800	10,800	(833,630)	(1,129,930)	(1,129,930)
	1,951,507	1,899,151	595,174	1,303,977	31%	1,082,692	913,868	1,304,891	803,061	791,061	(646,616)	(1,148,446)	(1,160,446)
Other Agencies:													
Fire districts	60,000	60,000	45,000	15,000	75%	60,000	45,000	60,000	60,000	60,000	-	-	-
Rescue Squads	331,800	331,800	245,275	86,525	74%	332,800	249,600	331,800	331,800	331,800	-	-	-
	391,800	391,800	290,275	101,525	74%	392,800	294,600	391,800	391,800	391,800	-	-	-

**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND
ACTUAL AND CHANGES IN FUND BALANCE - GENERAL FUND
WITH BUDGETS FOR THE YEAR ENDED JUNE 30, 2020 AND JUNE 30, 2021
AND WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED JUNE 30, 2019**

	Original Budget	Current Budget	April 30, 2020	Variance Positive (Negative)	% of Current Budget	2019 Audited Actual	April 30, 2019	2021 Requested Budget	2021 Manager Budget	2021 Approved Budget	2021 Request Increase/ Decrease	2021 Manager Increase/ Decrease	2021 Approved Increase/ Decrease
Building Inspections and Central Permitting:													
Salaries	1,572,169	1,659,169	1,357,173	301,996	82%	1,758,298	1,459,388	1,941,709	1,754,794	1,754,794	369,540	182,625	182,625
Fringe benefits	546,526	546,526	472,020	74,506	86%	556,986	458,942	704,801	626,910	626,910	158,275	80,384	80,384
Operating costs	132,014	132,014	103,809	28,205	79%	198,332	147,678	161,610	149,230	149,230	29,596	17,216	17,216
Capital outlay	60,000	58,831	52,439	6,392	89%	144,854	92,615	90,000	-	-	30,000	(60,000)	(60,000)
	<u>2,310,709</u>	<u>2,396,540</u>	<u>1,985,441</u>	<u>411,099</u>	<u>83%</u>	<u>2,658,470</u>	<u>2,158,623</u>	<u>2,898,120</u>	<u>2,530,934</u>	<u>2,530,934</u>	<u>587,411</u>	<u>220,225</u>	<u>220,225</u>
Fire Inspections													
Salaries	351,342	351,342	278,594	72,748	79%	-	-	401,951	346,051	346,051	50,609	(5,291)	(5,291)
Fringe benefits	117,503	117,503	81,400	36,103	69%	-	-	144,679	123,088	123,088	27,176	5,585	5,585
Operating costs	58,700	58,700	41,435	17,265	71%	-	-	91,025	74,849	74,849	32,325	16,149	16,149
Capital outlay	60,000	61,169	57,893	3,276	95%	-	-	74,000	37,000	37,000	14,000	(23,000)	(23,000)
	<u>587,545</u>	<u>588,714</u>	<u>459,322</u>	<u>129,392</u>	<u>78%</u>	<u>-</u>	<u>-</u>	<u>711,655</u>	<u>580,988</u>	<u>580,988</u>	<u>124,110</u>	<u>(6,557)</u>	<u>(6,557)</u>
Central Communications:													
Salaries	1,827,531	1,808,531	1,439,825	368,706	80%	1,714,905	1,458,225	1,982,208	1,974,107	1,974,107	154,677	146,576	146,576
Fringe benefits	692,092	692,092	529,061	163,031	76%	598,577	505,329	764,285	762,210	762,210	72,193	70,118	70,118
Operating costs	310,994	320,320	183,519	136,801	57%	145,264	110,640	656,155	621,155	621,155	345,161	310,161	310,161
Capital outlay	93,096	112,096	66,296	45,800	59%	110,753	24,460	1,181,800	214,300	214,300	1,088,704	121,204	121,204
	<u>2,923,713</u>	<u>2,933,039</u>	<u>2,218,701</u>	<u>714,338</u>	<u>76%</u>	<u>2,569,499</u>	<u>2,098,654</u>	<u>4,584,448</u>	<u>3,571,772</u>	<u>3,571,772</u>	<u>1,660,735</u>	<u>648,059</u>	<u>648,059</u>
Animal Protective Services:													
Salaries	599,348	599,348	502,262	97,086	84%	638,513	545,725	608,811	606,195	606,195	9,463	6,847	6,847
Fringe benefits	231,306	231,306	194,023	37,283	84%	233,068	196,683	242,237	241,571	241,571	10,931	10,265	10,265
Operating costs	305,100	357,353	246,546	110,807	69%	297,175	240,514	312,008	294,258	294,258	6,908	(10,842)	(10,842)
Capital outlay	32,000	33,684	32,697	987	97%	-	-	80,000	35,000	35,000	48,000	3,000	3,000
	<u>1,167,754</u>	<u>1,221,691</u>	<u>975,528</u>	<u>246,163</u>	<u>80%</u>	<u>1,168,756</u>	<u>982,922</u>	<u>1,243,056</u>	<u>1,177,024</u>	<u>1,177,024</u>	<u>75,302</u>	<u>9,270</u>	<u>9,270</u>
Total public safety	<u>49,074,086</u>	<u>50,727,234</u>	<u>40,848,689</u>	<u>9,878,545</u>	<u>81%</u>	<u>46,786,026</u>	<u>39,469,099</u>	<u>57,356,845</u>	<u>49,203,768</u>	<u>49,187,468</u>	<u>8,282,759</u>	<u>129,682</u>	<u>113,382</u>
Transportation:													
Cape Fear Regional Jetport	111,000	111,000	111,000	-	100%	97,000	97,000	120,000	111,000	111,000	9,000	-	-
Odell Williamson Mun. Airport	27,500	27,500	27,500	-	100%	27,500	27,500	50,000	27,500	27,500	22,500	-	-
Cape Fear Trans. Authority	32,072	32,072	32,072	-	100%	31,138	31,138	32,072	32,072	-	-	-	(32,072)
Brunswick Transit System	-	270,451	202,836	67,615	75%	292,315	292,315	-	-	-	-	-	-
Total transportation	<u>170,572</u>	<u>441,023</u>	<u>373,408</u>	<u>67,615</u>	<u>85%</u>	<u>447,953</u>	<u>447,953</u>	<u>202,072</u>	<u>170,572</u>	<u>138,500</u>	<u>31,500</u>	<u>-</u>	<u>(32,072)</u>
Environmental Protection:													
Solid Waste:													
Salaries	376,996	376,996	301,479	75,517	80%	335,562	289,386	407,589	372,565	372,565	30,593	(4,431)	(4,431)
Fringe benefits	150,385	150,385	117,639	32,746	78%	124,930	106,957	171,730	154,977	154,977	21,345	4,592	4,592
Operating costs	16,686,895	17,089,135	13,904,791	3,184,344	81%	16,545,228	13,613,437	17,565,800	17,333,804	17,333,804	878,905	646,909	646,909
Capital outlay	627,000	627,000	605,000	22,000	96%	212,590	202,590	325,000	229,000	229,000	(302,000)	(398,000)	(398,000)
	<u>17,841,276</u>	<u>18,243,516</u>	<u>14,928,909</u>	<u>3,314,607</u>	<u>82%</u>	<u>17,218,310</u>	<u>14,212,370</u>	<u>18,470,119</u>	<u>18,090,346</u>	<u>18,090,346</u>	<u>628,843</u>	<u>249,070</u>	<u>249,070</u>
Other:													
Forestry services	241,743	241,743	150,057	91,686	62%	203,391	139,506	257,087	257,087	257,087	15,344	15,344	15,344
Total environmental protection	<u>18,083,019</u>	<u>18,485,259</u>	<u>15,078,966</u>	<u>3,406,293</u>	<u>82%</u>	<u>17,421,701</u>	<u>14,351,876</u>	<u>18,727,206</u>	<u>18,347,433</u>	<u>18,347,433</u>	<u>644,187</u>	<u>264,414</u>	<u>264,414</u>

**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND
ACTUAL AND CHANGES IN FUND BALANCE - GENERAL FUND
WITH BUDGETS FOR THE YEAR ENDED JUNE 30, 2020 AND JUNE 30, 2021
AND WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED JUNE 30, 2019**

	Original Budget	Current Budget	April 30, 2020	Variance Positive (Negative)	% of Current Budget	2019 Audited Actual	April 30, 2019	2021 Requested Budget	2021 Manager Budget	2021 Approved Budget	2021 Request Increase/ Decrease	2021 Manager Increase/ Decrease	2021 Approved Increase/ Decrease
Economic Development:													
Community Enforcement:													
Salaries	187,816	187,816	111,810	76,006	60%	154,354	121,887	177,767	176,916	176,916	(10,049)	(10,900)	(10,900)
Fringe benefits	75,102	75,102	44,024	31,078	59%	58,902	46,673	75,591	75,377	75,377	489	275	275
Operating costs	20,115	17,915	5,881	12,034	33%	13,262	11,298	19,665	16,040	16,040	(450)	(4,075)	(4,075)
Capital outlay	32,000	32,000	23,717	8,283	74%	29,705	29,705	32,000	-	-	-	(32,000)	(32,000)
	315,033	312,833	185,432	127,401	59%	256,223	209,563	305,023	268,333	268,333	(10,010)	(46,700)	(46,700)
Planning:													
Salaries	464,379	464,379	395,650	68,729	85%	426,308	355,003	602,000	480,726	480,726	137,621	16,347	16,347
Fringe benefits	169,705	169,705	132,856	36,849	78%	139,467	117,066	225,502	180,145	180,145	55,797	10,440	10,440
Operating costs	398,700	413,300	98,834	314,466	24%	115,344	97,916	180,900	206,200	206,200	(217,800)	(192,500)	(192,500)
Capital outlay	-	-	-	-	na	23,939	23,939	-	-	-	-	-	-
	1,032,784	1,047,384	627,340	420,044	60%	705,058	593,924	1,008,402	867,071	867,071	(24,382)	(165,713)	(165,713)
Cooperative Extension:													
Salaries	308,110	322,348	198,999	123,349	62%	302,039	232,078	329,107	327,535	327,535	20,997	19,425	19,425
Fringe benefits	147,782	150,845	69,442	81,403	46%	118,133	77,397	161,787	161,268	161,268	14,005	13,486	13,486
Operating costs	124,983	132,759	86,246	46,513	65%	122,603	89,435	142,195	139,195	139,195	17,212	14,212	14,212
Capital outlay	-	5,350	5,350	-	100%	36,053	36,053	-	-	-	-	-	-
	580,875	611,302	360,037	251,265	59%	578,828	434,963	633,089	627,998	627,998	52,214	47,123	47,123
Soil and Water Conservation:													
Salaries	165,517	165,517	141,006	24,511	85%	159,085	134,762	176,461	172,706	172,706	10,944	7,189	7,189
Fringe benefits	61,737	61,737	51,791	9,946	84%	58,171	48,912	66,683	65,794	65,794	4,946	4,057	4,057
Operating costs	17,350	17,350	11,378	5,972	66%	16,949	11,048	17,950	17,950	17,950	600	600	600
	244,604	244,604	204,175	40,429	83%	234,205	194,722	261,094	256,450	256,450	16,490	11,846	11,846
Public Housing Section 8:													
Salaries	131,246	125,721	105,466	20,255	84%	106,826	85,568	179,797	178,936	178,936	48,551	47,690	47,690
Fringe benefits	55,565	55,565	43,120	12,445	78%	42,330	33,512	76,578	76,362	76,362	21,013	20,797	20,797
Operating costs	2,168,330	2,179,855	1,584,045	595,810	73%	1,916,764	1,597,740	2,213,813	2,213,813	2,213,813	45,483	45,483	45,483
	2,355,141	2,361,141	1,732,631	628,510	73%	2,065,920	1,716,820	2,470,188	2,469,111	2,469,111	115,047	113,970	113,970
1% Occupancy Tax:													
Operating costs	1,650,000	1,650,000	1,155,571	494,429	70%	1,728,904	1,153,221	1,650,000	1,100,000	1,100,000	-	(550,000)	(550,000)
Other Economic Development:													
Lockwood Folly & Shallotte Dredging	-	405,757	405,757	-	100%	190,000	190,000	-	-	-	-	-	-
Holden Beach Special Obligation Bond	1,396,200	1,396,200	-	1,396,200	0%	-	-	1,370,040	1,370,040	1,370,040	(26,160)	(26,160)	(26,160)
Reserve for Shoreline Protection	200,000	291,444	-	291,444	0%	7,799	7,799	200,000	200,000	200,000	-	-	-
Brunswick Business & Industry Development	425,000	425,000	425,000	-	100%	425,000	425,000	425,000	425,000	425,000	-	-	-
	2,021,200	2,518,401	830,757	1,687,644	33%	622,799	622,799	1,995,040	1,995,040	1,995,040	(26,160)	(26,160)	(26,160)
											-	-	-
Total economic development	8,199,637	8,745,665	5,095,943	3,649,722	58%	6,191,937	4,926,012	8,322,836	7,584,003	7,584,003	123,199	(615,634)	(615,634)

**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND
ACTUAL AND CHANGES IN FUND BALANCE - GENERAL FUND
WITH BUDGETS FOR THE YEAR ENDED JUNE 30, 2020 AND JUNE 30, 2021
AND WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED JUNE 30, 2019**

	Original Budget	Current Budget	April 30, 2020	Variance Positive (Negative)	% of Current Budget	2019 Audited Actual	April 30, 2019	2021 Requested Budget	2021 Manager Budget	2021 Approved Budget	2021 Request Increase/ Decrease	2021 Manager Increase/ Decrease	2021 Approved Increase/ Decrease
Human Services:													
Health:													
Administration:													
Salaries	2,406,010	2,406,010	2,028,685	377,325	84%	2,382,456	2,015,917	2,561,442	2,484,996	2,484,996	155,432	78,986	78,986
Fringe benefits	1,263,557	1,263,557	1,066,168	197,389	84%	1,202,433	1,014,304	1,377,428	1,346,562	1,346,562	113,871	83,005	83,005
Operating costs	285,325	277,225	187,571	89,654	68%	214,808	190,597	357,900	268,750	268,750	72,575	(16,575)	(16,575)
Capital outlay	82,200	85,200	85,068	132	100%	29,449	29,449	26,000	26,000	26,000	(56,200)	(56,200)	(56,200)
	4,037,092	4,031,992	3,367,492	664,500	84%	3,829,146	3,250,267	4,322,770	4,126,308	4,126,308	285,678	89,216	89,216
Communicable Diseases:													
Operating costs	420,137	420,137	307,792	112,345	73%	302,020	267,605	416,450	412,225	412,225	(3,687)	(7,912)	(7,912)
Health Promotion:													
Operating costs	476,075	507,514	124,547	382,967	25%	160,784	116,841	566,275	229,855	229,855	90,200	(246,220)	(246,220)
	476,075	507,514	124,547	382,967	25%	160,784	116,841	566,275	229,855	229,855	90,200	(246,220)	(246,220)
Senior Health:													
Salaries	56,283	56,283	42,940	13,343	76%	52,954	45,298	40,193	39,969	39,969	(16,090)	(16,314)	(16,314)
Fringe benefits	22,252	22,252	14,314	7,938	64%	20,830	17,508	19,421	19,364	19,364	(2,831)	(2,888)	(2,888)
Operating costs	3,835	3,835	1,920	1,915	50%	3,311	2,688	3,835	3,835	3,835	-	-	-
	82,370	82,370	59,174	23,196	72%	77,095	65,494	63,449	63,168	63,168	(18,921)	(19,202)	(19,202)
Maternal and Child Health:													
Salaries	383,578	383,578	244,266	139,312	64%	322,066	276,016	366,479	360,313	360,313	(17,099)	(23,265)	(23,265)
Fringe benefits	168,858	168,858	107,010	61,848	63%	133,138	113,090	162,315	160,848	160,848	(6,543)	(8,010)	(8,010)
Operating costs	593,025	625,372	372,108	253,264	60%	529,692	388,500	595,824	592,274	592,274	2,799	(751)	(751)
Capital outlay	-	-	-	-	na	6,222	6,222	-	-	-	-	-	-
	1,145,461	1,177,808	723,384	454,424	61%	991,118	783,828	1,124,618	1,113,435	1,113,435	(20,843)	(32,026)	(32,026)
Environmental Health:													
Salaries	1,158,046	1,158,046	981,525	176,521	85%	1,086,498	916,428	1,265,970	1,227,558	1,254,102	107,924	69,512	96,056
Fringe benefits	415,172	415,172	343,134	72,038	83%	364,134	303,838	465,356	452,031	462,478	50,184	36,859	47,306
Operating costs	192,126	197,226	147,716	49,510	75%	366,434	333,490	253,026	147,050	147,050	60,900	(45,076)	(45,076)
Capital outlay	28,000	28,000	26,063	1,937	93%	78,010	78,010	97,600	78,600	78,600	69,600	50,600	50,600
	1,793,344	1,798,444	1,498,438	300,006	83%	1,895,076	1,631,766	2,081,952	1,905,239	1,942,230	288,608	111,895	148,886
Total health	7,954,479	8,018,265	6,080,827	1,937,438	76%	7,255,239	6,115,801	8,575,514	7,850,230	7,887,221	621,035	(104,249)	(67,258)
Veterans' Services:													
Salaries	139,150	139,150	113,497	25,653	82%	137,542	117,157	187,133	144,196	144,196	47,983	5,046	5,046
Fringe benefits	55,433	55,433	45,684	9,749	82%	51,114	42,647	77,199	58,636	58,636	21,766	3,203	3,203
Operating costs	15,637	15,637	9,701	5,936	62%	13,484	8,612	31,031	17,807	17,807	15,394	2,170	2,170
Total veterans' services	210,220	210,220	168,882	41,338	80%	202,140	168,416	295,363	220,639	220,639	85,143	10,419	10,419
Social Services:													
Administration:													
Salaries	7,459,072	7,459,072	5,955,424	1,503,648	80%	6,898,625	5,843,202	7,918,893	7,643,082	7,643,082	459,821	184,010	184,010
Fringe benefits	3,658,637	3,658,637	2,803,901	854,736	77%	3,183,572	2,674,757	3,927,622	3,742,053	3,742,053	268,985	83,416	83,416
Operating costs	2,940,115	2,998,656	2,005,984	992,672	67%	2,320,407	2,022,174	3,259,195	3,052,941	3,032,941	319,080	112,826	92,826
Capital outlay	-	-	-	-	na	56,475	56,475	200,000	100,000	100,000	200,000	100,000	100,000
	14,057,824	14,116,365	10,765,309	3,351,056	76%	12,459,079	10,596,608	15,305,710	14,538,076	14,518,076	1,247,886	480,252	460,252

**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND
ACTUAL AND CHANGES IN FUND BALANCE - GENERAL FUND
WITH BUDGETS FOR THE YEAR ENDED JUNE 30, 2020 AND JUNE 30, 2021
AND WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED JUNE 30, 2019**

	Original Budget	Current Budget	April 30, 2020	Variance Positive (Negative)	% of Current Budget	2019 Audited Actual	April 30, 2019	2021 Requested Budget	2021 Manager Budget	2021 Approved Budget	2021 Request Increase/ Decrease	2021 Manager Increase/ Decrease	2021 Approved Increase/ Decrease
Other Operating Costs:													
Medical assistance	20,000	20,000	2,430	17,570	12%	3,078	2,355	20,000	20,000	20,000	-	-	-
Aid to the blind	8,153	8,153	8,153	-	100%	7,845	7,845	4,100	4,100	4,100	(4,053)	(4,053)	(4,053)
Adoption assistance	280,000	280,000	182,523	97,477	65%	231,539	191,335	280,000	270,000	270,000	-	(10,000)	(10,000)
Special assistance to aged	200,000	200,000	100,834	99,166	50%	160,740	129,240	200,000	200,000	200,000	-	-	-
Special assistance to disabled	270,000	270,000	140,954	129,046	52%	197,180	164,615	270,000	260,000	260,000	-	(10,000)	(10,000)
Foster care	950,000	850,000	420,356	429,644	49%	612,755	482,887	750,000	750,000	750,000	(200,000)	(200,000)	(200,000)
State foster home	335,000	435,000	380,609	54,391	87%	403,299	300,270	400,000	400,000	400,000	65,000	65,000	65,000
Special assistance	25,121	25,121	23,469	1,652	93%	22,320	16,965	25,121	25,121	25,121	-	-	-
Day care	23,000	23,000	-	23,000	0%	-	-	23,000	23,000	23,000	-	-	-
Special child adoption assist.	-	82,683	17,387	65,296	21%	70,648	60,135	-	-	-	-	-	-
	<u>2,111,274</u>	<u>2,193,957</u>	<u>1,276,715</u>	<u>917,242</u>	<u>58%</u>	<u>1,709,404</u>	<u>1,355,647</u>	<u>1,972,221</u>	<u>1,952,221</u>	<u>1,952,221</u>	<u>(139,053)</u>	<u>(159,053)</u>	<u>(159,053)</u>
Total social services	<u>16,169,098</u>	<u>16,310,322</u>	<u>12,042,024</u>	<u>4,268,298</u>	<u>74%</u>	<u>14,168,483</u>	<u>11,952,255</u>	<u>17,277,931</u>	<u>16,490,297</u>	<u>16,470,297</u>	<u>1,108,833</u>	<u>321,199</u>	<u>301,199</u>
Other Human Services:													
Trillium	250,443	250,443	125,222	125,221	50%	250,443	187,832	250,443	250,443	250,443	-	-	-
Brunswick Senior Res., Inc.	2,589,319	2,589,319	2,157,768	431,551	83%	2,482,419	2,064,150	4,132,650	2,713,739	2,713,739	1,543,331	124,420	124,420
Other human services	-	158,201	113,976	44,225	72%	127,095	105,774	-	-	-	-	-	-
	<u>2,839,762</u>	<u>2,997,963</u>	<u>2,396,966</u>	<u>600,997</u>	<u>80%</u>	<u>2,859,957</u>	<u>2,357,756</u>	<u>4,383,093</u>	<u>2,964,182</u>	<u>2,964,182</u>	<u>1,543,331</u>	<u>124,420</u>	<u>124,420</u>
Total human services	<u>27,173,559</u>	<u>27,536,770</u>	<u>20,688,699</u>	<u>6,848,071</u>	<u>75%</u>	<u>24,485,819</u>	<u>20,594,228</u>	<u>30,531,901</u>	<u>27,525,348</u>	<u>27,542,339</u>	<u>3,358,342</u>	<u>351,789</u>	<u>368,780</u>
Education:													
Public schools	42,840,126	42,840,126	35,700,110	7,140,016	83%	39,918,820	33,265,690	46,254,496	46,096,535	46,096,535	3,414,370	3,256,409	3,256,409
Public schools - capital	898,744	898,744	748,950	149,794	83%	837,458	697,890	970,374	967,060	967,060	71,630	68,316	68,316
Community college	4,209,426	4,395,362	3,521,238	874,124	80%	4,096,380	3,442,244	4,355,449	4,338,757	4,338,757	146,023	129,331	129,331
Community college - capital	323,000	323,000	269,170	53,830	83%	365,000	343,290	392,343	295,343	295,343	69,343	(27,657)	(27,657)
Total education	<u>48,271,296</u>	<u>48,457,232</u>	<u>40,239,468</u>	<u>8,217,764</u>	<u>83%</u>	<u>45,217,658</u>	<u>37,749,114</u>	<u>51,972,662</u>	<u>51,697,695</u>	<u>51,697,695</u>	<u>3,701,366</u>	<u>3,426,399</u>	<u>3,426,399</u>
Culture and Recreation:													
Parks and Recreation:													
Administration:													
Salaries	694,475	694,475	555,161	139,314	80%	652,255	556,293	726,940	715,246	715,246	32,465	20,771	20,771
Fringe benefits	200,270	200,270	165,001	35,269	82%	188,537	159,135	213,582	212,248	212,248	13,312	11,978	11,978
Operating costs	683,310	688,310	420,044	268,266	61%	667,725	501,952	801,589	691,769	663,769	118,279	8,459	(19,541)
Capital outlay	32,000	194,810	28,649	166,161	15%	202,680	69,226	556,000	-	-	524,000	(32,000)	(32,000)
	<u>1,610,055</u>	<u>1,777,865</u>	<u>1,168,855</u>	<u>609,010</u>	<u>66%</u>	<u>1,711,197</u>	<u>1,286,606</u>	<u>2,298,111</u>	<u>1,619,263</u>	<u>1,591,263</u>	<u>688,056</u>	<u>9,208</u>	<u>(18,792)</u>
Maintenance:													
Salaries	806,855	806,855	628,318	178,537	78%	778,658	654,434	815,283	785,208	785,208	8,428	(21,647)	(21,647)
Fringe benefits	320,810	320,810	249,987	70,823	78%	300,669	252,143	342,866	327,225	327,225	22,056	6,415	6,415
Operating costs	412,470	441,638	370,329	71,309	84%	392,098	241,999	485,150	419,800	419,800	72,680	7,330	7,330
Capital outlay	157,500	148,000	137,137	10,863	93%	133,792	68,716	190,000	82,000	82,000	32,500	(75,500)	(75,500)
	<u>1,697,635</u>	<u>1,717,303</u>	<u>1,385,771</u>	<u>331,532</u>	<u>81%</u>	<u>1,605,217</u>	<u>1,217,292</u>	<u>1,833,299</u>	<u>1,614,233</u>	<u>1,614,233</u>	<u>135,664</u>	<u>(83,402)</u>	<u>(83,402)</u>
Total Parks and Recreation	<u>3,307,690</u>	<u>3,495,168</u>	<u>2,554,626</u>	<u>940,542</u>	<u>73%</u>	<u>3,316,414</u>	<u>2,503,898</u>	<u>4,131,410</u>	<u>3,233,496</u>	<u>3,205,496</u>	<u>823,720</u>	<u>(74,194)</u>	<u>(102,194)</u>

SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND
ACTUAL AND CHANGES IN FUND BALANCE - GENERAL FUND
WITH BUDGETS FOR THE YEAR ENDED JUNE 30, 2020 AND JUNE 30, 2021
AND WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED JUNE 30, 2019

	Original Budget	Current Budget	April 30, 2020	Variance Positive (Negative)	% of Current Budget	2019 Audited Actual	April 30, 2019	2021 Requested Budget	2021 Manager Budget	2021 Approved Budget	2021 Request Increase/ Decrease	2021 Manager Increase/ Decrease	2021 Approved Increase/ Decrease
Brunswick County Library:													
Salaries	811,285	811,285	631,694	179,591	78%	777,553	646,710	859,165	792,995	792,995	47,880	(18,290)	(18,290)
Fringe benefits	330,483	330,483	255,691	74,792	77%	304,260	251,975	371,055	338,444	338,444	40,572	7,961	7,961
Operating costs	248,900	259,138	150,345	108,793	58%	210,590	152,137	260,400	245,400	245,400	11,500	(3,500)	(3,500)
	<u>1,390,668</u>	<u>1,400,906</u>	<u>1,037,730</u>	<u>363,176</u>	<u>74%</u>	<u>1,292,403</u>	<u>1,050,822</u>	<u>1,490,620</u>	<u>1,376,839</u>	<u>1,376,839</u>	<u>99,952</u>	<u>(13,829)</u>	<u>(13,829)</u>
Total culture and recreation	<u>4,698,358</u>	<u>4,896,074</u>	<u>3,592,356</u>	<u>1,303,718</u>	<u>73%</u>	<u>4,608,817</u>	<u>3,554,720</u>	<u>5,622,030</u>	<u>4,610,335</u>	<u>4,582,335</u>	<u>923,672</u>	<u>(88,023)</u>	<u>(116,023)</u>
Debt Service:													
Principal retirement	13,623,306	13,623,306	12,243,304	1,380,002	90%	11,233,460	9,808,460	12,305,001	12,305,001	12,305,001	(1,318,305)	(1,318,305)	(1,318,305)
Interest and fees	4,976,909	4,976,909	4,765,539	211,370	96%	2,224,964	1,993,927	3,245,907	3,245,907	3,245,907	(1,731,002)	(1,731,002)	(1,731,002)
Total debt service	<u>18,600,215</u>	<u>18,600,215</u>	<u>17,008,843</u>	<u>1,591,372</u>	<u>91%</u>	<u>13,458,424</u>	<u>11,802,387</u>	<u>15,550,908</u>	<u>15,550,908</u>	<u>15,550,908</u>	<u>(3,049,307)</u>	<u>(3,049,307)</u>	<u>(3,049,307)</u>
Total expenditures	<u>205,486,888</u>	<u>210,925,935</u>	<u>168,441,357</u>	<u>42,484,578</u>	<u>80%</u>	<u>195,050,480</u>	<u>162,537,221</u>	<u>222,344,424</u>	<u>206,077,329</u>	<u>206,077,329</u>	<u>16,857,536</u>	<u>590,441</u>	<u>590,441</u>
Revenues over (under) expenditures	<u>(783,207)</u>	<u>(3,792,159)</u>	<u>33,975,855</u>	<u>37,768,014</u>	<u>-896%</u>	<u>10,085,173</u>	<u>16,797,371</u>	<u>(5,478,772)</u>	<u>(473,972)</u>	<u>(473,972)</u>	<u>(4,695,565)</u>	<u>309,235</u>	<u>309,235</u>
Transfers From Other Funds:													
Transfer from county CPF	-	2,304,445	2,304,445	-	100%	-	-	-	-	-	-	-	-
Transfer from Hlth Ins Fund	-	-	-	-	na	3,172,028	-	-	-	-	-	-	-
	<u>-</u>	<u>2,304,445</u>	<u>2,304,445</u>	<u>-</u>	<u>100%</u>	<u>3,172,028</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers To Other Funds:													
Transfer to county CPF	-	(8,425,021)	(8,425,021)	-	100%	(2,550,000)	(2,550,000)	(5,945,639)	-	-	(5,945,639)	-	-
Transfer to em. tel. sys. fund	-	(113,637)	-	113,637	0%	-	-	-	-	-	-	-	-
Transfer to school CPF	(4,780,582)	(7,085,027)	(4,631,066)	2,453,961	65%	(5,859,022)	(1,863,497)	(5,633,353)	(3,774,548)	(3,774,548)	(852,771)	1,006,034	1,006,034
	<u>(4,780,582)</u>	<u>(15,623,685)</u>	<u>(13,056,087)</u>	<u>2,567,598</u>	<u>84%</u>	<u>(8,409,022)</u>	<u>(4,413,497)</u>	<u>(11,578,992)</u>	<u>(3,774,548)</u>	<u>(3,774,548)</u>	<u>(6,798,410)</u>	<u>1,006,034</u>	<u>1,006,034</u>
Budgetary Fin. Srcs (Uses):													
Appropriated fund balance	5,563,789	17,111,399	-	(17,111,399)	0%	-	-	17,057,764	4,248,520	4,248,520	11,493,975	(1,315,269)	(1,315,269)
Total other fin. srcs (uses)	<u>783,207</u>	<u>3,792,159</u>	<u>(10,751,642)</u>	<u>(14,543,801)</u>	<u>-284%</u>	<u>(5,236,994)</u>	<u>(4,413,497)</u>	<u>5,478,772</u>	<u>473,972</u>	<u>473,972</u>	<u>4,695,565</u>	<u>(309,235)</u>	<u>(309,235)</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ -</u>	<u>23,224,213</u>	<u>\$ 23,224,213</u>		<u>4,848,179</u>	<u>12,383,874</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Fund balance, beg. of year			<u>80,752,724</u>			<u>75,904,545</u>	<u>75,904,545</u>						
Fund balance, end of year			<u>\$ 103,976,937</u>			<u>\$ 80,752,724</u>	<u>\$ 88,288,419</u>						

County of Brunswick, North Carolina
Water Enterprise Fund
Fiscal Year To Date Financial Report
For the Period Ended April 30, 2020

	2020 Original Budget	2020 Current Budget	2020 Year to Date Activity April	Budget Balance (Over) Under	Year to Date Activity Percent of Final Budget	2019 Audited Actual	2019 Year to Date Activity April		2021 Requested Budget	2021 Manager Budget	2021 Approved Budget	2021 Requested Increase/ Decrease	2021 Manager Increase/ Decrease	2021 Approved Increase/ Decrease
REVENUES														
Water Sales - Retail	\$ 5,250,000	\$ 5,370,660	\$ 4,674,715	\$ 695,945	87%	\$ 5,076,098	\$ 4,116,884		\$ 5,250,000	\$ 5,200,000	\$ 5,200,000	\$ -	\$ (50,000)	\$ (50,000)
Water Sales - Wholesale	5,850,000	5,950,000	5,330,711	619,289	90%	5,795,469	4,558,646		5,900,000	5,000,000	5,000,000	50,000	(850,000)	(850,000)
Water Sales - Industrial	2,200,000	2,200,000	1,870,142	329,858	85%	2,104,894	1,767,018		1,900,000	1,900,000	1,900,000	(300,000)	(300,000)	(300,000)
Water Sales - Irrigation	2,100,000	3,214,000	2,948,426	265,574	92%	2,185,642	1,547,182		3,300,000	2,900,000	2,900,000	1,200,000	800,000	800,000
Base Service Charge	6,300,000	6,321,600	5,292,979	1,028,621	84%	6,188,355	5,124,815		6,500,000	6,500,000	6,500,000	200,000	200,000	200,000
Service Charges	150,000	150,000	91,461	58,539	61%	150,040	120,220		150,000	150,000	150,000	-	-	-
Late Penalty Payment	150,000	150,000	132,149	17,851	88%	172,894	144,407		150,000	150,000	150,000	-	-	-
Other Utility Disconnect Srvc Fees	18,000	18,000	31,230	(13,230)	174%	34,896	27,981		34,000	18,000	18,000	16,000	-	-
Taps & Connections	850,000	850,000	871,791	(21,791)	103%	1,097,730	885,310		727,000	450,000	450,000	(123,000)	(400,000)	(400,000)
Backflow Device Inspection Fee	104,280	104,280	63,636	40,644	61%	97,928	77,594		123,405	123,405	123,405	19,125	19,125	19,125
Lower Cape Fear Reimbursement	390,985	492,304	262,739	229,565	53%	367,518	262,106		827,856	442,019	442,358	436,871	51,034	51,373
Capital Recovery	688,000	688,000	1,198,269	(510,269)	174%	1,279,536	1,058,648		688,000	688,000	688,000	-	-	-
Transmission Line Fees	232,000	232,000	448,013	(216,013)	193%	461,055	381,763		232,000	232,000	232,000	-	-	-
Restricted Intergovernmental	-	-	1,887,357	(1,887,357)	n/a	-	-		-	-	-	-	-	-
Investment Earnings	130,000	255,000	306,498	(51,498)	120%	287,874	231,047		255,000	255,000	255,000	125,000	125,000	125,000
Other Sales and Service	8,000	8,000	9,789	(1,789)	122%	11,627	10,507		8,000	8,000	8,000	-	-	-
Other Revenue	206,000	206,000	384,973	(178,973)	187%	273,350	255,870		196,000	196,000	196,000	(10,000)	(10,000)	(10,000)
Total Revenues	\$24,627,265	\$26,209,844	\$25,804,878	\$ 404,966	98%	\$25,584,906	\$20,569,998		\$ 26,241,261	\$ 24,212,424	\$ 24,212,763	\$ 1,613,996	\$ (414,841)	\$ (414,502)

County of Brunswick, North Carolina
Water Enterprise Fund
Fiscal Year To Date Financial Report
For the Period Ended April 30, 2020

	2020 Original Budget	2020 Current Budget	2020 Year to Date Activity April	Budget Balance (Over) Under	Year to Date Activity Percent of Final Budget	2019 Audited Actual	2019 Year to Date Activity April		2021 Requested Budget	2021 Manager Budget	2021 Approved Budget	2021 Requested Increase/ Decrease	2021 Manager Increase/ Decrease	2021 Approved Increase/ Decrease
EXPENDITURES														
Administration	\$ 3,358,806	\$ 4,722,368	\$ 3,439,672	\$ 1,282,696	73%	\$ 4,474,763	\$ 4,157,841	\$	4,182,457	\$ 3,758,554	\$ 3,758,519	\$ 823,651	\$ 399,748	\$ 399,713
Northwest Water Treatment	5,045,501	5,142,815	3,732,048	1,410,767	73%	5,226,744	3,985,671		5,383,514	5,107,585	5,107,585	338,013	62,084	62,084
211 Water Treatment Plant	3,139,324	4,982,928	2,901,392	2,081,536	58%	1,762,135	1,338,558		2,650,472	2,539,136	2,539,136	(488,852)	(600,188)	(600,188)
Distribution Division	2,827,421	4,256,827	3,012,517	1,244,310	71%	2,620,035	2,132,566		4,291,570	3,790,863	3,790,863	1,464,149	963,442	963,442
LCFWSA-Reimbursable	390,985	512,866	368,607	144,259	72%	367,519	282,986		827,856	442,019	442,358	436,871	51,034	51,373
Utility Billing	1,167,742	1,296,330	951,780	344,550	73%	1,058,677	847,863		1,378,626	1,275,022	1,275,057	210,884	107,280	107,315
Instrumentation/Electrical Div	1,446,086	1,502,057	1,137,693	364,364	76%	1,321,804	1,104,729		1,624,072	1,538,308	1,538,308	177,986	92,222	92,222
Construction	2,163,196	2,178,192	1,841,662	336,530	85%	2,632,708	2,264,457		2,439,944	1,796,728	1,796,728	276,748	(366,468)	(366,468)
Debt Service	2,236,316	2,236,317	2,230,413	5,904	100%	2,241,925	2,211,732		2,216,815	2,216,815	2,216,815	(19,501)	(19,501)	(19,501)
Total Expenditures	\$21,775,377	\$26,830,700	\$19,615,784	\$ 7,214,916	73%	\$21,706,310	\$18,326,403	\$	24,995,326	\$ 22,465,030	\$ 22,465,369	\$ 3,219,949	\$ 689,653	\$ 689,992
Revenues over (under) expenditure	\$ 2,851,888	\$ (620,856)	\$ 6,189,094	\$ 6,809,950	-997%	\$ 3,878,596	\$ 2,243,595	\$	1,245,935	\$ 1,747,394	\$ 1,747,394	\$ (1,605,953)	\$ (1,104,494)	\$ (1,104,494)
Other Financing Sources (Uses):														
Issuance of Long-Term Debt	\$ -	\$ 714,000	\$ 714,000	\$ -	100%	\$ -	\$ -	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -
Premiums on debt issued	-	69,924	69,924	-	100%	-	-		-	-	-	-	-	-
Payments to escrow agent bond refund	-	(778,658)	(778,658)	-	100%	-	-		-	-	-	-	-	-
Transfer to Water Capital Project	(2,851,888)	(2,780,000)	(2,780,000)	-	100%	(790,000)	(790,000)		(1,245,935)	(1,747,394)	(1,747,394)	1,605,953	1,104,494	1,104,494
Transfer From Water Capital Project	-	-	-	-	n/a	298,091	-		-	-	-	-	-	-
Budgetary Financing Sources (Uses):														
Retained Earnings Appropriated	-	3,395,590	-	(3,395,590)	0%	-	-		-	-	-	-	-	-
Total other & budgetary financing sources (uses)	\$ (2,851,888)	\$ 620,856	\$ (2,774,734)	\$ (3,395,590)	-447%	\$ (491,909)	\$ (790,000)	\$	(1,245,935)	\$ (1,747,394)	\$ (1,747,394)	\$ 1,605,953	\$ 1,104,494	\$ 1,104,494
Revenues and other financing sources over (under) expenditures and other financing uses	\$ -	\$ -	\$ 3,414,360	\$ 3,414,360	n/a	\$ 3,386,687	\$ 1,453,595	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -

County of Brunswick, North Carolina
Sewer Enterprise Fund
Fiscal Year To Date Financial Report
For the Period Ended April 30, 2020

	2020 Original Budget	2020 Current Budget	2020 Year to Date Activity April	Budget Balance (Over) Under	Year to Date Activity Percent of Final Budget	2019 Audited Actual	2019 Year to Date Activity April	2021 Requested Budget	2021 Manager Budget	2021 Approved Budget	2021 Requested Increase/ Decrease	2021 Manager Increase/ Decrease	2021 Approved Increase/ Decrease
REVENUES													
Wastewater Sales - Retail	\$ 11,600,742	\$ 11,647,794	\$ 9,954,723	\$ 1,693,071	85.5%	\$ 10,577,376	\$ 8,488,979	\$ 11,700,000	\$ 11,500,000	\$ 11,500,000	\$ 99,258	\$ (100,742)	\$ (100,742)
Wastewater Sales - Wholesale-Northeast	1,666,667	1,666,667	1,303,858	362,809	78.2%	1,643,408	1,361,226	1,492,786	1,492,786	1,492,786	(173,881)	(173,881)	(173,881)
Wastewater Sales - Wholesale-West	989,355	989,355	883,669	105,686	89.3%	1,464,888	1,327,062	1,594,730	1,594,730	1,594,730	605,375	605,375	605,375
Wastewater Sales - Wholesale-OIB	475,000	475,000	426,602	48,398	89.8%	543,792	444,708	551,000	551,000	551,000	76,000	76,000	76,000
Wastewater Sales - Septage	90,000	90,000	85,000	5,000	94.4%	127,280	105,800	90,000	90,000	90,000	-	-	-
Late Penalty Payment	70,000	70,000	61,408	8,592	87.7%	80,157	65,565	80,000	80,000	80,000	10,000	10,000	10,000
Base Service Charge	360,000	360,000	334,699	25,301	93.0%	368,512	305,825	360,000	360,000	360,000	-	-	-
Service Charges	-	-	105	(105)	n/a	-	-	-	-	-	-	-	-
Taps & Connections	1,200,000	1,780,000	1,836,436	(56,436)	103.2%	2,011,658	1,569,000	2,400,000	1,200,000	1,200,000	1,200,000	-	-
Grinder Pump Maintenance Fee	550,000	550,000	490,389	59,611	89.2%	554,590	459,682	628,000	600,000	600,000	78,000	50,000	50,000
Capital Recovery	600,000	600,000	2,955,766	(2,355,766)	492.6%	3,239,268	2,689,148	600,000	600,000	600,000	-	-	-
Transmission Line	200,000	200,000	1,036,172	(836,172)	518.1%	1,058,844	878,646	200,000	200,000	200,000	-	-	-
Restricted Intergovernmental	-	226,649	514,308	(287,659)	226.9%	288,260	-	-	-	-	-	-	-
ARRA Interest Subsidy	63,550	63,550	31,775	31,775	50.0%	92,726	92,726	-	-	-	(63,550)	(63,550)	(63,550)
City of Northwest O & M	17,400	17,400	8,870	8,530	51.0%	17,615	13,190	-	-	-	(17,400)	(17,400)	(17,400)
WBR WWTP - Southport Contribut	-	-	-	-	n/a	633,333	625,000	-	-	-	-	-	-
WBR WWTP - Shallotte Reim	498,570	498,570	498,570	-	100.0%	498,424	498,424	498,289	498,289	498,289	(281)	(281)	(281)
WBR WWTP - Oak Island Reim	2,814,829	2,806,955	2,806,955	-	100.0%	2,817,848	2,817,848	2,807,199	2,807,199	2,807,199	(7,630)	(7,630)	(7,630)
WBR WWTP - Holden Beach Reim	1,149,319	1,127,097	1,127,097	-	100.0%	1,151,940	1,151,940	1,123,102	1,123,102	1,123,102	(26,217)	(26,217)	(26,217)
WBR WWTP - Ocean Isle Bch Contr	275,000	275,000	275,000	-	100.0%	275,000	275,000	275,000	275,000	275,000	-	-	-
NE WWTP - Navassa Debt Reimb	94,002	94,002	124,566	(30,564)	132.5%	94,004	-	-	-	-	(94,002)	(94,002)	(94,002)
NE WWTP - Leland Debt Reimb	910,151	1,164,851	1,164,851	-	100.0%	914,228	392,721	1,992,586	1,992,586	1,992,586	1,082,435	1,082,435	1,082,435
NE WWTP - Northwest Debt Reimb	26,680	26,680	6,590	20,090	24.7%	26,408	9,776	-	-	-	(26,680)	(26,680)	(26,680)
NE WWTP - H2GO Debt Reimb	243,457	612,817	612,817	-	100.0%	243,091	243,091	1,822,145	1,822,145	1,822,145	1,578,688	1,578,688	1,578,688
Sunset Special Assessments	5,000	5,000	45,594	(40,594)	911.9%	90,089	52,575	5,000	5,000	5,000	-	-	-
Calabash Special Assessments	5,000	5,000	27,217	(22,217)	544.3%	36,582	29,323	5,000	5,000	5,000	-	-	-
Bricklanding Special Assessments	-	-	4	(4)	n/a	(22,190)	-	-	-	-	-	-	-
Boiling Spring Lakes Assessments	3,000	3,000	7,899	(4,899)	263.3%	24,957	18,349	3,000	3,000	3,000	-	-	-
Carolina Shores Special Assessments	2,000	2,000	24,660	(22,660)	1233.0%	(23,292)	9,478	2,000	2,000	2,000	-	-	-
Current Portion of NBSD Plant Allocation	-	-	129,711	(129,711)	n/a	129,711	129,711	-	-	-	-	-	-
Current Portion of NW Plant Allocation	-	-	226,978	(226,978)	n/a	56,742	56,742	-	-	-	-	-	-
Investment Earnings	75,000	75,000	282,790	(207,790)	377.1%	290,021	243,122	125,000	125,000	125,000	50,000	50,000	50,000
Other Sales and Service	165,000	165,000	201,296	(36,296)	122.0%	227,611	221,264	250,000	250,000	250,000	85,000	85,000	85,000
Other Revenue	70,000	86,607	212,694	(126,087)	245.6%	122,567	77,567	84,000	44,000	44,000	14,000	(26,000)	(26,000)
Total Revenues	\$ 24,219,722	\$ 25,683,994	\$ 27,699,069	\$ (2,015,075)	107.8%	\$ 29,655,448	\$ 24,653,488	\$ 28,688,837	\$ 27,220,837	\$ 27,220,837	\$ 4,469,115	\$ 3,001,115	\$ 3,001,115

Wastewater Fund Financial Statement

County of Brunswick, North Carolina
Sewer Enterprise Fund
Fiscal Year To Date Financial Report
For the Period Ended April 30, 2020

	2020 Original Budget	2020 Current Budget	2020 Year to Date Activity April	Budget Balance (Over) Under	Year to Date Activity Percent of Final Budget	2019 Audited Actual	2019 Year to Date Activity April	2021 Requested Budget	2021 Manager Budget	2021 Approved Budget	2021 Requested Increase/ Decrease	2021 Manager Increase/ Decrease	2021 Approved Increase/ Decrease
EXPENDITURES													
Administration	\$ 2,058,741	\$ 3,338,022	\$ 1,373,802	\$ 1,964,220	41.2%	\$ 1,134,998	\$ 1,037,157	\$ 1,903,865	\$ 1,565,306	\$ 1,563,732	\$ (154,876)	\$ (493,435)	\$ (495,009)
Collection Division	3,531,166	3,679,768	2,874,994	804,774	78.1%	3,733,728	3,052,567	4,591,587	4,249,084	4,249,084	1,060,421	717,918	717,918
Construction Division	1,701,304	2,651,508	1,965,219	686,289	74.1%	1,754,627	1,390,513	2,966,956	1,765,604	1,765,604	1,265,652	64,300	64,300
Northeast Regional Wastewater Plant	1,145,605	1,647,872	1,360,559	287,313	82.6%	1,704,985	1,214,106	1,282,287	1,280,664	1,281,000	136,682	135,059	135,395
Southwest Regional Wastewater Plant	754,055	972,424	787,428	184,996	81.0%	727,330	564,580	691,035	689,365	689,596	(63,020)	(64,690)	(64,459)
West Regional Wastewater Plant	4,089,011	4,588,078	3,681,134	906,944	80.2%	3,996,594	3,380,421	4,078,180	4,074,138	4,074,854	(10,831)	(14,873)	(14,157)
Ocean Isle Beach WWTP (See note 1)	574,250	574,250	427,004	147,246	74.4%	531,235	444,627	605,237	603,946	604,237	30,987	29,696	29,987
Debt Service	13,690,318	14,493,053	14,388,942	104,111	99.3%	13,703,397	13,632,944	17,015,815	17,015,815	17,015,815	3,325,497	3,325,497	3,325,497
Total Expenditures	\$ 27,544,450	\$ 31,944,975	\$ 26,859,082	\$ 5,085,893	84.1%	\$ 27,286,894	\$ 24,716,915	\$ 33,134,962	\$ 31,243,922	\$ 31,243,922	\$ 5,590,512	\$ 3,699,472	\$ 3,699,472
Revenues over (under) expenditures	\$ (3,324,728)	\$ (6,260,981)	\$ 839,987	\$ (7,100,968)	-13.4%	\$ 2,368,554	\$ (63,427)	\$ (4,446,125)	\$ (4,023,085)	\$ (4,023,085)	\$ (1,121,397)	\$ (698,357)	\$ (698,357)
Other Financing Sources (Uses):													
Issuance of Long-Term Debt	\$ -	\$ 15,336,000	\$ 15,336,000	\$ -	100.0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Premiums on bonds issued	-	163,155	163,155	-	100.0%	-	-	-	-	-	-	-	-
Payments to escrow agent bond refund	-	(15,382,482)	(15,382,482)	-	100.0%	-	-	-	-	-	-	-	-
Transfer to Wastewater Capital Project	(750,000)	(1,239,512)	(1,239,512)	-	100.0%	(1,075,558)	(1,075,558)	(1,031,000)	-	-	(281,000)	750,000	750,000
Transfer from Wastewater Capital Project	904,000	185,820	185,820	-	100.0%	1,858,584	815,728	1,128,000	1,128,000	1,128,000	224,000	224,000	224,000
Budgetary Financing Sources (Uses):													
Retained Earnings Appropriated	3,170,728	7,198,000	-	(7,198,000)	0.0%	-	-	4,349,125	2,895,085	2,895,085	1,178,397	(275,643)	(275,643)
Total other & budgetary financing sources (uses)	\$ 3,324,728	\$ 6,260,981	\$ (937,019)	\$ (7,198,000)	-15.0%	\$ 783,026	\$ (259,830)	\$ 4,446,125	\$ 4,023,085	\$ 4,023,085	\$ 1,121,397	\$ 698,357	\$ 698,357
Revenues and other financing sources over (under) expenditures and other financing uses	\$ -	\$ -	\$ (97,032)	\$ (97,032)	n/a	\$ 3,151,580	\$ (323,257)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

	FY 2020	Dosher Hospital District
	<u>2019 VALUE ESTIMATE</u>	<u>FY 2021</u>
		<u>2019 VALUE ESTIMATE</u>
		3/1/2020
Gross Real Property	\$ 6,724,198,015	\$ 6,902,795,123
Exempt Real Property	474,770,450	483,053,440
Taxable Real Property	6,249,427,565	6,419,741,683
Land Use Deferred	43,574,520	41,000,000
Net Taxable After PUV	6,205,853,045	6,378,741,683
Working Waterfront Deferred	75,000	839,520
Beach Club HOA property	160,000	160,000
Low Income Housing 277.16	7,000,000	7,000,000
Builder Exemptions New 2017	100,000	100,000
Elderly Exemptions (Vets) real and personal	24,000,000	24,000,000
Net Taxable Real Property	6,174,618,045	6,346,742,163
Individual & Business Personal	37,000,000	39,000,000
Net Taxable Real/Pers Property	6,211,618,045	6,385,742,163
Public Utilities	1,500,000,000	1,600,000,000
Total Property Value	7,711,618,045	7,985,742,163
Estimated Reductions - PTC	3,000,000	500,000
Estimated Reductions - Bd of E&R	30,000,000	15,000,000
Net Forecast Property Excluding MV & Boats	7,678,618,045	7,970,242,163
MV Value	220,000,000	220,000,000
Estimated Total Tax Base	\$ 7,898,618,045	\$ 8,190,242,163
FY 20 Estimated Levy at \$0.04/100 - Collection 99.3%	\$ 3,137,947	\$ 3,253,780
Less Debt service FY 21	969,350	978,750
Estimated Excess to Dosher Hospital	<u>\$ 2,168,597</u>	<u>\$ 2,275,030</u>

	FY 20 projection (1/2019 Lery) at FY 20 tax rate	FY 21 projection (1/2020 Lery) at FY 21 tax rate	Estimated Change From FY 19 BUDGET	% Change
Tax Rate Estimate	0.4850	0.4850		
Real Property value Estimate	\$ 26,850,647,558	\$ 28,199,376,160	\$ 1,348,728,602	5.02%
Motor Vehicle Value Estimate	1,500,000,000	1,550,000,000	50,000,000	3.33%
Total Valuation Estimate	\$ 28,350,647,558	\$ 29,749,376,160	\$ 1,398,728,602	4.93%
Motor Vehicle Value Estimate	\$ 1,500,000,000	\$ 1,550,000,000	\$ 50,000,000	
Collection Percentage for Motor Vehicles	100.00%	100.00%		
Tax Generated From Motor Vehicles	\$ 7,275,000	\$ 7,517,500	\$ 242,500	3.33%
Real Property Value Estimate	\$ 26,850,647,558	\$ 28,199,376,160	\$ 1,348,728,602	
Collection Percentage for Real Property	98.15%	97.90%		
Tax Generated From Real Property	\$ 127,816,466	\$ 133,894,868	\$ 6,078,402	4.76%
Total Tax Generated From Property	\$ 135,091,466	\$ 141,412,368	\$ 6,320,902	4.68%
Value of 1 cent	\$ 2,785,391	\$ 2,915,719	\$ 130,328	4.68%
General Government Debt Service (Excluding School Debt Funded By Sales Tax or Lottery)	\$ 15,258,945	\$ 12,471,012	\$ (2,787,933)	-18.27%
Ad Valorem Revenue After Debt	\$ 119,832,521	\$ 128,941,356	\$ 9,108,835	7.60%
Schools (Under Funding Agreement)	\$ 43,738,870	\$ 47,063,595	\$ 3,324,725	7.60%
County Funds After School & Debt Budget	\$ 76,093,651	\$ 81,877,761	\$ 5,784,110	7.60%
Schools Amount Due Under Agreement				
Current Expenditures (35.75%)	\$ 42,840,126	\$ 46,096,535		
Categories 2 & 3 Capital Outlay (.75%)	\$ 898,744	\$ 967,060		

	FY 2020	FY 2021
BRUNSWICK COUNTY	<u>2019 VALUE ESTIMATE</u>	<u>2020 VALUE ESTIMATE</u>
DATE OF ESTIMATE	4/1/2019	3/1/2020
GROSS REAL PROPERTY	\$ 26,838,318,058	\$ 27,933,052,000
EXEMPT PROPERTY	1,376,000,000	1,410,000,000
TAXABLE REAL PROPERTY	25,462,318,058	26,523,052,000
LAND USE DEFERRED	450,094,660	450,000,000
NET TAXABLE AFTER PUV	25,012,223,398	26,073,052,000
WORKING WATERFRONT DEFERRED(09)	3,500,000	4,100,000
ELDERLY EXEMPTIONS (REAL)	93,000,000	104,500,000
ELDERLY EXEMPTIONS (PERS)	550,000	550,000
VETS EXEMPTIONS (PERS)	130,000	130,000
VETS EXEMPTIONS (REAL)	36,100,000	36,100,000
Beach Club HOA Property	6,200,000	5,200,000
DENR Pollution Abatement	95,840	95,840
LOW INCOME HOUSING 277.16	37,000,000	37,000,000
Builder Exemptions	55,000,000	45,000,000
NET TAXABLE REAL PROPERTY	24,780,647,558	25,840,376,160
INDIVIDUAL & BUSINESS PERSONAL	585,000,000	610,000,000
NET TAXABLE REAL/PERS PROPERTY	25,365,647,558	26,450,376,160
PUBLIC UTILITIES	1,680,000,000	1,800,000,000
TOTAL PROPERTY VALUE	27,045,647,558	28,250,376,160
ESTIMATED REDUCTIONS - PTC	175,000,000	6,000,000
ESTIMATED REDUCTIONS - BD OF E&R	20,000,000	45,000,000
NET FORECAST PROPERTY EXCLUDING MV & BOATS	26,850,647,558	28,199,376,160
MV VALUE	1,500,000,000	1,550,000,000
ESTIMATED TOTAL TAXBASE	<u>\$ 28,350,647,558</u>	<u>\$ 29,749,376,160</u>

Note: Estimated total tax base is a 4.93% increase over prior year values

**All Major Operating
Fiscal Year 2020-2021**

<u>Department Name</u>	<u>Line Item</u>	<u>Major Operating Description</u>	<u>Quantity Requested</u>	<u>Unit Cost Requested</u>	<u>Total Cost Requested</u>	<u>Quantity Recommended</u>	<u>Total Cost Recommended</u>	<u>Quantity Approved</u>	<u>Total Cost Approved</u>
General Fund Group									
Administration	426200	DSLR Camera and accessories	1	\$ 2,000	\$ 2,500	1	\$ 2,000	1	\$ 2,000
Tax Administration	426205	Lenovo Tablets	8	2,500	20,000	0	-	0	-
Tax Administration	426200	Laser Measures	5	650	3,250	0	-	0	-
Tax Administration	426205	Computers	0	2,200	-	0	-	0	-
Board of Elections	426200	Welded Security Carts	35	949	33,215	35	33,215	35	33,215
Board of Elections	426205	Microsoft Surface Book 15"	2	2,300	4,600	1	2,300	1	2,300
Board of Elections	426205	Microsoft Surface Pro 12.3"	1	1,800	1,800	0	-	0	-
Register of Deeds	426205	Laptop	1	2,000	2,000	1	2,000	1	2,000
Register of Deeds	426200	42" Display Screen	1	750	750	1	750	1	750
Register of Deeds	426200	Laserjet Printer	1	1,500	1,500	1	1,500	1	1,500
Register of Deeds	426205	Computer	2	800	1,600	2	1,600	2	1,600
MIS	426200	Switches	6	4,500	27,000	6	27,000	6	27,000
MIS	426205	Desktop Replacements	60	1,200	72,000	50	60,000	50	60,000
MIS	426205	Laptop Replacements	8	2,500	20,000	0	-	0	-
MIS	426205	Ipad Replacements	6	1,500	9,000	6	9,000	6	9,000
MIS	426205	Laptop for New Programmers	2	3,000	6,000	0	-	0	-
MIS	426205	Laptop for New Utilities Technician	1	2,500	2,500	0	-	0	-
MIS	426205	Ipad New for Program Testing	2	1,500	3,000	2	3,000	2	3,000
MIS	426200	Wireless Access Points	10	700	7,000	0	-	0	-
Fleet Services	426200	Secure Micro Pod II (Flashing/Updating)	1	879	879	1	879	1	879
Fleet Services	426200	Dual Aluminum/Steel Dent Pull Gun	1	2,200	2,200	1	2,200	1	2,200
Fleet Services	426200	Vacuums - Fuel Site [R]	2	2,415	4,830	2	4,830	2	4,830
Fleet Services	426200	Compressor for Weld Truck	1	2,807	2,807	0	-	0	-
Fleet Services	426200	Lower Tool Cabinets	2	1,820	3,640	0	-	0	-
Fleet Services	426200	Upper Tool Chests	2	1,500	3,000	0	-	0	-
Fleet Services	426200	3/4" Air Impact Gun	2	1,004	2,008	1	1,004	1	1,004
Fleet Services	426200	Emissions Smoke Machine	1	1,110	1,110	0	-	0	-
Fleet Services	426200	1" Air Impact Gun	1	1,628	1,628	1	1,628	1	1,628
Fleet Services	426200	Engine Hoist	1	625	625	0	-	0	-
Fleet Services	426200	Cordless Impact Kit	1	730	730	1	730	1	730
Operation Services	426200	Water Fountains w/ Bottle Filling Station	16	1,125	18,000	0	-	0	-
Operation Services	426200	Carpet Extractor	1	4,600	4,600	1	4,600	1	4,600
Operation Services	426200	Seed Spreader	1	1,500	1,500	0	-	0	-
Operation Services	426200	Box Blade	1	3,500	3,500	1	3,500	1	3,500
Operation Services	426200	Floor Strip Vacuum	1	850	850	1	850	1	850
Operation Services	426200	16' Utility Trailer	1	3,500	3,500	0	-	0	-
Sheriff's Office	426200	Marked Vehicle Equipment [R]	31	4,999	154,969	20	99,980	20	99,980
Sheriff's Office	426200	Unmarked Vehicle Equipment [R]	14	2,100	29,400	5	10,500	5	10,500
Sheriff's Office	426200	Ballistic Vests [R]	60	700	42,000	60	42,000	60	42,000
Sheriff's Office	426200	Body Cameras [R]	90	1,877	168,930	75	140,775	75	140,775
Sheriff's Office	426205	Rugged Laptop [R]	42	2,300	96,600	15	34,500	15	34,500
Sheriff's Office	426205	Narcotics Laptops [R]	12	2,900	34,800	12	34,800	12	34,800
Sheriff's Office	426205	Desktop Computers [R]	8	1,800	14,400	8	14,400	8	14,400

Major Operating

**All Major Operating
Fiscal Year 2020-2021**

<u>Department Name</u>	<u>Line Item</u>	<u>Major Operating Description</u>	<u>Quantity Requested</u>	<u>Unit Cost Requested</u>	<u>Total Cost Requested</u>	<u>Quantity Recommended</u>	<u>Total Cost Recommended</u>	<u>Quantity Approved</u>	<u>Total Cost Approved</u>
<u>General Fund Group continued</u>									
Sheriff's Office	426205	Sheriff Laptop [R]	1	4,000	4,000	1	4,000	1	4,000
Sheriff's Office	426200	Taser [R]	8	1,100	8,800	20	22,000	20	22,000
Sheriff's Office	426200	Shotguns [R]	16	600	9,600	0	-	0	-
Sheriff's Office	426200	Handguns [R]	16	500	8,000	16	8,000	16	8,000
Sheriff's Office	426200	Sniper Comm System [N]	1	4,800	4,800	1	4,800	1	4,800
Sheriff's Office	426200	K9 Bite Suit [R]	1	1,500	1,500	1	1,500	1	1,500
Sheriff's Office	426200	DUI Dry Suits [N]	3	3,000	9,000	1	3,000	1	3,000
Sheriff's Office	426200	Apex Regulator [R]	3	580	1,740	1	580	1	580
Sheriff's Office	426200	Buoyance Control Device [R]	6	795	4,770	2	1,590	2	1,590
Sheriff's Office	426200	Narcotics Covert Recording Device [R]	2	1,800	3,600	0	-	0	-
Sheriff's Office	426200	Crime Scene Generator [R]	1	750	750	1	750	1	750
Sheriff's Office	426200	Crime Scene Portable Light [R]	2	639	1,278	0	-	0	-
Sheriff's Office	426200	Crime Scene DNA Light [R]	1	1,540	1,540	0	-	0	-
Sheriff's Office	426200	Flir Control Head [N]	1	990	990	0	-	0	-
Sheriff's Office	426200	Leaning Post Skiff [N]	1	500	500	1	500	1	500
Sheriff's Office	426200	PIO Camera [R]	1	500	500	0	-	0	-
Sheriff's Office	426200	Admin Scanners [R]	4	600	2,400	4	2,400	4	2,400
Sheriff's Office	426200	SWAT Less Lethal Launcher [R]	2	1,475	2,950	0	-	0	-
Detention Center	426200	Ballistic Vests [R]	13	750	9,750	13	9,750	13	9,750
Detention Center	426205	Desktop Computer [R]	6	1,800	10,800	6	10,800	6	10,800
Detention Center	426200	Control Board Monitor [R]	6	600	3,600	6	3,600	6	3,600
Detention Center	426200	Floor Scrubber [N]	2	1,500	3,000	1	1,500	1	1,500
Detention Center	426200	24/7 Chairs with 350lb [R]	6	775	4,650	0	-	0	-
Detention Center	426200	Restraint Chair [R]	1	2,300	2,300	0	-	0	-
Detention Center	426200	Stun Cuff [R]	1	2,000	2,000	0	-	0	-
Emergency Services	426205	Laptop Computers	5	2,000	10,000	0	-	0	-
Emergency Services	426200	Turnout Gear	3	3,000	9,000	2	6,000	2	6,000
Emergency Services	426200	Oxygen Manifold - Shelter Ops	5	1,200	6,000	3	3,600	3	3,600
Emergency Services	426200	Oxygen Concentrators - Shelter Ops	10	750	7,500	5	3,750	5	3,750
Emergency Services	426200	Commercial Refrigerator/Freezer	1	3,500	3,500	1	3,500	1	3,500
Emergency Services	426200	ID Card/Credential Printer	1	3,000	3,000	0	-	0	-
Emergency Services	426200	Portable Fuel Cubes	6	1,600	9,600	4	6,400	4	6,400
Emergency Services	426200	Rapid Tag Registration Kits - Shelter	3	4,500	13,500	3	13,500	3	13,500
Emergency Services	426200	Pumps - 4in - 30K GPH	2	3,500	7,000	2	7,000	2	7,000
Emergency Medical Services	426205	Lap Top Computers for Trucks and Staff	12	2,000	24,000	6	12,000	6	12,000
Emergency Medical Services	426205	Desk Top Computers for Stations	15	1,500	22,500	0	-	0	-
Emergency Medical Services	426200	Lifepak 1000 AED	5	3,500	17,500	3	10,500	3	10,500
Emergency Medical Services	426200	Portable Suction Units	10	750	7,500	5	3,750	5	3,750
Emergency Medical Services	426200	Stryker Stairchair Model 6252	6	3,350	20,100	3	10,050	3	10,050
Emergency Medical Services	426200	Scoop Stretchers	18	650	11,700	0	-	0	-
Emergency Medical Services	426200	Mcgrath Video Laryngoscopes	20	3,500	70,000	0	-	0	-
Emergency Medical Services	426200	Sure Temp Thermometers Oral/Rectal	20	600	12,000	10	6,000	10	6,000
Emergency Medical Services	426200	Minitor 6 Pagers	5	500	2,500	5	2,500	5	2,500

**All Major Operating
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Department Name	Line Item	Major Operating Description	Quantity Requested	Unit Cost Requested	Total Cost Requested	Quantity Recommended	Total Cost Recommended	Quantity Approved	Total Cost Approved
General Fund Group continued									
Emergency Medical Services	426200	Computer Gateways for Vehicles	10	1,200	12,000	5	6,000	5	6,000
Emergency Medical Services	426200	Mustang Dry Suits	10	1,500	15,000	10	15,000	10	15,000
Emergency Medical Services	426200	Set of Protective Gear	4	3,000	12,000	1	3,000	1	3,000
Emergency Medical Services	426200	Therapy Dog	1	4,300	4,300	1	4,300	0	-
Building Insp. and Cent. Permitting	426205	Laptop for Plan Reviewer	1	2,400	2,400	0	-	0	-
Fire Inspections	426200	Vehicle Siren and Emergency Lights	2	1,200	2,400	1	1,200	1	1,200
Fire Inspections	426205	Laptop [R]	3	2,300	6,900	0	-	0	-
Fire Inspections	426200	Mobile Fire Radio	4	3,625	14,500	4	14,500	4	14,500
Fire Inspections	426200	Protective Pant and Coat	5	2,000	10,000	5	10,000	5	10,000
Fire Inspections	426200	Ballistic Vest	3	688	2,064	1	688	1	688
Fire Inspections	426200	Gas Detection Equipment	5	600	3,000	1	600	1	600
Central Communications Center	426200	UPS Battery Replacement [R]	1	2,085	2,085	1	2,085	1	2,085
Central Communications Center	426205	Administrative Computers [R]	30	970	29,100	30	29,100	30	29,100
Central Communications Center	426205	Public Records Computer [R]	4	2,300	9,200	4	9,200	4	9,200
Central Communications Center	459000	Tower Monitoring [N]	1	1,900	1,900	1	1,900	1	1,900
Sheriff Animal Protective Services	426205	Desktop Computer [R]	3	1,800	5,400	3	5,400	3	5,400
Sheriff Animal Protective Services	426200	Lights for APS Truck	1	2,000	2,000	1	2,000	1	2,000
Sheriff Animal Protective Services	426200	Carson Light and Siren Controller	1	600	600	1	600	1	600
Sheriff Animal Protective Services	426200	Ballistic Vest [R]	1	700	700	0	-	0	-
Solid Waste	426200	Utility Trailers	3	2,500	7,500	2	5,000	2	5,000
Solid Waste	426200	20-Yard Roll-off Container	6	3,000	18,000	0	-	0	-
Community Enforcement	426205	Laptop Computer	1	2,800	2,800	0	-	0	-
Planning	426200	Desk and Other Office Furniture	1	3,000	3,000	0	-	0	-
Planning	426205	Laptop Computer	3	2,800	8,400	0	-	0	-
Veterans Services	426200	L-Shaped Desk, Filing Cabinets, Hutch	1	1,200	1,200	0	-	0	-
Veterans Services	426200	Telephone	1	610	610	0	-	0	-
Veterans Services	426205	Laptop and Docking Station	1	3,000	3,000	0	-	0	-
Veterans Services	426200	Laserfiche Scanners	3	1,000	3,000	2	2,000	2	2,000
Parks and Rec - Maintenance	426200	Paint Machines	2	4,200	8,400	1	4,200	1	4,200
Parks and Rec - Maintenance	426200	Walk Behind Tiller	1	1,200	1,200	0	-	0	-
Parks and Rec - Maintenance	426200	Backpack Sprayer	2	600	1,200	0	-	0	-
Parks and Rec - Maintenance	426200	Water Fountain	5	1,200	6,000	1	1,200	1	1,200
Parks and Rec - Maintenance	426200	Pull Behind 72" Deck	1	4,000	4,000	0	-	0	-
Maternal Health	426200	Doppler [R]	1	650	650	1	650	1	650
WIC-Client Services	426205	Desktop Computer [R]	2	2,000	4,000	2	4,000	2	4,000
Environmental Health	426205	Lenovo ThinkPads	5	2,750	13,750	5	13,750	5	13,750
Bioterrorism Preparedness	426200	Viper 6000 Series Radios	12	4,500	54,000	0	-	0	-
Bioterrorism Preparedness	426205	Computer	0	2,500	-	1	2,500	1	2,500
DSS-Administration	426200	Desks	6	550	3,300	2	1,100	2	1,100
DSS-Administration	426205	Laptops	4	2,500	10,000	2	5,000	2	5,000
DSS-Administration	426205	Desk top computer	1	2,000	2,000	1	2,000	1	2,000
DSS-Administration	426200	Scanner	4	1,000	4,000	2	2,000	2	2,000
DSS-Administration	426200	Water Fountain	4	1,000	4,000	0	-	0	-

**All Major Operating
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<u>Department Name</u>	<u>Line Item</u>	<u>Major Operating Description</u>	<u>Quantity Requested</u>	<u>Unit Cost Requested</u>	<u>Total Cost Requested</u>	<u>Quantity Recommended</u>	<u>Total Cost Recommended</u>	<u>Quantity Approved</u>	<u>Total Cost Approved</u>
<u>General Fund Group continued</u>									
DSS-Administration	426200	Sign Language Teleconference	1	3,000	3,000	0	-	0	-
DSS-Administration	426200	Steel Door for Building B	1	2,600	2,600	0	-	0	-
DSS-Administration	426200	New Door for Reception Bldg B	1	4,000	4,000	0	-	0	-
Subtotal General Fund Group					\$1,483,098		\$ 851,834		\$ 847,534
<u>Special Revenue</u>									
Emergency Telephone System	426200	Call-Taking Computer Monitors	40	\$ 969	\$ 38,760	40	\$ 38,760	40	\$ 38,760
Emergency Telephone System	426205	Backup Center Computers (CAD)	7	1,700	11,900	7	11,900	7	11,900
ROD-Technology Reserve	426200	Scanner	3	2,000	6,000	3	6,000	3	6,000
ROD-Technology Reserve	426200	Backup Server	2	1,650	3,300	2	3,300	2	3,300
ROD-Technology Reserve	426200	Book Preservation	20	2,250	45,000	20	45,000	20	45,000
ROD-Technology Reserve	426200	Shelving	3	1,500	4,500	3	4,500	3	4,500
ROD-Technology Reserve	426200	Map Cabinet	1	4,500	4,500	1	4,500	1	4,500
ROD-Technology Reserve	426200	Catalyst Switch	2	750	1,500	2	1,500	2	1,500
ROD-Technology Reserve	426205	Computers	1	6,500	6,500	1	6,500	1	6,500
Subtotal Special Revenue					\$ 121,960		\$ 121,960		\$ 121,960
<u>Enterprise</u>									
Water Administration	426205	Computers	6	\$ 4,000	\$ 24,000	6	\$ 24,000	6	\$ 24,000
NW Water Treatment Plant	426205	Replacement Laptop and Desktop Computers	2	2,500	5,000	2	5,000	2	5,000
Water Distribution Division	426205	Work Order Tablets (Lucity)	6	1,700	10,200	6	10,200	6	10,200
Water Distribution Division	426205	Computer w/ Docking [R]	1	4,000	4,000	1	4,000	1	4,000
Water Distribution Division	426200	Metal Detectors	3	800	2,400	3	2,400	3	2,400
Water Distribution Division	426200	Meter Touchreaders	10	650	6,500	10	6,500	10	6,500
Water Distribution Division	426200	Nomad Programming Device	6	3,000	18,000	6	18,000	6	18,000
Utility Billing	426200	Camera for Front Office	1	2,000	2,000	0	-	0	-
Instrumentation/Electrical Division	426205	SCADA Server Desktop Computer Upgrades	10	3,000	30,000	10	30,000	10	30,000
Water - Construction Division	426200	3" Honda Mud Hog	1	2,300	2,300	1	2,300	1	2,300
Wastewater Administration	426205	Computers (New Pos & MIS Request)	4	4,000	16,000	1	4,000	1	4,000
Collection Division	426200	Power Tool Kits	6	850	5,100	3	2,550	3	2,550
Collection Division	426200	Multi Gas Detector	1	1,000	1,000	1	1,000	1	1,000
Collection Division	426200	Hydrostatic Test Pump	1	2,800	2,800	1	2,800	1	2,800
Collection Division	426200	Gas Water Pump	1	1,000	1,000	1	1,000	1	1,000
Collection Division	426200	Portable Air Compressor	1	600	600	1	600	1	600
Collection Division	426205	Tablets and Computers	4	3,000	12,000	2	6,000	2	6,000
Collection Division	426200	Fresh Air Blower	1	850	850	1	850	1	850
Collection Division	426200	Confined Space Manhole Guard	1	600	600	1	600	1	600
Sewer Construction Division	426200	Honda Mud Hog 3"	1	2,300	2,300	1	2,300	1	2,300
Sewer Construction Division	426205	Tablet	1	1,700	1,700	1	1,700	1	1,700
Sewer Construction Division	426205	Laptop	1	2,500	2,500	1	2,500	1	2,500
Northeast Regional Wastewater	426200	Disc Filter Pump and Motor	1	4,500	4,500	1	4,500	1	4,500

**All Major Operating
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<u>Department Name</u>	<u>Line Item</u>	<u>Major Operating Description</u>	<u>Quantity Requested</u>	<u>Unit Cost Requested</u>	<u>Total Cost Requested</u>	<u>Quantity Recommended</u>	<u>Total Cost Recommended</u>	<u>Quantity Approved</u>	<u>Total Cost Approved</u>
<u>Enterprise continued</u>									
Northeast Regional Wastewater	426200	Scum Pump	1	3,200	3,200	1	3,200	1	3,200
Southwest Regional Wastewater	426200	UV Lamps and Sleeves	1	4,100	4,100	1	4,100	1	4,100
West Regional Wastewater	426200	ATAD Valves [R]	8	2,500	20,000	8	20,000	8	20,000
West Regional Wastewater	426200	ATAD Instrument [R]	10	3,000	30,000	10	30,000	10	30,000
West Regional Wastewater	426205	Computer	1	1,315	1,315	1	1,315	1	1,315
Ocean Isle Beach WWTP	426200	Sprinkler Heads	3	1,100	3,300	3	3,300	3	3,300
Ocean Isle Beach WWTP	426200	Sub-soiler	1	3,000	3,000	1	3,000	1	3,000
Subtotal Enterprise					<u>\$ 220,265</u>		<u>\$ 197,715</u>		<u>\$ 197,715</u>
Total All Funds					<u><u>\$1,825,323</u></u>		<u><u>\$ 1,171,509</u></u>		<u><u>\$1,167,209</u></u>

Equipment & Improvements
Fiscal Year 2020-2021

Department Name	Line Item	Capital Outlay Description	Quantity Requested	Unit Cost Requested	Total Cost Requested	Quantity Recommended	Total Cost Recommended	Quantity Approved	Total Cost Approved
<u>General Fund Group</u>									
Board of Elections	455000	Verity Print Stations	6	\$ 5,875	\$ 35,250	6	\$ 35,250	6	\$ 35,250
MIS	455000	Data Domain Expansion	1	90,000	90,000	1	90,000	1	90,000
MIS	455000	SAN Expansion	2	9,000	18,000	2	18,000	2	18,000
MIS	455000	MDM	1	35,000	35,000	0	-	0	-
Fleet Services	455000	Alignment System	1	68,530	68,530	1	68,530	1	68,530
Fleet Services	455000	Scanning Tool (Diesal)	1	5,872	5,872	1	5,872	1	5,872
Fleet Services	459000	Fuel Site Upgrades	2	16,000	32,000	0	-	0	-
Fleet Services	459000	Gate Operator - Main Site	1	8,000	8,000	1	8,000	1	8,000
Fleet Services	459000	Body Shop Roll Up Door [R]	1	15,000	15,000	0	-	0	-
Operation Services	455000	Excavator [R]	1	220,000	220,000	1	220,000	1	220,000
Operation Services	455000	12 Ton Trailer	1	15,000	15,000	0	-	0	-
Operation Services	455000	Small Excavator	1	120,000	120,000	0	-	0	-
Operation Services	455000	Sewer Camera	1	8,000	8,000	1	8,000	1	8,000
Operation Services	455000	Bushhogs	2	9,000	18,000	1	9,000	1	9,000
Operation Services	455000	2 Ton Dump Truck	1	125,000	125,000	0	-	0	-
Sheriff's Office	455000	In Car Cameras [R]	10	7,000	70,000	5	35,000	5	35,000
Sheriff's Office	455000	K9 Narcotics & Detection [R]	1	18,100	18,100	0	-	0	-
Sheriff's Office	455000	Helicopter Turbine Engine [R]	1	280,000	280,000	0	-	0	-
Sheriff's Office	455000	TruNarc [N]	1	30,000	30,000	0	-	0	-
Sheriff's Office	459000	Impound Lot Building [R]	1	8,950	8,950	0	-	0	-
Sheriff's Office	459000	A/C Unit -- Spec Ops Shop	1	8,000	8,000	0	-	0	-
Sheriff's Office	459000	Gun/Equipment Vault [N]	1	5,000	5,000	0	-	0	-
Sheriff's Office	455000	SWAT Armored Vehicle [N]	1	245,000	245,000	0	-	0	-
Sheriff's Office	455000	Narcotics Oculus Video System [R]	2	5,470	10,940	0	-	0	-
Sheriff's Office	455000	Gray Key [N]	1	18,075	18,075	0	-	0	-
Sheriff's Office	455000	SWAT Night Vision Scopes [N]	2	8,200	16,400	0	-	0	-
Sheriff's Office	455000	Dive Team Comms System [R]	1	5,700	5,700	1	5,700	1	5,700
Sheriff's Office	459000	Main Office Kitchen [R]	1	18,000	18,000	0	-	0	-
Sheriff's Office	455000	SWAT Less Lethal Impact [R]	1	5,600	5,600	0	-	0	-
Detention Center	455000	Watchguard Camera for Van [N]	1	7,000	7,000	0	-	0	-
Detention Center	455000	Commercial Washer [R]	1	10,500	10,500	1	10,500	1	10,500
Detention Center	455000	Commercial Dryer [R]	1	5,000	5,000	1	5,000	1	5,000
Detention Center	459000	Lobby and S. Admin Improvements [R]	1	15,000	15,000	0	-	0	-
Emergency Services	455000	Breathing Air Compressor/Replacement	1	55,000	55,000	0	-	0	-
Emergency Services	455000	Dry Van Pup Trailers with Lift (Used) - Shelter	3	7,000	21,000	0	-	0	-
Emergency Services	455000	Dry Van Box Trailer (Used)- Shelter	1	17,000	17,000	0	-	0	-
Emergency Services	455000	Forklift (used) Shelter Ops	1	12,000	12,000	0	-	0	-
Emergency Services	455000	Storage Containers - Shelter	4	5,400	21,600	2	10,800	2	10,800
Emergency Services	455000	Plum Case - Remote Connectivity	1	12,000	12,000	0	-	0	-
Emergency Services	455000	Flood Gauges - Weather Station	5	10,000	50,000	0	-	0	-
Emergency Medical Services	455000	New Ambulance	4	250,000	1,000,000	2	500,000	2	500,000
Emergency Medical Services	455000	Ambulance Remount	1	120,000	120,000	1	120,000	1	120,000
Emergency Medical Services	455000	Lifepak 15 Cardiac Monitor/Defib	3	40,000	120,000	2	80,000	2	80,000
Emergency Medical Services	455000	Motorola APX 8000 Portable Radios	25	7,000	175,000	0	-	0	-

Equipment and Improvements

Equipment & Improvements
Fiscal Year 2020-2021

Department Name	Line Item	Capital Outlay Description	Quantity Requested	Unit Cost Requested	Total Cost Requested	Quantity Recommended	Total Cost Recommended	Quantity Approved	Total Cost Approved
<u>General Fund Group continued</u>									
Emergency Medical Services	455000	Lucas 3 CPR Device	5	20,200	101,000	0	-	0	-
Emergency Medical Services	455000	ASAP Off Road ATV Ambulance and Trailer	2	75,000	150,000	0	-	0	-
Emergency Medical Services	455000	Computer Based Narcotic Tracking	1	45,000	45,000	0	-	0	-
Emergency Medical Services	455000	Simulation Training Manikins	1	15,000	15,000	0	-	0	-
Emergency Medical Services	455000	Emergency Generator	1	63,500	63,500	0	-	0	-
Central Communications Center	455000	Video Delivery System [R]	1	214,300	214,300	1	214,300	1	214,300
Central Communications Center	459000	Tower Monitoring [N]	1	22,500	22,500	0	-	0	-
Central Communications Center	455000	Motorola Radios (Year 1 of 4) [R]	135	7,000	945,000	0	-	0	-
Solid Waste	455000	Excavator [R]	1	220,000	220,000	1	220,000	1	220,000
Solid Waste	455000	Hydraulic Thumb Attachment Mini Excavator	1	9,000	9,000	0	-	0	-
Solid Waste	455000	Cutter Head Attachment for Mini Excavator	1	7,500	7,500	0	-	0	-
Solid Waste	455000	Bucket for Excavator [R]	1	8,500	8,500	0	-	0	-
Solid Waste	459000	20x40 Metal Carport	1	9,000	9,000	1	9,000	1	9,000
Solid Waste	455000	Debris Vacuum/Shredder	1	6,000	6,000	0	-	0	-
Solid Waste	455000	Solid Rubber Tire Wheels for Backhoe	1	15,000	15,000	0	-	0	-
Parks and Rec - Admin	459000	Shallotte Park Asphalt & Lighting	1	245,000	245,000	0	-	0	-
Parks and Rec - Admin	459000	Cedar Grove Playground	1	240,000	240,000	0	-	0	-
Parks and Rec - Maintenance	455000	Zero Turn Mower	2	26,000	52,000	2	52,000	2	52,000
Parks and Rec - Maintenance	455000	Bunker Rake	1	15,000	15,000	0	-	0	-
Parks and Rec - Maintenance	455000	Mid-Size Tractor	1	40,000	40,000	0	-	0	-
Parks and Rec - Maintenance	455000	Utility Vehicle	1	13,000	13,000	0	-	0	-
Parks and Rec - Maintenance	459000	Replacement Gate (NW Park)	1	20,000	20,000	0	-	0	-
Parks and Rec - Maintenance	459000	Inventory Cage in Warehouse	1	5,000	5,000	0	-	0	-
Parks and Rec - Maintenance	459000	Fence for Basketball Courts at OIB	1	15,000	15,000	0	-	0	-
Environmental Health	455000	Ground Penetrating Radar	1	19,000	19,000	0	-	0	-
Subtotal General Fund Group					\$ 5,689,817		\$ 1,724,952		\$ 1,724,952

Special Revenue Fund

Emergency Telephone System	455000	Video Delivery System [R]	1	\$ 285,800	\$ 285,800	1	\$ 285,800	1	\$ 285,800
Emergency Telephone System	455000	UPS Battery Replacement [R] 83.33%	1	10,500	10,500	1	10,500	1	10,500
ROD-Technology Reserve	455000	Map Printer	1	7,000	7,000	1	7,000	1	7,000
Subtotal Special Revenue Fund					\$ 303,300		\$ 303,300		\$ 303,300

Enterprise Fund

Water Administration	455000	Offroad Inspector Vehicle and Trailer	1	\$ 22,000	\$ 22,000	0	\$ -	0	\$ -
Water Administration	459000	Laydown Yard Expansion	1	220,000	220,000	0	-	0	-
NW Water Treatment Plant	459000	Demo Monopole and Replace with Scada Tower	1	130,000	130,000	0	-	0	-
211 Water Treatment Plant	459000	Redrilling of an Existing Well	1	450,000	450,000	1	450,000	1	450,000
LCFWSA-Reimbursable	455000	Replacement Electrical Drive for Pump #4	1	250,000	250,000	0	-	0	-

Equipment and Improvements

Equipment & Improvements
Fiscal Year 2020-2021

<u>Department Name</u>	<u>Line Item</u>	<u>Capital Outlay Description</u>	<u>Quantity Requested</u>	<u>Unit Cost Requested</u>	<u>Total Cost Requested</u>	<u>Quantity Recommended</u>	<u>Total Cost Recommended</u>	<u>Quantity Approved</u>	<u>Total Cost Approved</u>
<u>Enterprise Fund continued</u>									
LCFWSA-Reimbursable	455000	9500 Gallon Fuel Trailer w/ High Cap Pump	1	110,000	110,000	0	-	0	-
LCFWSA-Reimbursable	455000	Secutiry System at Pump Station	0	20,000	-	1	20,000	1	20,000
Utility Billing	455000	Furniture for Office Expansion	1	5,000	5,000	0	-	0	-
Instrumentation/Electrical Division	455000	SCADA Historical Trend Server Computer	1	8,000	8,000	1	8,000	1	8,000
Water - Construction Division	455000	Cat 308CR Midsize Excavator	1	120,000	120,000	0	-	0	-
Water - Construction Division	455000	Ground Penetrating Radar	3	13,500	40,500	1	13,500	1	13,500
Water - Construction Division	455000	Trailered Air Compressor & Accessories	1	30,000	30,000	0	-	0	-
Water - Construction Division	455000	EDCO Road Saw 24"	1	9,000	9,000	1	9,000	1	9,000
Water - Construction Division	455000	Dynatel Locator	1	5,000	5,000	1	5,000	1	5,000
Water - Construction Division	455000	20' - 8 Ton Trailer for Kubota	1	9,000	9,000	0	-	0	-
Water - Construction Division	459000	Shallotte AC line abandondment	1	53,000	53,000	0	-	0	-
Water - Construction Division	459601	Tap on Supplies	1	850,000	850,000	1	450,000	1	450,000
Collection Division	455000	Trailer for Mini Excavator	1	12,000	12,000	0	-	0	-
Collection Division	455000	Portable Generator	1	6,000	6,000	1	6,000	1	6,000
Collection Division	459000	Brunswick 1 & 2PS Rehab	2	80,000	160,000	2	160,000	2	160,000
Collection Division	459000	Brunswick 8 Middleton PS Rehab	1	80,000	80,000	1	80,000	1	80,000
Collection Division	459000	Oceanside Place PS Rehab	1	80,000	80,000	1	80,000	1	80,000
Collection Division	459000	Ocean Ridge PS Rehab	1	340,000	340,000	1	340,000	1	340,000
Collection Division	459000	Navassa Collection System Repairs	1	234,000	234,000	1	234,000	1	234,000
Collection Division	455000	Personnel Retrieval Device	1	6,500	6,500	1	6,500	1	6,500
Sewer Construction Division	455000	Genie Telehandler Fork Lift [R]	1	116,000	116,000	1	116,000	1	116,000
Sewer Construction Division	455000	Impact Tools and Power Tools [R]	1	5,000	5,000	1	5,000	1	5,000
Sewer Construction Division	459601	Tap on Supplies	1	2,400,000	2,400,000	1	1,200,000	1	1,200,000
Northeast Regional Wastewater	455000	Clarifier Cover	1	40,000	40,000	1	40,000	1	40,000
Northeast Regional Wastewater	455000	UV Lamps and Ballast	1	12,000	12,000	1	12,000	1	12,000
Northeast Regional Wastewater	455000	WAS Pump	1	15,000	15,000	1	15,000	1	15,000
Northeast Regional Wastewater	455000	Anerobic Mixer	1	7,000	7,000	1	7,000	1	7,000
Northeast Regional Wastewater	455000	NPW Pump and Motor	1	24,000	24,000	1	24,000	1	24,000
Northeast Regional Wastewater	455000	ATAD Foam Controller	1	12,000	12,000	1	12,000	1	12,000
Northeast Regional Wastewater	455000	Thickened Sludge Pump	1	30,000	30,000	1	30,000	1	30,000
West Regional Wastewater	455000	Chlorine Annalyzer [R]	2	7,000	14,000	2	14,000	2	14,000
West Regional Wastewater	455000	Dripsite & Shallotte Flow Meters [R]	3	8,000	24,000	3	24,000	3	24,000
West Regional Wastewater	455000	RAS Pump #1 Replacement [R]	1	34,000	34,000	1	34,000	1	34,000
West Regional Wastewater	455000	NPW Motor [R]	1	6,000	6,000	1	6,000	1	6,000
West Regional Wastewater	455000	Chopper Pump @ OI Repump	1	20,000	20,000	1	20,000	1	20,000
West Regional Wastewater	459000	Septage RAC Billing System	1	40,000	40,000	1	40,000	1	40,000
West Regional Wastewater	459000	Bulk Water & Wash Pad	1	15,000	15,000	1	15,000	1	15,000
West Regional Wastewater	455000	Chopper Pump @ Shallotte PS	1	20,000	20,000	1	20,000	1	20,000
West Regional Wastewater	459000	Oak Island FM Rehab	1	1,000,000	1,000,000	1	1,000,000	1	1,000,000
Ocean Isle Beach WWTP	455000	Drive Rotary Cutter	1	8,500	8,500	1	8,500	1	8,500
Ocean Isle Beach WWTP	455000	Khrone Meter for Irrigation	1	8,000	8,000	1	8,000	1	8,000
Subtotal Enterprise					\$ 7,080,500		\$ 4,512,500		\$ 4,512,500
Total All Funds					\$ 13,073,617		\$ 6,540,752		\$ 6,540,752

Equipment and Improvements

Vehicles
Fiscal Year 2020-2021

<u>Department Name</u>	<u>Vehicles Description</u>	<u>Additional/ Replacement</u>	<u>Quantity Requested</u>	<u>Unit Cost Requested</u>	<u>Total Cost Requested</u>	<u>Quantity Recommended</u>	<u>Total Cost Recommended</u>	<u>Quantity Approved</u>	<u>Total Cost Approved</u>
<u>General Fund Group</u>									
Register of Deeds	Vehicle Replacing 2002 Trailblazer	Replacement	1	\$ 32,000	\$ 32,000	0	\$ -	1	\$ 32,000
MIS	Vehicle	Additional	1	30,000	30,000	0	-	0	-
Fleet Services	Service Truck with Boom	Replacement	1	130,000	130,000	0	-	0	-
Fleet Services	SUV - Motor Pool	Replacement	1	30,000	30,000	0	-	0	-
Operation Services	3/4 Ton Van	Replacement	1	38,000	38,000	0	-	0	-
Operation Services	3/4 Ton Truck	Replacement	2	35,000	70,000	0	-	0	-
Operation Services	Cargo Van	Additional	1	30,000	30,000	0	-	0	-
Sheriff's Office	Marked Patrol SUVs	Replacement	30	30,364	1,110,000	20	607,280	20	607,280
Sheriff's Office	Marked Vehicle (BCC)	Additional	1	30,364	30,000	0	-	0	-
Sheriff's Office	Unmarked Vehicle	Replacement	14	35,000	490,000	5	175,000	5	175,000
Sheriff's Office	Harley Motorcycle	Replacement	1	26,000	26,000	0	-	0	-
Detention Center	Transport Van w/ Insert	Replacement	1	70,000	70,000	0	-	0	-
Emergency Services	Quick Response Vehicle	Additional	1	53,000	53,000	0	-	0	-
Emergency Services	15 Passenger Van	Additional	1	37,500	37,500	0	-	0	-
Emergency Services	Semi Tractor Prime Mover (Used)	Additional	1	28,000	28,000	0	-	0	-
Emergency Medical Services	Supervisor/Admin. SUV	Replacement	2	53,000	106,000	0	-	0	-
Emergency Medical Services	Pickup/Tow Vehicle with Body	Replacement	2	75,000	150,000	0	-	0	-
Emergency Medical Services	Cargo Van for Logistics	Additional	1	35,000	35,000	0	-	0	-
Building Insp. and Cent. Permitting	Vehicle	Replacement	1	30,000	30,000	0	-	0	-
Building Insp. and Cent. Permitting	Vehicle	Additional	2	30,000	60,000	0	-	0	-
Fire Inspections	Vehicle	Replacement	1	37,000	37,000	1	37,000	1	37,000
Fire Inspections	Vehicle	Additional	1	37,000	37,000	0	-	0	-
Sheriff Animal Protective Services	Patrol Truck	Replacement	1	35,000	35,000	1	35,000	1	35,000
Sheriff Animal Protective Services	Transport and Adoption Van	Replacement	1	45,000	45,000	0	-	0	-
Solid Waste	Used Roll-off Container Truck	Additional	1	50,000	50,000	0	-	0	-
Community Enforcement	Ford Ranger	Replacement	1	32,000	32,000	0	-	0	-
Parks and Rec - Admin	2000 Ford F150	Replacement	1	35,000	35,000	0	-	0	-
Parks and Rec - Admin	1999 Dodge Van	Replacement	1	36,000	36,000	0	-	0	-
Parks and Rec - Maintenance	3/4 Ton Pickup Truck	Replacement	1	30,000	30,000	1	30,000	1	30,000
Family Health Personnel	Dodge Caravan	Additional	1	26,000	26,000	1	26,000	1	26,000
Environmental Health	F-150 Pickup Truck	Replacement	3	26,200	78,600	3	78,600	3	78,600
DSS-Administration	Vehicles	Additional	4	25,000	100,000	0	-	0	-
DSS-Administration	Vehicles	Replacement	4	25,000	100,000	4	100,000	4	100,000
Subtotal General Fund Group			87		\$ 3,227,100	36	\$ 1,088,880	37	\$ 1,120,880

Vehicles
Fiscal Year 2020-2021

<u>Department Name</u>	<u>Vehicles Description</u>	<u>Additional/ Replacement</u>	<u>Quantity Requested</u>	<u>Unit Cost Requested</u>	<u>Total Cost Requested</u>	<u>Quantity Recommended</u>	<u>Total Cost Recommended</u>	<u>Quantity Approved</u>	<u>Total Cost Approved</u>
<u>Enterprise Fund</u>									
Water Administration	Vehicle-Mialroom	Replacement	1	\$ 42,000	\$ 42,000	0	\$ -	0	\$ -
NW Water Treatment Plant	Fuel Tanker with Pump	Additional	1	132,000	132,000	0	-	0	-
Water Distribution Division	F250 Workbed Truck	Additional	1	48,000	48,000	0	-	0	-
Water Distribution Division	Tahoe	Replacement	1	48,000	48,000	1	48,000	1	48,000
LCFWSA-Reimburseable	Truck	Replacement	1	45,000	45,000	0	-	0	-
Instrumentation-Electrical Division	3/4 Ton Utility Body Truck	Replacement	1	65,000	65,000	0	-	0	-
Wastewater Administration	Vehicle for Safety Supervisor	Additional	1	42,000	42,000	0	-	0	-
Wastewater Administration	Vehicle for New Positions	Additional	2	42,000	84,000	0	-	0	-
Collection Division	F550 Service Truck (ARV Crew)	Additional	1	87,000	87,000	0	-	0	-
Collection Division	Truck ARV Crew	Additional	1	46,000	46,000	0	-	0	-
Northeast Regional Wastewater	Truck	Replacement	1	45,000	45,000	1	45,000	1	45,000
Subtotal Enterprise			<u>12</u>		<u>\$ 684,000</u>	2	<u>\$ 93,000</u>	2	<u>\$ 93,000</u>
Total all Funds			<u>99</u>		<u>\$3,911,100</u>	38	<u>\$ 1,181,880</u>	39	<u>\$1,213,880</u>

New Positions
Fiscal Year 2020-2021

Department Name	Position Title	Grd	Per Position Amounts					Request		Recommended		Approved		
			Annual	Annual	Annual	Health/	Annual Cost	FTE	Cost	FTE	Cost	FTE	Cost	
			Salary	FICA	Retirement	Dental /Life	Per Position							
General Fund Group:														
Finance	Fiscal Technician II-Recon and Review	66	\$ 44,682	\$ 3,418	\$ 6,796	\$ 8,593	\$ 63,489	1	\$ 63,489	0	\$ -	0	\$ -	
MIS	Programmer I	71	55,289	4,230	8,409	8,593	76,521	1	76,521	0	-	0	-	
MIS	Programmer II	74	61,651	4,716	9,377	8,593	84,337	1	84,337	0	-	0	-	
MIS	Computer Technician	65	42,563	3,256	6,474	8,593	60,886	1	60,886	0	-	0	-	
Operation Services	Custodial Assistant	57	25,595	1,958	3,893	8,593	40,039	3	120,117	0	-	0	-	
Sheriff's Office	Lieutenant (SRO)	70	53,168	4,067	8,087	8,593	73,915	1	73,915	0	-	0	-	
Sheriff's Office	Agent	66	44,683	3,418	6,796	8,593	63,491	2	126,981	0	-	0	-	
Sheriff's Office	Gang Officer	66	44,683	3,418	6,796	8,593	63,491	2	126,981	0	-	0	-	
Sheriff's Office	Detective	66	44,683	3,418	6,796	8,593	63,491	1	63,491	0	-	0	-	
Sheriff's Office	Deputy (SRO) New Middle School	64	40,441	3,094	6,151	8,593	58,279	1	58,279	1	58,279	1	58,279	
Sheriff's Office	Deputy (GPS)	64	40,441	3,094	6,151	8,593	58,279	1	58,279	0	-	0	-	
Detention Center	Deputy (Transport)	64	40,441	3,094	6,151	8,593	58,279	2	116,558	0.5	29,139	0.5	29,139	
Detention Center	Deputy (Work Crew)	64	40,441	3,094	6,151	8,593	58,279	1	58,279	0	-	0	-	
Detention Center	Jailer I (Classification)	61	34,079	2,607	5,183	8,593	50,462	1	50,462	0	-	0	-	
Detention Center	Jailer I (Day Shift)	61	34,079	2,607	5,183	8,593	50,462	4	201,850	3	151,387	3	151,387	
Emergency Services	Logistics Manager	68	48,925	3,743	7,441	8,593	68,702	1	68,702	0	-	0	-	
Emergency Services	Specialist - Planner	65	42,563	3,256	6,474	8,593	60,886	1	60,886	0	-	0	-	
Emergency Medical Services	Assistant Operations Supervisor	66	44,682	3,418	6,796	8,593	63,489	1	63,489	0	-	0	-	
Emergency Medical Services	Field Training Officer	65	42,563	3,256	6,474	8,593	60,886	4	243,544	0	-	0	-	
Emergency Medical Services	Paramedic	65	42,563	3,256	6,474	8,593	60,886	8	487,087	0	-	0	-	
Emergency Medical Services	EMT Intermediate	62	36,199	2,769	5,506	8,593	53,067	4	212,268	0	-	0	-	
Building Insp. and Cent. Perm.	Permitting Technician	63	38,320	2,931	5,828	8,593	55,673	1	55,799	0	-	0	-	
Building Insp. and Cent. Perm.	Customer Service Rep	60	31,958	2,445	4,861	8,593	47,857	1	47,283	0	-	0	-	
Building Insp. and Cent. Perm.	Multi Trades Inspector II	65	42,563	3,256	6,474	8,593	60,886	2	138,364	0	-	0	-	
Fire Inspections	Fire/Electrical Inspector	65	42,563	3,256	6,474	8,593	60,886	1	71,615	0	-	0	-	
Solid Waste	Grounds Assistant II	60	31,958	2,445	4,861	8,593	47,857	1	47,857	0	-	0	-	
Planning	Deputy Planning Director	77	68,014	5,203	10,345	8,593	92,155	1	92,155	0	-	0	-	
Planning	Planning Assistant	61	34,079	2,607	5,183	8,593	50,462	1	50,462	0	-	0	-	
Veterans Services	Veterans Service Officer	64	40,442	3,094	6,151	8,593	58,280	1	58,280	0	-	0	-	
Library	Library Assistant-Southwest Branch	59	29,836	2,282	4,538	8,593	45,250	1	45,250	0	-	0	-	
Library	Library Assistant-Rourk & Southwest	59	29,836	2,282	4,538	8,593	45,250	1	45,250	0	-	0	-	
Parks and Rec - Maintenance	Park Assistant	57	25,595	1,958	3,893	8,593	40,039	1	40,039	0	-	0	-	
Family Health Personnel	Health Educator II	67	46,804	3,581	7,119	8,593	66,096	1	66,096	0.5	33,048	0.5	33,048	
Family Health Personnel	Health Educator I	63	38,320	2,931	5,828	8,593	55,673	1	55,673	0	-	0	-	
WIC-Client Services	Medical Office Assistant	60	29,837	2,283	4,538	8,593	45,251	-1	(45,251)	-1	(45,251)	-1	(45,251)	
Bioterrorism Preparedness	Preparedness Coordinator	69	51,045	3,905	7,764	8,593	71,307	1	71,307	0.5	35,653	1	71,307	
DSS-Administration	Social Worker III	70	53,168	4,067	8,087	8,593	73,915	2	147,830	0.5	36,958	0.5	36,958	
DSS-Administration	Social Worker Supervisor III	73	59,530	4,554	9,055	8,593	81,732	1	81,732	0.5	40,866	0.5	40,866	
DSS-Administration	Program Specialist	65	42,563	3,256	6,474	8,593	60,886	1	60,886	0	-	0	-	
DSS-Administration	Office Assistant	58	27,715	2,120	4,215	8,593	42,644	1	42,644	0	-	0	-	
DSS-Administration	Interpreter	60	31,958	2,445	4,861	8,593	47,857	1	47,857	0.5	23,928	0.5	23,928	
Total Gen Fund Group			\$ 1,700,518	\$ 130,090	\$ 258,649	\$ 352,313	\$ 2,441,569	62	\$ 3,697,529	6	\$ 364,008	6.5	\$ 399,662	

New Positions
Fiscal Year 2020-2021

Department Name	Position Title	Grd	Per Position Amounts					Request		Recommended		Approved		
			Annual Salary	Annual FICA	Annual Retirement	Health/ Dental /Life	Annual Cost Per Position	FTE	Cost	FTE	Cost	FTE	Cost	
Enterprise Fund:														
Utility Billing	Billing Technician	61	\$ 34,079	\$ 2,607	\$ 5,183	\$ 8,593	\$ 50,462	1	\$ 50,462	0	\$ -	0	\$ -	
Utility Billing	Meter Reader	58	27,715	2,120	4,215	8,593	42,644	1	42,644	0	-	0	-	
Wastewater Adminsitration	Construction Estimator	68	48,925	3,743	7,441	8,593	68,702	1	68,702	0	-	0	-	
Wastewater Adminsitration	Public Information Officer	72	57,409	4,392	8,732	8,593	79,126	1	79,126	0	-	0	-	
Wastewater Adminsitration	Safety Officer	73	59,530	4,554	9,055	8,593	81,732	1	81,732	0	-	0	-	
Collection Division	Collections Mechanic I	62	36,199	2,769	5,506	8,593	53,067	2	106,134	0	-	0	-	
Collection Division	Utilities Foreman	66	44,682	3,418	6,796	8,593	63,489	1	69,182	0	-	0	-	
Total Enterprise Fund			\$ 308,539	\$ 23,603	\$ 46,929	\$ 60,151	\$ 439,222	8	\$ 497,982	0	\$ -	0	\$ -	
Total New Positions			\$ 2,009,057	\$ 153,693	\$ 305,578	\$ 412,464	\$ 2,880,791	70	\$ 4,195,511	6	\$ 364,008	6.5	\$ 399,662	

**Proposed New or Fee Changes
Fiscal Year 2020-2021**

Type of Rate or Fee	Current Rate or Fee	Requested Rate or Fee	Recommended Rate or Fee	Approved Rate or Fee
Building Inspections and Central Permitting:				
Working without permit	\$ 200	Double Permit Fee or \$200 minimum	Double Permit Fee or \$200 minimum	Double Permit Fee or \$200 minimum
Accessory Structure > 400 sq. ft.	Sq. Ft. x ICC Matrix U VB x .004	Sq. Ft. x ICC Matrix U VB x .004	Sq. Ft. x ICC Matrix U VB x .004	Sq. Ft. x ICC Matrix U VB x .006
Solid Waste:				
Mulch for Commercial Customers	\$ -	\$3 per ton	\$3 per ton	\$3 per ton
Health Administration:				
57061 Destroy vag lesions, simple	\$ 230	\$ 130	\$ 130	\$ 130
57061 FP Destroy vag lesions, simple	230	130	130	130
58300 FP Insert intrauterine device	140	130	130	130
58300 Insert intrauterine device	140	130	130	130
58301 FP Remove intrauterine device	175	150	150	150
58301 Remove intrauterine device	175	150	150	150
90636 Hep a/hep b vacc, adult im	110	120	120	120
90651 Human Papillomavirus types 6,11,16,18,31,33,45,52,58 nonvalent (9vHPV) or 3 dose schedule for intramuscular use	230	255	255	255
90662 Influenza virus vaccine, split virus, preservative free, enhanced immunogenicity via increased antigen content for intramuscular use	34	60	60	60
90670 Pneumococcal conjugate vaccine, 13 valent, for intramuscular use	200	210	210	210
90681 Rotavirus vaccine, human, attenuated, 2 dose schedule, live, for oral use	130	140	140	140
90682 Influenza virus vaccine, quadrivalent (RIV4) derived from recombinant DNA	45	60	60	60
90688 Influenza virus vaccine, quadrivalent split virus, when admin. to individuals 3 years and older, for intramuscular use	15	20	20	20
90702 Dt vaccine <7, im	55	60	60	60
90707 Mmr vaccine, sc	85	90	90	90
90710 Mmr vaccine, sc	230	240	240	240
90713 Poliovirus, ipv, sc/im	50	40	40	40
90716 Chicken pox vaccine, sc	140	150	150	150
90732 Pneumococcal vaccine	110	120	120	120
90734 Meningococcal vaccine, im	130	145	145	145
90738 Japanese Encephalitis	275	310	310	310
90744 Hepb vacc ped/adol 3 dose im	40	30	30	30
90750 Zoster (shingles) vaccine (HZV), recombinant, sub-unit, adjuvanted for intramuscular injection	150	170	170	170
97804 Medical nutrition, group	30	20	20	20
99201 Office or other outpatient visit for the evaluation and management of a new patient which requires these 3 components: a problem focused history, a problem focused examination and straightforward decision making	55	65	65	65
99202 FP Office or other outpatient visit for the evaluation and management for a new patient which requires these 3 components: expanded problem focused history, expanded problem focused exam, and straightforward decision making	90	100	100	100
99202 Office or other outpatient visit for the evaluation and management for a new patient which requires these 3 components: expanded problem focused history, expanded problem focused examination, and straightforward decision making	90	100	100	100
99203 Office or other outpatient visit for the evaluation and management for a new patient which requires these 3 components: detailed history, detailed examination and medical decision makings of low complexity	125	145	145	145
99204 Office or other outpatient visit for the evaluation and management for a new patient which requires these 3 components: comprehensive history, comprehensive examination and medical decision making of moderate complexity	190	210	210	210

Proposed New or Fee Changes
Fiscal Year 2020-2021

Type of Rate or Fee	Current Rate or Fee	Requested Rate or Fee	Recommended Rate or Fee	Approved Rate or Fee
Health Administration continued:				
99205 Office or other outpatient visit for the evaluation and management for a new patient which requires these 3 components: comprehensive history, comprehensive examination and medical decision making of high complexity	245	315	315	315
99211 FP Office or other outpatient visit for the evaluation and management of an est. patient, that may not require the presence of a physician or other qualified health professional, usually the presenting problem(s) are minimal, typically 5 minutes	40	45	45	45
99211 Office or other outpatient visit for the evaluation and management of an est. patient, that may not require the presence of a physician or other qualified health professional, usually the presenting problem(s) are minimal, typically 5 minutes	40	45	45	45
99215 FP Office or other outpatient visit for the evaluation and management of an established patient, which requires at least 2 of these 3 components: comprehensive history, comprehensive examination, or medical decision making of high complexity	170	210	210	210
99215 Office or other outpatient visit for the evaluation and management of an established patient, which requires at least 2 of these 3 components: comprehensive history, comprehensive examination, or medical decision making of high complexity	170	210	210	210
99383 FP Prev visit, new, age 5-11	145	160	160	160
99383 EP Prev visit, new, age 5-11	145	160	160	160
99383 Prev visit, new, age	145	160	160	160
99384 FP Prev visit, new, age 12-17	150	180	180	180
99384 EP Prev visit, new, age 12-17	150	180	180	180
99384 Prev visit, new, age 12-17	150	180	180	180
99385 FP Prev visit, new, age 18-39	150	180	180	180
99385 EP Prev visit, new, age 18-39	150	180	180	180
99385 Prev visit, new, age 18-39	150	180	180	180
99386 FP Prev visit, new, age 40-64	200	210	210	210
99386 Prev visit, new, age 40-64	200	210	210	210
99393 FP Prev visit, est, age 5-11	115	130	130	130
99393 EP Prev visit, est, age 5-11	115	130	130	130
99393 Prev visit, est, age 5-11	115	130	130	130
99394 FP Prev visit, est, age 12-17	125	150	150	150
99394 EP Prev visit, est, age 12-17	125	150	150	150
99394 Prev visit, est, age 12-17	125	150	150	150
99395 FP Prev visit, est, age 18-39	140	150	150	150
99395 EP Prev visit, est, age 18-39	140	150	150	150
99395 Prev visit, est, age 18-39	140	150	150	150
99396 FP Prev visit, est, age 40-64	150	170	170	170
99396 Prev visit, est, age	150	170	170	170
G0108 Diab manage trn per indiv	60	30	30	30
G0109 Diab manage trn ind/group	27	20	20	20
J1050 Injection, medroxyprogesterone acetate	0.39	0.58	0.58	0.58
J7297 Levonorgestrel iu 52mg 3 yr	710	780	780	780
J7298 Mirena	930	980	980	980
J7300 FP Intraut copper contraceptive	230	250	250	250
J7300 Intraut copper contraceptive	825	910	910	910
J7307 Etonogestrel (contraceptive) implant system, including implant and supplies	885	1,000	1,000	1,000
J7297 FP Levonorgestrel IUD 52 mg 3yr	-	100	100	100
46900 Destruction lesions	-	215	215	215
46924 Destruction lesions	-	510	510	510
54056 Cryosurgery lesions	-	140	140	140

**Proposed New or Fee Changes
Fiscal Year 2020-2021**

Type of Rate or Fee	Current Rate or Fee	Requested Rate or Fee	Recommended Rate or Fee	Approved Rate or Fee
Health Administration continued:				
54065 Destruction lesions	-	230	230	230
56501 Destroy vulva lesions	-	140	140	140
56515 Destroy vulva lesions	-	240	240	240
57065 Destroy vag lesions, complex	-	210	210	210
86769 Antibody; severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) (coronavirus disease [COVID-19])	-	50	50	50
87635 Infectious agent detection by nucleic acid (DNA or RNA) Severe acute respiratory syndrome coronavirus 2 (SARS CoV-2) (coronavirus disease [COVID-19]), amplified probe technique	-	55	55	55
99441 Physician Telephone patient svc, 5-10 min of med disc.	-	15	15	15
99442 Physician Telephone patient svc, 11-20 min of med disc.	-	30	30	30
99443 Physician Telephone patient svc, 21-30 min of med disc.	-	45	45	45
99446 Tele. or internet asses and manage svc provided 5-10 min	-	25	25	25
99447 Tele. or internet asses and manage svc provided 11-20 min	-	50	50	50
99448 Tele. or internet asses and manage svc provided 21-30 min	-	75	75	75
Environmental Health:				
LSS Option Permit	\$ -	30 % of the set rate for IP and CA Permit	30 % of the set rate for IP and CA Permit	30 % of the set rate for IP and CA Permit
Water:				
Wholesale & Industrial rate based on May PPI	\$ 2.96	May PPI	May PPI	\$2.89 PPI Rate
Meter Testing (3/4" & 1")	30.00	140.00	Not Recommended	Not Recommended

Fiscal Year 2020 - Fire Fees					Fiscal Year 2021 - Fire Fees						
	Contracts for			Total County and Fire Fee Funding Budget	Contracts					%	
	104340	Rescue	Training and		for Training	Total County					
Fire Fees	Ad-Valorem	Additional	Support		and Rescue	and Fire Fee	Dollar	Change From	From		
Budget	Support	Support		Support	Budget	Prior Year		Prior Year			
Fire and Rescue Services											
Bald Head Island	\$ -	\$ -	\$ 298,500	\$ 263,500	\$ -	na	-	\$ 298,500	\$ 298,500	\$ -	0.0%
St. James	73,169	-	14,300	87,469	74,961	0%	-	14,300	89,261	1,792	2.0%
Bolivia	333,464		-	333,464	335,115	0%	-	-	335,115	1,651	0.5%
Navassa	190,322	60,000	-	250,322	203,929	0%	60,000		263,929	13,607	5.4%
Waccamaw	347,473		-	347,473	345,603	0%	-	-	345,603	(1,870)	-0.5%
Northwest	497,307	-	-	497,307	527,059	12%	-	-	527,059	29,752	6.0%
Winnabow	445,204	-	-	445,204	447,865	0%	-	-	447,865	2,661	0.6%
Civietown	518,232		-	518,232	521,497	10%	-	-	521,497	3,265	0.6%
Shallotte Point	603,696		-	603,696	617,899	0%	-	-	617,899	14,203	2.4%
Sunset Harbor/ Zion Hill	625,319		-	625,319	652,560	0%	-	-	652,560	27,241	4.4%
Grissettown Longwood	623,956		15,000	638,956	642,388	0%	-	15,000	657,388	18,432	2.9%
Supply	713,296	-	-	713,296	745,729	23%	-	-	745,729	32,433	4.5%
BSLVFD	580,067	-	-	580,067	587,011	0%	-	-	587,011	6,944	1.2%
Shallotte	833,714	-	7,500	841,214	848,497	0%	-	7,500	855,997	14,783	1.8%
						10% (Yaupon					
Southport	1,190,036	-	-	1,190,036	1,232,351	District only)	-	-	1,232,351	42,315	3.6%
Ocean Isle Beach	1,249,634	-	-	1,249,634	1,303,208	8%	-	-	1,303,208	53,574	4.3%
Sunset Beach	1,914,667	-	-	1,914,667	2,015,773	0%	-	-	2,015,773	101,106	5.3%
Calabash	1,763,190	-	-	1,763,190	1,835,731	0%	-	-	1,835,731	72,541	4.1%
Tri-Beach	1,564,760	-	-	1,564,760	1,621,455	0%	-	-	1,621,455	56,695	3.6%
Oak Island	1,475,106	-	-	1,475,106	1,552,964	0%	-	-	1,552,964	77,858	5.3%
Leland	3,367,663	-	-	3,367,663	3,632,745	10%	-	-	3,632,745	265,082	7.9%
	\$ 18,910,275	\$ 60,000	\$ 335,300	\$ 19,270,575	\$ 19,744,340		\$ 60,000	\$ 335,300	\$ 20,139,640	\$ 834,065	4.3%

County of Brunswick
Budget

Department Name: General Revenues
Department Code: 100000
Budget Manager: Finance Officer

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
311050	Ad Valorem Taxes - Prior Years	0	0	2,300,000	2,300,000	0	0%	2,000,000	(300,000)	2,200,000	2,200,000
311206	Ad Valorem Taxes - 2006 Mtr Veh	263	0	0	0	0	0%	0	0	0	0
311207	Ad Valorem Taxes - 2007 Mtr Veh	1,267	242	0	0	0	0%	0	0	0	0
311208	Ad Valorem Taxes - 2008 Mtr Veh	1,182	1,213	0	0	105	0%	0	0	0	0
311209	Ad Valorem Taxes - 2009 Mtr Veh	1,680	988	0	0	1,283	0%	0	0	0	0
311210	Ad Valorem Taxes - 2010 Mtr Veh	1,776	1,305	0	0	462	0%	0	0	0	0
311211	Ad Valorem Taxes - 2011 Mtr Veh	2,245	1,613	0	0	3,320	0%	0	0	0	0
311212	Ad Valorem Taxes - 2012 Mtr Veh	3,842	3,045	0	0	3,935	0%	0	0	0	0
311213	Ad Valorem Taxes - 2013 Mtr Veh	2,859	1,851	0	0	3,551	0%	0	0	0	0
311214	Ad Valorem Taxes - 2014 Mtr Veh	235	84	0	0	0	0%	0	0	0	0
311215	Ad Valorem Taxes - 2015 Mtr Veh	10	182	0	0	103	0%	0	0	0	0
311216	Ad Valorem Taxes - 2016 Mtr Veh	77	5	0	0	275	0%	0	0	0	0
311217	Ad Valorem Taxes - 2017 Mtr Veh	1,202	0	0	0	0	0%	0	0	0	0
311218	Ad Valorem Taxes - 2018 Mtr Veh	0	7	0	0	0	0%	0	0	0	0
311219	Ad Valorem Taxes - 2019 Mtr Veh	0	0	0	0	164	0%	0	0	0	0
311299	Ad Valorem Taxes - NCVTS	7,023,467	7,677,946	7,275,000	7,275,000	6,093,966	84%	7,517,500	242,500	7,517,500	7,517,500
311406	Ad Valorem Taxes - 2006	384	0	0	0	0	0%	0	0	0	0
311407	Ad Valorem Taxes - 2007	14,420	2,105	0	0	0	0%	0	0	0	0
311408	Ad Valorem Taxes - 2008	51,375	18,324	0	0	1,941	0%	0	0	0	0
311409	Ad Valorem Taxes - 2009	42,097	106,597	0	0	15,600	0%	0	0	0	0
311410	Ad Valorem Taxes - 2010	97,147	80,731	0	0	70,057	0%	0	0	0	0
311411	Ad Valorem Taxes - 2011	150,125	93,341	0	0	77,233	0%	0	0	0	0
311412	Ad Valorem Taxes - 2012	206,054	117,452	0	0	89,555	0%	0	0	0	0
311413	Ad Valorem Taxes - 2013	342,036	179,541	0	0	130,768	0%	0	0	0	0
311414	Ad Valorem Taxes - 2014	576,847	469,088	0	0	140,430	0%	0	0	0	0
311415	Ad Valorem Taxes - 2015	712,359	466,277	0	0	157,605	0%	0	0	0	0
311416	Ad Valorem Taxes - 2016	1,343,797	589,408	0	0	268,108	0%	0	0	0	0
311417	Ad Valorem Taxes - 2017	112,453,673	1,087,438	0	0	409,836	0%	0	0	0	0
311418	Ad Valorem Taxes - 2018	85,569	116,228,031	0	0	1,000,401	0%	0	0	0	0
311419	Ad Valorem Taxes - 2019	0	39,229	127,816,466	127,816,466	130,170,447	102%	0	(127,816,466)	0	0
311420	Ad Valorem Taxes - 2020	0	0	0	0	11,516	0%	134,336,717	134,336,717	133,894,868	133,894,868
318000	Interest On Delinquent Taxes	1,163,371	1,027,261	700,000	700,000	759,637	109%	700,000	0	700,000	700,000
318001	Interest Paid on Refunds	39,379	40,583	0	0	44,109	0%	0	0	0	0
323100	Local Op Sales Tax 1% 39 Co	9,874,229	10,852,434	10,507,770	10,507,770	8,027,032	76%	12,252,545	1,744,775	8,737,236	8,737,236

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Department Budget

County of Brunswick
Budget

Department Name: General Revenues
Department Code: 100000
Budget Manager: Finance Officer

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
323201	Local Op Sales Tax 1 / 2% 40 Co	5,363,995	5,842,883	5,877,999	5,877,999	4,226,175	72 %	6,559,042	681,043	4,880,452	4,880,452
323202	Local Op Sales Tax 1 / 2% 40 S	1,940,262	2,120,731	2,065,243	2,065,243	1,529,231	74 %	2,304,528	239,285	1,714,753	1,714,753
323301	Local Op Sales Tax 1 / 2% 42 Co	2,779,478	3,071,769	3,072,000	3,072,000	2,267,317	74 %	3,532,866	460,866	2,561,052	2,561,052
323302	Local Op Sales Tax 1 / 2% 42 S	4,029,154	4,404,745	4,242,286	4,242,286	3,238,027	76 %	4,878,720	636,434	3,536,690	3,536,690
323401	Local Op Sales Tax 1 / 2% 44 Co	(448)	(3,589)	0	0	23	0 %	0	0	0	0
323402	Medicaid Hold Harmless	3,025,289	3,996,393	2,500,000	2,500,000	3,943,757	158 %	2,500,000	0	1,000,000	1,000,000
323600	Gasoline Tax Refunds	752	0	1,100	1,100	0	0 %	1,000	(100)	1,000	1,000
325200	ABC - Law Enforce Profit > (5%)	7,289	8,519	4,000	4,000	12,099	302 %	4,000	0	4,000	4,000
331015	Fema Disaster Assistance	0	2,799,647	0	0	5,294,321	0 %	0	0	0	0
332004	FEMA State Assistance	0	0	0	0	194,450	0 %	0	0	0	0
332062	Pilt Forest Timber	4,078	4,169	0	0	100	0 %	0	0	0	0
332200	Alcoholic Beverage Tax	284,924	292,723	248,000	248,000	0	0 %	248,000	0	248,000	248,000
332901	State DMV Late List Penalty	463	303	0	0	371	0 %	0	0	0	0
333100	ABC Profits	24,000	28,500	24,000	24,000	22,500	94 %	24,000	0	24,000	24,000
334200	Beer and Wine Permits	14,091	14,241	12,000	12,000	12,698	106 %	12,000	0	12,000	12,000
335025	Video Programming Revenue	432,744	425,200	420,000	420,000	304,681	73 %	420,000	0	420,000	420,000
383100	Investment Earnings	466,136	833,711	490,000	300,000	955,770	195 %	500,000	200,000	500,000	500,000
383400	Building / Land Rental	15,582	15,260	13,930	13,930	14,077	101 %	13,930	0	13,930	13,930
383900	Miscellaneous Revenues	189,826	200,981	50,000	50,000	174,117	348 %	50,000	0	50,000	50,000
383913	Insurance Refund	27,321	522,135	0	0	244,687	0 %	0	0	0	0
383914	Vending Proceeds	3,406	319	3,000	3,000	0	0 %	3,000	0	3,000	3,000
383937	Miscellaneous Revenue - Other	271	32	0	0	0	0 %	0	0	0	0
399100	Fund Balance Appropriated	0	0	16,375,701	5,242,689	0	0 %	17,057,764	11,815,075	4,101,170	4,101,170
Total Revenues		152,801,583	163,664,989	183,998,495	172,675,483	169,915,840	92 %	194,915,612	22,240,129	172,119,651	172,119,651
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Salary Expenditures		0	0	0	0	0	0 %	0	0	0	0
Operating Expenditures		0	0	0	0	0	0 %	0	0	0	0
Capital Expenditures		0	0	0	0	0	0 %	0	0	0	0
<hr/>											
Total Expenditures		0	0	0	0	0	0 %	0	0	0	0
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Revenues Over(Under) Expenditures		152,801,583	163,664,989	183,998,495	172,675,483	169,915,840		194,915,612	22,240,129	172,119,651	172,119,651

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Department Budget

County of Brunswick
Budget

Department Name: Governing Body
Department Code: 104110
Budget Manager: Chairman

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
	Total Revenues	0	0	0	0	0	0%	0	0	0	0
412100	Salary and Wages - Regular	182,166	171,670	178,520	178,520	152,390	85 %	188,093	9,573	187,191	187,191
412200	Salary and Wages - Overtime	145	0	0	0	0	0 %	0	0	0	0
412700	Salary and Wages - Longevity	0	0	0	0	0	0 %	444	444	444	444
418100	FICA	13,839	12,620	13,657	13,657	10,807	79 %	14,423	766	14,354	14,354
418200	Retirement	7,248	5,397	6,980	6,980	5,277	76 %	8,054	1,074	7,911	7,911
418300	Health Insurance	3,820	24,182	48,384	48,384	20,151	42 %	48,870	486	48,870	48,870
418306	Life Insurance	209	148	600	600	123	20 %	600	0	600	600
418310	Dental Insurance	0	1,322	1,728	1,728	955	55 %	2,088	360	2,088	2,088
418400	Disability and Long - Term Ins	182	139	589	589	122	21 %	621	32	618	618
425100	Motor Fuels	0	0	150	150	0	0 %	150	0	150	150
426000	Supplies and Materials	242	976	1,500	1,500	174	12 %	1,000	(500)	1,000	1,000
426010	Computer Software	0	1,488	0	0	0	0 %	0	0	0	0
429200	Food	1,697	1,457	4,000	4,000	2,464	62 %	4,000	0	3,000	3,000
431100	Travel - Mileage	3,814	5,492	4,130	4,130	3,599	87 %	6,000	1,870	6,000	6,000
431200	Travel - Subsistence	9,838	14,279	10,100	10,100	10,937	108 %	14,000	3,900	12,000	12,000
431500	Travel - Registrations	2,005	9,032	4,400	4,400	3,995	91 %	6,000	1,600	6,000	6,000
432100	Telephone	432	479	600	600	379	63 %	600	0	500	500
432500	Postage	65	9	150	150	2	1 %	100	(50)	100	100
439100	Advertising	20,797	14,908	20,000	20,000	3,333	17 %	15,000	(5,000)	15,000	15,000
439900	Contract Services	8,967	6,763	10,000	10,000	9,126	91 %	10,000	0	10,000	10,000
441400	Rent of Equipment	3,002	1,631	2,000	2,000	1,494	75 %	2,000	0	2,000	2,000
449100	Dues	11,795	12,004	14,000	14,000	12,405	89 %	14,000	0	13,000	13,000
449200	Subscriptions	65	45	100	100	0	0 %	100	0	100	100
449900	Miscellaneous Expense	70	398	1,000	1,000	188	19 %	1,000	0	500	500
Salary Expenditures		207,609	215,478	250,458	250,458	189,825	75 %	263,193	12,735	262,076	262,076
Operating Expenditures		62,789	68,961	72,130	72,130	48,096	66 %	73,950	1,820	69,350	69,350
Capital Expenditures		0	0	0	0	0	0 %	0	0	0	0
	Total Expenditures	270,399	284,440	322,588	322,588	237,921	74 %	337,143	14,555	331,426	331,426

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Department Budget

County of Brunswick
Budget

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
	Revenues Over(Under) Expenditures	(270,399)	(284,440)	(322,588)	(322,588)	(237,921)		(337,143)	(14,555)	(331,426)	(331,426)

County of Brunswick
Budget

Department Name: County Administration
Department Code: 104120
Budget Manager: County Manager

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
	Total Revenues	0	0	0	0	0	0%	0	0	0	0
412100	Salary and Wages - Regular	575,560	616,908	619,890	619,890	555,143	90%	632,106	12,216	628,975	628,975
412200	Salary and Wages - Overtime	0	27,727	0	0	0	0%	0	0	0	0
412700	Salary and Wages - Longevity	19,013	21,999	20,181	20,181	19,514	97%	22,294	2,113	22,294	22,294
417100	Board Meeting Fees	0	0	0	0	50	0%	0	0	0	0
418100	FICA	41,146	43,203	48,965	48,965	36,945	75%	50,062	1,097	49,822	49,822
418200	Retirement	74,074	85,629	89,674	89,674	79,809	89%	99,534	9,860	98,993	98,993
418300	Health Insurance	56,536	51,386	48,384	48,384	37,616	78%	48,870	486	48,870	48,870
418306	Life Insurance	393	294	600	600	220	37%	600	0	600	600
418310	Dental Insurance	0	2,108	1,728	1,728	1,337	77%	2,088	360	2,088	2,088
418400	Disability and Long - Term Ins	1,654	1,739	2,046	2,046	1,347	66%	2,086	40	2,076	2,076
425100	Motor Fuels	332	127	380	380	133	35%	600	220	600	600
426000	Supplies and Materials	969	966	1,200	1,200	705	59%	1,200	0	1,000	1,000
426010	Computer Software	0	0	500	500	600	120%	500	0	500	500
426100	Equipment Less Than \$500	0	0	500	500	270	54%	500	0	500	500
426200	Operating Equip \$500 - \$4,999	0	0	0	0	0	0%	2,500	2,500	2,000	2,000
431100	Travel - Mileage	187	450	1,000	1,000	53	5%	1,600	600	500	500
431200	Travel - Subsistence	540	728	1,800	2,000	3,817	212%	6,500	4,500	2,500	2,500
431500	Travel - Registrations	609	70	1,700	1,500	1,238	73%	6,000	4,500	2,000	2,000
432100	Telephone	4,677	4,473	4,500	4,500	3,368	75%	4,500	0	4,500	4,500
432150	Cell Phone Reimbursement	3,325	3,525	3,250	3,250	2,675	82%	3,250	0	3,250	3,250
432500	Postage	253	65	300	300	58	19%	300	0	200	200
434100	Printing	62	32	300	300	65	22%	7,300	7,000	500	500
435200	Repair and Maint - Equipment	0	0	500	500	0	0%	500	0	300	300
435300	Repair and Maint - Vehicles	169	90	1,000	1,000	340	34%	1,000	0	1,000	1,000
439100	Advertising	0	0	300	300	0	0%	20,300	20,000	4,500	4,500
439501	Tuition Reimbursement	0	0	0	0	1,707	0%	10,000	10,000	10,000	10,000
439900	Contract Services	821	910	20,800	20,800	270	1%	1,740	(19,060)	1,740	1,740
441400	Rent of Equipment	4,334	4,539	5,000	5,000	3,967	79%	5,000	0	4,600	4,600
449100	Dues	565	824	3,000	3,000	980	33%	3,945	945	3,000	3,000
449200	Subscriptions	59	56	300	300	350	117%	5,830	5,530	5,751	5,751
449900	Miscellaneous Expense	372	318	300	300	212	71%	700	400	250	250

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Department Budget

County of Brunswick
Budget

Department Name: County Administration
Department Code: 104120
Budget Manager: County Manager

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
	Salary Expenditures	768,377	850,991	831,468	831,468	731,981	88 %	857,640	26,172	853,718	853,718
	Operating Expenditures	17,273	17,172	46,630	46,630	20,808	44 %	83,765	37,135	49,191	49,191
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Total Expenditures	785,651	868,165	878,098	878,098	752,789	86 %	941,405	63,307	902,909	902,909
	Revenues Over(Under) Expenditures	(785,651)	(868,165)	(878,098)	(878,098)	(752,789)		(941,405)	(63,307)	(902,909)	(902,909)

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Department Budget

County of Brunswick
Budget

Department Name: Human Resources
Department Code: 104125
Budget Manager: Human Resources Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
412100	Salary and Wages - Regular	316,279	310,007	323,548	323,548	272,052	84 %	335,976	12,428	334,355	334,355
412700	Salary and Wages - Longevity	2,539	3,166	2,626	2,626	2,178	83 %	2,835	209	2,835	2,835
418100	FICA	23,598	23,176	24,952	24,952	20,150	81 %	25,919	967	25,795	25,795
418200	Retirement	40,014	40,084	45,697	45,697	38,420	84 %	51,533	5,836	51,253	51,253
418300	Health Insurance	45,076	36,944	40,320	40,320	33,586	83 %	40,725	405	40,725	40,725
418306	Life Insurance	340	208	500	500	196	39 %	500	0	500	500
418310	Dental Insurance	0	1,515	1,440	1,440	1,194	83 %	1,740	300	1,740	1,740
418400	Disability and Long - Term Ins	1,026	981	1,068	1,068	884	83 %	1,109	41	1,103	1,103
426000	Supplies and Materials	1,504	1,460	1,500	1,500	990	66 %	1,500	0	1,500	1,500
426100	Equipment Less Than \$500	156	0	50	500	0	0 %	500	0	500	500
426200	Operating Equip \$500 - \$4,999	0	0	775	1,000	771	99 %	0	(1,000)	0	0
426205	Computers - \$500 - \$4,999	0	0	675	0	614	91 %	0	0	0	0
431100	Travel - Mileage	0	175	250	250	0	0 %	750	500	750	750
431200	Travel - Subsistence	0	269	1,244	1,000	568	46 %	1,500	500	1,500	1,500
431500	Travel - Registrations	0	659	1,256	1,500	975	78 %	2,000	500	2,000	2,000
432100	Telephone	763	626	700	700	508	73 %	700	0	700	700
432150	Cell Phone Reimbursement	650	650	650	650	550	85 %	650	0	650	650
432500	Postage	1,083	1,329	1,250	1,250	583	47 %	1,000	(250)	1,000	1,000
434100	Printing	304	194	300	300	114	38 %	300	0	300	300
439100	Advertising	100	100	500	500	0	0 %	250	(250)	250	250
439500	Training Expenses	334	315	1,500	1,500	0	0 %	2,000	500	2,000	2,000
439900	Contract Services	0	227	250	250	0	0 %	0	(250)	0	0
449200	Subscriptions	0	0	1,000	1,000	82	8 %	500	(500)	500	500
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Salary Expenditures		428,870	416,081	440,151	440,151	368,660	83 %	460,337	20,186	458,306	458,306
Operating Expenditures		4,893	6,003	11,900	11,900	5,755	48 %	11,650	(250)	11,650	11,650
Capital Expenditures		0	0	0	0	0	0 %	0	0	0	0
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Total Expenditures		433,765	422,086	452,051	452,051	374,415	83 %	471,987	19,936	469,956	469,956
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Revenues Over(Under) Expenditures		(433,765)	(422,086)	(452,051)	(452,051)	(374,415)		(471,987)	(19,936)	(469,956)	(469,956)

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Department Budget

County of Brunswick
Budget

Department Name: Finance
Department Code: 104130
Budget Manager: Finance Officer

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
	Total Revenues	0	0	0	0	0	0%	0	0	0	0
412100	Salary and Wages - Regular	755,349	810,303	841,729	841,729	714,343	85%	927,866	86,137	876,879	876,879
412200	Salary and Wages - Overtime	0	4,221	0	0	0	0%	0	0	0	0
412700	Salary and Wages - Longevity	12,267	10,615	13,231	13,231	11,334	86%	16,203	2,972	16,203	16,203
418100	FICA	57,053	60,664	65,404	65,404	52,737	81%	72,221	6,817	68,321	68,321
418200	Retirement	96,015	105,011	119,780	119,780	101,667	85%	125,656	5,876	135,749	135,749
418300	Health Insurance	98,556	96,726	96,768	96,768	80,605	83%	105,885	9,117	97,740	97,740
418304	Unemployment Insurance	0	4,051	0	0	0	0%	0	0	0	0
418306	Life Insurance	939	564	1,200	1,200	470	39%	1,300	100	1,200	1,200
418310	Dental Insurance	0	3,967	3,456	3,456	2,864	83%	4,524	1,068	4,176	4,176
418400	Disability and Long - Term Ins	2,414	2,610	2,778	2,778	2,258	81%	3,062	284	2,894	2,894
419900	Prof Ser - Other	70,780	112,950	99,500	99,500	52,875	53%	113,500	14,000	113,500	113,500
425100	Motor Fuels	16	28	0	0	14	0%	100	100	100	100
426000	Supplies and Materials	6,862	7,520	12,000	12,000	5,732	48%	11,000	(1,000)	11,000	11,000
426001	Supplies and Mat - Restricted	2,427	(3,090)	0	0	(424)	0%	0	0	0	0
426010	Computer Software	289,998	272,860	302,115	289,900	276,430	91%	293,500	3,600	293,500	293,500
431100	Travel - Mileage	49	86	100	100	0	0%	100	0	100	100
431200	Travel - Subsistence	122	0	1,000	1,000	0	0%	1,000	0	500	500
431500	Travel - Registrations	1,732	929	3,000	3,000	1,174	39%	3,000	0	2,000	2,000
432100	Telephone	2,387	2,385	2,700	2,700	1,992	74%	2,500	(200)	2,500	2,500
432150	Cell Phone Reimbursement	2,600	2,600	2,600	2,600	2,200	85%	2,600	0	2,600	2,600
432500	Postage	7,490	6,927	8,500	8,500	5,822	68%	8,500	0	8,500	8,500
434100	Printing	370	366	400	400	0	0%	400	0	400	400
439501	Tuition Reimbursement	0	787	0	0	0	0%	1,500	1,500	1,500	1,500
439900	Contract Services	440	577	400	400	526	132%	600	200	600	600
441400	Rent of Equipment	12,936	9,702	13,000	13,000	9,375	72%	13,000	0	13,000	13,000
444000	Service and Maint Contracts	6,413	6,362	10,518	8,940	7,879	75%	9,500	560	9,500	9,500
445300	Fidelity / Bonds	1,500	1,500	1,500	1,500	1,500	100%	1,500	0	1,500	1,500
449100	Dues	3,465	2,359	3,500	3,500	2,650	76%	3,500	0	3,500	3,500
449900	Miscellaneous Expense	1,456	(1)	0	0	125	0%	0	0	0	0
449929	Health Risk Event	0	0	0	0	48	0%	0	0	0	0

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Department Budget

County of Brunswick
Budget

Department Name: Finance
Department Code: 104130
Budget Manager: Finance Officer

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
Salary Expenditures		1,022,592	1,098,732	1,144,346	1,144,346	966,278	84 %	1,256,717	112,371	1,203,162	1,203,162
Operating Expenditures		411,040	424,844	460,833	447,040	367,918	79 %	465,800	18,760	464,300	464,300
Capital Expenditures		0	0	0	0	0	0 %	0	0	0	0
Total Expenditures		1,433,634	1,523,577	1,605,179	1,591,386	1,334,196	83 %	1,722,517	131,131	1,667,462	1,667,462
Revenues Over(Under) Expenditures		(1,433,634)	(1,523,577)	(1,605,179)	(1,591,386)	(1,334,196)		(1,722,517)	(131,131)	(1,667,462)	(1,667,462)

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Department Budget

County of Brunswick
Budget

Department Name: Tax Administration
Department Code: 104140
Budget Manager: Tax Administrator

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
349001	Tax Collection Fees	256,179	265,586	230,000	230,000	280,162	122 %	250,000	20,000	250,000	250,000
383900	Miscellaneous Revenues	30,171	29,886	30,000	30,000	28,659	96 %	30,000	0	30,000	30,000
383902	Data Fees	2,816	2,730	1,500	1,500	3,137	209 %	1,700	200	1,700	1,700
383929	Notary Fees	15,877	13,829	15,000	15,000	10,272	68 %	14,000	(1,000)	14,000	14,000
383947	Levy and Attachment Receipts	34,678	31,807	30,000	30,000	26,609	89 %	30,000	0	30,000	30,000
383958	Other Permits and Fees	0	24	0	0	0	0 %	0	0	0	0
Total Revenues		339,721	343,862	306,500	306,500	348,839	114 %	325,700	19,200	325,700	325,700
412100	Salary and Wages - Regular	2,168,953	2,203,683	2,424,461	2,424,461	1,988,739	82 %	2,494,572	70,111	2,482,411	2,482,411
412200	Salary and Wages - Overtime	0	9,915	0	0	0	0 %	0	0	0	0
412600	Salary and Wages - Temp / Part	30,513	28,379	68,000	68,000	15,895	23 %	68,000	0	68,000	68,000
412700	Salary and Wages - Longevity	43,073	41,165	42,604	42,604	36,004	85 %	46,974	4,370	46,974	46,974
417100	Board Meeting Fees	3,650	5,650	15,000	15,000	5,700	38 %	3,500	(11,500)	3,500	3,500
418100	FICA	168,051	170,703	195,080	195,080	150,456	77 %	199,898	4,818	198,968	198,968
418200	Retirement	277,073	286,699	345,636	345,636	283,624	82 %	386,569	40,933	384,467	384,467
418300	Health Insurance	425,548	362,388	403,200	403,200	326,451	81 %	407,250	4,050	407,250	407,250
418304	Unemployment Insurance	0	0	0	0	599	0 %	0	0	0	0
418306	Life Insurance	2,646	2,019	5,000	5,000	1,863	37 %	5,000	0	5,000	5,000
418310	Dental Insurance	0	14,863	14,400	14,400	11,601	81 %	17,400	3,000	17,400	17,400
418400	Disability and Long - Term Ins	7,100	7,004	8,001	8,001	6,397	80 %	8,232	231	8,192	8,192
419900	Prof Ser - Other	11,061	12,602	50,000	50,000	3,203	6 %	100,000	50,000	45,000	45,000
419909	Prof Serv - - Drug Test	0	40	0	0	0	0 %	0	0	0	0
421200	Uniforms	1,168	2,986	4,000	4,000	2,726	68 %	5,000	1,000	4,000	4,000
425100	Motor Fuels	8,039	8,493	12,000	12,000	7,164	60 %	12,000	0	10,000	10,000
426000	Supplies and Materials	11,011	16,342	36,000	36,000	7,754	22 %	36,000	0	21,000	21,000
426010	Computer Software	114,882	123,320	165,000	165,000	133,731	81 %	165,000	0	165,000	165,000
426100	Equipment Less Than \$500	3,438	2,897	5,000	5,000	1,474	29 %	5,000	0	5,000	5,000
426200	Operating Equip \$500 - \$4,999	0	4,431	7,970	7,970	0	0 %	3,250	(4,720)	0	0
426205	Computers - \$500 - \$4,999	0	0	2,200	2,200	2,200	100 %	20,000	17,800	0	0
431100	Travel - Mileage	0	0	1,000	1,000	0	0 %	1,000	0	1,000	1,000
431200	Travel - Subsistence	21,447	5,963	28,000	28,000	17,324	62 %	28,000	0	25,000	25,000
431500	Travel - Registrations	9,123	6,205	15,000	15,000	8,043	54 %	15,000	0	10,000	10,000
432100	Telephone	6,813	5,421	10,000	10,000	4,458	45 %	10,000	0	7,000	7,000

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Department Budget

County of Brunswick
Budget

Department Name: Tax Administration
Department Code: 104140
Budget Manager: Tax Administrator

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
432500	Postage	88,354	134,125	110,000	110,000	91,329	83 %	110,000	0	110,000	110,000
434100	Printing	27,782	33,957	36,000	36,000	23,702	66 %	36,000	0	36,000	36,000
435300	Repair and Maint - Vehicles	3,674	2,994	7,000	7,000	3,270	47 %	7,000	0	5,000	5,000
439100	Advertising	8,751	7,223	9,500	9,500	6,566	69 %	9,500	0	9,000	9,000
439500	Training Expenses	509	0	750	750	0	0 %	750	0	750	750
439501	Tuition Reimbursement	1,055	594	6,500	6,500	318	5 %	11,500	5,000	6,500	6,500
439900	Contract Services	286,969	400,405	394,000	394,000	341,311	87 %	440,000	46,000	440,000	440,000
441400	Rent of Equipment	15,017	8,302	25,000	25,000	7,448	30 %	25,000	0	15,000	15,000
444000	Service and Maint Contracts	53,248	62,017	82,000	82,000	53,843	66 %	82,000	0	70,000	70,000
445300	Fidelity / Bonds	3,015	1,733	3,015	3,015	0	0 %	3,000	(15)	3,000	3,000
449100	Dues	1,938	1,987	2,200	2,200	2,935	133 %	3,500	1,300	2,500	2,500
449200	Subscriptions	15,233	13,213	22,000	22,000	14,567	66 %	23,176	1,176	23,176	23,176
449900	Miscellaneous Expense	990	1,220	10,000	10,000	1,382	14 %	10,000	0	5,000	5,000
449929	Health Risk Event	0	0	0	0	144	0 %	0	0	0	0
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	Salary Expenditures	3,126,607	3,132,467	3,521,382	3,521,382	2,827,329	80 %	3,637,395	116,013	3,622,162	3,622,162
	Operating Expenditures	693,515	856,467	1,044,135	1,044,135	734,892	70 %	1,161,676	117,541	1,018,926	1,018,926
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
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	Total Expenditures	3,820,123	3,988,935	4,565,517	4,565,517	3,562,221	78 %	4,799,071	233,554	4,641,088	4,641,088
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	Revenues Over(Under) Expenditures	(3,480,402)	(3,645,072)	(4,259,017)	(4,259,017)	(3,213,382)		(4,473,371)	(214,354)	(4,315,388)	(4,315,388)

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Department Budget

County of Brunswick
Budget

Department Name: Legal Department
Department Code: 104150
Budget Manager: County Attorney

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
335029	Foreclosure Fees	63,155	57,799	45,000	45,000	69,597	155 %	50,000	5,000	50,000	50,000
	Total Revenues	63,155	57,799	45,000	45,000	69,597	155 %	50,000	5,000	50,000	50,000
412100	Salary and Wages - Regular	313,419	376,241	389,109	389,109	329,967	85 %	404,663	15,554	402,697	402,697
412700	Salary and Wages - Longevity	5,184	5,927	5,927	5,927	6,181	104 %	6,180	253	6,180	6,180
412990	Salary and Wages - Reimburse	0	(3,061)	0	0	(2,094)	0 %	0	0	0	0
418100	FICA	23,419	27,378	30,220	30,220	23,102	76 %	31,429	1,209	31,279	31,279
418200	Retirement	39,766	47,278	55,345	55,345	47,094	85 %	62,489	7,144	62,149	62,149
418300	Health Insurance	27,504	30,227	32,256	32,256	26,868	83 %	32,580	324	32,580	32,580
418306	Life Insurance	194	176	400	400	157	39 %	400	0	400	400
418310	Dental Insurance	0	1,240	1,152	1,152	955	83 %	1,392	240	1,392	1,392
418400	Disability and Long - Term Ins	970	1,109	1,284	1,284	980	76 %	1,335	51	1,329	1,329
419200	Prof Ser - Legal	145,248	13,271	142,800	145,000	2,283	2 %	145,000	0	100,000	100,000
419900	Prof Ser - Other	1,060	2,071	3,700	1,500	3,716	100 %	1,500	0	1,500	1,500
425100	Motor Fuels	43	0	400	400	76	19 %	400	0	400	400
426000	Supplies and Materials	884	1,815	2,000	2,000	876	44 %	2,000	0	2,000	2,000
426100	Equipment Less Than \$500	0	0	1,000	1,000	0	0 %	1,000	0	1,000	1,000
426205	Computers - \$500 - \$4,999	0	0	0	0	2,039	0 %	0	0	0	0
431100	Travel - Mileage	256	725	500	500	97	19 %	500	0	500	500
431200	Travel - Subsistence	1,254	207	1,000	1,000	24	2 %	1,000	0	1,000	1,000
431500	Travel - Registrations	1,591	1,618	2,500	2,500	1,360	54 %	2,500	0	2,500	2,500
432100	Telephone	365	414	1,000	1,000	370	37 %	750	(250)	750	750
432150	Cell Phone Reimbursement	1,300	1,300	1,300	1,300	1,100	85 %	1,300	0	1,300	1,300
432500	Postage	1,575	1,519	1,500	1,500	2,481	165 %	2,000	500	2,000	2,000
439100	Advertising	13,765	3,000	500	500	1,674	335 %	2,000	1,500	2,000	2,000
444000	Service and Maint Contracts	2,209	1,533	2,750	2,750	0	0 %	2,500	(250)	2,500	2,500
449100	Dues	1,716	1,650	2,000	2,000	1,700	85 %	2,000	0	2,000	2,000
449200	Subscriptions	3,028	6,341	5,000	5,000	1,901	38 %	5,000	0	5,000	5,000
449250	Filing Fees	9,842	3,937	5,000	5,000	845	17 %	5,000	0	5,000	5,000
449260	Foreclosures	0	5,029	20,000	20,000	22,733	114 %	20,000	0	20,000	20,000
449900	Miscellaneous Expense	10	129	500	500	26	5 %	500	0	500	500

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Department Budget

County of Brunswick
Budget

Department Name: Legal Department
Department Code: 104150
Budget Manager: County Attorney

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
	Salary Expenditures	410,455	486,515	515,693	515,693	433,210	84 %	540,468	24,775	538,006	538,006
	Operating Expenditures	184,146	44,558	193,450	193,450	43,301	22 %	194,950	1,500	149,950	149,950
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Total Expenditures	594,602	531,074	709,143	709,143	476,511	67 %	735,418	26,275	687,956	687,956
	Revenues Over(Under) Expenditures	(531,447)	(473,275)	(664,143)	(664,143)	(406,914)		(685,418)	(21,275)	(637,956)	(637,956)

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Department Budget

County of Brunswick
Budget

Department Name: Superior Judges Office
Department Code: 104159
Budget Manager: Superior Judge

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
	Total Revenues	0	0	0	0	0	0%	0	0	0	0
423104	Special Projects	89,128	40,651	89,128	89,128	26,612	30%	89,128	0	75,000	75,000
426000	Supplies and Materials	357	2,064	2,000	2,000	92	5%	2,000	0	2,000	2,000
426100	Equipment Less Than \$500	0	0	1,700	1,700	0	0%	1,700	0	1,700	1,700
431100	Travel - Mileage	214	689	0	0	0	0%	0	0	0	0
431200	Travel - Subsistence	3,854	1,700	8,000	8,000	114	1%	8,000	0	5,000	5,000
431500	Travel - Registrations	0	2,095	2,498	2,498	595	24%	2,498	0	1,500	1,500
432500	Postage	11	44	150	150	0	0%	150	0	150	150
439900	Contract Services	74,511	71,524	73,757	73,757	47,732	65%	78,300	4,543	78,300	78,300
449900	Miscellaneous Expense	0	0	0	0	5,935	0%	0	0	0	0
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	Salary Expenditures	0	0	0	0	0	0%	0	0	0	0
	Operating Expenditures	168,075	118,767	177,233	177,233	81,080	45%	181,776	4,543	163,650	163,650
	Capital Expenditures	0	0	0	0	0	0%	0	0	0	0
	Total Expenditures	168,076	118,768	177,233	177,233	81,080	46%	181,776	4,543	163,650	163,650
	Revenues Over(Under) Expenditures	(168,076)	(118,768)	(177,233)	(177,233)	(81,080)		(181,776)	(4,543)	(163,650)	(163,650)

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Department Budget

County of Brunswick
Budget

Department Name: Clerk Of Court
Department Code: 104160
Budget Manager: Clerk of Court

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
332300	Court Facilities Fees	142,660	126,095	120,000	120,000	96,070	80 %	120,000	0	120,000	120,000
383100	Investment Earnings	832	709	500	500	363	73 %	500	0	500	500
383906	Jail Fees	64,069	79,322	50,000	50,000	53,064	106 %	50,000	0	50,000	50,000
383907	Officer Fees	93,478	82,338	78,000	78,000	70,515	90 %	78,000	0	78,000	78,000
383908	Civil Licenses DWI	11,212	8,517	7,000	7,000	5,968	85 %	7,000	0	7,000	7,000
Total Revenues		312,251	296,981	255,500	255,500	225,980	88 %	255,500	0	255,500	255,500
417100	Board Meeting Fees	100	0	100	100	100	100 %	0	(100)	0	0
418100	FICA	8	0	8	8	8	100 %	0	(8)	0	0
421200	Uniforms	0	0	0	0	28	0 %	0	0	0	0
426000	Supplies and Materials	7,995	9,570	22,000	8,000	6,706	30 %	8,000	0	8,000	8,000
426010	Computer Software	2,950	3,883	3,883	3,883	3,883	100 %	3,883	0	3,883	3,883
426100	Equipment Less Than \$500	3,423	5,602	6,000	6,000	1,496	25 %	6,000	0	6,000	6,000
432100	Telephone	4,097	4,364	4,800	4,800	3,813	79 %	4,800	0	4,800	4,800
435100	Repair and Maint - Building	2,300	0	0	0	0	0 %	0	0	0	0
439600	Detention Services	30,256	37,942	26,000	50,000	22,936	88 %	40,000	(10,000)	40,000	40,000
439900	Contract Services	1,530	2,026	2,000	2,000	1,450	72 %	2,000	0	2,000	2,000
449200	Subscriptions	13,409	14,638	20,000	10,000	10,451	52 %	15,000	5,000	15,000	15,000
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Salary Expenditures		107	0	108	108	108	100 %	0	(108)	0	0
Operating Expenditures		65,959	78,025	84,683	84,683	50,763	59 %	79,683	(5,000)	79,683	79,683
Capital Expenditures		0	0	0	0	0	0 %	0	0	0	0
Total Expenditures		66,068	78,025	84,791	84,791	50,871	60 %	79,683	(5,108)	79,683	79,683
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Revenues Over(Under) Expenditures		246,183	218,956	170,709	170,709	175,109		175,817	5,108	175,817	175,817

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Department Budget

County of Brunswick
Budget

Department Name: District Judges Office
Department Code: 104161
Budget Manager: District Judge

Item #	Description	Prior Years Actuals 2018	Prior Years Actuals 2019	2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
	Total Revenues	0	0	0	0	0	0%	0	0	0	0
426000	Supplies and Materials	460	498	700	700	642	92 %	700	0	700	700
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	Salary Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Operating Expenditures	459	498	700	700	642	91 %	700	0	700	700
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Total Expenditures	460	498	700	700	642	92 %	700	0	700	700
	Revenues Over(Under) Expenditures	(460)	(498)	(700)	(700)	(642)		(700)	0	(700)	(700)

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Department Budget

County of Brunswick
Budget

Department Name: Board Of Elections
Department Code: 104170
Budget Manager: Director of Elections

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
335008	Filing Fees	7,544	0	7,500	7,500	5,121	68 %	0	(7,500)	0	0
383958	Other Permits and Fees	73,583	62	87,922	87,922	77,852	89 %	0	(87,922)	0	0
Total Revenues		81,127	62	95,422	95,422	82,973	87 %	0	(95,422)	0	0
412100	Salary and Wages - Regular	284,994	296,829	309,827	309,827	259,443	84 %	322,087	12,260	320,528	320,528
412200	Salary and Wages - Overtime	705	1,465	0	0	1,106	0 %	0	0	0	0
412600	Salary and Wages - Temp / Part	147,830	166,587	287,040	270,000	247,861	86 %	260,372	(9,628)	260,372	260,372
412700	Salary and Wages - Longevity	1,732	2,289	3,161	3,161	2,761	87 %	3,814	653	3,814	3,814
417100	Board Meeting Fees	11,000	11,400	21,850	21,850	13,800	63 %	21,350	(500)	21,350	21,350
418100	FICA	23,805	27,229	46,270	46,270	22,313	48 %	46,483	213	46,364	46,364
418200	Retirement	35,899	38,402	43,850	43,850	36,812	84 %	49,570	5,720	49,300	49,300
418300	Health Insurance	54,397	48,533	48,384	48,384	40,400	83 %	48,870	486	48,870	48,870
418304	Unemployment Insurance	5,751	472	0	0	472	0 %	0	0	0	0
418306	Life Insurance	383	282	600	600	235	39 %	600	0	600	600
418310	Dental Insurance	0	1,991	1,728	1,728	1,436	83 %	2,088	360	2,088	2,088
418400	Disability and Long - Term Ins	931	979	1,022	1,022	847	83 %	1,063	41	1,058	1,058
419900	Prof Ser - Other	0	0	1,000	1,000	0	0 %	0	(1,000)	0	0
421200	Uniforms	612	0	1,000	1,000	674	67 %	1,700	700	1,700	1,700
425100	Motor Fuels	664	657	800	800	459	57 %	700	(100)	700	700
426000	Supplies and Materials	23,782	31,857	37,900	40,400	23,952	63 %	35,128	(5,272)	35,128	35,128
426010	Computer Software	0	0	77,000	0	77,000	100 %	1,099	1,099	1,099	1,099
426100	Equipment Less Than \$500	3,669	1,918	100,133	21,535	92,858	93 %	10,388	(11,147)	10,388	10,388
426200	Operating Equip \$500 - \$4,999	1,338	3,958	5,818	4,900	5,545	95 %	33,215	28,315	33,215	33,215
426205	Computers - \$500 - \$4,999	0	0	2,500	0	0	0 %	6,400	6,400	2,300	2,300
429200	Food	929	683	1,040	1,040	1,226	118 %	1,000	(40)	1,000	1,000
431100	Travel - Mileage	2,151	2,389	4,825	4,825	2,757	57 %	6,420	1,595	6,420	6,420
431200	Travel - Subsistence	6,747	8,039	12,192	12,192	5,857	48 %	13,479	1,287	13,479	13,479
431500	Travel - Registrations	5,350	5,099	8,250	8,250	3,035	37 %	9,208	958	9,208	9,208
432100	Telephone	1,844	1,891	2,500	2,500	1,698	68 %	4,420	1,920	4,420	4,420
432150	Cell Phone Reimbursement	225	650	650	650	550	85 %	650	0	650	650
432500	Postage	12,368	15,932	15,000	15,000	12,852	86 %	15,000	0	15,000	15,000
434100	Printing	5,974	5,693	43,629	19,479	37,565	86 %	35,550	16,071	35,550	35,550
435300	Repair and Maint - Vehicles	211	1	1,000	1,000	69	7 %	1,000	0	1,000	1,000

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Department Budget

County of Brunswick
Budget

Department Name: Board Of Elections
Department Code: 104170
Budget Manager: Director of Elections

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
439100	Advertising	3,466	2,133	3,500	3,500	4,114	118 %	1,900	(1,600)	1,900	1,900
439900	Contract Services	1,342	9,157	47,600	34,640	40,474	85 %	5,800	(28,840)	5,800	5,800
441200	Rent of Building	750	675	1,350	1,350	750	56 %	375	(975)	375	375
441400	Rent of Equipment	4,026	1,718	0	0	311	0 %	500	500	500	500
444000	Service and Maint Contracts	68,646	68,646	102,503	68,645	101,929	99 %	36,383	(32,262)	36,383	36,383
449100	Dues	160	127	210	210	230	110 %	455	245	455	455
449200	Subscriptions	896	413	641	641	637	99 %	645	4	645	645
455000	Cap Outlay - Equipment	0	0	305,571	0	305,103	100 %	35,250	35,250	35,250	35,250
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	Salary Expenditures	567,426	596,457	763,732	746,692	627,486	82 %	756,297	9,605	754,344	754,344
	Operating Expenditures	145,149	161,635	471,041	243,557	414,542	88 %	221,415	(22,142)	217,315	217,315
	Capital Expenditures	0	0	305,571	0	305,103	99 %	35,250	35,250	35,250	35,250
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	Total Expenditures	712,576	758,093	1,540,344	990,249	1,347,131	87 %	1,012,962	22,713	1,006,909	1,006,909
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	Revenues Over(Under) Expenditures	(631,449)	(758,031)	(1,444,922)	(894,827)	(1,264,158)		(1,012,962)	(118,135)	(1,006,909)	(1,006,909)

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Department Budget

County of Brunswick
Budget

Department Name: Register Of Deeds
Department Code: 104180
Budget Manager: Register of Deeds

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
324000	ROD - Excise Tax	4,098,218	3,744,657	3,520,000	2,920,000	3,595,119	102 %	3,100,000	180,000	2,850,000	2,850,000
329000	ROD - Marriage Licenses	52,868	50,103	55,500	55,500	35,072	63 %	51,300	(4,200)	51,300	51,300
334100	ROD - Recording Fees	823,478	763,516	775,000	775,000	752,603	97 %	800,000	25,000	772,000	772,000
334101	ROD - Deed Fees Cultural Resrc	46,883	42,930	43,500	43,500	40,385	93 %	47,000	3,500	35,000	35,000
334102	ROD - D / T Fees State GF	37,506	34,344	35,000	35,000	32,308	92 %	37,000	2,000	32,000	32,000
334103	ROD - Vital Records Automation	2,877	2,705	3,000	3,000	2,486	83 %	3,000	0	3,000	3,000
334125	ROD - Recording Floodplain Mapp	103,142	94,447	97,000	97,000	88,848	92 %	99,500	2,500	95,000	95,000
334150	ROD - Passport Processing Fee	38,742	51,954	50,750	50,750	35,847	71 %	54,250	3,500	54,250	54,250
383959	ROD Misc Revenues	98,931	95,278	100,500	100,500	90,673	90 %	102,500	2,000	97,000	97,000
383969	ROD Miscellaneous - Other / AT	10,717	10,015	9,000	9,000	7,266	81 %	9,700	700	9,700	9,700
Total Revenues		5,313,362	4,889,949	4,689,250	4,089,250	4,680,607	100 %	4,304,250	215,000	3,999,250	3,999,250
412100	Salary and Wages - Regular	632,091	635,065	704,089	704,089	562,806	80 %	729,269	25,180	725,693	725,693
412200	Salary and Wages - Overtime	0	1,682	0	0	32	0 %	0	0	0	0
412700	Salary and Wages - Longevity	14,599	16,204	16,520	16,520	14,463	88 %	18,062	1,542	18,062	18,062
413400	ROD - Retirement Fund	19,867	18,436	16,598	16,598	16,167	97 %	17,060	462	16,235	16,235
418100	FICA	49,105	49,266	55,127	55,127	43,252	78 %	57,171	2,044	56,897	56,897
418200	Retirement	80,876	83,234	100,957	100,957	80,871	80 %	113,669	12,712	113,051	113,051
418300	Health Insurance	137,520	118,557	129,024	129,024	99,413	77 %	130,320	1,296	130,320	130,320
418304	Unemployment Insurance	1,421	1,015	0	0	0	0 %	0	0	0	0
418306	Life Insurance	970	675	1,600	1,600	566	35 %	1,600	0	1,600	1,600
418310	Dental Insurance	0	4,849	4,608	4,608	3,533	77 %	5,568	960	5,568	5,568
418400	Disability and Long - Term Ins	2,077	2,086	2,323	2,323	1,813	78 %	2,407	84	2,395	2,395
425100	Motor Fuels	398	351	600	600	250	42 %	600	0	600	600
426000	Supplies and Materials	10,927	8,744	16,500	16,500	6,977	42 %	16,500	0	12,000	12,000
426010	Computer Software	0	283	1,000	1,000	0	0 %	1,000	0	1,000	1,000
426100	Equipment Less Than \$500	160	1,734	5,000	5,000	329	7 %	5,000	0	5,000	5,000
426200	Operating Equip \$500 - \$4,999	0	0	3,800	3,800	0	0 %	2,250	(1,550)	2,250	2,250
426205	Computers - \$500 - \$4,999	0	0	0	0	0	0 %	3,600	3,600	3,600	3,600
431100	Travel - Mileage	314	135	500	500	266	53 %	500	0	500	500
431200	Travel - Subsistence	1,014	1,108	2,400	2,400	830	35 %	2,400	0	2,400	2,400
431500	Travel - Registrations	605	550	1,500	1,500	450	30 %	1,500	0	1,500	1,500
432100	Telephone	1,424	1,399	2,000	2,000	1,155	58 %	2,000	0	2,000	2,000

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Department Budget

County of Brunswick
Budget

Department Name: Register Of Deeds
Department Code: 104180
Budget Manager: Register of Deeds

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
432500	Postage	3,776	4,340	4,800	4,800	3,235	67 %	4,800	0	4,800	4,800
434100	Printing	592	1,276	2,000	2,000	985	49 %	2,000	0	2,000	2,000
435100	Repair and Maint - Building	0	0	5,000	5,000	0	0 %	5,000	0	5,000	5,000
435200	Repair and Maint - Equipment	0	54	2,500	2,500	0	0 %	2,500	0	2,500	2,500
435300	Repair and Maint - Vehicles	88	0	800	800	1,827	228 %	800	0	800	800
439100	Advertising	0	0	250	250	0	0 %	250	0	250	250
439900	Contract Services	132,000	132,000	134,000	134,000	121,000	90 %	134,000	0	134,000	134,000
441400	Rent of Equipment	1,555	1,561	3,500	3,500	1,260	36 %	3,500	0	3,500	3,500
444000	Service and Maint Contracts	10,816	10,021	15,000	15,000	7,795	52 %	15,000	0	15,000	15,000
445300	Fidelity / Bonds	0	0	400	400	0	0 %	400	0	400	400
449100	Dues	475	475	700	700	475	68 %	700	0	700	700
449900	Miscellaneous Expense	0	154	200	200	77	38 %	200	0	200	200
449914	Bad Debt Expense	0	0	100	100	0	0 %	100	0	100	100
454000	Cap Outlay - Vehicle on Road	0	0	0	0	0	0 %	32,000	32,000	0	32,000
466001	ROD - Excise Tax - St NC	2,008,552	1,835,059	2,030,800	1,430,800	1,601,099	79 %	1,519,000	88,200	1,396,500	1,396,500
466002	ROD - Marriage - St NC	32,130	30,450	32,375	32,375	20,230	62 %	29,925	(2,450)	29,925	29,925
466003	ROD - Floodplain Mapping	103,142	94,447	92,288	92,288	80,493	87 %	108,834	16,546	108,834	108,834
466004	ROD - Deed - Cultural Resour	46,883	42,930	41,949	41,949	35,817	85 %	39,576	(2,373)	39,576	39,576
466005	ROD - D / T - State GF	37,506	34,344	33,559	33,559	30,041	90 %	49,470	15,911	49,470	49,470
466006	ROD - Vital Records Automati	3,054	2,574	2,200	2,200	1,231	56 %	2,500	300	2,500	2,500
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	Salary Expenditures	938,526	931,068	1,030,846	1,030,846	822,916	79 %	1,075,126	44,280	1,069,821	1,069,821
	Operating Expenditures	2,395,411	2,203,988	2,435,721	1,835,721	1,915,822	78 %	1,953,905	118,184	1,826,905	1,826,905
	Capital Expenditures	0	0	0	0	0	0 %	32,000	32,000	0	32,000
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	Total Expenditures	3,333,938	3,135,058	3,466,567	2,866,567	2,738,738	79 %	3,061,031	194,464	2,896,726	2,928,726
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	Revenues Over(Under) Expenditures	1,979,424	1,754,892	1,222,683	1,222,683	1,941,869		1,243,219	20,536	1,102,524	1,070,524

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Department Budget

County of Brunswick
Budget

Department Name: Management Information Service
Department Code: 104210
Budget Manager: Director of MIS

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
383955	GovDeals.com	10,010	855	0	0	1,061	0%	0	0	0	0
	Total Revenues	10,010	855	0	0	1,061	0%	0	0	0	0
412100	Salary and Wages - Regular	1,027,721	1,090,187	1,124,059	1,124,059	932,360	83%	1,379,408	255,349	1,172,896	1,172,896
412200	Salary and Wages - Overtime	0	21,102	0	0	0	0%	0	0	0	0
412600	Salary and Wages - Temp / Part	11,992	0	0	0	0	0%	0	0	0	0
412700	Salary and Wages - Longevity	18,418	20,928	18,502	18,502	19,616	106%	20,240	1,738	20,240	20,240
418100	FICA	80,504	85,255	87,406	87,406	71,488	82%	107,073	19,667	91,275	91,275
418200	Retirement	130,885	144,613	160,073	160,073	133,372	83%	212,886	52,813	181,357	181,357
418300	Health Insurance	137,520	124,938	129,024	129,024	102,772	80%	154,755	25,731	130,320	130,320
418306	Life Insurance	949	725	1,600	1,600	600	38%	1,900	300	1,600	1,600
418310	Dental Insurance	0	5,111	4,608	4,608	3,652	79%	6,612	2,004	5,568	5,568
418400	Disability and Long - Term Ins	3,378	3,481	3,709	3,709	2,980	80%	4,552	843	3,871	3,871
423104	Special Projects	0	0	15,000	0	12,683	85%	0	0	0	0
425100	Motor Fuels	559	639	750	750	397	53%	750	0	750	750
426000	Supplies and Materials	1,985	7,999	10,000	10,000	1,192	12%	10,000	0	10,000	10,000
426010	Computer Software	532,394	569,979	673,300	673,300	164,722	24%	704,650	31,350	661,000	661,000
426100	Equipment Less Than \$500	11,368	8,362	25,000	25,000	22,979	92%	25,000	0	25,000	25,000
426200	Operating Equip \$500 - \$4,999	161,857	106,801	8,650	14,000	2,534	29%	34,000	20,000	27,000	27,000
426205	Computers - \$500 - \$4,999	0	0	150,000	146,400	39,256	26%	112,500	(33,900)	72,000	72,000
431100	Travel - Mileage	186	131	100	100	648	648%	300	200	300	300
431200	Travel - Subsistence	3,413	6,869	12,000	7,000	9,572	80%	7,000	0	7,000	7,000
431500	Travel - Registrations	1,000	1,100	2,500	2,500	800	32%	6,500	4,000	6,500	6,500
432100	Telephone	1,671	1,885	3,000	3,000	1,111	37%	3,000	0	3,000	3,000
432101	Electronic Access Fees	38,884	38,155	35,100	35,100	31,143	89%	49,100	14,000	44,600	44,600
432150	Cell Phone Reimbursement	6,500	6,425	10,350	10,350	8,225	79%	12,300	1,950	10,350	10,350
432500	Postage	94	12	100	100	10	10%	100	0	100	100
435200	Repair and Maint - Equipment	5,859	9,609	10,000	10,000	5,332	53%	12,000	2,000	12,000	12,000
435300	Repair and Maint - Vehicles	452	610	0	0	33	0%	100	100	100	100
439100	Advertising	355	758	500	500	0	0%	800	300	500	500
439500	Training Expenses	10,247	4,463	13,000	18,000	5,283	41%	18,000	0	18,000	18,000
439900	Contract Services	92,525	93,989	521,377	169,500	420,776	81%	76,200	(93,300)	14,200	14,200
439906	GovDeals.com	760	56	200	200	0	0%	200	0	200	200

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Department Budget

County of Brunswick
Budget

Department Name: Management Information Service
Department Code: 104210
Budget Manager: Director of MIS

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
444000	Service and Maint Contracts	132,207	165,626	181,900	181,900	113,964	63 %	185,700	3,800	185,700	185,700
449912	PY FEMA Event 1	0	23,880	0	0	0	0 %	0	0	0	0
449929	Health Risk Event	0	0	0	0	63,444	0 %	0	0	0	0
454000	Cap Outlay - Vehicle on Road	0	29,290	0	0	0	0 %	30,000	30,000	0	0
455000	Cap Outlay - Equipment	249,032	98,252	37,750	36,000	37,747	100 %	143,000	107,000	108,000	108,000
466200	Inspection Bldg Recovery Fee	0	141	0	0	0	0 %	0	0	0	0
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	Salary Expenditures	1,411,368	1,496,340	1,528,981	1,528,981	1,266,840	82 %	1,887,426	358,445	1,607,127	1,607,127
	Operating Expenditures	1,002,314	1,047,488	1,672,827	1,307,700	904,104	54 %	1,258,200	(49,500)	1,098,300	1,098,300
	Capital Expenditures	249,031	127,541	37,750	36,000	37,747	99 %	173,000	137,000	108,000	108,000
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	Total Expenditures	2,662,715	2,671,370	3,239,558	2,872,681	2,208,691	68 %	3,318,626	445,945	2,813,427	2,813,427
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	Revenues Over(Under) Expenditures	(2,652,705)	(2,670,515)	(3,239,558)	(2,872,681)	(2,207,630)		(3,318,626)	(445,945)	(2,813,427)	(2,813,427)

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Department Budget

County of Brunswick
Budget

Department Name: Fleet Services
Department Code: 104250
Budget Manager: Director of Operation Services

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
383900	Miscellaneous Revenues	9,678	3,377	8,000	8,000	4,999	62 %	8,000	0	8,000	8,000
383961	Other Sales and Services	47,662	36,588	36,000	36,000	29,373	82 %	30,000	(6,000)	30,000	30,000
	Total Revenues	57,340	39,965	44,000	44,000	34,372	78 %	38,000	(6,000)	38,000	38,000
412100	Salary and Wages - Regular	549,812	568,841	649,772	649,772	488,380	75 %	665,629	15,857	655,713	655,713
412200	Salary and Wages - Overtime	10,512	27,270	18,000	18,000	11,727	65 %	18,000	0	18,000	18,000
412203	Salary and Wages - Pgr on call	7,588	7,286	8,500	8,500	6,178	73 %	8,500	0	8,500	8,500
412700	Salary and Wages - Longevity	10,003	8,717	8,271	8,271	6,865	83 %	8,405	134	8,405	8,405
418100	FICA	43,720	44,638	52,368	52,368	37,013	71 %	53,591	1,223	52,832	52,832
418200	Retirement	72,359	78,177	95,904	95,904	71,892	75 %	106,551	10,647	104,974	104,974
418300	Health Insurance	110,016	98,070	112,896	112,896	84,971	75 %	114,030	1,134	114,030	114,030
418304	Unemployment Insurance	260	0	0	0	0	0 %	0	0	0	0
418306	Life Insurance	776	568	1,400	1,400	498	36 %	1,400	0	1,400	1,400
418310	Dental Insurance	0	4,022	4,032	4,032	3,031	75 %	4,872	840	4,872	4,872
418400	Disability and Long - Term Ins	1,738	1,753	2,144	2,144	1,560	73 %	2,197	53	2,164	2,164
421200	Uniforms	13,435	11,624	19,500	19,500	6,624	34 %	19,500	0	19,500	19,500
425100	Motor Fuels	1,231,124	1,396,110	1,340,000	1,450,000	973,708	73 %	1,550,000	100,000	1,450,000	1,450,000
425102	Reimb Motor Fuels	(1,199,282)	(1,359,385)	(1,450,000)	(1,450,000)	(1,005,028)	69 %	(1,538,000)	(88,000)	(1,450,000)	(1,450,000)
425200	Tires and Tubes	216,270	231,496	290,000	220,000	231,063	80 %	270,000	50,000	250,000	250,000
426000	Supplies and Materials	2,341	2,224	5,000	5,000	2,121	42 %	5,000	0	2,500	2,500
426002	Departmental Supplies	48,410	47,258	59,000	49,000	42,425	72 %	55,000	6,000	50,000	50,000
426010	Computer Software	44,909	71,086	62,000	62,000	62,323	101 %	70,800	8,800	65,800	65,800
426100	Equipment Less Than \$500	27,204	13,940	20,000	20,000	14,223	71 %	22,500	2,500	20,000	20,000
426200	Operating Equip \$500 - \$4,999	7,949	1,316	15,500	15,500	14,610	94 %	23,457	7,957	11,271	11,271
426205	Computers - \$500 - \$4,999	0	0	7,100	7,100	5,684	80 %	0	(7,100)	0	0
431100	Travel - Mileage	69	7	100	100	7	7 %	100	0	100	100
431200	Travel - Subsistence	0	0	100	100	0	0 %	600	500	100	100
431500	Travel - Registrations	300	450	500	500	75	15 %	1,500	1,000	500	500
432100	Telephone	6,705	6,847	7,750	7,750	6,398	83 %	7,750	0	7,750	7,750
432150	Cell Phone Reimbursement	3,875	3,900	5,850	5,850	4,225	72 %	5,850	0	5,850	5,850
432500	Postage	56	52	100	100	34	34 %	100	0	100	100
433500	Water and Wastewater	0	0	0	0	33	0 %	0	0	0	0
435100	Repair and Maint - Building	6,805	140	5,000	5,000	1,569	31 %	5,000	0	5,000	5,000

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Department Budget

County of Brunswick
Budget

Department Name: Fleet Services
Department Code: 104250
Budget Manager: Director of Operation Services

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
435200	Repair and Maint - Equipment	125,367	161,409	170,000	120,000	124,296	73 %	123,000	3,000	123,000	123,000
435300	Repair and Maint - Vehicles	384,715	418,513	470,000	440,000	367,455	78 %	500,000	60,000	500,000	500,000
435301	Reimb Repair and Maint	(843,280)	(866,744)	(850,000)	(850,000)	(795,798)	94 %	(950,000)	(100,000)	(950,000)	(950,000)
439900	Contract Services	127,549	64,232	123,156	150,000	102,905	84 %	150,000	0	120,000	120,000
444000	Service and Maint Contracts	92,262	78,495	85,100	85,100	59,475	70 %	90,000	4,900	90,000	90,000
449900	Miscellaneous Expense	256	351	1,000	1,000	80	8 %	1,000	0	500	500
454000	Cap Outlay - Vehicle on Road	25,602	0	0	0	0	0 %	160,000	160,000	0	0
455000	Cap Outlay - Equipment	20,543	23,543	12,000	12,000	10,610	88 %	74,402	62,402	74,402	74,402
459000	Cap Outlay - Improvements	0	28,124	382,773	365,000	18,980	5 %	55,000	(310,000)	8,000	8,000
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	Salary Expenditures	806,783	839,342	953,287	953,287	712,115	74 %	983,175	29,888	970,890	970,890
	Operating Expenditures	297,037	283,318	386,756	363,600	218,507	56 %	413,157	49,557	321,971	321,971
	Capital Expenditures	46,144	51,666	394,773	377,000	29,590	7 %	289,402	(87,598)	82,402	82,402
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	Total Expenditures	1,149,965	1,174,328	1,734,816	1,693,887	960,212	55 %	1,685,734	(8,153)	1,375,263	1,375,263
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	Revenues Over(Under) Expenditures	(1,092,625)	(1,134,363)	(1,690,816)	(1,649,887)	(925,840)		(1,647,734)	2,153	(1,337,263)	(1,337,263)

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Department Budget

County of Brunswick
Budget

Department Name: Engineering
Department Code: 104270
Budget Manager: Director of Engineering

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
334451	Stormwater - Permit	49,350	42,450	38,000	38,000	46,144	121 %	45,000	7,000	45,000	45,000
334452	Stormwater - Const Inspection	11,525	8,700	7,000	7,000	10,875	155 %	10,000	3,000	10,000	10,000
334453	Stormwater - Annual Inspection	13,125	31,700	15,000	15,000	13,950	93 %	15,000	0	15,000	15,000
383900	Miscellaneous Revenues	0	800	0	0	0	0 %	0	0	0	0
Total Revenues		74,000	83,650	60,000	60,000	70,969	118 %	70,000	10,000	70,000	70,000
412100	Salary and Wages - Regular	365,790	405,961	442,043	442,043	360,365	82 %	458,034	15,991	455,810	455,810
412700	Salary and Wages - Longevity	5,534	5,689	5,939	5,939	5,911	100 %	6,635	696	6,635	6,635
412990	Salary and Wages - Reimburse	(8,860)	0	0	0	0	0 %	0	0	0	0
418100	FICA	27,691	30,356	34,271	34,271	26,778	78 %	35,547	1,276	35,377	35,377
418200	Retirement	46,461	52,150	62,762	62,762	51,315	82 %	70,676	7,914	70,292	70,292
418300	Health Insurance	45,840	44,333	48,384	48,384	37,616	78 %	48,870	486	48,870	48,870
418306	Life Insurance	323	259	600	600	220	37 %	600	0	600	600
418310	Dental Insurance	0	1,818	1,728	1,728	1,337	77 %	2,088	360	2,088	2,088
418400	Disability and Long - Term Ins	1,202	1,315	1,459	1,459	1,151	79 %	1,512	53	1,504	1,504
419900	Prof Ser - Other	0	0	4,875	4,875	77	2 %	136,000	131,125	100,000	100,000
421200	Uniforms	0	190	325	325	209	64 %	500	175	500	500
425100	Motor Fuels	3,102	3,252	2,900	2,900	2,673	92 %	2,900	0	2,900	2,900
426000	Supplies and Materials	1,065	1,767	1,800	1,800	949	53 %	1,800	0	1,500	1,500
426205	Computers - \$500 - \$4,999	0	0	5,000	5,000	4,298	86 %	0	(5,000)	0	0
431200	Travel - Subsistence	26	388	400	400	36	9 %	400	0	300	300
431500	Travel - Registrations	875	1,397	3,200	3,200	975	30 %	3,200	0	3,000	3,000
432100	Telephone	1,411	1,245	1,200	1,200	1,008	84 %	1,200	0	1,200	1,200
432150	Cell Phone Reimbursement	2,600	2,950	2,700	2,700	2,600	96 %	2,700	0	2,700	2,700
432500	Postage	(93)	355	650	650	173	27 %	650	0	500	500
435100	Repair and Maint - Building	125	0	0	0	0	0 %	0	0	0	0
435200	Repair and Maint - Equipment	1,177	0	0	0	0	0 %	0	0	0	0
435300	Repair and Maint - Vehicles	439	1,454	1,000	1,000	2,379	238 %	2,800	1,800	2,800	2,800
439100	Advertising	58	0	500	500	337	67 %	500	0	500	500
444000	Service and Maint Contracts	2,620	3,873	4,800	4,800	3,577	75 %	4,800	0	4,600	4,600
449100	Dues	1,058	997	1,400	1,400	946	68 %	1,400	0	1,300	1,300
454000	Cap Outlay - Vehicle on Road	30,589	29,594	0	0	0	0 %	0	0	0	0
465104	County Water Connection	0	0	5,000	5,000	0	0 %	5,000	0	5,000	5,000

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Department Budget

County of Brunswick
Budget

Department Name: Engineering
Department Code: 104270
Budget Manager: Director of Engineering

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
465105	Cty Comm Develop program	11,900	9,900	5,000	5,000	0	0%	5,000	0	5,000	5,000
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	Salary Expenditures	483,982	541,881	597,186	597,186	484,693	81 %	623,962	26,776	621,176	621,176
	Operating Expenditures	26,361	27,768	40,750	40,750	20,237	49 %	168,850	128,100	131,800	131,800
	Capital Expenditures	30,589	29,594	0	0	0	0 %	0	0	0	0
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	Total Expenditures	540,934	599,245	637,936	637,936	504,930	79%	792,812	154,876	752,976	752,976
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	Revenues Over(Under) Expenditures	(466,934)	(515,595)	(577,936)	(577,936)	(433,961)		(722,812)	(144,876)	(682,976)	(682,976)

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Department Budget

County of Brunswick
Budget

Department Name: Operation Services
Department Code: 104280
Budget Manager: Director of Operation Services

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
331000	Federal Revenues	201,391	147,777	160,000	160,000	99,094	62 %	160,000	0	160,000	160,000
383900	Miscellaneous Revenues	5,195	12,451	0	0	0	0 %	0	0	0	0
383913	Insurance Refund	33,736	650	0	0	0	0 %	0	0	0	0
383955	GovDeals.com	29,392	0	0	0	21,088	0 %	0	0	0	0
383958	Other Permits and Fees	598	212	750	750	424	57 %	250	(500)	250	250
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	Total Revenues	270,312	161,090	160,750	160,750	120,606	75 %	160,250	(500)	160,250	160,250
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412100	Salary and Wages - Regular	2,018,415	2,093,032	2,259,671	2,259,671	1,869,497	83 %	2,337,462	77,791	2,279,339	2,279,339
412200	Salary and Wages - Overtime	17,858	119,976	25,000	25,000	27,824	111 %	25,000	0	25,000	25,000
412203	Salary and Wages - Pgr on call	6,569	6,139	6,500	6,500	5,499	85 %	6,500	0	6,500	6,500
412600	Salary and Wages - Temp / Part	7,584	0	8,000	8,000	1,419	18 %	8,000	0	8,000	8,000
412700	Salary and Wages - Longevity	37,160	36,263	38,004	38,004	40,311	106 %	30,215	(7,789)	30,794	30,794
418100	FICA	158,052	168,869	178,794	178,794	144,590	81 %	184,149	5,355	179,747	179,747
418200	Retirement	258,872	287,364	326,317	326,317	272,228	83 %	364,915	38,598	355,928	355,928
418300	Health Insurance	450,993	410,958	443,520	443,520	346,169	78 %	472,410	28,890	456,120	456,120
418304	Unemployment Insurance	5,295	354	0	0	0	0 %	0	0	0	0
418306	Life Insurance	3,194	2,387	5,500	5,500	1,973	36 %	5,800	300	5,600	5,600
418310	Dental Insurance	0	16,842	15,840	15,840	12,278	78 %	20,184	4,344	19,488	19,488
418400	Disability and Long - Term Ins	6,509	6,792	7,457	7,457	5,732	77 %	7,714	257	7,522	7,522
421200	Uniforms	21,290	16,224	37,221	30,702	18,290	49 %	31,100	398	30,834	30,834
421300	Chemicals	43,693	44,571	45,000	45,000	42,541	95 %	45,000	0	45,000	45,000
423100	Special Program Material	13,917	11,535	16,000	16,000	13,483	84 %	16,000	0	16,000	16,000
423300	Road Signs	11,241	12,489	13,000	13,000	11,592	89 %	15,000	2,000	13,000	13,000
425100	Motor Fuels	78,790	95,292	100,000	100,000	54,601	55 %	100,000	0	85,000	85,000
426000	Supplies and Materials	9,933	8,098	10,000	10,000	7,307	73 %	10,000	0	10,000	10,000
426002	Departmental Supplies	94,076	96,884	97,000	97,000	84,856	87 %	100,000	3,000	100,000	100,000
426010	Computer Software	13,560	27,143	40,080	40,080	30,100	75 %	47,170	7,090	43,756	43,756
426100	Equipment Less Than \$500	13,317	12,523	15,000	15,000	12,984	87 %	15,000	0	13,500	13,500
426200	Operating Equip \$500 - \$4,999	6,798	10,848	11,450	10,450	6,649	58 %	31,950	21,500	8,950	8,950
426205	Computers - \$500 - \$4,999	0	0	7,740	7,740	6,724	87 %	0	(7,740)	0	0
431100	Travel - Mileage	3,496	3,553	3,700	3,700	3,128	85 %	3,700	0	3,700	3,700
431200	Travel - Subsistence	427	4,211	3,500	3,500	229	7 %	3,500	0	3,500	3,500
431500	Travel - Registrations	240	2,044	3,800	3,800	1,061	28 %	3,800	0	3,800	3,800

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Department Budget

County of Brunswick
Budget

Department Name: Operation Services
Department Code: 104280
Budget Manager: Director of Operation Services

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
432100	Telephone	9,453	9,288	9,910	9,910	7,627	77 %	9,910	0	9,500	9,500
432150	Cell Phone Reimbursement	21,450	22,700	26,650	26,650	19,375	73 %	36,400	9,750	26,650	26,650
432500	Postage	176	182	250	250	145	58 %	250	0	250	250
433100	Electricity	1,561,962	1,538,617	1,730,000	1,730,000	1,220,166	71 %	1,730,000	0	1,600,000	1,600,000
433300	Propane / Natural Gas	34,089	48,655	40,000	40,000	30,707	77 %	40,000	0	40,000	40,000
433500	Water and Wastewater	67,914	63,258	70,000	70,000	56,797	81 %	74,000	4,000	70,000	70,000
435100	Repair and Maint - Building	377,377	396,512	372,684	166,400	292,779	79 %	427,500	261,100	175,000	175,000
435102	Repair and Maint - Grounds	26,228	16,065	32,039	25,000	29,505	92 %	25,000	0	25,000	25,000
435200	Repair and Maint - Equipment	535,254	341,840	276,226	180,000	222,132	80 %	210,000	30,000	210,000	210,000
435208	Repair and Maint - Roadways	53,970	31,170	64,000	64,000	15,742	25 %	64,000	0	0	0
435300	Repair and Maint - Vehicles	81,997	70,723	85,000	85,000	77,622	91 %	98,000	13,000	85,000	85,000
439500	Training Expenses	839	545	1,000	1,000	311	31 %	1,000	0	1,000	1,000
439501	Tuition Reimbursement	939	1,116	1,500	1,500	956	64 %	0	(1,500)	0	0
439900	Contract Services	102,288	117,750	223,150	223,150	60,899	27 %	229,650	6,500	226,150	226,150
441200	Rent of Building	78,872	79,022	84,000	84,000	78,705	94 %	86,000	2,000	86,000	86,000
441400	Rent of Equipment	8,321	11,566	14,000	15,000	1,395	10 %	15,000	0	10,000	10,000
444000	Service and Maint Contracts	82,827	69,786	99,807	91,000	75,462	76 %	91,000	0	91,000	91,000
449100	Dues	905	390	1,000	1,000	0	0 %	1,000	0	1,000	1,000
449900	Miscellaneous Expense	1,745	1,435	4,500	4,500	1,258	28 %	4,500	0	2,500	2,500
449912	PY FEMA Event 1	0	7,654,148	98,749	0	118,208	120 %	0	0	0	0
449913	CY FEMA Event 1	0	0	0	0	4,642	0 %	0	0	0	0
449929	Health Risk Event	0	0	0	0	37,652	0 %	0	0	0	0
449979	Reimbursement of Indirect Cost	(269)	0	0	0	0	0 %	0	0	0	0
454000	Cap Outlay - Vehicle on Road	144,566	213,950	98,000	98,000	87,869	90 %	138,000	40,000	0	0
455000	Cap Outlay - Equipment	153,925	89,712	401,500	401,500	383,660	96 %	506,000	104,500	237,000	237,000
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Salary Expenditures		2,970,500	3,148,975	3,314,603	3,314,603	2,727,520	82 %	3,462,349	147,746	3,374,038	3,374,038
Operating Expenditures		3,357,115	10,820,183	3,637,956	3,214,332	2,645,630	72 %	3,565,430	351,098	3,036,090	3,036,090
Capital Expenditures		298,491	303,662	499,500	499,500	471,529	94 %	644,000	144,500	237,000	237,000
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Total Expenditures		6,626,108	14,272,821	7,452,059	7,028,435	5,844,679	78 %	7,671,779	643,344	6,647,128	6,647,128
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Revenues Over(Under) Expenditures		(6,355,796)	(14,111,731)	(7,291,309)	(6,867,685)	(5,724,073)		(7,511,529)	(643,844)	(6,486,878)	(6,486,878)

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Department Budget

County of Brunswick
Budget

Department Name: Non-Departmental
Department Code: 104290
Budget Manager: County Manager/HR Officer

Item #	Description	Prior Years Actuals 2018	Prior Years Actuals 2019	2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
	Total Revenues	0	0	0	0	0	0%	0	0	0	0
418300	Health Insurance	0	15,066	18,000	18,000	10,388	58 %	18,000	0	18,000	18,000
418301	Retired Emp Health under 65	1,720,875	1,614,540	1,923,216	1,923,216	1,324,860	69 %	2,208,002	284,786	1,875,986	1,875,986
418302	Medicare Suppnt and Pharmacy	371,032	406,241	451,519	451,519	432,269	96 %	519,714	68,195	519,714	519,714
418303	Workers Compensation	832,343	932,734	806,897	806,897	806,898	100 %	839,174	32,277	839,174	860,290
418304	Unemployment Insurance	10,859	14,707	75,000	75,000	18,448	25 %	75,000	0	75,000	75,000
418306	Life Insurance	302	20	0	0	16	0%	0	0	0	0
418308	Health Care Reform Fees	0	3,573	0	0	0	0%	0	0	0	0
418309	Dependent Coverage - Health Ins	0	2,009,260	1,932,751	1,932,751	1,976,872	102 %	2,155,762	223,011	2,216,706	2,216,706
418311	Retired Emp Dental under 65	0	31,076	31,435	31,435	24,794	79 %	30,744	(691)	30,744	30,744
418312	Dependent Coverage - Dental	0	141,712	132,847	132,847	110,612	83 %	151,882	19,035	151,882	151,882
419900	Prof Ser - Other	7,808	22,209	0	0	12,876	0%	15,000	15,000	15,000	15,000
419907	Contract Svs - Screening	3,313	3,015	5,000	5,000	5,018	100 %	10,000	5,000	10,000	10,000
419908	EAP Plan - Professional Svc	4,540	7,120	8,000	8,000	3,760	47 %	7,000	(1,000)	7,000	7,000
426200	Operating Equip \$500 - \$4,999	29,964	0	0	0	0	0%	0	0	0	0
432100	Telephone	906	1,225	0	0	1,284	0%	0	0	0	0
432500	Postage	58	0	0	0	0	0%	0	0	0	0
432600	Postage - Restricted	2,144	4,333	0	0	(3,051)	0%	0	0	0	0
439500	Training Expenses	1,440	2,125	13,000	13,000	163	1 %	13,000	0	13,000	13,000
439900	Contract Services	0	0	190,000	0	103,165	54 %	155,000	155,000	155,000	155,000
445100	Property and General Liability	1,006,530	1,079,909	1,047,104	1,134,104	1,046,585	100 %	1,151,244	17,140	1,130,312	1,119,799
445101	Liability For Deductibles	15,000	26,257	40,000	80,000	5,000	12 %	80,000	0	80,000	80,000
449100	Dues	50,994	52,111	60,000	60,000	53,462	89 %	60,000	0	60,000	60,000
449900	Miscellaneous Expense	71,807	77,509	83,000	90,000	33,459	40 %	89,960	(40)	86,652	103,430
449912	PY FEMA Event 1	0	428,293	0	0	150,597	0%	0	0	0	0
449918	Fire Fee Expense	43,878	46,062	50,000	50,000	55,391	111 %	60,000	10,000	60,000	60,000
449945	County Employee Wellness	173,823	3	2,500	2,500	0	0%	500	(2,000)	500	500
449979	Reimbursement of Indirect Cost	(884,050)	(913,447)	(1,169,385)	(1,169,385)	(1,169,385)	100 %	(1,094,662)	74,723	(1,094,662)	(1,094,662)
449980	Settlements	12,500	0	0	0	0	0%	0	0	0	0
454000	Cap Outlay - Vehicle on Road	0	0	40,000	0	36,475	91 %	0	0	0	0

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Department Budget

County of Brunswick
Budget

Department Name: Non-Departmental
Department Code: 104290
Budget Manager: County Manager/HR Officer

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
Salary Expenditures		2,935,411	5,168,930	5,371,665	5,371,665	4,705,157	87 %	5,998,278	626,613	5,727,206	5,748,322
Operating Expenditures		540,653	836,723	329,219	273,219	298,324	90 %	547,042	273,823	522,802	529,067
Capital Expenditures		0	0	40,000	0	36,475	91 %	0	0	0	0
Total Expenditures		3,476,065	6,005,655	5,740,884	5,644,884	5,039,956	88 %	6,545,320	900,436	6,250,008	6,277,389
Revenues Over(Under) Expenditures		(3,476,065)	(6,005,655)	(5,740,884)	(5,644,884)	(5,039,956)		(6,545,320)	(900,436)	(6,250,008)	(6,277,389)

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Department Budget

County of Brunswick
Budget

Department Name: District Attorney's Office
Department Code: 104301
Budget Manager: District Attorney

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
	Total Revenues	0	0	0	0	0	0%	0	0	0	0
426000	Supplies and Materials	6,732	7,984	9,400	9,400	6,341	67 %	9,400	0	9,400	9,400
431500	Travel - Registrations	1,000	0	0	0	0	0 %	0	0	0	0
439500	Training Expenses	662	0	600	600	0	0 %	600	0	600	600
439900	Contract Services	41,831	11,428	40,000	40,000	0	0 %	35,000	(5,000)	35,000	35,000
449900	Miscellaneous Expense	0	0	3,000	3,000	0	0 %	3,000	0	3,000	3,000
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	Salary Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Operating Expenditures	50,225	19,412	53,000	53,000	6,341	11 %	48,000	(5,000)	48,000	48,000
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Total Expenditures	50,225	19,412	53,000	53,000	6,341	12 %	48,000	(5,000)	48,000	48,000
	Revenues Over(Under) Expenditures	(50,225)	(19,412)	(53,000)	(53,000)	(6,341)		(48,000)	5,000	(48,000)	(48,000)

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County of Brunswick
Budget

Department Name: Sheriff's Office
Department Code: 104310
Budget Manager: Sheriff

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
331000	Federal Revenues	66,024	72,396	24,669	0	2,564	10%	0	0	0	0
331004	Federal Drug Seizure Funds	89,131	8,556	0	0	31,381	0%	0	0	0	0
332000	State Revenues - Restricted	0	10,000	0	0	0	0%	0	0	0	0
332900	State Drug Tax	36,511	53,150	7,500	7,500	26,965	360%	7,500	0	7,500	7,500
334800	Gun Permits	15,550	16,825	15,000	15,000	14,441	96%	15,000	0	15,000	15,000
334810	Concealed Weapons Permit	194,825	212,170	180,000	180,000	148,900	83%	180,000	0	180,000	180,000
334815	Weapons Storage Fee	575	4,512	750	750	1,481	197%	750	0	750	750
383303	Gifts and Memorials	16,782	47,280	0	0	35,760	0%	0	0	0	0
383306	Misc Rev - DARE Camp	25,796	24,085	3,000	3,000	28,384	946%	3,000	0	3,000	3,000
383307	Project Lifesaver Revenues	4,560	5,380	0	0	2,110	0%	0	0	0	0
383309	Basic Law Enf Training Revenue	0	5	0	0	0	0%	0	0	0	0
383900	Miscellaneous Revenues	31,103	21,172	35,000	35,000	5,005	14%	10,000	(25,000)	10,000	10,000
383909	Civil Fees	90,118	84,179	87,000	87,000	71,645	82%	87,000	0	87,000	87,000
383913	Insurance Refund	79,849	141,338	56,318	0	64,929	115%	0	0	0	0
383946	Civil Fees - Out of State	5,577	7,920	5,400	5,400	3,150	58%	5,400	0	5,400	5,400
383958	Other Permits and Fees	5,654	13,950	7,180	7,180	7,816	109%	7,180	0	7,180	7,180
383960	School Resource Officer Reimb	1,276,771	1,447,763	1,476,726	1,476,726	754,008	51%	1,506,261	29,535	1,506,261	1,506,261
383961	Other Sales and Services	3,685	200,788	3,500	3,500	39,333	1,124%	3,500	0	3,500	3,500
383987	Golf Cart Registration Fee	1,955	1,920	1,000	1,000	1,055	106%	1,000	0	1,000	1,000
383992	Calendar Sales	6,500	9,500	2,500	2,500	3,500	140%	2,500	0	2,500	2,500
Total Revenues		1,950,968	2,382,888	1,905,543	1,824,556	1,242,427	65%	1,829,091	4,535	1,829,091	1,829,091
412100	Salary and Wages - Regular	7,998,082	8,603,785	9,262,673	9,262,673	7,714,400	83%	9,790,836	528,163	9,387,086	9,387,086
412200	Salary and Wages - Overtime	958,576	2,034,957	1,060,000	900,000	1,023,723	97%	1,000,000	100,000	900,000	900,000
412207	Salary and Wages Clothing	43,000	44,000	46,000	46,000	45,500	99%	55,000	9,000	50,000	50,000
412600	Salary and Wages - Temp / Part	191,596	234,263	205,120	205,120	203,061	99%	205,120	0	205,120	205,120
412700	Salary and Wages - Longevity	103,837	113,620	118,015	118,015	98,235	83%	115,685	(2,330)	115,685	115,685
412990	Salary and Wages - Reimburse	(63,230)	(63,545)	0	0	(35,553)	0%	0	0	0	0
418100	FICA	699,958	832,437	802,164	802,164	672,359	84%	850,041	47,877	811,504	811,504
418200	Retirement	1,202,186	1,443,005	1,525,654	1,525,654	1,299,597	85%	1,749,406	223,752	1,668,604	1,668,604
418300	Health Insurance	1,403,850	1,327,971	1,403,136	1,403,136	1,123,099	80%	1,474,245	71,109	1,417,230	1,417,230
418304	Unemployment Insurance	17,500	0	0	0	0	0%	0	0	0	0
418306	Life Insurance	10,160	7,820	17,400	17,400	6,566	38%	18,100	700	17,400	17,400

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Department Budget

County of Brunswick
Budget

Department Name: Sheriff's Office
Department Code: 104310
Budget Manager: Sheriff

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
418310	Dental Insurance	0	54,218	50,112	50,112	39,863	80 %	62,988	12,876	60,552	60,552
418400	Disability and Long - Term Ins	23,789	25,716	28,241	28,241	21,896	78 %	29,877	1,636	28,630	28,630
419304	Prof Ser - Medical - Employee	0	0	7,500	6,000	5,841	78 %	24,000	18,000	24,000	24,000
421200	Uniforms	142,129	132,827	178,682	170,000	158,247	89 %	200,000	30,000	160,000	160,000
423100	Special Program Material	11,068	14,550	15,800	15,000	9,494	60 %	16,000	1,000	15,000	15,000
423104	Special Projects	7,051	14,401	16,662	0	12,849	77 %	0	0	0	0
423109	Special Prog Mat - DARE	8,254	14,153	22,432	10,000	1,325	6 %	15,000	5,000	15,000	15,000
425100	Motor Fuels	534,066	593,944	550,000	550,000	423,209	77 %	570,000	20,000	550,000	550,000
426000	Supplies and Materials	25,595	31,266	30,000	30,000	23,591	79 %	30,000	0	29,000	29,000
426001	Supplies and Mat - Restricted	8,549	0	0	0	0	0 %	0	0	0	0
426002	Departmental Supplies	25,010	25,091	69,440	28,100	18,893	27 %	28,100	0	27,000	27,000
426004	Ammunition	41,307	55,091	68,920	64,000	34,279	50 %	69,000	5,000	64,000	64,000
426005	Dive Team Supplies	1,303	404	5,000	5,000	2,445	49 %	5,000	0	5,000	5,000
426010	Computer Software	5,560	835,568	242,371	26,000	230,966	95 %	26,000	0	26,000	26,000
426100	Equipment Less Than \$500	148,256	205,509	199,080	170,000	155,925	78 %	200,000	30,000	170,000	170,000
426200	Operating Equip \$500 - \$4,999	206,834	370,851	489,596	391,112	313,674	64 %	458,017	66,905	338,375	338,375
426205	Computers - \$500 - \$4,999	0	0	82,500	76,100	78,257	95 %	149,800	73,700	87,700	87,700
429201	Canine Expenses - Restricted	3,429	6,841	8,775	7,000	8,364	95 %	9,000	2,000	9,000	9,000
431100	Travel - Mileage	146	180	500	500	0	0 %	500	0	500	500
431200	Travel - Subsistence	50,336	45,863	48,300	50,000	39,986	83 %	80,000	30,000	50,000	50,000
431500	Travel - Registrations	15,094	26,588	17,900	20,000	9,812	55 %	40,000	20,000	20,000	20,000
432100	Telephone	232,786	215,935	222,000	222,000	172,538	78 %	222,000	0	215,000	215,000
432150	Cell Phone Reimbursement	8,450	8,050	8,450	8,450	4,650	55 %	8,450	0	7,000	7,000
432500	Postage	14,270	9,659	18,882	19,382	9,101	48 %	19,382	0	15,000	15,000
433100	Electricity	0	3,812	15,000	15,000	8,641	58 %	20,000	5,000	12,000	12,000
433500	Water and Wastewater	0	1,013	1,700	1,700	1,094	64 %	1,700	0	1,700	1,700
434100	Printing	7,381	5,574	8,500	10,000	2,079	24 %	10,000	0	10,000	10,000
435100	Repair and Maint - Building	5,381	35,830	7,500	5,000	5,365	72 %	5,000	0	5,000	5,000
435200	Repair and Maint - Equipment	1,056	8,177	8,000	4,000	7,402	93 %	7,000	3,000	5,000	5,000
435210	Repair and Maint - Boat	11,279	32,165	77,865	15,000	43,330	56 %	15,000	0	15,000	15,000
435300	Repair and Maint - Vehicles	338,632	416,411	381,318	350,000	358,333	94 %	400,000	50,000	350,000	350,000
435700	Helicopter Expense	25,579	34,813	25,600	40,000	20,592	80 %	60,000	20,000	50,000	50,000
435710	Firing Range Operations	24,393	51,637	37,984	39,400	28,581	75 %	39,400	0	39,400	39,400
439100	Advertising	0	0	0	0	0	0 %	500	500	500	500

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Department Budget

County of Brunswick
Budget

Department Name: Sheriff's Office
Department Code: 104310
Budget Manager: Sheriff

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
439900	Contract Services	25,417	19,852	42,500	42,500	16,131	38 %	77,478	34,978	77,478	77,478
444000	Service and Maint Contracts	119,413	115,754	136,855	136,855	106,826	78 %	206,364	69,509	206,364	206,364
449100	Dues	16,670	10,807	23,403	23,403	11,480	49 %	23,403	0	20,000	20,000
449900	Miscellaneous Expense	9,317	9,223	9,200	15,000	4,264	46 %	15,000	0	10,000	10,000
449901	Undercover Money	110,488	87,647	122,353	110,000	88,127	72 %	110,000	0	110,000	110,000
449912	PY FEMA Event 1	0	30,666	0	0	0	0 %	0	0	0	0
449913	CY FEMA Event 1	0	0	0	0	4,896	0 %	0	0	0	0
449926	Project Lifesaver Expenses	4,809	6,471	7,861	4,000	882	11 %	4,000	0	4,000	4,000
449927	Misc Weapon Storage Costs	523	0	4,969	750	0	0 %	750	0	750	750
449929	Health Risk Event	0	0	0	0	3,823	0 %	0	0	0	0
449939	Employee - Volunteer Appreciatn	4,891	8,823	6,115	2,500	5,468	89 %	3,000	500	2,500	2,500
449950	Volunteer Program	7,912	8,350	10,000	10,000	6,374	64 %	15,000	5,000	10,000	10,000
454000	Cap Outlay - Vehicle on Road	944,940	753,604	909,251	827,506	529,989	58 %	1,656,000	828,494	782,280	782,280
455000	Cap Outlay - Equipment	293,358	156,735	418,995	479,000	321,830	77 %	699,815	220,815	40,700	40,700
459000	Cap Outlay - Improvements	25,720	22,392	0	0	0	0 %	39,950	39,950	0	0
459700	Federal Drug Seizure	27,264	18,898	9,790	0	0	0 %	0	0	0	0
459800	State Drug Seizure	25,384	14,684	33,407	7,500	0	0 %	7,500	0	7,500	7,500
465500	Grant Subsidy	0	0	10,000	0	5,078	51 %	0	0	0	0
466500	NC Concealed Weapons	101,350	107,080	90,000	90,000	73,545	82 %	90,000	0	90,000	90,000

	Salary Expenditures	12,589,304	14,658,247	14,518,515	14,358,515	12,212,746	84 %	15,351,298	992,783	14,661,811	14,661,811
	Operating Expenditures	2,356,629	3,634,459	3,372,710	2,791,252	2,515,757	74 %	3,281,344	490,092	2,854,767	2,854,767
	Capital Expenditures	1,264,018	932,730	1,328,246	1,306,506	851,819	64 %	2,395,765	1,089,259	822,980	822,980
	Total Expenditures	16,209,951	19,225,437	19,219,471	18,456,273	15,580,322	81 %	21,028,407	2,572,134	18,339,558	18,339,558
	Revenues Over(Under) Expenditures	(14,258,983)	(16,842,549)	(17,313,928)	(16,631,717)	(14,337,895)		(19,199,316)	(2,567,599)	(16,510,467)	(16,510,467)

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Department Budget

County of Brunswick
Budget

Department Name: Law Enforcement Separation
Department Code: 104317
Budget Manager: Human Resources Officer

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
412100	Salary and Wages - Regular	95,075	110,938	108,954	108,954	137,105	126 %	171,230	62,276	171,230	171,230
418100	FICA	7,610	8,696	8,335	8,335	10,489	126 %	13,099	4,764	13,099	13,099
418301	Retired Emp Health under 65	201,210	0	0	0	0	0 %	0	0	0	0

	Salary Expenditures	303,895	119,633	117,289	117,289	147,594	125 %	184,329	67,040	184,329	184,329
	Operating Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0

	Total Expenditures	303,896	119,633	117,289	117,289	147,594	126 %	184,329	67,040	184,329	184,329

	Revenues Over(Under) Expenditures	(303,896)	(119,633)	(117,289)	(117,289)	(147,594)		(184,329)	(67,040)	(184,329)	(184,329)

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County of Brunswick
Budget

Department Name: Detention Center
Department Code: 104320
Budget Manager: Sheriff

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
331006	State Criminal Alien Asst Pgm	0	14,853	0	0	10,167	0%	0	0	0	0
383900	Miscellaneous Revenues	90,733	59,705	48,000	48,000	40,591	85%	48,000	0	48,000	48,000
383913	Insurance Refund	0	1,821	0	0	0	0%	0	0	0	0
383958	Other Permits and Fees	6,622	3,277	0	0	2,230	0%	0	0	0	0
383962	Misc Jail Fees	393,123	400,665	400,000	325,000	406,859	102%	350,000	25,000	400,000	400,000
383988	Federal Inmate Reimbursement	549,240	644,466	625,000	625,000	558,439	89%	625,000	0	625,000	625,000
383993	State Misdemeanor Reimburse	427,826	463,805	500,000	500,000	256,848	51%	400,000	(100,000)	400,000	400,000
383994	County Inmate Reimbursement	26,000	960	35,360	0	35,360	100%	0	0	0	0
Total Revenues		1,493,544	1,589,553	1,608,360	1,498,000	1,310,494	81%	1,423,000	(75,000)	1,473,000	1,473,000
412100	Salary and Wages - Regular	3,453,912	3,649,582	4,247,380	4,347,380	3,531,032	83%	4,776,804	429,424	4,567,289	4,567,289
412200	Salary and Wages - Overtime	463,043	800,199	400,000	400,000	453,765	113%	450,000	50,000	450,000	450,000
412203	Salary and Wages - Pgr on call	0	324	650	650	353	54%	650	0	650	650
412207	Salary and Wages Clothing	1,000	2,000	3,000	3,000	2,000	67%	3,000	0	3,000	3,000
412600	Salary and Wages - Temp / Part	93,125	62,340	100,000	100,000	56,404	56%	100,000	0	100,000	100,000
412700	Salary and Wages - Longevity	37,928	38,324	37,977	37,977	29,714	78%	38,163	186	37,584	37,584
418100	FICA	305,873	343,932	373,779	373,779	303,808	81%	410,470	36,691	394,397	394,397
418200	Retirement	503,366	581,749	710,243	710,243	570,910	80%	844,605	134,362	810,906	810,906
418300	Health Insurance	684,926	625,026	689,952	749,952	570,954	83%	814,500	64,548	785,993	785,993
418304	Unemployment Insurance	458	8,364	0	0	3,322	0%	0	0	0	0
418306	Life Insurance	5,111	3,711	9,300	9,300	3,426	37%	10,000	700	9,650	9,650
418310	Dental Insurance	0	25,765	26,784	26,784	20,218	75%	34,800	8,016	33,582	33,582
418400	Disability and Long - Term Ins	9,956	10,540	12,671	12,671	9,753	77%	14,113	1,442	13,469	13,469
419304	Prof Ser - Medical - Employee	3,324	2,408	6,945	4,000	5,527	80%	8,000	4,000	8,000	8,000
419305	Prof Ser - Medical - Inmate	892,936	1,161,912	1,225,000	1,225,000	1,191,727	97%	1,569,112	344,112	1,569,112	1,569,112
419306	Prof Ser - Safekeeping	126,227	58,438	75,000	75,000	47,065	63%	75,000	0	75,000	75,000
421200	Uniforms	39,758	56,324	67,340	65,000	50,098	74%	65,000	0	60,000	60,000
423900	Medical Supplies	0	0	500	500	0	0%	500	0	500	500
425100	Motor Fuels	58,226	54,345	58,000	58,000	41,656	72%	60,000	2,000	50,000	50,000
426000	Supplies and Materials	15,090	16,226	20,000	20,000	10,926	55%	20,000	0	16,000	16,000
426002	Departmental Supplies	120,230	109,560	146,860	147,860	86,457	59%	147,860	0	120,000	120,000
426010	Computer Software	0	29,950	9,036	0	8,726	97%	0	0	0	0
426100	Equipment Less Than \$500	26,309	43,891	40,800	40,800	28,941	71%	40,800	0	35,000	35,000

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Department Budget

County of Brunswick
Budget

Department Name: Detention Center
Department Code: 104320
Budget Manager: Sheriff

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
426200	Operating Equip \$500 - \$4,999	34,610	24,056	32,419	25,245	30,212	93 %	25,300	55	14,850	14,850
426205	Computers - \$500 - \$4,999	0	0	6,200	6,200	6,184	100 %	10,800	4,600	10,800	10,800
429200	Food	780,274	760,771	777,842	775,000	481,600	62 %	800,000	25,000	800,000	800,000
431200	Travel - Subsistence	7,902	6,934	7,000	7,000	5,438	78 %	7,000	0	7,000	7,000
431500	Travel - Registrations	0	100	500	500	255	51 %	500	0	500	500
432100	Telephone	2,550	2,232	5,200	5,200	1,663	32 %	5,200	0	2,500	2,500
432150	Cell Phone Reimbursement	2,225	3,150	3,250	3,250	2,625	81 %	3,250	0	3,250	3,250
432500	Postage	655	775	1,500	500	1,056	70 %	1,000	500	1,000	1,000
435100	Repair and Maint - Building	14,409	14,032	35,000	35,000	10,903	31 %	35,000	0	30,000	30,000
435200	Repair and Maint - Equipment	6,835	5,316	8,000	8,000	3,598	45 %	8,000	0	7,000	7,000
435300	Repair and Maint - Vehicles	14,537	16,606	30,000	30,000	11,271	38 %	30,000	0	25,000	25,000
439900	Contract Services	24,096	129,661	178,500	178,500	123,216	69 %	183,720	5,220	183,720	183,720
441400	Rent of Equipment	81,196	43,564	110,872	145,000	28,852	26 %	145,000	0	120,000	120,000
444000	Service and Maint Contracts	35,485	34,197	50,720	49,725	27,463	54 %	49,725	0	49,725	49,725
449100	Dues	162	265	1,000	1,000	50	5 %	1,000	0	1,000	1,000
449900	Miscellaneous Expense	0	18	1,000	1,000	285	28 %	1,000	0	1,000	1,000
449929	Health Risk Event	0	0	0	0	2,345	0 %	0	0	0	0
449940	Inmate Work Crew Program	2,438	1,337	5,500	5,500	1,605	29 %	5,500	0	4,000	4,000
454000	Cap Outlay - Vehicle on Road	0	123,813	0	0	0	0 %	70,000	70,000	0	0
455000	Cap Outlay - Equipment	44,825	348,531	401,247	200,430	193,610	48 %	22,500	(177,930)	15,500	15,500
459000	Cap Outlay - Improvements	0	0	245,500	0	245,476	100 %	15,000	15,000	0	0
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	Salary Expenditures	5,558,697	6,151,857	6,611,736	6,771,736	5,555,659	84 %	7,497,105	725,369	7,206,520	7,206,520
	Operating Expenditures	2,289,473	2,576,066	2,903,984	2,912,780	2,209,744	76 %	3,298,267	385,487	3,194,957	3,194,957
	Capital Expenditures	44,824	472,344	646,747	200,430	439,086	67 %	107,500	(92,930)	15,500	15,500
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	Total Expenditures	7,892,995	9,200,268	10,162,467	9,884,946	8,204,489	81 %	10,902,872	1,017,926	10,416,977	10,416,977
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	Revenues Over(Under) Expenditures	(6,399,451)	(7,610,716)	(8,554,107)	(8,386,946)	(6,893,995)		(9,479,872)	(1,092,926)	(8,943,977)	(8,943,977)

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Department Budget

County of Brunswick
Budget

Department Name: Emergency Services
Department Code: 104330
Budget Manager: Emergency Services Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
331000	Federal Revenues	19,656	0	0	0	0	0%	0	0	0	0
331036	EMPG Revenues	53,017	52,899	53,000	53,000	53,279	101 %	53,000	0	53,000	53,000
332106	State Rev - NC Tier II Grant	1,000	0	0	0	0	0%	0	0	0	0
383303	Gifts and Memorials	0	250	0	0	0	0%	0	0	0	0
383904	Progress Energy Revenues	0	170,000	85,000	85,000	85,000	100 %	85,000	0	85,000	85,000
383913	Insurance Refund	915	0	0	0	0	0%	0	0	0	0
Total Revenues		74,588	223,149	138,000	138,000	138,279	100 %	138,000	0	138,000	138,000
412100	Salary and Wages - Regular	262,985	211,738	258,636	293,964	218,480	84 %	352,105	58,141	255,243	255,243
412200	Salary and Wages - Overtime	1,340	19,658	0	0	0	0%	5,000	5,000	0	0
412203	Salary and Wages - Pgr on call	3,664	0	0	0	0	0%	0	0	0	0
412700	Salary and Wages - Longevity	8,250	8,265	5,201	5,201	6,144	118 %	6,145	944	6,145	6,145
418100	FICA	20,605	18,046	19,694	22,886	16,787	85 %	27,789	4,903	19,996	19,996
418200	Retirement	34,612	30,333	36,067	41,913	31,229	87 %	55,250	13,337	39,731	39,731
418300	Health Insurance	29,814	15,113	17,792	32,256	13,434	76 %	40,725	8,469	24,435	24,435
418304	Unemployment Insurance	529	0	0	0	0	0%	0	0	0	0
418306	Life Insurance	210	98	300	400	118	39%	500	100	300	300
418310	Dental Insurance	0	620	864	1,152	477	55 %	1,740	588	1,044	1,044
418400	Disability and Long - Term Ins	858	586	832	970	674	81 %	1,162	192	842	842
419300	Prof Ser - Medical	528	40	1,200	1,200	620	52 %	1,200	0	1,200	1,200
421200	Uniforms	1,410	1,268	1,600	1,600	278	17 %	2,750	1,150	1,500	1,500
423100	Special Program Material	7,274	7,767	10,000	10,000	4,269	43 %	10,000	0	8,000	8,000
423103	Special Events	1,430	1,437	2,000	2,000	1,031	52 %	2,500	500	2,500	2,500
423104	Special Projects	11,036	0	62,000	62,000	560	1 %	99,400	37,400	75,000	75,000
423106	Safety Committee Program	0	334	800	800	0	0%	800	0	800	800
425100	Motor Fuels	5,509	3,070	5,000	5,000	2,581	52 %	7,500	2,500	5,000	5,000
426000	Supplies and Materials	3,324	4,204	6,900	6,900	1,264	18 %	6,900	0	4,500	4,500
426002	Departmental Supplies	0	51	0	0	0	0%	0	0	0	0
426010	Computer Software	0	1,433	150,000	0	0	0%	1,500	1,500	1,500	1,500
426100	Equipment Less Than \$500	1,216	2,608	3,200	3,200	1,200	38 %	3,200	0	3,200	3,200
426200	Operating Equip \$500 - \$4,999	17,236	27,532	49,328	31,660	29,503	60 %	59,100	27,440	43,750	43,750
426205	Computers - \$500 - \$4,999	0	0	2,000	2,000	1,952	98 %	10,000	8,000	0	0
431200	Travel - Subsistence	3,794	3,553	4,200	4,200	2,247	54 %	5,000	800	4,200	4,200

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Department Budget

County of Brunswick
Budget

Department Name: Emergency Services
Department Code: 104330
Budget Manager: Emergency Services Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
431500	Travel - Registrations	738	821	1,500	1,500	370	25 %	1,500	0	1,000	1,000
432100	Telephone	58,131	61,209	58,000	58,000	52,352	90 %	58,000	0	58,000	58,000
432150	Cell Phone Reimbursement	2,150	1,375	2,600	2,600	1,650	63 %	3,250	650	2,600	2,600
432500	Postage	187	264	500	500	0	0 %	500	0	500	500
434100	Printing	99	1,740	2,500	2,500	0	0 %	2,500	0	2,500	2,500
435200	Repair and Maint - Equipment	2,959	3,058	3,801	3,000	2,297	60 %	10,000	7,000	10,000	10,000
435225	R and M Amateur Radio	2,189	0	5,000	5,000	0	0 %	5,000	0	2,500	2,500
435300	Repair and Maint - Vehicles	5,752	3,143	5,000	5,000	10,576	212 %	8,000	3,000	8,000	8,000
439100	Advertising	595	250	1,000	1,000	0	0 %	1,000	0	1,000	1,000
439500	Training Expenses	1,114	12,441	15,699	16,500	(260)	(2) %	16,500	0	16,500	4,500
439900	Contract Services	71,211	53,395	63,000	63,000	18,114	29 %	63,900	900	63,900	63,900
444000	Service and Maint Contracts	74,976	85,950	105,375	105,375	47,715	45 %	109,875	4,500	109,875	109,875
449100	Dues	609	1,125	2,000	2,000	715	36 %	2,000	0	1,500	1,500
449200	Subscriptions	2,058	128	2,500	2,500	0	0 %	2,500	0	2,500	2,500
449826	NC Tier II Grant	495	1,000	0	0	0	0 %	0	0	0	0
449900	Miscellaneous Expense	3,158	3,024	2,749	3,000	1,891	69 %	3,000	0	3,000	3,000
449912	PY FEMA Event 1	0	414,315	0	0	3,495	0 %	0	0	0	0
449913	CY FEMA Event 1	0	0	7,000	0	69,438	992 %	0	0	0	0
454000	Cap Outlay - Vehicle on Road	0	0	44,449	49,130	36,718	83 %	118,500	69,370	0	0
455000	Cap Outlay - Equipment	58,091	71,700	928,864	1,091,600	17,254	2 %	188,600	(903,000)	10,800	10,800
465150	American Red Cross Cape Fear	10,000	10,000	10,000	10,000	0	0 %	10,000	0	10,000	10,000
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Salary Expenditures		362,867	304,457	339,386	398,742	287,343	84 %	490,416	91,674	347,736	347,736
Operating Expenditures		289,178	706,535	586,452	412,035	253,858	43 %	507,375	95,340	444,525	432,525
Capital Expenditures		58,091	71,700	973,313	1,140,730	53,972	5 %	307,100	(833,630)	10,800	10,800
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Total Expenditures		710,137	1,082,693	1,899,151	1,951,507	595,173	31 %	1,304,891	(646,616)	803,061	791,061
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Revenues Over(Under) Expenditures		(635,549)	(859,544)	(1,761,151)	(1,813,507)	(456,894)		(1,166,891)	646,616	(665,061)	(653,061)

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County of Brunswick
Budget

Department Name: Emergency Medical Services
Department Code: 104332
Budget Manager: Emergency Services Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
331000	Federal Revenues	0	0	182,541	0	0	0%	0	0	0	0
335016	EMS Charges	4,061,015	4,088,650	4,576,000	4,576,000	4,541,864	99%	4,896,320	320,320	4,896,320	4,896,320
383300	Contributions	551	820	0	0	150	0%	0	0	0	0
383900	Miscellaneous Revenues	106	2,668	0	0	184,598	0%	0	0	0	0
383913	Insurance Refund	1,538	43,641	143,746	0	18,746	13%	0	0	0	0
383956	EMS Medicaid Cost Settlement	665,887	895,220	600,000	600,000	75,928	13%	600,000	0	600,000	600,000
383961	Other Sales and Services	8,000	5,332	8,000	8,000	0	0%	0	(8,000)	0	0
Total Revenues		4,737,096	5,036,331	5,510,287	5,184,000	4,821,286	87%	5,496,320	312,320	5,496,320	5,496,320
412100	Salary and Wages - Regular	3,722,516	4,133,953	5,047,421	5,005,693	3,996,674	79%	6,030,446	1,024,753	5,224,737	5,224,737
412200	Salary and Wages - Overtime	850,763	1,238,990	460,000	460,000	842,319	183%	555,342	95,342	555,342	555,342
412204	Salary and Wages - Call Back	0	153	0	0	0	0%	0	0	0	0
412600	Salary and Wages - Temp / Part	315,591	321,113	350,000	350,000	454,039	130%	375,000	25,000	375,000	375,000
412700	Salary and Wages - Longevity	50,621	48,266	51,464	51,464	45,986	89%	56,933	5,469	56,933	56,933
418100	FICA	370,416	429,562	452,029	448,837	395,121	87%	536,856	88,019	475,219	475,219
418200	Retirement	576,445	688,782	778,800	772,954	681,412	87%	1,010,358	237,404	887,226	887,226
418300	Health Insurance	709,374	683,801	822,528	814,464	623,565	76%	969,255	154,791	830,790	830,790
418304	Unemployment Insurance	0	2,654	0	0	0	0%	0	0	0	0
418306	Life Insurance	5,006	3,982	10,200	10,100	3,628	36%	11,900	1,800	10,200	10,200
418310	Dental Insurance	0	28,044	29,376	29,088	22,116	75%	41,412	12,324	35,496	35,496
418400	Disability and Long - Term Ins	11,340	12,898	15,904	15,766	11,915	75%	18,965	3,199	16,460	16,460
419300	Prof Ser - Medical	64,468	63,116	71,140	71,140	54,144	76%	107,000	35,860	102,000	102,000
419900	Prof Ser - Other	22,196	19,909	0	0	0	0%	0	0	0	0
421200	Uniforms	33,998	39,983	55,000	55,000	47,903	87%	85,200	30,200	65,000	65,000
423100	Special Program Material	1,264	3,451	9,317	15,000	1,292	14%	15,000	0	15,000	15,000
423900	Medical Supplies	274,345	259,423	265,335	265,335	279,245	105%	292,000	26,665	275,335	275,335
425100	Motor Fuels	189,171	219,716	225,000	225,000	165,332	73%	250,000	25,000	215,000	215,000
426000	Supplies and Materials	6,106	4,892	6,000	6,000	4,663	78%	7,500	1,500	6,000	6,000
426002	Departmental Supplies	5,759	9,625	10,000	10,000	4,997	50%	10,000	0	10,000	10,000
426010	Computer Software	1,432	7,019	6,740	5,240	5,990	89%	162,150	156,910	90,150	90,150
426100	Equipment Less Than \$500	7,535	12,940	26,270	23,693	9,339	36%	106,100	82,407	43,537	43,537
426200	Operating Equip \$500 - \$4,999	34,253	14,146	84,101	46,094	73,347	87%	184,600	138,506	61,100	56,800
426205	Computers - \$500 - \$4,999	0	0	60,100	64,000	55,413	92%	46,500	(17,500)	12,000	12,000

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Department Budget

County of Brunswick
Budget

Department Name: Emergency Medical Services
Department Code: 104332
Budget Manager: Emergency Services Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
431100	Travel - Mileage	0	125	0	0	30	0%	250	250	100	100
431200	Travel - Subsistence	4,802	3,699	5,700	5,700	2,602	46%	12,000	6,300	5,700	5,700
431500	Travel - Registrations	545	1,085	3,000	3,000	215	7%	7,000	4,000	3,000	3,000
432100	Telephone	88,232	95,414	77,000	77,000	76,506	99%	84,000	7,000	84,000	84,000
432150	Cell Phone Reimbursement	7,250	8,225	7,800	7,800	7,900	101%	10,400	2,600	10,400	10,400
432500	Postage	2,577	1,094	2,000	2,000	1,815	91%	3,000	1,000	3,000	3,000
433100	Electricity	43,844	40,615	45,000	45,000	26,706	59%	55,000	10,000	55,000	55,000
433400	Water	4,957	7,087	5,500	5,500	3,865	70%	7,000	1,500	7,000	7,000
434100	Printing	918	1,817	2,000	2,000	1,946	97%	3,500	1,500	3,500	3,500
435100	Repair and Maint - Building	0	0	7,500	7,500	0	0%	10,000	2,500	7,500	7,500
435200	Repair and Maint - Equipment	4,879	4,933	12,444	5,000	7,734	62%	17,500	12,500	17,500	17,500
435300	Repair and Maint - Vehicles	128,900	158,620	130,000	130,000	80,402	62%	140,000	10,000	130,000	130,000
439100	Advertising	0	0	1,000	1,000	0	0%	2,500	1,500	1,000	1,000
439500	Training Expenses	88	176	22,170	29,170	1,375	6%	12,000	(17,170)	27,000	27,000
439501	Tuition Reimbursement	1,396	2,630	3,000	3,000	314	10%	3,000	0	3,000	3,000
439900	Contract Services	298,321	308,057	305,400	303,000	268,778	88%	366,750	63,750	366,750	366,750
439919	Cont Serv - Medical Examiner	141,280	106,100	110,000	110,000	118,900	108%	130,000	20,000	130,000	130,000
441200	Rent of Building	6,000	6,000	0	0	500	0%	24,000	24,000	24,000	24,000
444000	Service and Maint Contracts	36,618	14,094	57,890	57,270	42,191	73%	61,500	4,230	61,500	61,500
445100	Property and General Liability	78,450	95,658	104,500	104,500	124,539	119%	132,000	27,500	132,000	132,000
449100	Dues	2,024	1,963	3,000	3,000	2,835	94%	3,000	0	3,000	3,000
449200	Subscriptions	125	125	1,000	1,000	125	12%	850	(150)	850	850
449900	Miscellaneous Expense	33,823	12,018	11,000	11,000	6,145	56%	21,000	10,000	21,000	21,000
449929	Health Risk Event	0	0	0	0	46,950	0%	0	0	0	0
454000	Cap Outlay - Vehicle on Road	41,511	136,854	237,003	260,406	189,969	80%	291,000	30,594	0	0
455000	Cap Outlay - Equipment	439,686	1,096,246	1,660,992	1,310,836	1,594,716	96%	1,789,500	478,664	700,000	700,000
465510	Grant Subsidy - COVID - 19	0	0	182,541	0	0	0%	0	0	0	0
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Salary Expenditures		6,612,072	7,592,199	8,017,722	7,958,366	7,076,775	88 %	9,606,467	1,648,101	8,467,403	8,467,403
Operating Expenditures		1,525,556	1,523,754	1,918,448	1,699,942	1,524,038	79 %	2,372,300	672,358	1,991,922	1,987,622
Capital Expenditures		481,196	1,233,100	1,897,995	1,571,242	1,784,685	94 %	2,080,500	509,258	700,000	700,000
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Total Expenditures		8,618,825	10,349,055	11,834,165	11,229,550	10,385,498	88 %	14,059,267	2,829,717	11,159,325	11,155,025

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Department Budget

County of Brunswick
Budget

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
	Revenues Over(Under) Expenditures	(3,881,729)	(5,312,724)	(6,323,878)	(6,045,550)	(5,564,212)		(8,562,947)	(2,517,397)	(5,663,005)	(5,658,705)

County of Brunswick
Budget

Department Name: Fire Departments
Department Code: 104340
Budget Manager: Emergency Services Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
465062	Bolivia	97,638	0	0	0	0	0%	0	0	0	0
465064	Sunset Harbor / Zion Hill VFD	45,000	0	0	0	0	0%	0	0	0	0
465066	Civietown VFD	45,000	0	0	0	0	0%	0	0	0	0
465070	Grissettown / Longwood	45,000	0	0	0	0	0%	0	0	0	0
465074	Navassa	130,158	60,000	60,000	60,000	45,000	75 %	60,000	0	60,000	60,000
465086	Shallotte Point	45,000	0	0	0	0	0%	0	0	0	0
465087	Yaupon	130,154	0	0	0	0	0%	0	0	0	0
465091	St James	14,300	0	0	0	0	0%	0	0	0	0
465097	Waccamaw	88,740	0	0	0	0	0%	0	0	0	0
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	Salary Expenditures	0	0	0	0	0	0%	0	0	0	0
	Operating Expenditures	640,990	60,000	60,000	60,000	45,000	75 %	60,000	0	60,000	60,000
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
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	Total Expenditures	640,990	60,000	60,000	60,000	45,000	75 %	60,000	0	60,000	60,000
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	Revenues Over(Under) Expenditures	(640,990)	(60,000)	(60,000)	(60,000)	(45,000)		(60,000)	0	(60,000)	(60,000)

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County of Brunswick
Budget

Department Name: Bldg Inspections and CP
Department Code: 104350
Budget Manager: Building Inspections Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
334300	Building Permits	2,562,266	2,791,372	2,250,000	2,250,000	2,411,029	107 %	2,862,000	612,000	2,505,000	2,505,000
334301	NC Bldg Recovery Fund	6,142	0	0	0	0	0 %	0	0	0	0
334400	Fire Inspection Fees	100,500	116,019	0	0	26,855	0 %	0	0	0	0
334405	False Fire Alarm Fees	0	100	0	0	0	0 %	0	0	0	0
334700	Fines	1,325	0	0	0	0	0 %	0	0	0	0
335017	Property Development Fees	0	3,601	0	0	150	0 %	0	0	0	0
335035	Contractor Change Fee	0	16,270	0	0	13,946	0 %	18,000	18,000	18,000	18,000
335040	Flood Permit Fee	0	16,703	18,500	18,500	12,450	67 %	18,500	0	18,500	18,500
383900	Miscellaneous Revenues	150	55,838	0	0	0	0 %	0	0	0	0
Total Revenues		2,670,382	2,999,903	2,268,500	2,268,500	2,464,430	109 %	2,898,500	630,000	2,541,500	2,541,500
412100	Salary and Wages - Regular	1,146,278	1,565,844	1,613,301	1,526,301	1,306,419	81 %	1,872,003	345,702	1,685,088	1,685,088
412200	Salary and Wages - Overtime	77,305	96,123	10,000	10,000	24,081	241 %	25,000	15,000	25,000	25,000
412203	Salary and Wages - Pgr on call	0	9,237	0	0	0	0 %	0	0	0	0
412600	Salary and Wages - Temp / Part	118,320	68,029	13,500	13,500	6,958	52 %	20,000	6,500	20,000	20,000
412700	Salary and Wages - Longevity	16,611	19,065	22,368	22,368	19,715	88 %	24,706	2,338	24,706	24,706
418100	FICA	103,669	133,473	120,271	120,271	98,875	82 %	148,541	28,270	134,242	134,242
418200	Retirement	156,823	215,324	218,370	218,370	189,139	87 %	292,292	73,922	263,689	263,689
418300	Health Insurance	163,478	194,124	193,536	193,536	168,935	87 %	244,350	50,814	211,770	211,770
418304	Unemployment Insurance	0	0	0	0	3,888	0 %	0	0	0	0
418306	Life Insurance	1,215	1,145	2,400	2,400	945	39 %	3,000	600	2,600	2,600
418310	Dental Insurance	0	7,962	6,912	6,912	6,015	87 %	10,440	3,528	9,048	9,048
418400	Disability and Long - Term Ins	3,567	4,958	5,037	5,037	4,223	84 %	6,178	1,141	5,561	5,561
419900	Prof Ser - Other	10	0	0	0	0	0 %	0	0	0	0
419907	Contract Svs - Screening	302	358	300	300	111	37 %	500	200	300	300
419909	Prof Serv - - Drug Test	280	240	300	300	160	53 %	500	200	300	300
421200	Uniforms	9,127	8,906	8,500	8,500	5,448	64 %	9,500	1,000	8,500	8,500
423000	Maps and Booklets	6,718	3,749	500	500	26	5 %	2,000	1,500	2,000	2,000
425100	Motor Fuels	31,631	43,363	39,500	39,500	24,408	62 %	42,000	2,500	39,500	39,500
426000	Supplies and Materials	5,078	7,712	4,500	4,500	3,282	73 %	5,000	500	4,500	4,500
426002	Departmental Supplies	492	602	1,200	1,200	688	57 %	1,500	300	1,200	1,200
426010	Computer Software	13,186	0	0	0	0	0 %	0	0	0	0
426100	Equipment Less Than \$500	7,685	13,440	3,800	3,800	3,920	103 %	4,000	200	3,800	3,800

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County of Brunswick
Budget

Department Name: Bldg Inspections and CP
Department Code: 104350
Budget Manager: Building Inspections Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
426200	Operating Equip \$500 - \$4,999	8,593	27,757	0	0	0	0%	0	0	0	0
426205	Computers - \$500 - \$4,999	0	0	0	0	7,223	0%	2,400	2,400	0	0
431100	Travel - Mileage	118	620	1,000	1,000	706	71%	1,500	500	1,500	1,500
431200	Travel - Subsistence	8,151	11,577	8,864	8,864	6,320	71%	10,500	1,636	10,500	10,500
431500	Travel - Registrations	2,316	6,701	4,125	4,125	4,879	118%	8,000	3,875	8,000	8,000
432100	Telephone	1,847	1,478	1,900	1,900	1,297	68%	1,900	0	1,900	1,900
432101	Electronic Access Fees	14,134	17,336	11,880	11,880	7,759	65%	12,960	1,080	11,880	11,880
432150	Cell Phone Reimbursement	9,850	12,750	13,650	13,650	10,425	76%	15,450	1,800	14,250	14,250
432500	Postage	2,555	696	560	560	1,218	217%	2,500	1,940	1,200	1,200
434100	Printing	625	659	1,100	1,100	110	10%	1,100	0	1,100	1,100
435100	Repair and Maint - Building	11,546	0	0	7,500	0	0%	0	(7,500)	0	0
435300	Repair and Maint - Vehicles	12,084	13,086	7,500	250	10,716	143%	15,000	14,750	15,000	15,000
439100	Advertising	338	0	250	1,000	0	0%	1,000	0	1,000	1,000
439500	Training Expenses	145	1,269	1,000	0	0	0%	1,500	1,500	0	0
439900	Contract Services	2,935	0	0	0	0	0%	0	0	0	0
441400	Rent of Equipment	8,099	7,791	6,500	6,500	5,845	90%	7,500	1,000	7,500	7,500
444000	Service and Maint Contracts	9,521	0	0	0	0	0%	0	0	0	0
449100	Dues	2,067	3,825	2,785	2,785	1,865	67%	3,000	215	3,000	3,000
449250	Filing Fees	400	0	0	0	0	0%	0	0	0	0
449900	Miscellaneous Expense	479	307	300	300	4	1%	300	0	300	300
449912	PY FEMA Event 1	0	2,400	0	0	0	0%	0	0	0	0
454000	Cap Outlay - Vehicle on Road	207,646	144,854	55,431	60,000	52,439	95%	90,000	30,000	0	0
455000	Cap Outlay - Equipment	0	0	3,400	0	0	0%	0	0	0	0
465500	Grant Subsidy	0	2,188	0	0	0	0%	0	0	0	0
466200	Inspection Bldg Recovery Fee	9,513	9,522	12,000	12,000	7,398	62%	12,000	0	12,000	12,000
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Salary Expenditures		1,787,266	2,315,284	2,205,695	2,118,695	1,829,193	82%	2,646,510	527,815	2,381,704	2,381,704
Operating Expenditures		179,823	198,330	132,014	132,014	103,808	78%	161,610	29,596	149,230	149,230
Capital Expenditures		207,646	144,853	58,831	60,000	52,439	89%	90,000	30,000	0	0
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Total Expenditures		2,174,736	2,658,469	2,396,540	2,310,709	1,985,440	83%	2,898,120	587,411	2,530,934	2,530,934
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Revenues Over(Under) Expenditures		495,646	341,434	(128,040)	(42,209)	478,990		380	42,589	10,566	10,566

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County of Brunswick
Budget

Department Name: Fire Inspections
Department Code: 104355
Budget Manager: Building Inspections Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
334400	Fire Inspection Fees	0	0	100,000	100,000	151,746	152 %	200,000	100,000	200,000	200,000
334700	Fines	0	0	800	800	1,115	139 %	800	0	800	800
Total Revenues		0	0	100,800	100,800	152,861	152 %	200,800	100,000	200,800	200,800
412100	Salary and Wages - Regular	0	0	313,026	313,026	240,066	77 %	374,121	61,095	318,221	318,221
412200	Salary and Wages - Overtime	0	0	10,000	10,000	4,984	50 %	10,000	0	10,000	10,000
412203	Salary and Wages - Pgr on call	0	0	11,500	11,500	6,935	60 %	0	(11,500)	0	0
412204	Salary and Wages - Call Back	0	0	0	0	0	0 %	11,500	11,500	11,500	11,500
412600	Salary and Wages - Temp / Part	0	0	13,500	13,500	23,079	171 %	0	(13,500)	0	0
412700	Salary and Wages - Longevity	0	0	3,316	3,316	3,530	106 %	6,330	3,014	6,330	6,330
418100	FICA	0	0	26,878	26,878	21,048	78 %	30,749	3,871	26,473	26,473
418200	Retirement	0	0	47,332	47,332	35,778	76 %	61,137	13,805	52,600	52,600
418300	Health Insurance	0	0	40,320	40,320	22,838	57 %	48,870	8,550	40,725	40,725
418306	Life Insurance	0	0	500	500	172	34 %	600	100	500	500
418310	Dental Insurance	0	0	1,440	1,440	812	56 %	2,088	648	1,740	1,740
418400	Disability and Long - Term Ins	0	0	1,033	1,033	752	73 %	1,235	202	1,050	1,050
419907	Contract Svs - Screening	0	0	100	100	37	37 %	100	0	100	100
419909	Prof Serv - - Drug Test	0	0	100	100	80	80 %	100	0	100	100
421200	Uniforms	0	0	2,000	2,000	1,969	98 %	3,060	1,060	2,000	2,000
423000	Maps and Booklets	0	0	1,000	1,000	52	5 %	2,000	1,000	2,000	2,000
425100	Motor Fuels	0	0	10,500	10,500	8,308	79 %	12,500	2,000	10,500	10,500
426000	Supplies and Materials	0	0	1,500	1,500	766	51 %	1,500	0	1,500	1,500
426002	Departmental Supplies	0	0	600	600	121	20 %	600	0	600	600
426100	Equipment Less Than \$500	0	0	2,700	2,700	2,772	103 %	2,700	0	2,700	2,700
426200	Operating Equip \$500 - \$4,999	0	0	10,014	10,014	9,426	94 %	31,964	21,950	26,988	26,988
426205	Computers - \$500 - \$4,999	0	0	4,500	4,500	3,860	86 %	6,900	2,400	0	0
431100	Travel - Mileage	0	0	500	500	0	0 %	500	0	500	500
431200	Travel - Subsistence	0	0	5,136	5,136	3,354	65 %	5,136	0	5,136	5,136
431500	Travel - Registrations	0	0	3,875	3,875	685	18 %	3,875	0	3,875	3,875
432101	Electronic Access Fees	0	0	2,160	2,160	1,861	86 %	2,800	640	2,160	2,160
432150	Cell Phone Reimbursement	0	0	2,600	2,600	2,475	95 %	3,200	600	2,600	2,600
432500	Postage	0	0	6,000	6,000	570	10 %	6,000	0	6,000	6,000
435300	Repair and Maint - Vehicles	0	0	2,000	2,000	3,961	198 %	4,500	2,500	4,500	4,500

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County of Brunswick
Budget

Department Name: Fire Inspections
Department Code: 104355
Budget Manager: Building Inspections Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
439500	Training Expenses	0	0	500	500	0	0%	500	0	500	500
449100	Dues	0	0	2,715	2,715	1,138	42%	2,890	175	2,890	2,890
449900	Miscellaneous Expense	0	0	200	200	0	0%	200	0	200	200
454000	Cap Outlay - Vehicle on Road	0	0	57,894	60,000	57,893	100%	74,000	14,000	37,000	37,000
455000	Cap Outlay - Equipment	0	0	3,275	0	0	0%	0	0	0	0
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	Salary Expenditures	0	0	468,845	468,845	359,994	76%	546,630	77,785	469,139	469,139
	Operating Expenditures	0	0	58,700	58,700	41,435	70%	91,025	32,325	74,849	74,849
	Capital Expenditures	0	0	61,169	60,000	57,893	94%	74,000	14,000	37,000	37,000
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	Total Expenditures	0	0	588,714	587,545	459,322	78%	711,655	124,110	580,988	580,988
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	Revenues Over(Under) Expenditures	0	0	(487,914)	(486,745)	(306,461)		(510,855)	(24,110)	(380,188)	(380,188)

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County of Brunswick
Budget

Department Name: Rescue Squads
Department Code: 104370
Budget Manager: Emergency Services Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
465061	Bald Head Island	263,500	263,500	298,500	298,500	223,875	75 %	298,500	0	298,500	298,500
465063	Brunswick Search and Rescue	10,000	10,000	10,000	10,000	7,500	75 %	10,000	0	10,000	10,000
465068	Coastline Rescue	36,000	36,000	0	0	0	0 %	0	0	0	0
465070	Grissettown / Longwood	1,875	0	0	0	0	0 %	0	0	0	0
465071	Leland	9,625	0	0	0	0	0 %	0	0	0	0
465091	St James	0	14,300	14,300	14,300	7,150	50 %	14,300	0	14,300	14,300
465115	Oak Island Water Rescue	9,000	9,000	9,000	9,000	6,750	75 %	9,000	0	9,000	9,000
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	Salary Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Operating Expenditures	330,000	332,800	331,800	331,800	245,275	73 %	331,800	0	331,800	331,800
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
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	Total Expenditures	330,000	332,800	331,800	331,800	245,275	74 %	331,800	0	331,800	331,800
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	Revenues Over(Under) Expenditures	(330,000)	(332,800)	(331,800)	(331,800)	(245,275)		(331,800)	0	(331,800)	(331,800)

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County of Brunswick
Budget

Department Name: Central Communications Center
Department Code: 104375
Budget Manager: Sheriff

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
383913	Insurance Refund	0	207	0	0	0	0%	0	0	0	0
	Total Revenues	0	207	0	0	0	0%	0	0	0	0
412100	Salary and Wages - Regular	1,207,966	1,268,084	1,580,753	1,599,753	1,204,521	76%	1,678,862	79,109	1,670,761	1,670,761
412200	Salary and Wages - Overtime	239,864	418,419	250,000	250,000	212,483	85%	250,000	0	250,000	250,000
412203	Salary and Wages - Pgr on call	14,765	15,811	15,000	15,000	13,878	93%	15,000	0	15,000	15,000
412204	Salary and Wages - Call Back	2,202	1,728	2,000	2,000	1,739	87%	2,000	0	2,000	2,000
412207	Salary and Wages Clothing	2,000	2,000	2,000	2,000	2,000	100%	2,000	0	2,000	2,000
412600	Salary and Wages - Temp / Part	14,860	28,808	20,000	20,000	14,672	73%	20,000	0	20,000	20,000
412700	Salary and Wages - Longevity	12,030	13,738	12,884	12,884	12,102	94%	14,346	1,462	14,346	14,346
412990	Salary and Wages - Reimburse	(68,027)	(33,683)	(74,106)	(74,106)	(21,570)	29%	0	74,106	0	0
418100	FICA	111,002	131,542	145,322	145,322	108,846	75%	151,486	6,164	150,866	150,866
418200	Retirement	184,631	218,449	263,337	263,337	202,459	77%	298,148	34,811	296,720	296,720
418300	Health Insurance	274,276	245,570	290,304	290,304	213,268	73%	293,220	2,916	293,220	293,220
418304	Unemployment Insurance	4,550	0	0	0	86	0%	0	0	0	0
418306	Life Insurance	1,957	1,435	3,600	3,600	1,243	35%	3,600	0	3,600	3,600
418310	Dental Insurance	0	10,166	10,368	10,368	7,579	73%	12,528	2,160	12,528	12,528
418400	Disability and Long - Term Ins	3,791	3,965	5,055	5,055	3,617	72%	5,303	248	5,276	5,276
418900	Fringe Benefits Reimbursements	(25,346)	(12,550)	(25,894)	(25,894)	(8,037)	31%	0	25,894	0	0
419300	Prof Ser - Medical	430	645	0	2,000	2,800	0%	0	(2,000)	0	0
419304	Prof Ser - Medical - Employee	0	0	4,000	0	1,394	35%	4,000	4,000	4,000	4,000
421200	Uniforms	1,730	5,186	5,000	5,000	3,590	72%	5,000	0	5,000	5,000
423100	Special Program Material	0	0	1,000	1,000	0	0%	5,000	4,000	1,000	1,000
425100	Motor Fuels	5,255	5,464	8,000	8,000	7,157	89%	10,000	2,000	8,000	8,000
426000	Supplies and Materials	3,561	5,101	6,000	6,000	2,462	41%	6,000	0	5,000	5,000
426002	Departmental Supplies	5,574	4,418	6,500	10,000	3,298	51%	10,000	0	7,000	7,000
426010	Computer Software	6,974	3,160	25,620	25,620	4,750	19%	75,620	50,000	75,620	75,620
426100	Equipment Less Than \$500	3,024	5,973	5,462	2,500	5,236	96%	3,000	500	3,000	3,000
426200	Operating Equip \$500 - \$4,999	18,492	6,645	40,232	39,732	38,722	96%	31,185	(8,547)	31,185	31,185
426205	Computers - \$500 - \$4,999	0	0	3,770	3,892	3,770	100%	11,100	7,208	11,100	11,100
431100	Travel - Mileage	0	0	500	500	0	0%	500	0	500	500
431200	Travel - Subsistence	2,220	3,483	10,000	10,000	1,318	13%	15,000	5,000	5,000	5,000
431500	Travel - Registrations	650	509	2,000	2,000	625	31%	4,500	2,500	2,000	2,000

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County of Brunswick
Budget

Department Name: Central Communications Center
Department Code: 104375
Budget Manager: Sheriff

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
432100	Telephone	27,740	31,546	45,000	45,000	27,650	61 %	45,000	0	40,000	40,000
432150	Cell Phone Reimbursement	2,600	2,600	2,700	2,700	2,200	81 %	2,700	0	2,700	2,700
432500	Postage	1,142	197	750	750	21	3 %	750	0	750	750
433100	Electricity	16,238	13,598	16,500	16,500	9,190	56 %	16,500	0	16,500	16,500
433400	Water	397	414	2,500	2,500	332	13 %	2,500	0	1,000	1,000
434100	Printing	0	748	800	800	0	0 %	800	0	800	800
435100	Repair and Maint - Building	6,074	223	9,000	8,000	8,515	95 %	12,000	4,000	8,000	8,000
435200	Repair and Maint - Equipment	10,483	15,889	13,660	15,000	11,246	82 %	15,000	0	15,000	15,000
435300	Repair and Maint - Vehicles	1,502	2,227	5,000	3,500	3,198	64 %	10,000	6,500	10,000	10,000
439100	Advertising	1,944	150	1,000	1,000	0	0 %	1,000	0	1,000	1,000
439500	Training Expenses	300	0	1,000	2,000	0	0 %	2,000	0	0	0
439900	Contract Services	22,480	14,792	16,000	15,000	14,641	92 %	65,000	50,000	65,000	65,000
444000	Service and Maint Contracts	20,941	19,967	77,000	80,000	21,359	28 %	300,000	220,000	300,000	300,000
449100	Dues	362	472	1,000	1,000	369	37 %	1,000	0	1,000	1,000
449900	Miscellaneous Expense	872	637	1,000	1,000	244	24 %	1,000	0	1,000	1,000
449912	PY FEMA Event 1	356	1,220	9,326	0	9,432	101 %	0	0	0	0
455000	Cap Outlay - Equipment	264,505	110,753	112,096	93,096	66,296	59 %	1,159,300	1,066,204	214,300	214,300
459000	Cap Outlay - Improvements	0	0	0	0	0	0 %	22,500	22,500	0	0
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Salary Expenditures		1,980,520	2,313,480	2,500,623	2,519,623	1,968,886	78 %	2,746,493	226,870	2,736,317	2,736,317
Operating Expenditures		161,341	145,263	320,320	310,994	183,519	57 %	656,155	345,161	621,155	621,155
Capital Expenditures		264,504	110,753	112,096	93,096	66,296	59 %	1,181,800	1,088,704	214,300	214,300
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Total Expenditures		2,406,367	2,569,497	2,933,039	2,923,713	2,218,701	76 %	4,584,448	1,660,735	3,571,772	3,571,772
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Revenues Over(Under) Expenditures		(2,406,367)	(2,569,290)	(2,933,039)	(2,923,713)	(2,218,701)		(4,584,448)	(1,660,735)	(3,571,772)	(3,571,772)

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County of Brunswick
Budget

Department Name: Sheriff Animal Protective Svc
Department Code: 104380
Budget Manager: Sheriff

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
335005	Local Fees	86,133	79,398	85,000	85,000	65,856	77 %	85,000	0	85,000	85,000
383303	Gifts and Memorials	18,844	29,842	0	0	16,122	0 %	0	0	0	0
383900	Miscellaneous Revenues	69,065	68,789	73,270	73,270	54,953	75 %	75,468	2,198	75,468	75,468
383970	Misc Health Revenues	12,003	8,882	0	0	13,616	0 %	0	0	0	0
Total Revenues		186,044	186,911	158,270	158,270	150,547	95 %	160,468	2,198	160,468	160,468
412100	Salary and Wages - Regular	487,431	514,812	528,372	528,372	456,456	86 %	536,834	8,462	534,218	534,218
412200	Salary and Wages - Overtime	49,751	111,419	50,000	50,000	39,993	80 %	50,000	0	50,000	50,000
412600	Salary and Wages - Temp / Part	0	3,620	12,000	12,000	1,887	16 %	12,000	0	12,000	12,000
412700	Salary and Wages - Longevity	7,670	8,662	8,976	8,976	3,926	44 %	9,977	1,001	9,977	9,977
418100	FICA	41,423	48,371	45,850	45,850	37,323	81 %	46,574	724	46,374	46,374
418200	Retirement	70,037	83,202	82,288	82,288	71,988	87 %	90,775	8,487	90,318	90,318
418300	Health Insurance	110,016	95,383	96,768	96,768	79,933	83 %	97,740	972	97,740	97,740
418306	Life Insurance	776	553	1,200	1,200	466	39 %	1,200	0	1,200	1,200
418310	Dental Insurance	0	3,912	3,456	3,456	2,912	84 %	4,176	720	4,176	4,176
418400	Disability and Long - Term Ins	1,590	1,647	1,744	1,744	1,401	80 %	1,772	28	1,763	1,763
419304	Prof Ser - Medical - Employee	0	1,061	1,000	1,000	43	4 %	1,000	0	1,000	1,000
421200	Uniforms	7,327	7,606	10,000	10,000	6,701	67 %	10,000	0	10,000	10,000
421300	Chemicals	7,058	7,316	7,000	7,000	5,146	74 %	7,500	500	7,000	7,000
423100	Special Program Material	32,469	29,933	35,000	35,000	25,690	73 %	35,000	0	32,000	32,000
423104	Special Projects	9,053	5,939	25,707	0	3,564	14 %	0	0	0	0
423113	Communities Project	12,673	7,049	15,226	0	8,766	58 %	0	0	0	0
423121	Spec. Prgm Stray Animal Cntrl	0	0	1,536	0	0	0 %	0	0	0	0
423800	Medications	26,619	24,576	22,500	22,500	19,872	88 %	24,000	1,500	24,000	24,000
423900	Medical Supplies	1,027	593	1,200	1,200	167	14 %	1,200	0	1,200	1,200
425100	Motor Fuels	31,545	34,698	28,000	28,000	26,035	93 %	28,000	0	28,000	28,000
426000	Supplies and Materials	5,513	6,537	5,300	8,000	2,881	54 %	8,000	0	6,000	6,000
426002	Departmental Supplies	0	0	8,400	0	8,108	97 %	8,500	8,500	8,500	8,500
426010	Computer Software	0	0	1,000	1,000	0	0 %	1,000	0	0	0
426100	Equipment Less Than \$500	2,932	4,242	5,500	5,500	2,311	42 %	5,500	0	5,000	5,000
426200	Operating Equip \$500 - \$4,999	7,033	13,085	13,668	2,100	12,801	94 %	3,300	1,200	2,600	2,600
426205	Computers - \$500 - \$4,999	0	0	15,900	15,900	13,293	84 %	5,400	(10,500)	5,400	5,400
429200	Food	631	618	4,914	7,000	326	7 %	7,000	0	5,000	5,000

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County of Brunswick
Budget

Department Name: Sheriff Animal Protective Svc
Department Code: 104380
Budget Manager: Sheriff

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
431200	Travel - Subsistence	1,822	924	2,003	1,250	2,003	100 %	2,000	750	2,000	2,000
431500	Travel - Registrations	930	736	1,357	1,500	940	69 %	1,500	0	1,000	1,000
432100	Telephone	3,443	3,760	4,000	4,000	3,367	84 %	4,000	0	4,000	4,000
432500	Postage	361	657	950	500	816	86 %	800	300	500	500
433500	Water and Wastewater	11,113	8,107	10,700	10,700	7,161	67 %	10,700	0	10,000	10,000
434100	Printing	0	0	400	250	348	87 %	300	50	250	250
435100	Repair and Maint - Building	32,855	46,768	18,316	25,000	13,691	75 %	25,000	0	20,000	20,000
435200	Repair and Maint - Equipment	235	0	700	700	296	42 %	700	0	700	700
435300	Repair and Maint - Vehicles	9,412	7,382	11,000	11,000	6,934	63 %	11,000	0	10,000	10,000
439100	Advertising	1,500	1,500	2,500	2,500	1,000	40 %	2,500	0	2,000	2,000
439900	Contract Services	90,698	74,099	93,000	93,000	64,953	70 %	97,608	4,608	97,608	97,608
441400	Rent of Equipment	2,828	3,540	3,000	3,000	2,481	83 %	3,000	0	3,000	3,000
444000	Service and Maint Contracts	6,368	6,000	6,500	6,500	5,714	88 %	6,500	0	6,500	6,500
449100	Dues	515	375	576	500	576	100 %	500	0	500	500
449900	Miscellaneous Expense	0	5	500	500	23	5 %	500	0	500	500
449912	PY FEMA Event 1	0	69	0	0	0	0 %	0	0	0	0
449913	CY FEMA Event 1	0	0	0	0	539	0 %	0	0	0	0
454000	Cap Outlay - Vehicle on Road	76,979	0	33,684	32,000	32,697	97 %	80,000	48,000	35,000	35,000
455000	Cap Outlay - Equipment	12,637	0	0	0	0	0 %	0	0	0	0

Salary Expenditures		768,694	871,580	830,654	830,654	696,285	83 %	851,048	20,394	847,766	847,766
Operating Expenditures		305,957	297,172	357,353	305,100	246,546	68 %	312,008	6,908	294,258	294,258
Capital Expenditures		89,615	0	33,684	32,000	32,697	97 %	80,000	48,000	35,000	35,000

Total Expenditures		1,164,267	1,168,753	1,221,691	1,167,754	975,528	80 %	1,243,056	75,302	1,177,024	1,177,024

Revenues Over(Under) Expenditures		(978,223)	(981,842)	(1,063,421)	(1,009,484)	(824,981)		(1,082,588)	(73,104)	(1,016,556)	(1,016,556)

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County of Brunswick
Budget

Department Name: Transportation Agencies
Department Code: 104599
Budget Manager: Finance Officer

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
465120	Cape Fear Regional Jetport	97,000	97,000	111,000	111,000	111,000	100 %	120,000	9,000	111,000	111,000
465121	Odell Williamson Muni Airport	27,500	27,500	27,500	27,500	27,500	100 %	50,000	22,500	27,500	27,500
465122	Cape Fear Transportation Auth	30,230	31,138	32,072	32,072	32,072	100 %	32,072	0	32,072	0

	Salary Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Operating Expenditures	154,730	155,638	170,572	170,572	170,572	100 %	202,072	31,500	170,572	138,500
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0

	Total Expenditures	154,730	155,638	170,572	170,572	170,572	100 %	202,072	31,500	170,572	138,500

	Revenues Over(Under) Expenditures	(154,730)	(155,638)	(170,572)	(170,572)	(170,572)		(202,072)	(31,500)	(170,572)	(138,500)

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County of Brunswick
Budget

Department Name: Solid Waste
Department Code: 104720
Budget Manager: Director of Operation Services

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
332000	State Revenues - Restricted	5,053	0	53,476	53,476	0	0%	0	(53,476)	0	0
332007	Scrap Tire Disposal State Tax	182,058	183,493	160,000	160,000	100,805	63%	180,000	20,000	180,000	180,000
332032	White Goods State Tax	81,784	54,157	45,000	45,000	29,743	66%	50,000	5,000	50,000	50,000
332047	Solid Waste Tax	54,497	62,922	48,000	48,000	33,559	70%	55,000	7,000	55,000	55,000
332052	Electronics Recycling	10,197	8,236	8,000	8,000	8,233	103%	8,000	0	8,000	8,000
334600	Solid Waste Fee	2,563,102	4,384,324	2,600,000	2,600,000	2,622,954	101%	2,600,000	0	2,600,000	2,600,000
334700	Fines	5,769	0	0	0	6,909	0%	0	0	0	0
335009	White Good Sales	55,185	113,280	50,000	50,000	64,311	129%	60,000	10,000	60,000	60,000
383900	Miscellaneous Revenues	542	2,336	400,500	500	401,963	100%	2,000	1,500	2,000	2,000
383958	Other Permits and Fees	33,044	167	0	0	912	0%	0	0	0	0
394000	Proceeds From Cap Lease Debt	505,057	0	0	0	0	0%	0	0	0	0
Total Revenues		3,496,288	4,808,916	3,364,976	2,964,976	3,269,389	97%	2,955,000	(9,976)	2,955,000	2,955,000
412100	Salary and Wages - Regular	287,185	287,179	337,012	337,012	280,005	83%	369,072	32,060	334,048	334,048
412200	Salary and Wages - Overtime	20,361	42,701	34,000	34,000	14,849	44%	34,000	0	34,000	34,000
412203	Salary and Wages - Pgr on call	80	0	0	0	0	0%	0	0	0	0
412204	Salary and Wages - Call Back	84	22	0	0	0	0%	0	0	0	0
412700	Salary and Wages - Longevity	4,868	5,660	5,984	5,984	6,625	111%	4,517	(1,467)	4,517	4,517
418100	FICA	24,087	25,069	28,840	28,840	22,435	78%	31,181	2,341	28,501	28,501
418200	Retirement	38,791	43,048	52,817	52,817	42,233	80%	61,994	9,177	56,630	56,630
418300	Health Insurance	61,884	53,401	64,512	64,512	50,042	78%	73,305	8,793	65,160	65,160
418306	Life Insurance	442	306	800	800	294	37%	900	100	800	800
418310	Dental Insurance	0	2,190	2,304	2,304	1,778	77%	3,132	828	2,784	2,784
418400	Disability and Long - Term Ins	909	916	1,112	1,112	857	77%	1,218	106	1,102	1,102
419900	Prof Ser - Other	58,242	71,022	77,240	75,000	40,069	52%	75,000	0	50,000	50,000
419902	Prof Ser - Recycling Collection	44,988	39,783	41,500	41,500	32,352	78%	43,000	1,500	38,000	38,000
419903	Prof Ser - White Goods Recycle	19,890	23,844	24,000	24,000	21,568	90%	29,000	5,000	29,000	29,000
419905	Prof Ser - Tire Recycling	155,365	161,338	170,000	170,000	115,532	68%	176,000	6,000	176,000	176,000
419906	Prof Ser - Hshld Hazardous Wst	35,046	18,929	55,000	55,000	20,966	38%	55,000	0	55,000	55,000
421200	Uniforms	2,692	2,642	5,300	5,300	2,053	39%	7,400	2,100	5,300	5,300
423100	Special Program Material	9,963	23	66,845	66,845	44,425	66%	0	(66,845)	0	0
425100	Motor Fuels	30,234	41,222	48,000	48,000	36,481	76%	68,000	20,000	45,000	45,000
426000	Supplies and Materials	6,299	7,170	8,000	8,000	4,289	54%	8,000	0	6,500	6,500

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County of Brunswick
Budget

Department Name: Solid Waste
Department Code: 104720
Budget Manager: Director of Operation Services

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
426010	Computer Software	2,000	2,000	2,000	2,000	2,000	100 %	2,000	0	2,000	2,000
426100	Equipment Less Than \$500	1,461	597	1,000	1,000	783	78 %	1,000	0	1,000	1,000
426200	Operating Equip \$500 - \$4,999	5,644	1,494	0	0	0	0 %	25,500	25,500	5,000	5,000
431100	Travel - Mileage	0	0	100	100	0	0 %	100	0	0	0
431200	Travel - Subsistence	499	831	1,500	1,500	110	7 %	2,000	500	1,500	1,500
431500	Travel - Registrations	435	1,399	2,000	2,000	1,164	58 %	3,800	1,800	2,000	2,000
432100	Telephone	2,743	2,794	3,000	3,000	4,910	164 %	6,000	3,000	6,000	6,000
432150	Cell Phone Reimbursement	1,225	1,950	5,200	5,200	3,800	73 %	5,850	650	5,200	5,200
432500	Postage	822	1,037	900	900	951	106 %	1,200	300	1,200	1,200
433500	Water and Wastewater	0	0	0	0	114	0 %	0	0	0	0
435100	Repair and Maint - Building	0	2,381	411,000	11,000	1,892	0 %	11,000	0	2,500	2,500
435102	Repair and Maint - Grounds	13,687	6,258	18,000	18,000	3,693	21 %	18,000	0	14,000	14,000
435200	Repair and Maint - Equipment	854	3,060	3,000	3,000	2,972	99 %	5,000	2,000	3,000	3,000
435300	Repair and Maint - Vehicles	86,148	110,681	74,000	74,000	75,530	102 %	74,000	0	74,000	74,000
439100	Advertising	1,828	1,542	2,250	2,250	399	18 %	2,250	0	1,700	1,700
439900	Contract Services	203,910	204,444	312,000	312,000	237,989	76 %	332,000	20,000	320,000	320,000
439904	Contract Service - Solid Waste	13,230,165	13,885,283	14,250,000	14,250,000	11,999,143	84 %	14,937,000	687,000	14,915,204	14,915,204
439907	Contract Svc - C and D Tran /	766,190	1,640,334	1,400,000	1,400,000	1,168,424	83 %	1,515,000	115,000	1,457,000	1,457,000
441400	Rent of Equipment	9,809	24,432	2,500	2,500	390	16 %	47,500	45,000	2,500	2,500
444000	Service and Maint Contracts	2,391	4,658	3,200	3,200	1,632	51 %	3,300	100	3,300	3,300
449100	Dues	2,037	1,900	2,000	2,000	1,250	62 %	2,900	900	2,900	2,900
449900	Miscellaneous Expense	8,338	9,177	9,600	9,600	8,943	93 %	10,000	400	10,000	10,000
449912	PY FEMA Event 1	0	148,919	0	0	3,598	0 %	0	0	0	0
449913	CY FEMA Event 1	0	0	0	0	1,870	0 %	0	0	0	0
449972	Electronics Recycling Program	71,541	79,760	65,000	65,000	48,787	75 %	70,000	5,000	70,000	70,000
449978	Overages / Shortages	(4)	(61)	0	0	21	0 %	0	0	0	0
449982	Solid Waste Disposal Tax	28,803	44,384	25,000	25,000	16,691	67 %	29,000	4,000	29,000	29,000
454000	Cap Outlay - Vehicle on Road	28,239	0	0	0	0	0 %	50,000	50,000	0	0
455000	Cap Outlay - Equipment	505,057	202,590	605,000	607,000	605,000	100 %	266,000	(341,000)	220,000	220,000
459000	Cap Outlay - Improvements	0	10,000	22,000	20,000	0	0 %	9,000	(11,000)	9,000	9,000
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Salary Expenditures		438,691	460,490	527,381	527,381	419,118	79 %	579,319	51,938	527,542	527,542
Operating Expenditures		14,803,245	16,545,227	17,089,135	16,686,895	13,904,791	81 %	17,565,800	878,905	17,333,804	17,333,804
Capital Expenditures		533,296	212,590	627,000	627,000	605,000	96 %	325,000	(302,000)	229,000	229,000

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Department Budget

County of Brunswick
Budget

Department Name: Solid Waste
Department Code: 104720
Budget Manager: Director of Operation Services

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
	Total Expenditures	15,775,234	17,218,309	18,243,516	17,841,276	14,928,909	82 %	18,470,119	628,843	18,090,346	18,090,346
	Revenues Over(Under) Expenditures	(12,278,945)	(12,409,393)	(14,878,540)	(14,876,300)	(11,659,520)		(15,515,119)	(638,819)	(15,135,346)	(15,135,346)

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Department Budget

County of Brunswick
Budget

Department Name: Environmental Prot. Agencies
Department Code: 104799
Budget Manager: Assistant County Manager

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
	Total Revenues	0	0	0	0	0	0%	0	0	0	0
465134	Forestry Services	199,781	203,391	241,743	241,743	150,057	62 %	257,087	15,344	257,087	257,087
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	Salary Expenditures	0	0	0	0	0	0%	0	0	0	0
	Operating Expenditures	199,781	203,391	241,743	241,743	150,057	62 %	257,087	15,344	257,087	257,087
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Total Expenditures	199,781	203,391	241,743	241,743	150,057	62 %	257,087	15,344	257,087	257,087
	Revenues Over(Under) Expenditures	(199,781)	(203,391)	(241,743)	(241,743)	(150,057)		(257,087)	(15,344)	(257,087)	(257,087)

County of Brunswick
Budget

Department Name: Community Enforcement
Department Code: 104908
Budget Manager: Director of Planning

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
334700	Fines	10,175	0	0	0	0	0%	0	0	0	0
383900	Miscellaneous Revenues	260	0	0	0	0	0%	0	0	0	0
Total Revenues		10,435	0	0	0	0	0%	0	0	0	0
412100	Salary and Wages - Regular	128,642	150,883	185,632	185,632	110,936	60%	176,483	(9,149)	175,632	175,632
412200	Salary and Wages - Overtime	1,723	1,167	0	0	0	0%	0	0	0	0
412700	Salary and Wages - Longevity	2,099	2,304	2,184	2,184	874	40%	1,284	(900)	1,284	1,284
418100	FICA	10,736	11,799	14,368	14,368	8,097	56%	13,599	(769)	13,534	13,534
418200	Retirement	16,017	19,700	26,313	26,313	15,665	60%	27,038	725	26,891	26,891
418300	Health Insurance	24,448	25,525	32,256	32,256	19,141	59%	32,580	324	32,580	32,580
418306	Life Insurance	156	141	400	400	110	28%	400	0	400	400
418310	Dental Insurance	0	1,267	1,152	1,152	680	59%	1,392	240	1,392	1,392
418400	Disability and Long - Term Ins	393	470	613	613	331	54%	582	(31)	580	580
421200	Uniforms	685	701	1,000	1,000	112	11%	1,075	75	1,000	1,000
425100	Motor Fuels	2,324	1,511	2,750	2,750	321	12%	3,500	750	2,750	2,750
426000	Supplies and Materials	403	1,716	1,400	1,500	766	55%	1,250	(250)	1,250	1,250
426205	Computers - \$500 - \$4,999	0	0	0	0	0	0%	2,800	2,800	0	0
431100	Travel - Mileage	151	0	0	0	0	0%	0	0	0	0
431200	Travel - Subsistence	93	548	800	3,000	581	73%	2,500	(500)	2,500	2,500
431500	Travel - Registrations	1,302	471	1,000	1,000	610	61%	1,000	0	1,000	1,000
432100	Telephone	356	696	2,400	2,400	185	8%	750	(1,650)	750	750
432101	Electronic Access Fees	260	686	1,440	1,440	0	0%	1,440	0	1,440	1,440
432150	Cell Phone Reimbursement	1,700	1,950	2,400	2,400	1,650	69%	2,400	0	2,400	2,400
432500	Postage	4,031	1,734	1,200	1,200	1,246	104%	1,400	200	1,400	1,400
435300	Repair and Maint - Vehicles	814	2,425	1,000	1,000	140	14%	500	(500)	500	500
439100	Advertising	0	0	500	500	0	0%	0	(500)	0	0
439900	Contract Services	0	0	100	0	120	120%	0	0	0	0
449100	Dues	60	60	500	500	0	0%	300	(200)	300	300
449250	Filing Fees	1,750	650	1,425	1,425	150	11%	750	(675)	750	750
449900	Miscellaneous Expense	0	114	0	0	0	0%	0	0	0	0
454000	Cap Outlay - Vehicle on Road	0	29,705	32,000	32,000	23,717	74%	32,000	0	0	0

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County of Brunswick
Budget

Department Name: Community Enforcement
Department Code: 104908
Budget Manager: Director of Planning

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
Salary Expenditures		184,214	213,255	262,918	262,918	155,834	59 %	253,358	(9,560)	252,293	252,293
Operating Expenditures		13,930	13,260	17,915	20,115	5,881	32 %	19,665	(450)	16,040	16,040
Capital Expenditures		0	29,705	32,000	32,000	23,717	74 %	32,000	0	0	0
Total Expenditures		198,145	256,222	312,833	315,033	185,432	59 %	305,023	(10,010)	268,333	268,333
Revenues Over(Under) Expenditures		(187,710)	(256,222)	(312,833)	(315,033)	(185,432)		(305,023)	10,010	(268,333)	(268,333)

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County of Brunswick
Budget

Department Name: Planning
Department Code: 104910
Budget Manager: Director of Planning

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
335014	Zoning Application Fees	4,150	5,800	6,000	6,000	6,745	112 %	14,000	8,000	14,000	14,000
335015	Special Exception App Fees	3,500	8,840	3,000	3,000	300	10 %	3,000	0	3,000	3,000
335017	Property Development Fees	0	0	0	0	2,255	0 %	4,500	4,500	4,500	4,500
335018	Subdivision Fees	7,225	7,610	7,000	7,000	5,220	75 %	7,000	0	7,000	7,000
335022	Board of Adj - Variance Appeals	600	775	550	550	2,365	430 %	2,000	1,450	2,000	2,000
335023	Commercial Dev Site Plan Rvw	9,820	10,080	12,000	12,000	11,640	97 %	14,000	2,000	14,000	14,000
335037	Wireless Tel Special Excep	0	250	0	0	0	0 %	0	0	0	0
383900	Miscellaneous Revenues	14,685	0	1,000	1,000	380	38 %	1,000	0	1,000	1,000
383911	Maps and Books	480	323	250	250	417	167 %	500	250	500	500
383912	CAMA Permits	3,770	4,325	3,500	3,500	2,840	81 %	4,000	500	4,000	4,000
383937	Miscellaneous Revenue - Other	9,500	0	0	0	0	0 %	0	0	0	0
383958	Other Permits and Fees	150	0	500	500	500	100 %	300	(200)	300	300
383991	Hazard Mitigation Plan Rev	4,140	0	0	0	0	0 %	0	0	0	0
Total Revenues		58,020	38,003	33,800	33,800	32,662	97 %	50,300	16,500	50,300	50,300
412100	Salary and Wages - Regular	372,939	392,036	455,805	455,805	384,497	84 %	592,539	136,734	471,265	471,265
412200	Salary and Wages - Overtime	0	10,130	0	0	199	0 %	0	0	0	0
412600	Salary and Wages - Temp / Part	0	10,445	0	0	1,285	0 %	0	0	0	0
412700	Salary and Wages - Longevity	14,063	9,547	8,574	8,574	6,069	71 %	9,461	887	9,461	9,461
417100	Board Meeting Fees	5,500	4,150	0	0	3,600	0 %	0	0	0	0
418100	FICA	28,976	31,734	35,525	35,525	29,299	82 %	46,053	10,528	36,776	36,776
418200	Retirement	48,644	52,317	65,060	65,060	54,712	84 %	91,564	26,504	73,070	73,070
418300	Health Insurance	52,716	51,722	64,512	64,512	45,679	71 %	81,450	16,938	65,160	65,160
418306	Life Insurance	361	310	800	800	310	39 %	1,000	200	800	800
418310	Dental Insurance	0	2,121	2,304	2,304	1,623	70 %	3,480	1,176	2,784	2,784
418400	Disability and Long - Term Ins	1,177	1,263	1,504	1,504	1,233	82 %	1,955	451	1,555	1,555
419900	Prof Ser - Other	2,670	0	0	0	0	0 %	0	0	0	0
423104	Special Projects	0	0	20,000	20,000	0	0 %	20,000	0	20,000	20,000
425100	Motor Fuels	1,404	2,314	2,000	2,000	2,533	127 %	3,000	1,000	3,000	3,000
426000	Supplies and Materials	5,553	7,801	8,500	8,500	4,316	51 %	8,500	0	8,500	8,500
426010	Computer Software	3,055	3,250	3,700	3,700	0	0 %	3,700	0	3,700	3,700
426100	Equipment Less Than \$500	0	0	0	0	233	0 %	0	0	0	0
426200	Operating Equip \$500 - \$4,999	2,527	9,943	0	0	0	0 %	3,000	3,000	0	0

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Department Budget

County of Brunswick
Budget

Department Name: Planning
Department Code: 104910
Budget Manager: Director of Planning

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
426205	Computers - \$500 - \$4,999	0	0	2,200	0	1,735	79%	8,400	8,400	0	0
431100	Travel - Mileage	0	17	500	500	0	0%	100	(400)	100	100
431200	Travel - Subsistence	1,598	1,749	3,000	3,000	1,136	38%	2,500	(500)	2,500	2,500
431500	Travel - Registrations	431	1,776	6,500	6,500	3,566	55%	6,000	(500)	6,000	6,000
432100	Telephone	951	1,879	3,500	3,500	2,328	67%	3,000	(500)	3,000	3,000
432150	Cell Phone Reimbursement	1,400	1,350	1,400	1,400	1,100	79%	1,700	300	1,400	1,400
432500	Postage	1,445	1,412	3,000	3,000	1,860	62%	2,500	(500)	2,500	2,500
434100	Printing	0	0	300	300	0	0%	300	0	300	300
435100	Repair and Maint - Building	1,815	0	0	0	0	0%	0	0	0	0
435300	Repair and Maint - Vehicles	201	1,188	1,500	1,500	638	43%	1,500	0	1,500	1,500
439100	Advertising	16,112	17,016	20,000	20,000	13,589	68%	20,000	0	20,000	20,000
439500	Training Expenses	325	3,536	3,000	3,000	1,045	35%	3,000	0	3,000	3,000
439900	Contract Services	16,457	10,557	239,000	239,000	3,084	1%	30,000	(209,000)	67,000	67,000
439911	Contract Services - Other	33,181	39,052	65,000	65,000	48,425	74%	46,000	(19,000)	46,000	46,000
441400	Rent of Equipment	5,356	6,349	6,800	6,800	6,793	100%	6,800	0	6,800	6,800
444000	Service and Maint Contracts	1,178	0	2,500	2,500	0	0%	2,500	0	2,500	2,500
449100	Dues	7,943	6,063	8,000	8,000	6,302	79%	8,000	0	8,000	8,000
449200	Subscriptions	0	66	500	500	151	30%	400	(100)	400	400
449900	Miscellaneous Expense	8,761	26	12,400	0	0	0%	0	0	0	0
454000	Cap Outlay - Vehicle on Road	0	23,939	0	0	0	0%	0	0	0	0
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	Salary Expenditures	524,376	565,775	634,084	634,084	528,506	83%	827,502	193,418	660,871	660,871
	Operating Expenditures	112,362	115,343	413,300	398,700	98,834	23%	180,900	(217,800)	206,200	206,200
	Capital Expenditures	0	23,939	0	0	0	0%	0	0	0	0
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	Total Expenditures	636,739	705,058	1,047,384	1,032,784	627,340	60%	1,008,402	(24,382)	867,071	867,071
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	Revenues Over(Under) Expenditures	(578,719)	(667,055)	(1,013,584)	(998,984)	(594,678)		(958,102)	40,882	(816,771)	(816,771)

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Department Budget

County of Brunswick
Budget

Department Name: Brunswick County Occupancy Tax
Department Code: 104930
Budget Manager: Finance Officer

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
327000	1% Occupancy Tax - County	564,378	812,962	586,000	586,000	447,649	76 %	586,000	0	391,000	391,000
327001	1% Occupancy Tax - Municipal	1,025,115	915,942	1,064,000	1,064,000	707,922	67 %	1,064,000	0	709,000	709,000
	Total Revenues	1,589,493	1,728,904	1,650,000	1,650,000	1,155,571	70 %	1,650,000	0	1,100,000	1,100,000
439300	Collection Cost - Municipal	15,377	16,065	16,500	16,500	10,619	64 %	15,250	(1,250)	11,000	11,000
439301	Collection Cost - Brunswick Cty	32,305	35,802	33,000	33,000	23,364	71 %	34,250	1,250	23,000	23,000
465100	Contributions	1,541,811	1,677,037	1,600,500	1,600,500	1,097,248	69 %	1,600,500	0	1,066,000	1,066,000
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	Salary Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Operating Expenditures	1,589,492	1,728,904	1,650,000	1,650,000	1,131,231	68 %	1,650,000	0	1,100,000	1,100,000
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Total Expenditures	1,589,493	1,728,904	1,650,000	1,650,000	1,131,231	69 %	1,650,000	0	1,100,000	1,100,000
	Revenues Over(Under) Expenditures	0	0	0	0	24,340		0	0	0	0

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County of Brunswick
Budget

Department Name: Cooperative Extension
Department Code: 104950
Budget Manager: Cooperative Ext Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
335019	Fees - Cooperative Extension	7,455	6,044	10,000	10,000	2,720	27 %	7,500	(2,500)	7,500	7,500
335028	Volunteer AG Fees	200	150	500	500	125	25 %	500	0	500	500
335031	4 - H Club Fundraisers	645	4,465	970	5,000	970	100 %	4,000	(1,000)	4,000	4,000
335033	Horticulture Program Fees	6,626	3,827	3,309	4,680	2,230	67 %	4,680	0	4,680	4,680
383900	Miscellaneous Revenues	623	1,531	0	0	934	0 %	0	0	0	0
Total Revenues		15,549	16,017	14,779	20,180	6,979	47 %	16,680	(3,500)	16,680	16,680
412100	Salary and Wages - Regular	159	14	0	0	0	0 %	0	0	0	0
412600	Salary and Wages - Temp / Part	0	327	0	0	0	0 %	0	0	0	0
412990	Salary and Wages - Reimburse	261,933	261,510	281,810	307,610	171,260	61 %	328,607	20,997	327,035	327,035
417100	Board Meeting Fees	150	150	500	500	400	80 %	500	0	500	500
418100	FICA	24	38	38	38	31	82 %	38	0	38	38
418200	Retirement	13,097	13,076	15,251	15,251	0	0 %	15,791	540	15,716	15,716
418306	Life Insurance	531	420	783	783	324	41 %	783	0	783	783
418900	Fringe Benefits Reimbursements	99,176	101,536	131,710	131,710	66,996	51 %	145,175	13,465	144,731	144,731
423100	Special Program Material	3,200	6,311	6,500	6,500	280	4 %	6,500	0	6,500	6,500
423113	Communities Project	0	0	4,662	0	0	0 %	4,662	4,662	4,662	4,662
425100	Motor Fuels	2,632	1,713	2,500	2,500	784	31 %	2,500	0	2,500	2,500
426000	Supplies and Materials	14,374	11,484	12,181	16,902	6,469	53 %	16,902	0	16,902	16,902
426200	Operating Equip \$500 - \$4,999	0	3,610	0	3,450	0	0 %	0	(3,450)	0	0
431100	Travel - Mileage	2,258	5,507	3,500	3,500	2,335	67 %	3,500	0	3,500	3,500
431200	Travel - Subsistence	2,599	2,886	2,290	2,500	1,984	87 %	2,500	0	2,500	2,500
431500	Travel - Registrations	1,811	1,881	2,290	2,000	2,080	91 %	2,000	0	2,000	2,000
432100	Telephone	1,275	1,305	2,276	1,200	1,507	66 %	1,200	0	1,200	1,200
432150	Cell Phone Reimbursement	4,725	5,000	4,800	4,800	3,625	76 %	4,800	0	4,800	4,800
432500	Postage	2,178	1,985	2,200	2,200	2,030	92 %	2,200	0	2,200	2,200
435100	Repair and Maint - Building	318	32	500	500	0	0 %	500	0	500	500
435102	Repair and Maint - Grounds	2,563	2,898	1,100	3,000	732	67 %	3,000	0	3,000	3,000
435200	Repair and Maint - Equipment	235	16	250	250	22	9 %	250	0	250	250
435300	Repair and Maint - Vehicles	1,753	1,609	1,500	1,500	794	53 %	1,500	0	1,500	1,500
439900	Contract Services	9,679	25,250	32,865	30,000	32,865	100 %	42,000	12,000	42,000	42,000
441400	Rent of Equipment	9,665	8,714	6,800	7,300	3,786	56 %	7,300	0	7,300	7,300
449100	Dues	955	885	1,300	1,300	970	75 %	1,300	0	1,300	1,300

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County of Brunswick
Budget

Department Name: Cooperative Extension
Department Code: 104950
Budget Manager: Cooperative Ext Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
449200	Subscriptions	635	588	250	250	165	66 %	250	0	250	250
449897	EFNEP Program	828	514	600	600	78	13 %	600	0	600	600
449898	FCS Program	750	932	1,000	1,500	311	31 %	1,500	0	1,500	1,500
449899	ANRCRD Program	3,300	3,797	1,939	3,500	771	40 %	3,500	0	3,500	3,500
449900	Miscellaneous Expense	1,236	139	0	0	0	0 %	0	0	0	0
449946	Pesticide Recycle Program	0	0	838	838	0	0 %	838	0	838	838
449947	Parent Educational Programs	1,643	484	0	0	0	0 %	0	0	0	0
449950	Volunteer Program	2,250	2,092	3,011	2,700	2,898	96 %	2,700	0	2,700	2,700
449952	4 - H Club Program	20,123	21,461	16,335	20,835	12,911	79 %	24,835	4,000	21,835	21,835
449954	Horticulture Prog Expenditures	5,825	4,977	3,629	5,000	3,037	84 %	5,000	0	5,000	5,000
449958	NC Osteoporosis Grant	0	0	358	358	48	13 %	358	0	358	358
454000	Cap Outlay - Vehicle on Road	0	36,053	0	0	0	0 %	0	0	0	0
455000	Cap Outlay - Equipment	4,285	0	5,350	0	5,350	100 %	0	0	0	0
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	Salary Expenditures	375,070	377,070	430,092	455,892	239,011	55 %	490,894	35,002	488,803	488,803
	Operating Expenditures	96,810	116,070	115,474	124,983	80,482	69 %	142,195	17,212	139,195	139,195
	Capital Expenditures	4,285	36,052	5,350	0	5,350	100 %	0	0	0	0
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	Total Expenditures	476,166	529,194	550,916	580,875	324,843	59 %	633,089	52,214	627,998	627,998
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	Revenues Over(Under) Expenditures	(460,617)	(513,177)	(536,137)	(560,695)	(317,864)		(616,409)	(55,714)	(611,318)	(611,318)

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County of Brunswick
Budget

Department Name: Soil And Water
Department Code: 104960
Budget Manager: Director of Soil and Water

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
332000	State Revenues - Restricted	3,600	3,600	3,600	3,600	3,600	100 %	3,600	0	3,600	3,600
332001	State Aid - Restricted	26,550	26,820	26,675	26,675	26,700	100 %	26,675	0	26,675	26,675
383900	Miscellaneous Revenues	2,411	2,597	0	0	1	0 %	0	0	0	0
383958	Other Permits and Fees	899	794	500	500	0	0 %	500	0	500	500
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	Total Revenues	33,460	33,811	30,775	30,775	30,301	98 %	30,775	0	30,775	30,775
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412100	Salary and Wages - Regular	149,607	154,273	160,705	160,705	135,969	85 %	171,089	10,384	167,334	167,334
412700	Salary and Wages - Longevity	4,152	4,812	4,812	4,812	5,037	105 %	5,372	560	5,372	5,372
418100	FICA	11,598	12,059	12,662	12,662	10,609	84 %	13,499	837	13,212	13,212
418200	Retirement	19,240	20,290	23,189	23,189	19,755	85 %	26,840	3,651	26,251	26,251
418300	Health Insurance	27,504	24,182	24,192	24,192	20,151	83 %	24,435	243	24,435	24,435
418306	Life Insurance	194	141	300	300	118	39 %	300	0	300	300
418310	Dental Insurance	0	992	864	864	716	83 %	1,044	180	1,044	1,044
418400	Disability and Long - Term Ins	492	507	530	530	442	83 %	565	35	552	552
425100	Motor Fuels	1,013	988	1,350	1,350	693	51 %	1,350	0	1,350	1,350
426000	Supplies and Materials	975	781	800	800	659	82 %	800	0	800	800
426100	Equipment Less Than \$500	123	460	500	500	487	97 %	500	0	500	500
431100	Travel - Mileage	179	0	200	200	0	0 %	200	0	200	200
431200	Travel - Subsistence	2,739	3,294	4,500	4,000	3,774	84 %	4,000	0	4,000	4,000
431500	Travel - Registrations	1,545	1,700	1,750	1,750	1,669	95 %	1,750	0	1,750	1,750
432100	Telephone	356	333	600	600	277	46 %	600	0	600	600
432500	Postage	164	199	300	300	122	41 %	300	0	300	300
435300	Repair and Maint - Vehicles	618	137	1,000	1,500	4	0 %	1,500	0	1,500	1,500
439100	Advertising	0	0	50	50	0	0 %	50	0	50	50
444000	Service and Maint Contracts	434	477	0	0	0	0 %	0	0	0	0
449100	Dues	2,616	2,694	2,700	2,700	2,589	96 %	2,800	100	2,800	2,800
449900	Miscellaneous Expense	6,786	5,886	3,600	3,600	1,104	31 %	4,100	500	4,100	4,100
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	Salary Expenditures	212,787	217,254	227,254	227,254	192,797	84 %	243,144	15,890	238,500	238,500
	Operating Expenditures	17,548	16,949	17,350	17,350	11,378	65 %	17,950	600	17,950	17,950
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
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	Total Expenditures	230,336	234,204	244,604	244,604	204,175	83 %	261,094	16,490	256,450	256,450

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County of Brunswick
Budget

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
	Revenues Over(Under) Expenditures	(196,876)	(200,393)	(213,829)	(213,829)	(173,874)		(230,319)	(16,490)	(225,675)	(225,675)

County of Brunswick
Budget

Department Name: Economic Development Agencies
Department Code: 104999
Budget Manager: Director of Planning

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
333000	Local Shared Revenues	84,000	0	0	0	37,476	0%	0	0	0	0
	Total Revenues	84,000	0	0	0	37,476	0%	0	0	0	0
465095	Holden Beach	0	0	1,396,200	1,396,200	0	0%	1,370,040	(26,160)	1,370,040	1,370,040
465128	Reserve 4 Shoreline Protection	0	7,799	291,444	200,000	0	0%	200,000	0	200,000	200,000
465136	Lockwd Fily and Shallotte Drdg	177,868	190,000	405,757	0	405,757	100%	0	0	0	0
465146	Bruns Business & Industry Dev	0	425,000	425,000	425,000	425,000	100%	425,000	0	425,000	425,000
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	Salary Expenditures	0	0	0	0	0	0%	0	0	0	0
	Operating Expenditures	177,868	622,798	2,518,401	2,021,200	830,757	32 %	1,995,040	(26,160)	1,995,040	1,995,040
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Total Expenditures	177,868	622,799	2,518,401	2,021,200	830,757	33 %	1,995,040	(26,160)	1,995,040	1,995,040
	Revenues Over(Under) Expenditures	(93,868)	(622,799)	(2,518,401)	(2,021,200)	(793,281)		(1,995,040)	26,160	(1,995,040)	(1,995,040)

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County of Brunswick
Budget

Department Name: Veterans Services
Department Code: 105820
Budget Manager: Director of Veterans Services

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
332000	State Revenues - Restricted	2,175	2,216	2,000	2,000	2,182	109%	2,000	0	2,000	2,000
	Total Revenues	2,175	2,216	2,000	2,000	2,182	109%	2,000	0	2,000	2,000
412100	Salary and Wages - Regular	132,077	131,856	133,676	133,676	111,977	84%	180,681	47,005	137,744	137,744
412600	Salary and Wages - Temp / Part	0	2,580	3,600	3,600	1,520	42%	3,600	0	3,600	3,600
412700	Salary and Wages - Longevity	2,134	3,106	1,874	1,874	0	0%	2,852	978	2,852	2,852
418100	FICA	10,290	10,103	10,645	10,645	8,647	81%	14,316	3,671	11,031	11,031
418200	Retirement	16,616	17,411	18,991	18,991	15,688	83%	27,915	8,924	21,371	21,371
418300	Health Insurance	27,504	22,166	24,192	24,192	20,151	83%	32,580	8,388	24,435	24,435
418306	Life Insurance	171	128	300	300	118	39%	400	100	300	300
418310	Dental Insurance	0	909	864	864	716	83%	1,392	528	1,044	1,044
418400	Disability and Long - Term Ins	426	397	441	441	364	83%	596	155	455	455
421200	Uniforms	0	150	180	180	158	88%	240	60	180	180
425100	Motor Fuels	169	90	250	250	64	26%	250	0	250	250
426000	Supplies and Materials	1,686	1,203	2,200	2,200	1,959	89%	2,000	(200)	2,000	2,000
426010	Computer Software	750	2,146	1,347	1,347	1,347	100%	1,796	449	1,347	1,347
426100	Equipment Less Than \$500	0	0	0	0	0	0%	250	250	250	250
426103	Gifts and Memor. - Exp.	132	133	200	200	134	67%	220	20	220	220
426200	Operating Equip \$500 - \$4,999	0	0	0	0	0	0%	4,810	4,810	2,000	2,000
426205	Computers - \$500 - \$4,999	0	0	0	0	0	0%	3,000	3,000	0	0
431100	Travel - Mileage	0	0	100	100	0	0%	100	0	100	100
431200	Travel - Subsistence	1,953	824	2,200	2,200	821	37%	3,000	800	2,200	2,200
431500	Travel - Registrations	300	150	300	300	300	100%	450	150	300	300
432100	Telephone	354	333	400	400	277	69%	480	80	400	400
432500	Postage	466	499	600	600	508	85%	700	100	700	700
435100	Repair and Maint - Building	0	0	0	0	0	0%	5,500	5,500	0	0
435200	Repair and Maint - Equipment	0	0	250	250	0	0%	250	0	250	250
439100	Advertising	278	187	500	500	112	22%	500	0	500	500
439501	Tuition Reimbursement	2,351	1,184	0	0	712	0%	0	0	0	0
439900	Contract Services	3,000	3,136	3,000	3,000	0	0%	3,000	0	3,000	3,000
441400	Rent of Equipment	2,472	3,102	3,500	3,500	3,102	89%	3,800	300	3,500	3,500
449100	Dues	145	95	185	185	95	51%	260	75	185	185
449200	Subscriptions	370	102	275	275	112	41%	275	0	275	275

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County of Brunswick
Budget

Department Name: Veterans Services
Department Code: 105820
Budget Manager: Director of Veterans Services

Item #	Description	Prior Years Actuals 2018	2019	2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
449900	Miscellaneous Expense	88	150	150	150	0	0%	150	0	150	150
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	Salary Expenditures	189,218	188,656	194,583	194,583	159,181	81 %	264,332	69,749	202,832	202,832
	Operating Expenditures	14,514	13,484	15,637	15,637	9,701	62 %	31,031	15,394	17,807	17,807
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
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	Total Expenditures	203,732	202,141	210,220	210,220	168,882	80 %	295,363	85,143	220,639	220,639
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	Revenues Over(Under) Expenditures	(201,557)	(199,925)	(208,220)	(208,220)	(166,700)		(293,363)	(85,143)	(218,639)	(218,639)

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County of Brunswick
Budget

Department Name: Brunswick Senior Resources Inc
Department Code: 105874
Budget Manager: Director of BSRI

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
449912	PY FEMA Event 1	0	33,801	0	0	0	0%	0	0	0	0
465250	BSRI General Administration	517,286	591,605	556,759	556,759	463,966	83%	967,838	411,079	601,885	601,885
465251	BSRI Case Management	308,995	326,681	425,800	425,800	354,833	83%	1,030,181	604,381	548,640	548,640
465252	BSRI Senior Center at Calabash	161,832	277,677	271,677	271,677	226,398	83%	413,934	142,257	302,218	302,218
465253	BSRI Senior Center at Supply	318,226	230,341	232,364	232,364	193,637	83%	315,168	82,804	201,410	201,410
465254	BSRI Senior Cntr at Southport	257,475	351,392	364,407	364,407	303,672	83%	443,709	79,302	337,609	337,609
465255	BSRI Senior Cntr at Shallotte	206,300	297,868	346,268	346,268	288,557	83%	449,342	103,074	345,025	345,025
465256	BSRI Senior Center at Leland	260,470	335,240	342,970	342,970	285,808	83%	444,828	101,858	345,375	345,375
465257	BSRI Nutrition Site at Ash	28,192	19,764	26,000	26,000	21,667	83%	23,581	(2,419)	12,444	12,444
465258	BSRI Nutrition Site at BSL	2,200	1,850	3,700	3,700	3,083	83%	22,922	19,222	11,454	11,454
465259	BSRI Nutrition Site at OI	0	0	0	0	0	0%	21,147	21,147	7,679	7,679
465260	BSRI Town Creek Program	15,729	16,200	19,374	19,374	16,146	83%	0	(19,374)	0	0
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	Salary Expenditures	0	0	0	0	0	0%	0	0	0	0
	Operating Expenditures	2,076,705	2,482,419	2,589,319	2,589,319	2,157,767	83 %	4,132,650	1,543,331	2,713,739	2,713,739
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
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	Total Expenditures	2,076,705	2,482,419	2,589,319	2,589,319	2,157,767	83%	4,132,650	1,543,331	2,713,739	2,713,739
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	Revenues Over(Under) Expenditures	(2,076,705)	(2,482,419)	(2,589,319)	(2,589,319)	(2,157,767)		(4,132,650)	(1,543,331)	(2,713,739)	(2,713,739)

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County of Brunswick
Budget

Department Name: Brunswick County Schools
Department Code: 105911
Budget Manager: Finance Officer

Item #	Description	Prior Years Actuals 2018	Prior Years Actuals 2019	2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
465200	Current Expense - Education	37,298,995	39,918,820	42,840,126	42,840,126	35,700,110	83 %	46,254,496	3,414,370	46,096,535	46,096,535
465300	Capital Outlay - Education(920)	782,496	837,458	898,744	898,744	748,950	83 %	970,374	71,630	967,060	967,060
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	Salary Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Operating Expenditures	38,081,491	40,756,278	43,738,870	43,738,870	36,449,060	83 %	47,224,870	3,486,000	47,063,595	47,063,595
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
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	Total Expenditures	38,081,491	40,756,278	43,738,870	43,738,870	36,449,060	83 %	47,224,870	3,486,000	47,063,595	47,063,595
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	Revenues Over(Under) Expenditures	(38,081,491)	(40,756,278)	(43,738,870)	(43,738,870)	(36,449,060)		(47,224,870)	(3,486,000)	(47,063,595)	(47,063,595)

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County of Brunswick
Budget

Department Name: Brunswick Community College
Department Code: 105921
Budget Manager: Finance Officer

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
383900	Miscellaneous Revenues	362,638	0	185,936	0	185,935	100 %	0	0	0	0
	Total Revenues	362,638	0	185,936	0	185,935	100 %	0	0	0	0
465205	Gen Admin (130) - mandated	230,400	227,350	237,088	237,088	197,570	83 %	246,550	9,462	246,550	246,550
465206	Gen Admin(130) - not mandated	418,530	415,015	430,758	430,758	358,970	83 %	446,174	15,416	444,017	444,017
465209	Non - Curric(323) - not mandat	140,000	140,000	140,000	140,000	116,670	83 %	140,000	0	140,000	140,000
465210	Student Sup(510) - Not Mandated	156,295	156,795	173,338	173,338	144,450	83 %	177,180	3,842	175,942	175,942
465213	Plant Ops(610) - Mandated	2,128,349	1,933,215	1,866,900	1,866,900	1,555,750	83 %	1,905,160	38,260	1,897,022	1,897,022
465214	Plant Maint.(620) - mandated	850,856	945,689	1,025,342	1,025,342	854,450	83 %	1,090,385	65,043	1,085,226	1,085,226
465217	BCC Reserve	83,241	0	185,936	0	17,042	9 %	0	0	0	0
465218	Foundation Grant	185,496	278,316	336,000	336,000	276,336	82 %	350,000	14,000	350,000	350,000
465300	Capital Outlay - Education(920)	68,000	365,000	323,000	323,000	269,170	83 %	392,343	69,343	295,343	295,343

	Salary Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Operating Expenditures	4,261,166	4,461,380	4,718,362	4,532,426	3,790,408	80 %	4,747,792	215,366	4,634,100	4,634,100
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Total Expenditures	4,261,166	4,461,380	4,718,362	4,532,426	3,790,408	80 %	4,747,792	215,366	4,634,100	4,634,100
	Revenues Over(Under) Expenditures	(3,898,528)	(4,461,380)	(4,532,426)	(4,532,426)	(3,604,473)		(4,747,792)	(215,366)	(4,634,100)	(4,634,100)

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County of Brunswick
Budget

Department Name: Library
Department Code: 106110
Budget Manager: Library Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
331000	Federal Revenues	500	0	3,000	0	0	0%	0	0	0	0
332001	State Aid - Restricted	149,174	145,238	140,000	140,000	123,175	88%	145,000	5,000	145,000	145,000
334700	Fines	27,897	27,983	30,000	30,000	20,690	69%	30,000	0	30,000	30,000
383303	Gifts and Memorials	2,302	3,830	2,000	2,000	2,161	108%	2,000	0	2,000	2,000
383961	Other Sales and Services	22,703	23,400	25,000	25,000	18,976	76%	25,000	0	20,000	20,000
Total Revenues		202,575	200,451	200,000	197,000	165,002	83%	202,000	5,000	197,000	197,000
412100	Salary and Wages - Regular	707,622	753,535	794,781	794,781	616,146	78%	845,391	50,610	779,221	779,221
412200	Salary and Wages - Overtime	0	561	0	0	0	0%	0	0	0	0
412600	Salary and Wages - Temp / Part	7,208	8,086	0	0	0	0%	0	0	0	0
412700	Salary and Wages - Longevity	15,035	15,371	16,504	16,504	15,548	94%	13,774	(2,730)	13,774	13,774
418100	FICA	55,063	59,422	62,063	62,063	47,414	76%	65,726	3,663	60,664	60,664
418200	Retirement	90,392	96,890	113,661	113,661	88,500	78%	130,679	17,018	120,535	120,535
418300	Health Insurance	150,508	139,044	145,152	145,152	113,183	78%	162,900	17,748	146,610	146,610
418306	Life Insurance	1,007	766	1,800	1,800	623	35%	2,000	200	1,800	1,800
418310	Dental Insurance	0	5,703	5,184	5,184	4,022	78%	6,960	1,776	6,264	6,264
418400	Disability and Long - Term Ins	2,286	2,435	2,623	2,623	1,948	74%	2,790	167	2,571	2,571
425100	Motor Fuels	748	941	1,500	1,500	577	38%	1,500	0	1,500	1,500
426000	Supplies and Materials	8,068	14,756	14,000	14,000	4,490	32%	14,000	0	14,000	14,000
426001	Supplies and Mat - Restricted	13,143	8,370	10,000	10,000	446	4%	10,000	0	10,000	10,000
426003	Library Books	57,607	54,079	60,000	60,000	27,991	47%	75,000	15,000	60,000	60,000
426100	Equipment Less Than \$500	2,755	0	0	0	0	0%	200	200	200	200
431100	Travel - Mileage	491	660	1,500	1,500	861	57%	1,500	0	1,500	1,500
431200	Travel - Subsistence	(242)	0	200	200	(76)	(38)%	200	0	200	200
432100	Telephone	20,311	13,771	24,000	24,000	9,333	39%	20,000	(4,000)	20,000	20,000
432500	Postage	2,029	2,000	2,000	2,000	0	0%	2,000	0	2,000	2,000
433100	Electricity	45,659	0	0	0	0	0%	0	0	0	0
433400	Water	7,298	6,032	8,000	8,000	5,155	64%	8,000	0	8,000	8,000
434100	Printing	500	474	1,000	1,000	216	22%	500	(500)	500	500
435100	Repair and Maint - Building	0	0	10,238	0	0	0%	0	0	0	0
435200	Repair and Maint - Equipment	65	0	500	500	0	0%	300	(200)	300	300
435300	Repair and Maint - Vehicles	83	187	500	500	94	19%	500	0	500	500
439501	Tuition Reimbursement	140	407	2,500	2,500	134	5%	2,500	0	2,500	2,500

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County of Brunswick
Budget

Department Name: Library
Department Code: 106110
Budget Manager: Library Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
439900	Contract Services	73,231	73,544	85,000	85,000	66,793	79 %	85,000	0	85,000	85,000
444000	Service and Maint Contracts	20,060	21,063	24,000	24,000	22,117	92 %	25,000	1,000	25,000	25,000
449100	Dues	175	175	200	200	175	88 %	200	0	200	200
449200	Subscriptions	12,707	12,609	14,000	14,000	12,039	86 %	14,000	0	14,000	14,000
449912	PY FEMA Event 1	0	1,522	0	0	0	0 %	0	0	0	0
465500	Grant Subsidy	500	0	0	0	0	0 %	0	0	0	0
465510	Grant Subsidy - COVID - 19	0	0	3,000	0	0	0 %	0	0	0	0
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	Salary Expenditures	1,029,120	1,081,811	1,141,768	1,141,768	887,384	77 %	1,230,220	88,452	1,131,439	1,131,439
	Operating Expenditures	265,327	210,591	262,138	248,900	150,345	57 %	260,400	11,500	245,400	245,400
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
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	Total Expenditures	1,294,448	1,292,403	1,403,906	1,390,668	1,037,729	74 %	1,490,620	99,952	1,376,839	1,376,839
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	Revenues Over(Under) Expenditures	(1,091,873)	(1,091,952)	(1,203,906)	(1,193,668)	(872,727)		(1,288,620)	(94,952)	(1,179,839)	(1,179,839)

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County of Brunswick
Budget

Department Name: Parks & Recreation - Admin.
Department Code: 106130
Budget Manager: Director of Parks & Recreation

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
332000	State Revenues - Restricted	5,000	5,000	5,000	0	0	0%	0	0	0	0
335013	Concession Sales	25,365	18,442	21,000	21,000	14,976	71%	21,000	0	21,000	21,000
335101	Pks and Rec - Athletics	114,811	104,706	133,750	133,750	90,282	68%	133,750	0	133,750	133,750
335103	Pks and Rec - Special Events	46,525	40,329	60,500	60,500	15,652	26%	60,500	0	60,500	60,500
383310	Dixie Youth Tournaments	22,044	19,978	21,000	21,000	21,428	102%	21,000	0	21,000	21,000
383312	Senior Program Revenue	4,456	7,198	11,000	11,000	7,199	65%	11,000	0	11,000	11,000
383313	Senior Game Revenue	6,342	6,746	6,100	6,100	6,368	104%	6,100	0	6,100	6,100
383410	Parks and Rec Field Rental	20,175	14,375	20,000	20,000	9,682	48%	20,000	0	20,000	20,000
383913	Insurance Refund	0	10,211	0	0	0	0%	0	0	0	0
383961	Other Sales and Services	50,350	47,150	34,000	34,000	32,335	95%	34,000	0	34,000	34,000
Total Revenues		295,067	274,136	312,350	307,350	197,922	63%	307,350	0	307,350	307,350
412100	Salary and Wages - Regular	456,869	469,585	487,634	487,634	412,138	85%	508,942	21,308	506,458	506,458
412200	Salary and Wages - Overtime	0	9,206	0	0	356	0%	0	0	0	0
412600	Salary and Wages - Temp / Part	163,156	164,034	195,640	195,640	133,293	68%	204,850	9,210	195,640	195,640
412700	Salary and Wages - Longevity	7,395	7,980	8,201	8,201	8,574	105%	10,148	1,947	10,148	10,148
417100	Board Meeting Fees	1,400	1,450	3,000	3,000	800	27%	3,000	0	3,000	3,000
418100	FICA	48,107	48,872	53,127	53,127	41,746	79%	55,611	2,484	54,716	54,716
418200	Retirement	57,483	62,183	69,466	69,466	58,918	85%	78,954	9,488	78,524	78,524
418300	Health Insurance	81,748	72,545	72,576	72,576	60,454	83%	73,305	729	73,305	73,305
418304	Unemployment Insurance	0	0	0	0	44	0%	0	0	0	0
418306	Life Insurance	577	423	900	900	353	39%	900	0	900	900
418310	Dental Insurance	0	2,975	2,592	2,592	2,148	83%	3,132	540	3,132	3,132
418400	Disability and Long - Term Ins	1,485	1,539	1,609	1,609	1,338	83%	1,680	71	1,671	1,671
419900	Prof Ser - Other	2,635	2,197	2,700	2,700	1,715	64%	2,700	0	2,700	2,700
419907	Contract Svs - Screening	5,512	6,609	7,180	7,180	4,784	67%	7,180	0	7,180	7,180
421200	Uniforms	62,906	62,852	67,000	67,000	50,434	75%	85,000	18,000	67,000	67,000
423100	Special Program Material	4,099	4,208	4,500	4,500	3,657	81%	4,700	200	4,700	4,700
423101	Adult Athletics	26,286	25,263	31,150	33,000	18,797	60%	33,000	0	33,000	33,000
423102	Special Populations	15,359	15,694	16,000	16,000	12,932	81%	19,000	3,000	16,000	16,000
423103	Special Events	39,668	38,543	45,000	45,000	14,498	32%	47,200	2,200	45,000	45,000
423104	Special Projects	5,000	5,000	5,000	0	0	0%	0	0	0	0
423107	Special Prog - Dixie Youth	21,587	18,325	23,000	23,000	10,193	44%	24,400	1,400	24,400	24,400

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County of Brunswick
Budget

Department Name: Parks & Recreation - Admin.
Department Code: 106130
Budget Manager: Director of Parks & Recreation

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
423112	Senior Program	25,177	23,660	27,535	27,535	14,514	53 %	31,535	4,000	27,535	27,535
423114	Senior Games	8,494	7,939	10,000	10,000	7,591	76 %	10,000	0	10,000	10,000
423115	Special Olympics	15,441	15,204	16,000	16,000	8,418	53 %	17,000	1,000	16,000	16,000
423116	Youth Athletics	141,422	141,102	152,760	152,760	104,092	68 %	154,880	2,120	152,760	152,760
423119	Dixie Youth Travel Restricted	3,536	17,084	28,000	28,000	6,909	25 %	101,000	73,000	28,000	0
425100	Motor Fuels	3,237	2,586	6,750	6,750	2,348	35 %	6,750	0	6,750	6,750
426000	Supplies and Materials	17,755	18,041	20,000	20,000	14,796	74 %	20,000	0	20,000	20,000
426002	Departmental Supplies	645	794	2,100	2,100	275	13 %	2,100	0	2,100	2,100
426100	Equipment Less Than \$500	1,641	1,275	1,950	1,950	0	0 %	1,950	0	1,950	1,950
429202	Concessions	14,742	17,162	18,000	18,000	9,971	55 %	18,000	0	18,000	18,000
431100	Travel - Mileage	0	0	1,000	1,000	0	0 %	1,000	0	1,000	1,000
431200	Travel - Subsistence	4,832	8,394	9,200	9,200	2,847	31 %	9,200	0	9,200	9,200
431500	Travel - Registrations	1,460	1,670	3,035	3,035	1,175	39 %	3,035	0	3,035	3,035
432100	Telephone	20,037	23,082	23,600	23,600	20,631	87 %	25,740	2,140	25,740	25,740
432150	Cell Phone Reimbursement	5,200	5,200	5,200	5,200	4,400	85 %	5,200	0	5,200	5,200
432500	Postage	1,205	945	2,500	2,500	1,850	74 %	2,500	0	2,500	2,500
434100	Printing	5,204	5,986	9,100	9,100	3,894	43 %	10,000	900	10,000	10,000
435102	Repair and Maint - Grounds	11,697	24,295	24,000	24,000	20,859	87 %	24,000	0	24,000	24,000
435205	Repair and Maint - West	7,945	16,825	20,000	20,000	11,909	60 %	23,000	3,000	20,000	20,000
435206	Repair and Maint - South	6,811	16,492	20,000	20,000	11,966	60 %	22,500	2,500	21,000	21,000
435207	Repair and Maint - North	10,608	19,030	20,000	20,000	11,761	59 %	22,000	2,000	20,000	20,000
435300	Repair and Maint - Vehicles	4,887	4,795	5,000	5,000	3,925	78 %	5,000	0	5,000	5,000
439100	Advertising	0	0	1,600	1,600	0	0 %	1,600	0	1,600	1,600
439900	Contract Services	34,250	35,500	35,500	35,500	19,752	56 %	35,500	0	35,500	35,500
441400	Rent of Equipment	2,197	2,148	4,000	2,150	3,581	90 %	4,860	2,710	4,860	4,860
444000	Service and Maint Contracts	14,708	14,047	16,835	16,835	13,050	78 %	16,919	84	16,919	16,919
449100	Dues	1,585	1,637	2,315	2,315	1,335	58 %	2,340	25	2,340	2,340
449200	Subscriptions	66	74	400	400	42	10 %	400	0	400	400
449900	Miscellaneous Expense	400	300	400	400	0	0 %	400	0	400	400
449912	PY FEMA Event 1	0	63,766	0	0	0	0 %	0	0	0	0
449913	CY FEMA Event 1	0	0	0	0	1,142	0 %	0	0	0	0
454000	Cap Outlay - Vehicle on Road	0	23,411	32,000	32,000	28,649	90 %	71,000	39,000	0	0
455000	Cap Outlay - Equipment	13,122	0	0	0	0	0 %	0	0	0	0
459000	Cap Outlay - Improvements	36,160	179,269	162,810	0	0	0 %	485,000	485,000	0	0

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Department Budget

County of Brunswick
Budget

Department Name: Parks & Recreation - Admin.
Department Code: 106130
Budget Manager: Director of Parks & Recreation

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
Salary Expenditures		818,220	840,792	894,745	894,745	720,162	80 %	940,522	45,777	927,494	927,494
Operating Expenditures		548,233	667,724	688,310	683,310	420,043	61 %	801,589	118,279	691,769	663,769
Capital Expenditures		49,282	202,679	194,810	32,000	28,649	14 %	556,000	524,000	0	0
Total Expenditures		1,415,736	1,711,196	1,777,865	1,610,055	1,168,854	66 %	2,298,111	688,056	1,619,263	1,591,263
Revenues Over(Under) Expenditures		(1,120,669)	(1,437,060)	(1,465,515)	(1,302,705)	(970,932)		(1,990,761)	(688,056)	(1,311,913)	(1,283,913)

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County of Brunswick
Budget

Department Name: Parks & Recreation-Maintenance
Department Code: 106132
Budget Manager: Director of Operation Services

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
383913	Insurance Refund	0	16,358	0	0	0	0%	0	0	0	0
	Total Revenues	0	16,358	0	0	0	0%	0	0	0	0
412100	Salary and Wages - Regular	660,257	682,492	701,806	701,806	567,079	81 %	712,332	10,526	682,257	682,257
412200	Salary and Wages - Overtime	17,535	38,298	29,000	29,000	21,393	74 %	33,000	4,000	33,000	33,000
412600	Salary and Wages - Temp / Part	53,462	40,780	60,000	60,000	26,331	44 %	60,000	0	60,000	60,000
412700	Salary and Wages - Longevity	14,833	17,088	16,049	16,049	13,515	84 %	9,951	(6,098)	9,951	9,951
418100	FICA	57,367	58,508	61,724	61,724	47,070	76 %	62,369	645	60,068	60,068
418200	Retirement	85,953	94,466	104,634	104,634	84,360	81 %	114,879	10,245	110,232	110,232
418300	Health Insurance	154,328	139,003	145,152	145,152	112,176	77 %	154,755	9,603	146,610	146,610
418306	Life Insurance	1,065	809	1,800	1,800	655	36 %	1,900	100	1,800	1,800
418310	Dental Insurance	0	5,687	5,184	5,184	3,986	77 %	6,612	1,428	6,264	6,264
418400	Disability and Long - Term Ins	2,134	2,196	2,316	2,316	1,740	75 %	2,351	35	2,251	2,251
421200	Uniforms	15,332	16,183	15,270	15,270	14,552	95 %	18,000	2,730	17,200	17,200
425100	Motor Fuels	31,943	35,822	37,500	37,500	27,271	73 %	44,000	6,500	35,000	35,000
426000	Supplies and Materials	39,980	48,986	38,000	38,000	36,138	95 %	50,000	12,000	38,000	38,000
426100	Equipment Less Than \$500	8,319	7,882	8,000	8,000	7,845	98 %	10,000	2,000	8,000	8,000
426200	Operating Equip \$500 - \$4,999	20,090	11,459	9,500	0	8,623	91 %	20,800	20,800	5,400	5,400
431200	Travel - Subsistence	0	60	250	250	0	0 %	250	0	250	250
431500	Travel - Registrations	1,881	1,461	1,500	1,000	0	0 %	1,000	0	1,000	1,000
432150	Cell Phone Reimbursement	10,000	9,650	11,700	11,700	8,650	74 %	12,350	650	11,700	11,700
432500	Postage	67	0	250	250	0	0 %	250	0	250	250
435100	Repair and Maint - Building	36,353	30,447	40,000	40,000	14,431	36 %	40,000	0	36,500	36,500
435102	Repair and Maint - Grounds	237,551	201,316	239,168	220,000	205,603	86 %	248,000	28,000	228,000	228,000
435300	Repair and Maint - Vehicles	34,699	20,924	30,000	30,000	30,852	103 %	30,000	0	30,000	30,000
439100	Advertising	120	0	0	0	0	0 %	0	0	0	0
439501	Tuition Reimbursement	941	516	0	0	0	0 %	0	0	0	0
441400	Rent of Equipment	7,920	7,078	10,000	10,000	9,942	99 %	10,000	0	8,000	8,000
449900	Miscellaneous Expense	770	314	500	500	314	63 %	500	0	500	500
449929	Health Risk Event	0	0	0	0	6,108	0 %	0	0	0	0
454000	Cap Outlay - Vehicle on Road	28,368	30,184	35,000	35,000	31,257	89 %	30,000	(5,000)	30,000	30,000
455000	Cap Outlay - Equipment	53,743	56,033	113,000	122,500	105,880	94 %	120,000	(2,500)	52,000	52,000
459000	Cap Outlay - Improvements	14,552	47,575	0	0	0	0 %	40,000	40,000	0	0

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County of Brunswick
Budget

Department Name: Parks & Recreation-Maintenance
Department Code: 106132
Budget Manager: Director of Operation Services

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
Salary Expenditures		1,046,934	1,079,328	1,127,665	1,127,665	878,305	77 %	1,158,149	30,484	1,112,433	1,112,433
Operating Expenditures		445,966	392,096	441,638	412,470	370,329	83 %	485,150	72,680	419,800	419,800
Capital Expenditures		96,663	133,792	148,000	157,500	137,137	92 %	190,000	32,500	82,000	82,000
Total Expenditures		1,589,564	1,605,217	1,717,303	1,697,635	1,385,771	81 %	1,833,299	135,664	1,614,233	1,614,233
Revenues Over(Under) Expenditures		(1,589,564)	(1,588,859)	(1,717,303)	(1,697,635)	(1,385,771)		(1,833,299)	(135,664)	(1,614,233)	(1,614,233)

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County of Brunswick
Budget

Department Name: Debt Service
Department Code: 109100
Budget Manager: Finance Officer

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
331016	ARRA Stim Debt / Interest Subs	4,565	3,055	1,531	1,531	1,533	100%	0	(1,531)	0	0
332850	NC Education Lottery	800,000	800,000	800,000	800,000	190,931	24%	800,000	0	800,000	800,000
Total Revenues		804,565	803,055	801,531	801,531	192,464	24%	800,000	(1,531)	800,000	800,000
471045	Prin - GO BCC 2007B	2,255,000	0	0	0	0	0%	0	0	0	0
471049	Prin - 2009 GO Sch Refd of 2001	2,395,000	2,375,000	2,750,000	2,750,000	2,750,000	100%	1,400,000	(1,350,000)	1,400,000	1,400,000
471055	Prin - Leland Library RZEDB	70,000	70,000	70,000	70,000	70,000	100%	0	(70,000)	0	0
471057	Prin - 2012 GO RFD SCH / BSL	1,700,000	1,665,000	1,660,000	1,660,000	1,660,000	100%	2,930,000	1,270,000	2,930,000	2,930,000
471059	Prin - 2012 LOB Ref - Schools	1,680,000	1,680,000	1,685,000	1,685,000	1,685,000	100%	1,670,000	(15,000)	1,670,000	1,670,000
471062	Prin - 2012 LOB Ref - DC Part	385,000	380,000	375,000	375,000	375,000	100%	370,000	(5,000)	370,000	370,000
471064	Prin - 2013A Refd BCC GO	382,788	2,381,300	2,376,849	2,376,849	2,376,849	100%	2,590,498	213,649	2,590,498	2,590,498
471065	Prin - 2013A Rrgf Parks GO	47,212	293,700	293,152	293,152	293,151	100%	319,503	26,351	319,503	319,503
471066	Prin - 2013B Refd Schools GO	835,000	800,000	365,000	365,000	365,000	100%	0	(365,000)	0	0
471067	Prin - 2015 LOBs - BC Scho	530,000	530,000	520,000	520,000	0	0%	525,000	5,000	525,000	525,000
471068	Prin - 2015B LOBs - Refd 2005C	930,000	895,000	860,000	860,000	0	0%	0	(860,000)	0	0
471080	Prin - 2018 GO Phase 1 School	0	0	2,500,000	2,500,000	2,500,000	100%	2,500,000	0	2,500,000	2,500,000
472045	Int - GO BCC 2007B	54,261	0	0	0	0	0%	0	0	0	0
472049	Int - 2009 GO Sch Refd of 2001	329,175	233,375	138,375	138,375	138,375	100%	49,000	(89,375)	49,000	49,000
472055	Int - Leland Library RZEDB	10,878	7,252	3,626	3,626	3,626	100%	0	(3,626)	0	0
472057	Int - 2012 GO Rfd SCH / BSL	375,200	326,400	261,400	261,400	261,400	100%	200,250	(61,150)	200,250	200,250
472059	Int - 2012 LOB Ref Schools Part	712,281	646,781	579,582	579,582	579,581	100%	529,032	(50,550)	529,032	529,032
472062	Int - 2012 LOB Ref DC Part	108,050	92,950	77,750	77,750	77,750	100%	66,500	(11,250)	66,500	66,500
472064	Int - 2013A Refd BCC GO	394,272	382,788	312,463	312,463	312,462	100%	217,389	(95,074)	217,389	217,389
472065	Int - 2013A Refd Parks GO	48,628	47,212	38,538	38,538	38,538	100%	26,812	(11,726)	26,812	26,812
472066	Int - 2013 Rfd Schools GO	29,780	18,591	6,351	6,351	6,351	100%	0	(6,351)	0	0
472067	Int - 2015 LOBs - BC Schools	434,863	408,363	381,864	381,864	190,931	50%	355,864	(26,000)	355,864	355,864
472068	Int - 2015 LOBs - Refd 2005 CO	62,300	43,700	25,800	25,800	12,900	50%	0	(25,800)	0	0
472080	Int - 2018 GOPhase 1 School	0	0	3,136,172	3,136,172	3,136,172	100%	1,791,060	(1,345,112)	1,791,060	1,791,060
475013	Lease Prin - Grinder / Screener	173,292	163,460	168,305	168,305	168,304	100%	0	(168,305)	0	0
475100	Service Charges	9,400	7,720	10,000	10,000	2,465	25%	10,000	0	10,000	10,000
476013	Lease Int - Grinder Screener	0	9,832	4,988	4,988	4,988	100%	0	(4,988)	0	0

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County of Brunswick
Budget

Department Name: Debt Service
Department Code: 109100
Budget Manager: Finance Officer

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
	Salary Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Operating Expenditures	9,400	7,720	10,000	10,000	2,465	24 %	10,000	0	10,000	10,000
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Other Expenditures	13,942,979	13,450,703	18,590,215	18,590,215	17,006,378	91 %	15,540,908	(3,049,307)	15,540,908	15,540,908
	Total Expenditures	13,952,380	13,458,424	18,600,215	18,600,215	17,008,843	91 %	15,550,908	(3,049,307)	15,550,908	15,550,908
	Revenues Over(Under) Expenditures	(13,147,815)	(12,655,369)	(17,798,684)	(17,798,684)	(16,816,379)		(14,750,908)	3,047,776	(14,750,908)	(14,750,908)

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County of Brunswick
Budget

Department Name: Interfund Trans General Fund
Department Code: 109800
Budget Manager: Finance Officer

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
398443	Trans Frm County Cap Proj Fd	10,510	0	2,304,445	0	2,304,445	100 %	0	0	0	0
398820	Trans From Health Ins. Fund	0	3,172,028	0	0	0	0 %	0	0	0	0
398821	Trans From Workers Comp Fund	0	0	1,512,055	0	0	0 %	0	0	0	0
Total Revenues		10,510	3,172,028	3,816,500	0	2,304,445	60 %	0	0	0	0
498011	Trans To Public Housing	0	0	6,000	0	0	0 %	59,255	59,255	58,178	58,178
498013	Trans To Health	0	0	4,380,172	4,348,733	0	0 %	5,306,184	957,451	4,433,550	4,470,541
498014	Trans To Social Services	15,000	0	7,150,284	7,024,601	0	0 %	7,564,817	540,216	7,033,111	7,013,111
498022	Trans To Emergency Tele Servic	1,132	0	0	0	0	0 %	0	0	0	0
498023	Trans To Special Revenue Fund	9,642	0	0	0	0	0 %	0	0	0	0
498042	Trans To School Cap Project	6,239,924	5,859,022	7,085,027	4,780,582	4,631,066	65 %	5,633,353	852,771	3,774,548	3,774,548
498043	Trans To County Cap Project	10,947,388	2,550,000	9,575,021	0	8,425,021	88 %	5,945,639	5,945,639	0	0

Salary Expenditures		0	0	0	0	0	0 %	0	0	0	0
Operating Expenditures		0	0	0	0	0	0 %	0	0	0	0
Capital Expenditures		0	0	0	0	0	0 %	0	0	0	0
Other Expenditures		17,213,086	8,409,022	28,196,504	16,153,916	13,056,087	46 %	24,509,248	8,355,332	15,299,387	15,316,378
Total Expenditures		17,213,086	8,409,022	28,196,504	16,153,916	13,056,087	46 %	24,509,248	8,355,332	15,299,387	15,316,378
Revenues Over(Under) Expenditures		(17,202,576)	(5,236,994)	(24,380,004)	(16,153,916)	(10,751,642)		(24,509,248)	(8,355,332)	(15,299,387)	(15,316,378)

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County of Brunswick
Budget

Department Name: Contingency
Department Code: 109910
Budget Manager: Finance Officer

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
499100	Contingency	0	0	0	300,000	0	0%	300,000	0	300,000	300,000
499101	Emergency Contingency	0	0	100,000	100,000	0	0%	100,000	0	100,000	100,000
499105	Health Insurance Contingency	0	0	300,000	300,000	0	0%	300,000	0	300,000	300,000

	Salary Expenditures	0	0	0	0	0	0%	0	0	0	0
	Operating Expenditures	0	0	400,000	700,000	0	0%	700,000	0	700,000	700,000
	Capital Expenditures	0	0	0	0	0	0%	0	0	0	0

	Total Expenditures	0	0	400,000	700,000	0	0%	700,000	0	700,000	700,000

	Revenues Over(Under) Expenditures	0	0	(400,000)	(700,000)	0		(700,000)	0	(700,000)	(700,000)

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County of Brunswick
Budget

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
Totals For General Fund											
	Total Revenues	177,807,885	193,459,656	212,248,558	194,911,643	193,857,131		218,279,596	23,367,953	194,316,635	194,316,635
	Total Expenditures	166,938,056	179,719,397	212,248,558	194,911,643	161,492,389		218,279,596	23,367,953	194,316,635	194,316,635
	Net Total	10,869,829	13,740,259	0	0	32,364,742		0	0	0	0

County of Brunswick
Budget

Department Name: Public Housing-Section 8
Department Code: 114971
Budget Manager: Director of Public Housing

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
331000	Federal Revenues	0	0	46,368	0	0	0%	0	0	0	0
331002	HUD - Vouchers	1,891,447	1,796,159	2,100,000	2,100,000	1,568,255	75%	2,100,000	0	2,100,000	2,100,000
331007	HUD Voucher Admin Fee	200,973	233,576	216,000	216,000	187,520	87%	235,000	19,000	235,000	235,000
331044	HUD - VASH Vouchers	0	0	0	0	11,971	0%	47,883	47,883	47,883	47,883
331047	VASH Admin Fee	0	0	0	0	0	0%	4,000	4,000	4,000	4,000
383100	Investment Earnings	202	1,253	150	150	988	659%	150	0	150	150
383900	Miscellaneous Revenues	34	0	100	100	53	53%	100	0	100	100
383965	Port - In Voucher	0	7,582	30,153	30,153	9,626	32%	15,000	(15,153)	15,000	15,000
383981	Misc Rev - Fraud Recovery	4,142	7,667	5,738	5,738	6,098	106%	7,600	1,862	7,600	7,600
383983	Port - In Admin Fee	0	341	3,000	3,000	530	18%	1,200	(1,800)	1,200	1,200
Total Revenues		2,096,798	2,046,578	2,401,509	2,355,141	1,785,041	74%	2,410,933	55,792	2,410,933	2,410,933
412100	Salary and Wages - Regular	119,918	104,625	124,598	130,123	104,874	84%	178,614	48,491	177,753	177,753
412200	Salary and Wages - Overtime	0	1,743	0	0	0	0%	0	0	0	0
412700	Salary and Wages - Longevity	2,278	458	1,123	1,123	592	53%	1,183	60	1,183	1,183
418100	FICA	8,873	8,208	10,040	10,040	7,899	79%	13,754	3,714	13,689	13,689
418200	Retirement	15,546	13,399	18,388	18,388	14,820	81%	27,347	8,959	27,198	27,198
418300	Health Insurance	24,993	18,099	25,482	25,482	19,278	76%	33,069	7,587	33,069	33,069
418304	Unemployment Insurance	0	1,390	0	0	0	0%	0	0	0	0
418306	Life Insurance	178	113	316	316	112	35%	406	90	406	406
418310	Dental Insurance	0	797	910	910	685	75%	1,413	503	1,413	1,413
418400	Disability and Long - Term Ins	401	324	429	429	326	76%	589	160	587	587
419900	Prof Ser - Other	0	0	5,525	0	6,070	110%	0	0	0	0
425100	Motor Fuels	1,538	1,360	1,650	1,650	983	60%	1,650	0	1,650	1,650
426000	Supplies and Materials	759	1,029	2,600	2,600	916	35%	2,600	0	2,600	2,600
426010	Computer Software	3,400	0	0	0	0	0%	0	0	0	0
426100	Equipment Less Than \$500	590	776	1,500	1,500	0	0%	1,500	0	1,500	1,500
426200	Operating Equip \$500 - \$4,999	0	3,608	0	0	0	0%	0	0	0	0
431100	Travel - Mileage	41	0	100	100	0	0%	100	0	100	100
431200	Travel - Subsistence	1,070	563	7,000	7,000	314	4%	5,000	(2,000)	5,000	5,000
431500	Travel - Registrations	1,425	1,650	4,600	4,600	1,800	39%	4,600	0	4,600	4,600
432100	Telephone	372	456	1,180	1,180	491	42%	1,180	0	1,180	1,180
432150	Cell Phone Reimbursement	954	779	800	800	611	76%	800	0	800	800

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County of Brunswick
Budget

Department Name: Public Housing-Section 8
Department Code: 114971
Budget Manager: Director of Public Housing

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
432500	Postage	2,148	2,910	3,000	3,000	2,554	85 %	3,500	500	3,500	3,500
435300	Repair and Maint - Vehicles	427	283	1,500	1,500	316	21 %	1,500	0	1,500	1,500
439100	Advertising	120	96	500	500	225	45 %	500	0	500	500
439701	Vouchers	1,929,394	1,838,540	2,060,000	2,060,000	1,522,779	74 %	2,060,000	0	2,060,000	2,060,000
439702	Port - In Voucher	0	7,582	25,000	25,000	9,626	39 %	15,000	(10,000)	15,000	15,000
439703	Port - Out Voucher	29,404	32,758	40,000	40,000	24,237	61 %	40,000	0	40,000	40,000
439705	VASH Vouchers	0	0	0	0	0	0 %	47,883	47,883	47,883	47,883
439900	Contract Services	4,672	13,070	3,900	3,900	1,129	29 %	10,000	6,100	10,000	10,000
441400	Rent of Equipment	0	0	0	0	2,820	0 %	3,000	3,000	3,000	3,000
444000	Service and Maint Contracts	10,933	10,566	19,000	13,000	8,142	43 %	13,000	0	13,000	13,000
449100	Dues	538	738	2,000	2,000	1,032	52 %	2,000	0	2,000	2,000
465510	Grant Subsidy - COVID - 19	0	0	46,368	0	0	0 %	0	0	0	0
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	Salary Expenditures	172,187	149,157	181,286	186,811	148,586	81 %	256,375	69,564	255,298	255,298
	Operating Expenditures	1,987,786	1,916,765	2,226,223	2,168,330	1,584,045	71 %	2,213,813	45,483	2,213,813	2,213,813
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
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	Total Expenditures	2,159,974	2,065,923	2,407,509	2,355,141	1,732,631	72 %	2,470,188	115,047	2,469,111	2,469,111
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	Revenues Over(Under) Expenditures	(63,176)	(19,346)	(6,000)	0	52,410		(59,255)	(59,255)	(58,178)	(58,178)

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County of Brunswick
Budget

Department Name: Interfund Trans Public Housing
Department Code: 119800
Budget Manager: Director of Pulbic Housing

Item #	Description	Prior Years Actuals 2018	Actuals 2019	2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
398110	Trans Frm General Fund	0	0	6,000	0	0	0%	59,255	59,255	58,178	58,178
	Total Revenues	0	0	6,000	0	0	0%	59,255	59,255	58,178	58,178
	Revenues Over(Under) Expenditures	0	0	6,000	0	0		59,255	59,255	58,178	58,178

County of Brunswick
Budget

Item #	Description	Prior Years Actuals 2018	Prior Years Actuals 2019	2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
Totals For Public Housing											
	Total Revenues	2,096,798	2,046,578	2,407,509	2,355,141	1,785,041		2,470,188	115,047	2,469,111	2,469,111
	Total Expenditures	2,159,974	2,065,923	2,407,509	2,355,141	1,732,631		2,470,188	115,047	2,469,111	2,469,111
	Net Total	(63,176)	(19,346)	0	0	52,410		0	0	0	0

County of Brunswick
Budget

Department Name: Family Health Personnel
Department Code: 135100
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
332000	State Revenues - Restricted	254,149	255,039	231,000	231,000	242,004	105 %	231,000	0	231,000	231,000
332009	Title XIX Funds	506,098	579,794	548,000	548,000	404,339	74 %	548,000	0	548,000	548,000
332065	Medicaid Maximization Payment	560,464	707,910	705,000	705,000	42,267	6 %	705,000	0	705,000	705,000
383900	Miscellaneous Revenues	36,453	0	0	0	0	0 %	0	0	0	0
399101	Fund Bal Approp - Hlth Escrow	0	0	321,100	321,100	0	0 %	0	(321,100)	147,350	147,350
	Total Revenues	1,357,165	1,542,743	1,805,100	1,805,100	688,610	38 %	1,484,000	(321,100)	1,631,350	1,631,350
412100	Salary and Wages - Regular	1,997,234	2,205,359	2,354,637	2,354,637	1,986,976	84 %	2,521,283	166,646	2,444,837	2,444,837
412200	Salary and Wages - Overtime	0	139,655	0	0	0	0 %	0	0	0	0
412600	Salary and Wages - Temp / Part	2,990	0	0	0	0	0 %	0	0	0	0
412700	Salary and Wages - Longevity	38,764	33,692	38,773	38,773	38,459	99 %	40,159	1,386	40,159	40,159
417100	Board Meeting Fees	3,700	3,750	12,600	12,600	3,250	26 %	0	(12,600)	0	0
418100	FICA	152,319	176,596	184,060	184,060	147,476	80 %	195,950	11,890	190,102	190,102
418200	Retirement	254,918	302,148	335,317	335,317	283,233	84 %	389,595	54,278	377,719	377,719
418300	Health Insurance	355,208	346,707	362,316	362,316	297,116	82 %	382,245	19,929	370,027	370,027
418301	Retired Emp Health under 65	256,125	241,400	238,560	238,560	213,000	89 %	258,163	19,603	258,163	258,163
418302	Medicare Suppnt and Pharmacy	105,976	107,254	113,678	113,678	103,155	91 %	117,978	4,300	117,978	117,978
418304	Unemployment Insurance	249	0	0	0	0	0 %	0	0	0	0
418306	Life Insurance	2,541	2,019	4,493	4,493	1,730	39 %	4,693	200	4,543	4,543
418310	Dental Insurance	0	14,248	12,940	12,940	10,582	82 %	16,332	3,392	15,810	15,810
418311	Retired Emp Dental under 65	0	4,876	4,423	4,423	3,580	81 %	4,152	(271)	4,152	4,152
418400	Disability and Long - Term Ins	6,330	7,185	7,770	7,770	6,294	81 %	8,320	550	8,068	8,068
419900	Prof Ser - Other	0	0	0	0	0	0 %	0	0	25,000	25,000
425100	Motor Fuels	340	361	0	0	0	0 %	0	0	0	0
426200	Operating Equip \$500 - \$4,999	0	34,738	7,000	7,000	3,384	48 %	0	(7,000)	0	0
432150	Cell Phone Reimbursement	13,902	15,877	17,500	17,500	13,544	77 %	17,500	0	17,500	17,500
435100	Repair and Maint - Building	0	0	30,000	28,000	0	0 %	83,500	55,500	0	0
435300	Repair and Maint - Vehicles	0	211	0	0	505	0 %	20,000	20,000	0	0
435302	Diff IRS Mile Rate and Act Exp	(15,561)	(23,945)	(3,000)	0	(12,106)	404 %	0	0	0	0
439501	Tuition Reimbursement	0	2,026	3,325	5,325	0	0 %	10,650	5,325	0	0
449900	Miscellaneous Expense	226,003	0	0	0	0	0 %	0	0	0	0
454000	Cap Outlay - Vehicle on Road	84,387	29,449	85,200	82,200	85,068	100 %	26,000	(56,200)	26,000	26,000

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County of Brunswick
Budget

Department Name: Family Health Personnel
Department Code: 135100
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
Salary Expenditures		3,176,354	3,584,889	3,669,567	3,669,567	3,094,851	84 %	3,938,870	269,303	3,831,558	3,831,558
Operating Expenditures		224,683	29,268	54,825	57,825	5,327	9 %	131,650	73,825	42,500	42,500
Capital Expenditures		84,387	29,449	85,200	82,200	85,068	99 %	26,000	(56,200)	26,000	26,000
Total Expenditures		3,485,426	3,643,607	3,809,592	3,809,592	3,185,246	84 %	4,096,520	286,928	3,900,058	3,900,058
Revenues Over(Under) Expenditures		(2,128,261)	(2,100,864)	(2,004,492)	(2,004,492)	(2,496,636)		(2,612,520)	(608,028)	(2,268,708)	(2,268,708)

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County of Brunswick
Budget

Department Name: General Health-Administration
Department Code: 135110
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
332000	State Revenues - Restricted	15,000	15,000	15,000	15,000	15,000	100 %	15,000	0	15,000	15,000
332009	Title XIX Funds	16,000	16,000	16,000	16,000	16,000	100 %	16,000	0	16,000	16,000
332068	State Revenues - Sch Nurse Fd	150,000	150,000	150,000	150,000	147,919	99 %	150,000	0	150,000	150,000
332070	Medicare Revenues	826	346	0	0	162	0 %	0	0	0	0
335006	Clinic Fees	18,117	19,557	20,000	20,000	12,207	61 %	20,000	0	20,000	20,000
383900	Miscellaneous Revenues	8,964	8,890	0	0	37	0 %	0	0	0	0
Total Revenues		208,907	209,794	201,000	201,000	191,325	95 %	201,000	0	201,000	201,000
421200	Uniforms	378	431	535	500	534	100 %	550	50	550	550
423700	Laboratory Supplies	1,684	657	1,000	1,000	1,006	101 %	1,000	0	1,000	1,000
423800	Medications	0	(115)	0	0	0	0 %	0	0	0	0
423900	Medical Supplies	38	148	500	500	(274)	(55) %	500	0	500	500
425100	Motor Fuels	0	0	0	0	44	0 %	0	0	0	0
426000	Supplies and Materials	2,146	2,153	3,500	3,500	2,223	64 %	3,500	0	3,500	3,500
426100	Equipment Less Than \$500	882	0	1,640	650	1,570	96 %	500	(150)	500	500
426200	Operating Equip \$500 - \$4,999	3,181	0	0	700	0	0 %	0	(700)	0	0
431100	Travel - Mileage	248	350	300	300	364	121 %	300	0	300	300
431200	Travel - Subsistence	996	2,135	2,500	2,500	369	15 %	2,500	0	2,500	2,500
431400	Travel - Professional	195	254	500	500	173	35 %	400	(100)	400	400
431500	Travel - Registrations	440	479	2,000	2,000	550	28 %	2,000	0	2,000	2,000
432100	Telephone	1,330	2,069	2,500	2,500	1,567	63 %	2,500	0	2,500	2,500
432500	Postage	2,729	1,661	2,750	2,750	1,273	46 %	2,750	0	2,750	2,750
434100	Printing	53	0	200	200	35	18 %	200	0	200	200
435100	Repair and Maint - Building	423	0	1,000	1,000	170	17 %	1,000	0	1,000	1,000
435208	Repair and Maint - Roadways	32,478	0	0	0	0	0 %	0	0	0	0
435300	Repair and Maint - Vehicles	0	0	0	0	219	0 %	0	0	0	0
439100	Advertising	0	0	250	250	0	0 %	0	(250)	0	0
439500	Training Expenses	6	0	50	50	35	70 %	50	0	50	50
439900	Contract Services	20,016	15,854	43,575	49,000	15,651	36 %	49,000	0	49,000	49,000
441400	Rent of Equipment	2,200	3,457	3,750	3,750	3,343	89 %	3,750	0	3,750	3,750
444000	Service and Maint Contracts	787	0	0	0	0	0 %	0	0	0	0
445100	Property and General Liability	400	400	500	500	448	90 %	500	0	500	500
449100	Dues	867	974	1,250	1,250	1,069	86 %	1,250	0	1,250	1,250

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County of Brunswick
Budget

Department Name: General Health-Administration
Department Code: 135110
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
449200	Subscriptions	0	0	100	100	0	0%	0	(100)	0	0
449900	Miscellaneous Expense	3,842	2,896	4,000	4,000	2,816	70%	4,000	0	4,000	4,000
449912	PY FEMA Event 1	0	1,737	0	0	0	0%	0	0	0	0
449913	CY FEMA Event 1	0	0	0	0	1,140	0%	0	0	0	0
449936	School Nurse Funding	150,000	150,000	150,000	150,000	147,919	99%	150,000	0	150,000	150,000
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	Salary Expenditures	0	0	0	0	0	0%	0	0	0	0
	Operating Expenditures	225,320	185,538	222,400	227,500	182,244	81 %	226,250	(1,250)	226,250	226,250
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
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	Total Expenditures	225,320	185,539	222,400	227,500	182,244	82 %	226,250	(1,250)	226,250	226,250
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	Revenues Over(Under) Expenditures	(16,413)	24,255	(21,400)	(26,500)	9,081		(25,250)	1,250	(25,250)	(25,250)

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County of Brunswick
Budget

Department Name: Tuberculosis
Department Code: 135124
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
332000	State Revenues - Restricted	4,595	4,595	4,595	4,595	4,595	100 %	4,595	0	4,595	4,595
332009	Title XIX Funds	2,000	2,000	2,000	2,000	2,000	100 %	2,000	0	2,000	2,000
332070	Medicare Revenues	64	202	0	0	20	0 %	0	0	0	0
335006	Clinic Fees	418	228	500	500	101	20 %	300	(200)	300	300
Total Revenues		7,077	7,026	7,095	7,095	6,716	95 %	6,895	(200)	6,895	6,895
419302	Prof Ser - Medical / Pharmacy	926	1,626	1,500	1,500	888	59 %	1,500	0	1,500	1,500
421200	Uniforms	30	94	150	150	115	77 %	150	0	150	150
423700	Laboratory Supplies	598	555	500	500	928	186 %	1,000	500	1,000	1,000
423800	Medications	0	0	0	0	57	0 %	0	0	0	0
423900	Medical Supplies	136	67	200	200	164	82 %	200	0	200	200
426000	Supplies and Materials	78	214	750	750	166	22 %	500	(250)	500	500
431100	Travel - Mileage	722	949	2,500	2,500	823	33 %	2,000	(500)	1,800	1,800
431200	Travel - Subsistence	858	379	1,750	1,750	827	47 %	1,500	(250)	1,500	1,500
431500	Travel - Registrations	299	240	500	500	366	73 %	500	0	500	500
432100	Telephone	413	386	600	600	301	50 %	500	(100)	500	500
432500	Postage	94	54	50	50	47	94 %	100	50	100	100
434100	Printing	0	0	75	75	35	47 %	75	0	75	75
435200	Repair and Maint - Equipment	0	0	0	0	0	0 %	1,000	1,000	1,000	1,000
439100	Advertising	0	0	100	100	0	0 %	0	(100)	0	0
439500	Training Expenses	0	19	100	100	0	0 %	100	0	100	100
439900	Contract Services	7,465	8,536	10,500	10,500	6,363	61 %	10,500	0	10,500	10,500
441400	Rent of Equipment	400	600	625	625	600	96 %	625	0	625	625
444000	Service and Maint Contracts	100	0	0	0	0	0 %	0	0	0	0
445100	Property and General Liability	275	275	300	300	300	100 %	300	0	300	300
449100	Dues	742	794	1,000	1,000	839	84 %	1,000	0	1,000	1,000
449200	Subscriptions	0	0	150	150	0	0 %	0	(150)	0	0
449900	Miscellaneous Expense	378	378	400	400	378	94 %	400	0	400	400

Salary Expenditures		0	0	0	0	0	0 %	0	0	0	0
Operating Expenditures		13,513	15,164	21,750	21,750	13,197	60 %	21,950	200	21,750	21,750
Capital Expenditures		0	0	0	0	0	0 %	0	0	0	0

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County of Brunswick
Budget

Department Name: Tuberculosis
Department Code: 135124
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
	Total Expenditures	13,514	15,164	21,750	21,750	13,197	61 %	21,950	200	21,750	21,750
	Revenues Over(Under) Expenditures	(6,437)	(8,139)	(14,655)	(14,655)	(6,481)		(15,055)	(400)	(14,855)	(14,855)

County of Brunswick
Budget

Department Name: Communicable Diseases
Department Code: 135125
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
332000	State Revenues - Restricted	14,741	14,208	13,692	13,692	13,950	102 %	13,700	8	13,700	13,700
332009	Title XIX Funds	6,500	6,500	6,500	6,500	6,500	100 %	6,500	0	6,500	6,500
332070	Medicare Revenues	137	125	0	0	103	0 %	0	0	0	0
335006	Clinic Fees	2,568	2,720	1,500	1,500	2,761	184 %	2,500	1,000	2,500	2,500
	Total Revenues	23,946	23,553	21,692	21,692	23,314	107 %	22,700	1,008	22,700	22,700
419302	Prof Ser - Medical / Pharmacy	926	1,626	1,800	1,500	888	49 %	1,500	0	1,500	1,500
421200	Uniforms	106	110	150	150	150	100 %	150	0	150	150
423700	Laboratory Supplies	6,169	6,444	8,000	8,000	4,746	59 %	9,500	1,500	8,000	8,000
423800	Medications	615	953	600	600	496	83 %	700	100	700	700
423900	Medical Supplies	2,743	2,529	3,400	3,400	2,622	77 %	3,750	350	3,750	3,750
426000	Supplies and Materials	575	536	1,300	1,300	1,128	87 %	1,300	0	1,300	1,300
426100	Equipment Less Than \$500	0	281	829	829	297	36 %	0	(829)	0	0
426200	Operating Equip \$500 - \$4,999	0	0	1,108	858	1,029	93 %	0	(858)	0	0
431100	Travel - Mileage	1,082	2,193	2,100	2,100	489	23 %	1,500	(600)	1,500	1,500
431200	Travel - Subsistence	784	2,764	2,000	2,000	91	5 %	2,000	0	2,000	2,000
431500	Travel - Registrations	599	917	750	750	16	2 %	750	0	750	750
432100	Telephone	415	388	750	750	303	40 %	500	(250)	500	500
432500	Postage	1,455	1,568	1,500	1,500	1,601	107 %	1,750	250	1,750	1,750
434100	Printing	21	0	75	75	35	47 %	75	0	75	75
439100	Advertising	120	0	100	100	0	0 %	0	(100)	0	0
439500	Training Expenses	20	147	200	200	0	0 %	200	0	200	200
439900	Contract Services	27,994	21,233	24,450	25,000	12,602	52 %	20,000	(5,000)	20,000	20,000
441400	Rent of Equipment	500	675	825	825	675	82 %	825	0	825	825
444000	Service and Maint Contracts	200	0	0	0	0	0 %	0	0	0	0
445100	Property and General Liability	275	275	350	350	316	90 %	350	0	350	350
449100	Dues	742	824	1,000	1,000	889	89 %	1,000	0	1,000	1,000
449200	Subscriptions	0	0	150	150	0	0 %	0	(150)	0	0
449900	Miscellaneous Expense	473	582	450	450	378	84 %	450	0	450	450
Salary Expenditures		0	0	0	0	0	0 %	0	0	0	0
Operating Expenditures		45,814	44,046	51,887	51,887	28,751	55 %	46,300	(5,587)	44,800	44,800
Capital Expenditures		0	0	0	0	0	0 %	0	0	0	0

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County of Brunswick
Budget

Department Name: Communicable Diseases
Department Code: 135125
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
	Total Expenditures	45,815	44,046	51,887	51,887	28,751	55 %	46,300	(5,587)	44,800	44,800
	Revenues Over(Under) Expenditures	(21,868)	(20,493)	(30,195)	(30,195)	(5,437)		(23,600)	6,595	(22,100)	(22,100)

County of Brunswick
Budget

Department Name: Immunization
Department Code: 135126
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
332000	State Revenues - Restricted	4,765	4,765	4,765	4,765	4,765	100 %	4,765	0	4,765	4,765
332009	Title XIX Funds	12,000	12,000	12,000	12,000	12,000	100 %	12,000	0	12,000	12,000
332070	Medicare Revenues	56,471	60,059	0	0	68,987	0 %	0	0	0	0
335006	Clinic Fees	208,901	221,846	250,000	250,000	218,802	88 %	250,000	0	250,000	250,000
383963	Misc Health Fees	9,075	82	0	0	0	0 %	0	0	0	0
	Total Revenues	291,212	298,753	266,765	266,765	304,554	114 %	266,765	0	266,765	266,765
419302	Prof Ser - Medical / Pharmacy	926	1,626	1,500	1,500	888	59 %	1,500	0	1,500	1,500
421200	Uniforms	216	232	350	350	289	83 %	350	0	350	350
423700	Laboratory Supplies	243	210	500	500	264	53 %	500	0	500	500
423800	Medications	213,361	199,478	275,000	275,000	227,109	83 %	275,000	0	275,000	275,000
423900	Medical Supplies	1,397	3,278	5,000	5,000	2,824	56 %	5,000	0	5,000	5,000
426000	Supplies and Materials	1,073	1,876	3,000	3,000	1,423	47 %	3,000	0	3,000	3,000
426100	Equipment Less Than \$500	0	0	475	475	0	0 %	1,000	525	475	475
426200	Operating Equip \$500 - \$4,999	0	1,693	325	325	0	0 %	0	(325)	0	0
431100	Travel - Mileage	1,784	1,882	3,000	3,000	1,962	65 %	3,000	0	3,000	3,000
431200	Travel - Subsistence	1,337	768	1,750	1,750	1,521	87 %	1,750	0	1,750	1,750
431500	Travel - Registrations	495	354	500	500	494	99 %	750	250	750	750
432100	Telephone	616	1,457	1,000	1,000	1,124	112 %	1,500	500	1,500	1,500
432500	Postage	1,424	813	1,750	1,750	706	40 %	1,750	0	1,750	1,750
434100	Printing	3,415	3,758	4,000	4,000	4,470	112 %	4,500	500	4,500	4,500
435200	Repair and Maint - Equipment	569	0	600	600	0	0 %	600	0	600	600
439100	Advertising	0	0	250	250	0	0 %	0	(250)	0	0
439500	Training Expenses	6	34	100	100	0	0 %	100	0	100	100
439900	Contract Services	31,449	19,948	40,000	40,000	16,436	41 %	40,000	0	38,000	38,000
441400	Rent of Equipment	2,200	3,250	4,500	4,500	3,250	72 %	4,500	0	4,500	4,500
444000	Service and Maint Contracts	675	0	0	0	0	0 %	0	0	0	0
445100	Property and General Liability	1,550	1,550	1,750	1,750	1,736	99 %	1,750	0	1,750	1,750
449100	Dues	212	167	500	500	970	194 %	1,000	500	1,000	1,000
449200	Subscriptions	0	0	150	150	0	0 %	150	0	150	150
449900	Miscellaneous Expense	425	435	500	500	378	76 %	500	0	500	500

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County of Brunswick
Budget

Department Name: Immunization
Department Code: 135126
Budget Manager: Health and Human Svcs Director

<u>Item #</u>	<u>Description</u>	<u>Prior Years Actuals</u>		<u>2020</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>	<u>2021</u>	<u>2021</u>	<u>2021</u>
		<u>2018</u>	<u>2019</u>	<u>Amended</u>	<u>Original</u>	<u>Actual</u>	<u>Department</u>	<u>Increase</u>	<u>Manager</u>	<u>Board</u>
				<u>Budget</u>	<u>Budget @</u>	<u>@</u>	<u>Requested</u>	<u>(Decrease)</u>	<u>Recommend</u>	<u>Approved</u>
					<u>07/01/2019</u>	<u>04/30/2020</u>	<u>04/30/2020</u>			
	Salary Expenditures	0	0	0	0	0	0 %	0	0	0
	Operating Expenditures	263,374	242,807	346,500	346,500	265,844	76 %	1,700	345,675	345,675
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0
	Total Expenditures	263,374	242,808	346,500	346,500	265,844	77 %	1,700	345,675	345,675
	Revenues Over(Under) Expenditures	27,838	55,946	(79,735)	(79,735)	38,710		(1,700)	(78,910)	(78,910)

County of Brunswick
Budget

Department Name: Medicaid Nutrition Program
Department Code: 135155
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
332009	Title XIX Funds	19,995	23,233	20,000	20,000	8,331	42 %	20,000	0	20,000	20,000
	Total Revenues	19,995	23,233	20,000	20,000	8,331	42 %	20,000	0	20,000	20,000
412100	Salary and Wages - Regular	56,683	58,439	60,892	60,892	44,900	74 %	46,693	(14,199)	46,469	46,469
412700	Salary and Wages - Longevity	1,270	1,309	1,891	1,891	1,440	76 %	0	(1,891)	0	0
412990	Salary and Wages - Reimburse	(6,494)	(6,794)	(6,500)	(6,500)	(3,400)	52 %	(6,500)	0	(6,500)	(6,500)
418100	FICA	4,465	4,583	4,803	4,803	3,534	74 %	3,572	(1,231)	3,555	3,555
418200	Retirement	7,252	7,616	8,796	8,796	6,483	74 %	7,102	(1,694)	7,063	7,063
418300	Health Insurance	9,168	8,061	8,064	8,064	4,030	50 %	8,145	81	8,145	8,145
418306	Life Insurance	65	47	100	100	24	24 %	100	0	100	100
418310	Dental Insurance	0	331	288	288	143	50 %	348	60	348	348
418400	Disability and Long - Term Ins	186	192	201	201	100	50 %	154	(47)	153	153
421200	Uniforms	52	52	60	60	52	87 %	60	0	60	60
426000	Supplies and Materials	269	184	200	200	0	0 %	200	0	200	200
431100	Travel - Mileage	1,835	1,946	2,000	2,000	1,079	54 %	2,000	0	2,000	2,000
432100	Telephone	306	285	400	400	223	56 %	400	0	400	400
439500	Training Expenses	0	0	25	25	0	0 %	25	0	25	25
441400	Rent of Equipment	300	300	525	525	300	57 %	525	0	525	525
444000	Service and Maint Contracts	100	0	0	0	0	0 %	0	0	0	0
445100	Property and General Liability	175	175	200	200	196	98 %	200	0	200	200
449100	Dues	414	369	425	425	70	16 %	425	0	425	425
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	Salary Expenditures	72,594	73,782	78,535	78,535	57,254	72 %	59,614	(18,921)	59,333	59,333
	Operating Expenditures	3,450	3,310	3,835	3,835	1,920	50 %	3,835	0	3,835	3,835
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Total Expenditures	76,045	77,093	82,370	82,370	59,174	72 %	63,449	(18,921)	63,168	63,168
	Revenues Over(Under) Expenditures	(56,050)	(53,860)	(62,370)	(62,370)	(50,843)		(43,449)	18,921	(43,168)	(43,168)

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County of Brunswick
Budget

Department Name: Community Health Promotion
Department Code: 135156
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
325000	ABC 5 Cents Per Bottle	63,582	67,267	45,000	45,000	54,132	120 %	45,000	0	45,000	45,000
325100	ABC - Alcohol Ed Req (7%)	10,205	10,501	0	0	0	0 %	0	0	0	0
332000	State Revenues - Restricted	6,200	6,200	6,200	6,200	6,200	100 %	6,200	0	6,200	6,200
	Total Revenues	79,987	83,968	51,200	51,200	60,332	118 %	51,200	0	51,200	51,200
423120	Outreach Events	10,592	14,644	24,720	24,720	2,741	11 %	24,720	0	24,720	24,720
426000	Supplies and Materials	238	307	350	350	142	41 %	350	0	350	350
431100	Travel - Mileage	1,667	2,755	2,415	2,500	1,134	47 %	2,500	0	2,500	2,500
431200	Travel - Subsistence	402	668	1,000	1,000	238	24 %	1,000	0	1,000	1,000
431500	Travel - Registrations	568	840	1,085	1,000	115	11 %	1,000	0	1,000	1,000
432100	Telephone	143	134	250	250	105	42 %	250	0	250	250
432500	Postage	102	109	200	200	99	50 %	200	0	200	200
434100	Printing	0	0	100	100	0	0 %	100	0	100	100
439900	Contract Services	0	12,253	18,000	0	18,000	100 %	0	0	0	0
439901	Contract Svcs - Substance / Men	250,443	250,443	250,443	250,443	125,222	50 %	250,443	0	250,443	250,443
439917	Con. Svcs - New Hope Clinic	75,000	75,000	75,000	75,000	37,275	50 %	75,000	0	75,000	75,000
439918	ABC Funds - Substance / Mental	0	0	45,000	45,000	0	0 %	45,000	0	45,000	45,000
439921	Con. Svcs - The Healing Place	0	0	156,000	156,000	0	0 %	156,000	0	0	0
441400	Rent of Equipment	750	1,150	2,000	2,000	950	48 %	2,000	0	2,000	2,000
444000	Service and Maint Contracts	250	0	0	0	0	0 %	0	0	0	0
445100	Property and General Liability	275	275	300	300	300	100 %	300	0	300	300
449100	Dues	0	75	350	350	80	23 %	350	0	350	350
449200	Subscriptions	66	74	100	100	42	42 %	100	0	100	100
449900	Miscellaneous Expense	271	154	0	0	80	0 %	141,000	141,000	0	0
465105	Cty Comm Develop program	13,110	13,445	33,439	20,000	26,208	78 %	20,000	0	20,000	20,000
465106	Affordable Housing Assistance	0	0	50,000	50,000	0	0 %	0	(50,000)	0	0
465195	Tides Program	0	0	39,420	39,420	0	0 %	39,420	0	0	0
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	Salary Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Operating Expenditures	353,878	372,326	700,172	668,733	212,731	30 %	759,733	91,000	423,313	423,313
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Total Expenditures	353,879	372,327	700,172	668,733	212,731	30 %	759,733	91,000	423,313	423,313

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County of Brunswick
Budget

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
	Revenues Over(Under) Expenditures	(273,892)	(288,359)	(648,972)	(617,533)	(152,399)		(708,533)	(91,000)	(372,113)	(372,113)

County of Brunswick
Budget

Department Name: Breast & Cervical Cancer
Department Code: 135157
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
332000	State Revenues - Restricted	42,000	42,000	42,000	42,000	42,000	100 %	42,000	0	42,000	42,000
383303	Gifts and Memorials	293	498	0	0	0	0 %	0	0	0	0
	Total Revenues	42,293	42,498	42,000	42,000	42,000	100 %	42,000	0	42,000	42,000
421200	Uniforms	57	57	60	60	0	0 %	60	0	60	60
423700	Laboratory Supplies	0	0	250	250	0	0 %	250	0	250	250
423900	Medical Supplies	2,020	2,097	1,100	1,100	1,615	147 %	1,500	400	1,500	1,500
426000	Supplies and Materials	200	68	500	500	69	14 %	500	0	500	500
431100	Travel - Mileage	798	924	1,500	1,500	743	50 %	1,900	400	1,900	1,900
431200	Travel - Subsistence	343	162	1,200	600	1,161	97 %	1,250	650	1,250	1,250
431500	Travel - Registrations	0	0	200	200	0	0 %	750	550	750	750
432100	Telephone	315	294	500	500	230	46 %	500	0	500	500
432500	Postage	244	251	300	300	139	46 %	300	0	300	300
439100	Advertising	120	0	500	500	0	0 %	500	0	500	500
439500	Training Expenses	0	0	100	100	0	0 %	100	0	100	100
439900	Contract Services	36,137	30,216	44,400	45,000	29,561	67 %	43,000	(2,000)	43,000	43,000
441400	Rent of Equipment	400	600	625	625	600	96 %	625	0	625	625
444000	Service and Maint Contracts	100	0	0	0	0	0 %	0	0	0	0
445100	Property and General Liability	400	400	450	450	448	100 %	450	0	450	450
449100	Dues	0	50	150	150	0	0 %	150	0	150	150
449900	Miscellaneous Expense	378	378	400	400	378	94 %	400	0	400	400
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	Salary Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Operating Expenditures	41,512	35,498	52,235	52,235	34,944	66 %	52,235	0	52,235	52,235
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Total Expenditures	41,513	35,499	52,235	52,235	34,944	67 %	52,235	0	52,235	52,235
	Revenues Over(Under) Expenditures	780	6,999	(10,235)	(10,235)	7,056		(10,235)	0	(10,235)	(10,235)

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County of Brunswick
Budget

Department Name: Child Health
Department Code: 135162
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
332000	State Revenues - Restricted	9,000	14,300	9,000	9,000	9,000	100%	9,000	0	9,000	9,000
332009	Title XIX Funds	110,000	110,000	110,000	110,000	110,000	100%	110,000	0	110,000	110,000
332026	Title XIX - Management Fee	21,772	21,470	18,000	18,000	18,088	100%	18,000	0	18,000	18,000
332070	Medicare Revenues	0	64	0	0	0	0%	0	0	0	0
335006	Clinic Fees	14,811	13,116	10,000	10,000	14,513	145%	10,000	0	10,000	10,000
383900	Miscellaneous Revenues	10,134	9,500	1,500	0	0	0%	0	0	0	0
Total Revenues		165,717	168,449	148,500	147,000	151,601	102%	147,000	0	147,000	147,000
419302	Prof Ser - Medical / Pharmacy	0	0	0	0	0	0%	1,500	1,500	1,500	1,500
421200	Uniforms	432	445	600	600	473	79%	600	0	600	600
423100	Special Program Material	3,770	2,150	18,000	18,000	1,170	6%	18,000	0	18,000	18,000
423104	Special Projects	6,656	4,358	7,300	5,800	4,395	60%	5,800	0	5,800	5,800
423700	Laboratory Supplies	4,202	6,384	5,500	5,500	6,189	113%	6,500	1,000	6,500	6,500
423800	Medications	46	105	500	500	201	40%	500	0	500	500
423900	Medical Supplies	2,093	2,854	2,300	2,300	2,309	100%	2,300	0	2,300	2,300
426000	Supplies and Materials	1,590	2,606	3,000	3,000	1,634	54%	3,000	0	3,000	3,000
426010	Computer Software	551	571	750	750	611	81%	1,000	250	1,000	1,000
426100	Equipment Less Than \$500	0	0	575	575	364	63%	575	0	575	575
426200	Operating Equip \$500 - \$4,999	0	9,162	5,310	5,310	1,461	28%	0	(5,310)	0	0
431100	Travel - Mileage	965	1,356	2,000	2,000	799	40%	2,000	0	2,000	2,000
431200	Travel - Subsistence	3,118	4,339	4,500	4,500	1,136	25%	4,500	0	4,500	4,500
431400	Travel - Professional	64	29	250	250	53	21%	250	0	250	250
431500	Travel - Registrations	1,032	1,511	5,500	5,500	800	15%	5,500	0	5,500	5,500
432100	Telephone	1,334	1,702	1,750	1,750	1,316	75%	1,750	0	1,750	1,750
432500	Postage	2,736	2,157	3,000	3,000	1,611	54%	3,000	0	3,000	3,000
434100	Printing	1,680	4,547	2,000	2,000	0	0%	2,000	0	2,000	2,000
435200	Repair and Maint - Equipment	0	300	500	500	348	70%	500	0	500	500
439100	Advertising	0	0	500	500	0	0%	500	0	500	500
439500	Training Expenses	112	18	150	150	35	23%	150	0	150	150
439900	Contract Services	31,986	39,369	40,000	40,000	20,190	50%	40,000	0	40,000	40,000
441400	Rent of Equipment	2,175	3,250	4,500	4,500	3,250	72%	4,500	0	4,500	4,500
444000	Service and Maint Contracts	750	0	0	0	0	0%	0	0	0	0
445100	Property and General Liability	2,175	2,200	3,500	3,500	2,472	71%	3,500	0	3,500	3,500

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County of Brunswick
Budget

Department Name: Child Health
Department Code: 135162
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
449100	Dues	1,278	1,529	2,250	2,250	1,195	53 %	2,250	0	2,250	2,250
449200	Subscriptions	0	0	175	175	0	0 %	175	0	175	175
449900	Miscellaneous Expense	894	1,127	1,250	1,250	793	63 %	1,250	0	1,250	1,250
455000	Cap Outlay - Equipment	0	6,222	0	0	0	0 %	0	0	0	0

	Salary Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Operating Expenditures	69,640	92,069	115,660	114,160	52,805	45 %	111,600	(2,560)	111,600	111,600
	Capital Expenditures	0	6,222	0	0	0	0 %	0	0	0	0

	Total Expenditures	69,640	98,292	115,660	114,160	52,805	46 %	111,600	(2,560)	111,600	111,600

	Revenues Over(Under) Expenditures	96,077	70,158	32,840	32,840	98,796		35,400	2,560	35,400	35,400

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County of Brunswick
Budget

Department Name: Maternal Health
Department Code: 135163
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
332000	State Revenues - Restricted	14,355	20,665	14,355	14,355	14,355	100 %	14,355	0	14,355	14,355
332009	Title XIX Funds	24,000	24,000	24,000	24,000	24,000	100 %	24,000	0	24,000	24,000
332070	Medicare Revenues	643	157	0	0	0	0 %	0	0	0	0
335006	Clinic Fees	6,659	4,917	5,000	5,000	4,098	82 %	5,000	0	5,000	5,000
	Total Revenues	45,657	49,740	43,355	43,355	42,453	98 %	43,355	0	43,355	43,355
419302	Prof Ser - Medical / Pharmacy	6,866	12,874	9,000	8,000	6,188	69 %	11,000	3,000	11,000	11,000
421200	Uniforms	307	371	425	425	256	60 %	425	0	425	425
423700	Laboratory Supplies	5,436	6,001	6,000	6,000	5,538	92 %	8,500	2,500	8,500	8,500
423800	Medications	1,648	1,117	1,500	2,000	981	65 %	1,500	(500)	1,500	1,500
423900	Medical Supplies	4,015	2,940	5,000	5,000	3,234	65 %	5,000	0	5,000	5,000
426000	Supplies and Materials	1,684	2,356	2,500	2,500	1,753	70 %	2,500	0	2,500	2,500
426100	Equipment Less Than \$500	0	216	400	400	0	0 %	400	0	400	400
426200	Operating Equip \$500 - \$4,999	0	0	0	0	0	0 %	650	650	650	650
431100	Travel - Mileage	1,316	1,035	1,500	2,000	899	60 %	1,500	(500)	1,500	1,500
431200	Travel - Subsistence	1,354	1,167	1,700	1,700	1,464	86 %	1,750	50	1,750	1,750
431400	Travel - Professional	770	1,320	1,475	750	988	67 %	1,000	250	1,000	1,000
431500	Travel - Registrations	727	646	1,100	1,100	672	61 %	1,100	0	1,100	1,100
432100	Telephone	871	1,691	1,250	1,250	1,292	103 %	1,500	250	1,500	1,500
432500	Postage	1,939	1,741	1,750	1,750	1,299	74 %	1,750	0	1,750	1,750
434100	Printing	85	0	300	300	0	0 %	300	0	300	300
435200	Repair and Maint - Equipment	0	270	150	0	148	99 %	150	150	150	150
439100	Advertising	0	0	0	500	0	0 %	0	(500)	0	0
439500	Training Expenses	32	0	300	300	15	5 %	300	0	300	300
439900	Contract Services	46,828	46,110	49,800	50,000	29,036	58 %	50,000	0	50,000	50,000
439908	Children's Discovery Vill Exp	2,493	0	0	0	0	0 %	0	0	0	0
441400	Rent of Equipment	2,175	3,250	4,500	4,500	3,250	72 %	4,500	0	4,500	4,500
444000	Service and Maint Contracts	750	0	0	0	0	0 %	0	0	0	0
445100	Property and General Liability	2,150	2,175	3,500	3,500	2,438	70 %	3,500	0	3,500	3,500
449100	Dues	908	897	1,250	1,250	1,005	80 %	1,250	0	1,250	1,250
449200	Subscriptions	0	0	0	175	0	0 %	0	(175)	0	0
449900	Miscellaneous Expense	518	581	750	750	418	56 %	750	0	750	750

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County of Brunswick
Budget

Department Name: Maternal Health
Department Code: 135163
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
	Salary Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Operating Expenditures	82,873	86,757	94,150	94,150	60,874	64 %	99,325	5,175	99,325	99,325
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Total Expenditures	82,874	86,758	94,150	94,150	60,874	65 %	99,325	5,175	99,325	99,325
	Revenues Over(Under) Expenditures	(37,217)	(37,018)	(50,795)	(50,795)	(18,421)		(55,970)	(5,175)	(55,970)	(55,970)

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County of Brunswick
Budget

Department Name: Family Planning
Department Code: 135164
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
332000	State Revenues - Restricted	43,380	48,932	61,282	40,682	61,282	100 %	40,682	0	40,682	40,682
332009	Title XIX Funds	10,000	10,000	10,000	10,000	10,000	100 %	10,000	0	10,000	10,000
332070	Medicare Revenues	307	402	0	0	0	0 %	0	0	0	0
335006	Clinic Fees	53,733	55,416	40,000	40,000	53,757	134 %	50,000	10,000	50,000	50,000
383900	Miscellaneous Revenues	388	484	0	0	0	0 %	0	0	0	0
	Total Revenues	107,808	115,234	111,282	90,682	125,039	112 %	100,682	10,000	100,682	100,682
419302	Prof Ser - Medical / Pharmacy	4,847	9,115	9,207	6,000	7,440	81 %	7,500	1,500	7,500	7,500
421200	Uniforms	302	413	500	500	328	66 %	500	0	500	500
423700	Laboratory Supplies	5,000	5,558	5,750	5,750	4,919	86 %	7,500	1,750	7,500	7,500
423800	Medications	55,313	60,132	69,646	52,500	44,969	65 %	52,500	0	52,500	52,500
423900	Medical Supplies	4,845	3,824	6,000	6,000	4,713	79 %	6,000	0	6,000	6,000
426000	Supplies and Materials	1,969	2,178	2,500	2,500	1,824	73 %	2,500	0	2,500	2,500
426100	Equipment Less Than \$500	0	546	1,247	1,000	853	68 %	1,250	250	1,250	1,250
431100	Travel - Mileage	1,261	1,163	1,500	1,500	684	46 %	1,500	0	1,500	1,500
431200	Travel - Subsistence	1,366	1,551	1,700	1,700	784	46 %	1,700	0	1,700	1,700
431400	Travel - Professional	397	931	1,000	1,000	675	68 %	1,000	0	1,000	1,000
431500	Travel - Registrations	518	432	1,000	1,000	294	29 %	1,000	0	1,000	1,000
432100	Telephone	497	1,311	1,000	1,000	1,011	101 %	1,000	0	1,000	1,000
432500	Postage	4,030	2,648	3,000	3,000	1,838	61 %	3,000	0	3,000	3,000
434100	Printing	67	0	150	150	0	0 %	150	0	150	150
435200	Repair and Maint - Equipment	0	270	0	0	148	0 %	150	150	150	150
439100	Advertising	3,996	3,996	4,000	4,000	3,540	88 %	4,000	0	4,000	4,000
439500	Training Expenses	39	0	300	300	15	5 %	300	0	300	300
439900	Contract Services	58,781	65,838	65,000	65,000	48,629	75 %	65,000	0	65,000	65,000
441400	Rent of Equipment	2,175	3,250	4,500	4,500	3,250	72 %	4,500	0	3,500	3,500
444000	Service and Maint Contracts	750	0	0	0	0	0 %	0	0	0	0
445100	Property and General Liability	2,150	2,179	3,500	3,500	2,448	70 %	3,500	0	3,000	3,000
449100	Dues	1,008	922	1,250	1,250	1,080	86 %	1,250	0	1,250	1,250
449200	Subscriptions	0	0	200	200	0	0 %	0	(200)	0	0
449900	Miscellaneous Expense	567	378	400	400	415	104 %	450	50	450	450

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County of Brunswick
Budget

Department Name: Family Planning
Department Code: 135164
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
	Salary Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Operating Expenditures	149,877	166,636	183,350	162,750	129,857	70 %	166,250	3,500	164,750	164,750
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Total Expenditures	149,877	166,636	183,350	162,750	129,857	71 %	166,250	3,500	164,750	164,750
	Revenues Over(Under) Expenditures	(42,069)	(51,402)	(72,068)	(72,068)	(4,818)		(65,568)	6,500	(64,068)	(64,068)

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County of Brunswick
Budget

Department Name: Pregnancy Care Management
Department Code: 135165
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
332009	Title XIX Funds	61,250	61,250	61,250	61,250	61,250	100 %	61,250	0	61,250	61,250
	Total Revenues	61,250	61,250	61,250	61,250	61,250	100 %	61,250	0	61,250	61,250
421200	Uniforms	114	151	150	150	220	147 %	200	50	200	200
426000	Supplies and Materials	94	225	500	500	247	49 %	500	0	500	500
426100	Equipment Less Than \$500	944	0	500	0	390	78 %	0	0	0	0
431100	Travel - Mileage	2,364	1,419	3,500	3,500	1,146	33 %	3,000	(500)	3,000	3,000
431200	Travel - Subsistence	0	0	500	500	0	0 %	500	0	500	500
431400	Travel - Professional	18	0	200	200	0	0 %	200	0	200	200
431500	Travel - Registrations	0	0	250	250	180	72 %	750	500	700	700
432100	Telephone	1,293	660	1,000	1,000	501	50 %	1,000	0	1,000	1,000
432500	Postage	66	12	100	100	44	44 %	100	0	100	100
434100	Printing	95	0	150	150	0	0 %	150	0	150	150
439500	Training Expenses	13	0	100	100	0	0 %	100	0	100	100
439900	Contract Services	15,983	31,366	49,500	50,000	2,789	6 %	50,000	0	50,000	50,000
441400	Rent of Equipment	1,400	1,900	2,000	2,000	1,900	95 %	2,000	0	2,000	2,000
444000	Service and Maint Contracts	450	0	0	0	0	0 %	0	0	0	0
445100	Property and General Liability	275	275	300	300	300	100 %	300	0	300	300
449100	Dues	60	110	250	250	150	60 %	250	0	250	250
449900	Miscellaneous Expense	266	18	0	0	29	0 %	0	0	0	0
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	Salary Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Operating Expenditures	23,433	36,136	59,000	59,000	7,896	13 %	59,050	50	59,000	59,000
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Total Expenditures	23,434	36,137	59,000	59,000	7,896	13 %	59,050	50	59,000	59,000
	Revenues Over(Under) Expenditures	37,816	25,113	2,250	2,250	53,354		2,200	(50)	2,250	2,250

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County of Brunswick
Budget

Department Name: Care Coordinator for Children
Department Code: 135166
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
332009	Title XIX Funds	12,800	12,800	12,800	12,800	12,800	100 %	12,800	0	12,800	12,800
	Total Revenues	12,800	12,800	12,800	12,800	12,800	100 %	12,800	0	12,800	12,800
421200	Uniforms	120	133	150	150	185	123 %	200	50	200	200
426000	Supplies and Materials	95	129	250	250	163	65 %	250	0	250	250
426100	Equipment Less Than \$500	1,753	0	500	0	390	78 %	0	0	0	0
431100	Travel - Mileage	5,175	6,783	9,500	10,000	4,395	46 %	7,500	(2,500)	7,500	7,500
431200	Travel - Subsistence	418	0	500	500	0	0 %	500	0	500	500
431400	Travel - Professional	45	12	150	150	0	0 %	150	0	150	150
431500	Travel - Registrations	340	0	500	500	180	36 %	750	250	750	750
432100	Telephone	254	660	950	950	501	53 %	950	0	950	950
432500	Postage	516	66	250	250	56	22 %	100	(150)	100	100
434100	Printing	21	45	150	150	0	0 %	150	0	150	150
439500	Training Expenses	13	0	100	100	0	0 %	100	0	100	100
439900	Contract Services	9,113	7,352	3,000	3,000	0	0 %	3,000	0	3,000	3,000
441400	Rent of Equipment	1,900	2,525	2,600	2,600	2,525	97 %	2,600	0	2,600	2,600
444000	Service and Maint Contracts	500	0	0	0	0	0 %	0	0	0	0
445100	Property and General Liability	400	400	500	500	448	90 %	500	0	500	500
449100	Dues	0	50	250	250	150	60 %	250	0	250	250
449900	Miscellaneous Expense	260	18	0	0	29	0 %	0	0	0	0
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	Salary Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Operating Expenditures	20,922	18,173	19,350	19,350	9,022	46 %	17,000	(2,350)	17,000	17,000
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Total Expenditures	20,923	18,174	19,350	19,350	9,022	47 %	17,000	(2,350)	17,000	17,000
	Revenues Over(Under) Expenditures	(8,123)	(5,374)	(6,550)	(6,550)	3,778		(4,200)	2,350	(4,200)	(4,200)

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County of Brunswick
Budget

Department Name: WIC - Administration
Department Code: 135167
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals 2018	Prior Years Actuals 2019	2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
	Total Revenues	0	0	0	0	0	0%	0	0	0	0
426000	Supplies and Materials	103	217	200	200	0	0%	200	0	200	200
431100	Travel - Mileage	410	166	850	850	89	10%	500	(350)	500	500
431200	Travel - Subsistence	0	0	300	300	0	0%	100	(200)	100	100
432500	Postage	95	34	250	250	15	6%	100	(150)	100	100
439900	Contract Services	0	0	0	0	258	0%	700	700	700	700
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	Salary Expenditures	0	0	0	0	0	0%	0	0	0	0
	Operating Expenditures	607	417	1,600	1,600	362	22%	1,600	0	1,600	1,600
	Capital Expenditures	0	0	0	0	0	0%	0	0	0	0
	Total Expenditures	608	418	1,600	1,600	362	23%	1,600	0	1,600	1,600
	Revenues Over(Under) Expenditures	(608)	(418)	(1,600)	(1,600)	(362)		(1,600)	0	(1,600)	(1,600)

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County of Brunswick
Budget

Department Name: WIC-Nutrition Education
Department Code: 135168
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals 2018	Prior Years Actuals 2019	2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
332000	State Revenues - Restricted	8,300	8,700	8,700	8,700	8,700	100 %	8,700	0	8,700	8,700
	Total Revenues	8,300	8,700	8,700	8,700	8,700	100 %	8,700	0	8,700	8,700
426000	Supplies and Materials	619	0	1,200	1,200	739	62 %	750	(450)	750	750
439900	Contract Services	6,068	11,735	7,500	7,500	6,600	88 %	7,950	450	7,950	7,950
449900	Miscellaneous Expense	19	0	0	0	0	0 %	0	0	0	0

	Salary Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Operating Expenditures	6,706	11,735	8,700	8,700	7,339	84 %	8,700	0	8,700	8,700
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Total Expenditures	6,706	11,735	8,700	8,700	7,339	84 %	8,700	0	8,700	8,700
	Revenues Over(Under) Expenditures	1,594	(3,035)	0	0	1,361		0	0	0	0

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County of Brunswick
Budget

Department Name: WIC-Client Services
Department Code: 135169
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
331000	Federal Revenues	0	0	59,388	0	13,113	22 %	0	0	0	0
332000	State Revenues - Restricted	460,972	476,614	476,614	476,614	391,429	82 %	452,656	(23,958)	452,656	452,656
	Total Revenues	460,972	476,614	536,002	476,614	404,542	75 %	452,656	(23,958)	452,656	452,656
412100	Salary and Wages - Regular	346,305	317,655	380,240	380,240	242,589	64 %	363,522	(16,718)	357,356	357,356
412700	Salary and Wages - Longevity	5,888	4,411	3,338	3,338	1,677	50 %	2,957	(381)	2,957	2,957
418100	FICA	26,757	24,075	29,344	29,344	18,208	62 %	28,036	(1,308)	27,564	27,564
418200	Retirement	44,143	41,310	53,739	53,739	34,166	64 %	55,742	2,003	54,768	54,768
418300	Health Insurance	78,692	63,812	80,640	80,640	51,722	64 %	73,305	(7,335)	73,305	73,305
418306	Life Insurance	561	365	1,000	1,000	298	30 %	900	(100)	900	900
418310	Dental Insurance	0	2,617	2,880	2,880	1,838	64 %	3,132	252	3,132	3,132
418400	Disability and Long - Term Ins	1,075	959	1,255	1,255	778	62 %	1,200	(55)	1,179	1,179
421200	Uniforms	409	455	600	600	406	68 %	600	0	600	600
423700	Laboratory Supplies	11,086	11,586	13,000	13,000	6,915	53 %	13,000	0	13,000	13,000
426000	Supplies and Materials	1,434	1,140	2,499	2,500	979	39 %	1,750	(750)	1,750	1,750
426100	Equipment Less Than \$500	15,054	0	7,987	2,000	7,727	97 %	1,000	(1,000)	1,000	1,000
426200	Operating Equip \$500 - \$4,999	2,405	0	3,797	0	3,796	100 %	0	0	0	0
426205	Computers - \$500 - \$4,999	0	0	3,330	0	3,330	100 %	4,000	4,000	4,000	4,000
431100	Travel - Mileage	6,632	4,288	9,000	9,000	3,383	38 %	7,500	(1,500)	7,500	7,500
431200	Travel - Subsistence	31	0	4,000	4,000	2,910	73 %	4,000	0	4,000	4,000
431400	Travel - Professional	97	34	300	300	44	15 %	300	0	300	300
431500	Travel - Registrations	40	0	1,000	1,000	630	63 %	1,000	0	1,000	1,000
432100	Telephone	5,376	5,738	6,500	6,500	4,697	72 %	6,500	0	6,500	6,500
432150	Cell Phone Reimbursement	650	350	650	650	75	12 %	650	0	650	650
432500	Postage	202	510	500	500	328	66 %	300	(200)	300	300
433100	Electricity	2,349	2,139	3,000	3,000	1,892	63 %	3,000	0	3,000	3,000
433400	Water	197	100	300	300	82	27 %	200	(100)	200	200
434100	Printing	196	195	400	400	185	46 %	400	0	400	400
439100	Advertising	201	176	650	650	0	0 %	300	(350)	300	300
439500	Training Expenses	46	0	0	0	0	0 %	0	0	0	0
439501	Tuition Reimbursement	3,714	0	0	0	0	0 %	0	0	0	0
439900	Contract Services	50,315	54,466	50,000	50,000	37,725	75 %	50,000	0	48,000	48,000
441200	Rent of Building	11,426	11,768	13,000	13,000	10,101	78 %	13,000	0	13,000	13,000

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County of Brunswick
Budget

Department Name: WIC-Client Services
Department Code: 135169
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
445100	Property and General Liability	1,050	1,050	1,500	1,500	1,176	78 %	1,500	0	1,500	1,500
449100	Dues	180	120	375	375	0	0 %	375	0	375	375
449900	Miscellaneous Expense	728	1,526	0	0	306	0 %	250	250	250	250
465510	Grant Subsidy - COVID - 19	0	0	46,275	0	0	0 %	0	0	0	0

	Salary Expenditures	503,419	455,204	552,436	552,436	351,276	63 %	528,794	(23,642)	521,161	521,161
	Operating Expenditures	113,820	95,640	168,663	109,275	86,687	51 %	109,625	350	107,625	107,625
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0

	Total Expenditures	617,240	550,845	721,099	661,711	437,963	61 %	638,419	(23,292)	628,786	628,786

	Revenues Over(Under) Expenditures	(156,268)	(74,231)	(185,097)	(185,097)	(33,421)		(185,763)	(666)	(176,130)	(176,130)

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County of Brunswick
Budget

Department Name: WIC-Breast Feeding Promotion
Department Code: 135170
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals 2018	Prior Years Actuals 2019	2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
332000	State Revenues - Restricted	3,350	3,350	3,350	3,350	3,350	100 %	3,350	0	3,350	3,350
	Total Revenues	3,350	3,350	3,350	3,350	3,350	100 %	3,350	0	3,350	3,350
426000	Supplies and Materials	165	0	300	300	0	0 %	300	0	300	300
431100	Travel - Mileage	578	49	750	750	608	81 %	750	0	750	750
431200	Travel - Subsistence	1,074	0	1,200	1,200	907	76 %	1,200	0	1,200	1,200
431500	Travel - Registrations	400	0	800	800	400	50 %	500	(300)	500	500
439900	Contract Services	2,370	4,327	1,750	1,750	1,829	105 %	2,050	300	2,050	2,050
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	Salary Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Operating Expenditures	4,587	4,376	4,800	4,800	3,744	78 %	4,800	0	4,800	4,800
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Total Expenditures	4,587	4,377	4,800	4,800	3,744	78 %	4,800	0	4,800	4,800
	Revenues Over(Under) Expenditures	(1,237)	(1,027)	(1,450)	(1,450)	(394)		(1,450)	0	(1,450)	(1,450)

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County of Brunswick
Budget

Department Name: Breast Feeding Peer Counselor
Department Code: 135171
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals 2018	Prior Years Actuals 2019	2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
332000	State Revenues - Restricted	22,510	19,413	17,874	19,240	14,040	79 %	17,874	(1,366)	17,874	17,874
	Total Revenues	22,510	19,413	17,874	19,240	14,040	79 %	17,874	(1,366)	17,874	17,874
431100	Travel - Mileage	109	0	0	0	0	0 %	0	0	0	0
432100	Telephone	448	411	550	550	316	57 %	550	0	550	550
439900	Contract Services	17,319	17,339	17,324	18,690	13,204	76 %	17,324	(1,366)	17,324	17,324
Salary Expenditures		0	0	0	0	0	0 %	0	0	0	0
Operating Expenditures		17,875	17,750	17,874	19,240	13,520	75 %	17,874	(1,366)	17,874	17,874
Capital Expenditures		0	0	0	0	0	0 %	0	0	0	0
	Total Expenditures	17,876	17,750	17,874	19,240	13,520	76 %	17,874	(1,366)	17,874	17,874
	Revenues Over(Under) Expenditures	4,634	1,663	0	0	520		0	0	0	0

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County of Brunswick
Budget

Department Name: Diabetes Education
Department Code: 135173
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
332009	Title XIX Funds	230	411	500	500	0	0%	500	0	500	500
332070	Medicare Revenues	1,286	2,005	1,500	1,500	1,063	71 %	1,500	0	1,500	1,500
335006	Clinic Fees	2,664	3,061	3,550	3,550	900	25 %	2,750	(800)	2,750	2,750
383900	Miscellaneous Revenues	648	75	0	0	0	0%	0	0	0	0
Total Revenues		4,828	5,552	5,550	5,550	1,963	35 %	4,750	(800)	4,750	4,750
423700	Laboratory Supplies	14	0	100	100	0	0%	100	0	100	100
426000	Supplies and Materials	735	526	1,500	1,500	1	0%	700	(800)	700	700
431100	Travel - Mileage	470	357	500	500	193	39%	500	0	500	500
431200	Travel - Subsistence	324	52	400	400	0	0%	400	0	400	400
431500	Travel - Registrations	75	135	500	500	0	0%	500	0	500	500
439500	Training Expenses	6	0	0	0	0	0%	0	0	0	0
439900	Contract Services	400	400	500	500	400	80%	500	0	500	500
441400	Rent of Equipment	750	950	1,250	1,250	950	76%	1,250	0	1,250	1,250
444000	Service and Maint Contracts	250	0	0	0	0	0%	0	0	0	0
445100	Property and General Liability	269	269	300	300	300	100%	300	0	300	300
449100	Dues	280	715	500	500	250	50%	500	0	500	500
Salary Expenditures		0	0	0	0	0	0%	0	0	0	0
Operating Expenditures		3,573	3,404	5,550	5,550	2,094	37 %	4,750	(800)	4,750	4,750
Capital Expenditures		0	0	0	0	0	0 %	0	0	0	0
Total Expenditures		3,574	3,404	5,550	5,550	2,094	38 %	4,750	(800)	4,750	4,750
Revenues Over(Under) Expenditures		1,254	2,147	0	0	(131)		0	0	0	0

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County of Brunswick
Budget

Department Name: Environmental Health
Department Code: 135181
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
332000	State Revenues - Restricted	21,683	258,595	39,135	29,000	0	0%	29,000	0	29,000	29,000
335005	Local Fees	549,451	474,002	500,000	500,000	486,466	97%	500,000	0	500,000	500,000
335034	Temp Food Establishment Fee	5,100	5,175	4,500	4,500	2,400	53%	4,500	0	4,500	4,500
383900	Miscellaneous Revenues	2,853	2,665	0	0	1,522	0%	0	0	0	0
	Total Revenues	579,087	740,437	543,635	533,500	490,388	90%	533,500	0	533,500	533,500
412100	Salary and Wages - Regular	977,274	1,014,458	1,142,298	1,136,663	956,560	84%	1,187,693	51,030	1,176,080	1,176,080
412200	Salary and Wages - Overtime	3,742	51,289	0	0	5,973	0%	0	0	0	0
412700	Salary and Wages - Longevity	21,951	20,751	21,383	21,383	18,992	89%	24,935	3,552	24,935	24,935
418100	FICA	75,940	81,168	88,591	88,591	72,712	82%	92,766	4,175	91,878	91,878
418200	Retirement	125,173	138,367	162,242	162,242	137,254	85%	184,441	22,199	182,554	182,554
418300	Health Insurance	143,250	135,014	153,216	153,216	124,938	82%	154,755	1,539	154,755	154,755
418306	Life Insurance	1,019	788	1,900	1,900	729	38%	1,900	0	1,900	1,900
418310	Dental Insurance	0	5,538	5,472	5,472	4,440	81%	6,612	1,140	6,612	6,612
418400	Disability and Long - Term Ins	3,089	3,259	3,751	3,751	3,061	82%	3,919	168	3,881	3,881
421200	Uniforms	863	881	1,300	1,300	887	68%	1,300	0	1,300	1,300
423100	Special Program Material	14,973	214,912	15,000	15,000	11,621	77%	15,000	0	15,000	15,000
423700	Laboratory Supplies	4,781	5,567	7,750	7,750	7,120	92%	10,000	2,250	8,500	8,500
425100	Motor Fuels	12,401	15,356	15,000	14,000	9,273	62%	14,000	0	14,000	14,000
426000	Supplies and Materials	8,638	9,551	11,750	8,750	8,935	76%	8,750	0	8,750	8,750
426100	Equipment Less Than \$500	4,730	1,138	6,000	6,000	5,653	94%	6,000	0	6,000	6,000
426200	Operating Equip \$500 - \$4,999	0	1,538	2,100	2,100	0	0%	0	(2,100)	0	0
426205	Computers - \$500 - \$4,999	0	0	9,500	9,500	1,982	21%	13,750	4,250	13,750	13,750
431100	Travel - Mileage	1,766	2,348	2,500	2,000	3,660	146%	2,500	500	2,500	2,500
431200	Travel - Subsistence	5,431	5,139	5,500	5,500	3,073	56%	5,500	0	5,500	5,500
431500	Travel - Registrations	2,715	1,536	3,000	3,000	1,506	50%	3,000	0	3,000	3,000
432100	Telephone	1,254	1,173	2,000	2,000	918	46%	5,500	3,500	5,500	5,500
432150	Cell Phone Reimbursement	8,175	8,700	9,850	9,850	8,050	82%	9,850	0	9,850	9,850
432500	Postage	3,403	3,870	3,600	3,600	3,298	92%	3,600	0	3,600	3,600
434100	Printing	378	0	800	800	0	0%	200	(600)	200	200
435200	Repair and Maint - Equipment	9,614	1,050	1,100	1,100	775	70%	1,100	0	1,100	1,100
435300	Repair and Maint - Vehicles	3,814	5,102	5,000	5,000	3,866	77%	5,000	0	5,000	5,000
439100	Advertising	0	0	900	900	0	0%	0	(900)	0	0

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Department Budget

County of Brunswick
Budget

Department Name: Environmental Health
Department Code: 135181
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
439500	Training Expenses	0	720	1,000	1,000	0	0%	0	(1,000)	0	0
439501	Tuition Reimbursement	3,567	0	0	0	0	0%	0	0	0	0
439900	Contract Services	38,388	27,890	36,000	36,000	24,984	69%	37,000	1,000	26,000	26,000
441400	Rent of Equipment	4,700	7,445	9,750	9,750	6,687	69%	9,750	0	9,750	9,750
444000	Service and Maint Contracts	2,807	0	0	0	0	0%	0	0	0	0
449100	Dues	1,716	1,633	2,250	2,250	1,689	75%	2,250	0	2,250	2,250
449900	Miscellaneous Expense	1,320	2,034	1,750	1,750	338	19%	1,750	0	1,750	1,750
449912	PY FEMA Event 1	0	6,271	0	0	0	0%	0	0	0	0
454000	Cap Outlay - Vehicle on Road	18,134	60,336	18,000	18,000	17,722	98%	78,600	60,600	78,600	78,600
455000	Cap Outlay - Equipment	0	17,674	10,000	10,000	8,341	83%	19,000	9,000	0	0
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	Salary Expenditures	1,351,437	1,450,631	1,578,853	1,573,218	1,324,659	83 %	1,657,021	83,803	1,642,595	1,642,595
	Operating Expenditures	135,432	323,852	153,400	148,900	104,315	68 %	155,800	6,900	143,300	143,300
	Capital Expenditures	18,134	78,009	28,000	28,000	26,063	93 %	97,600	69,600	78,600	78,600
	Total Expenditures	1,505,004	1,852,494	1,760,253	1,750,118	1,455,037	83 %	1,910,421	160,303	1,864,495	1,864,495
	Revenues Over(Under) Expenditures	(925,917)	(1,112,057)	(1,216,618)	(1,216,618)	(964,649)		(1,376,921)	(160,303)	(1,330,995)	(1,330,995)

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County of Brunswick
Budget

Department Name: Bioterrorism Preparedness
Department Code: 135186
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
331000	Federal Revenues	0	0	114,310	0	0	0%	0	0	0	0
332000	State Revenues - Restricted	39,296	39,296	39,296	39,296	26,501	67%	39,296	0	39,296	39,296
	Total Revenues	39,296	39,296	153,606	39,296	26,501	17%	39,296	0	39,296	39,296
412100	Salary and Wages - Regular	0	0	0	0	0	0%	53,342	53,342	26,543	53,087
418100	FICA	0	0	0	0	0	0%	4,081	4,081	2,031	4,061
418200	Retirement	0	0	0	0	0	0%	8,113	8,113	4,035	8,069
418300	Health Insurance	0	0	0	0	0	0%	8,145	8,145	4,073	8,145
418306	Life Insurance	0	0	0	0	0	0%	100	100	50	100
418310	Dental Insurance	0	0	0	0	0	0%	348	348	174	348
418400	Disability and Long - Term Ins	0	0	0	0	0	0%	176	176	88	175
426000	Supplies and Materials	2,991	0	0	0	0	0%	0	0	500	500
426200	Operating Equip \$500 - \$4,999	12,540	0	0	0	0	0%	54,000	54,000	0	0
426205	Computers - \$500 - \$4,999	0	0	0	0	0	0%	0	0	2,500	2,500
431100	Travel - Mileage	860	399	500	500	533	107%	500	0	500	500
431200	Travel - Subsistence	0	52	250	250	0	0%	250	0	250	250
432100	Telephone	3,592	0	0	0	0	0%	0	0	0	0
439900	Contract Services	22,261	42,129	42,476	42,476	33,126	78%	42,476	0	0	0
441400	Rent of Equipment	475	0	0	0	0	0%	0	0	0	0
444000	Service and Maint Contracts	100	0	0	0	0	0%	0	0	0	0
449920	DSS Links Prog Reimbursable	0	0	0	0	8	0%	0	0	0	0
449929	Health Risk Event	0	0	5,100	0	9,733	191%	0	0	0	0
465510	Grant Subsidy - COVID - 19	0	0	114,310	0	0	0%	0	0	0	0
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	Salary Expenditures	0	0	0	0	0	0%	74,305	74,305	36,994	73,985
	Operating Expenditures	42,819	42,579	162,636	43,226	43,400	26%	97,226	54,000	3,750	3,750
	Capital Expenditures	0	0	0	0	0	0%	0	0	0	0
	Total Expenditures	42,819	42,580	162,636	43,226	43,400	27%	171,531	128,305	40,744	77,735
	Revenues Over(Under) Expenditures	(3,523)	(3,284)	(9,030)	(3,930)	(16,899)		(132,235)	(128,305)	(1,448)	(38,439)

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County of Brunswick
Budget

Department Name: Interfund Transfer Health
Department Code: 139800
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals 2018	Prior Years Actuals 2019	2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
398110	Trans Frm General Fund	0	0	4,380,172	4,348,733	0	0%	5,306,184	957,451	4,433,550	4,470,541
	Total Revenues	0	0	4,380,172	4,348,733	0	0%	5,306,184	957,451	4,433,550	4,470,541
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	Salary Expenditures	0	0	0	0	0	0%	0	0	0	0
	Operating Expenditures	0	0	0	0	0	0%	0	0	0	0
	Capital Expenditures	0	0	0	0	0	0%	0	0	0	0
	Total Expenditures	0	0	0	0	0	0%	0	0	0	0
	Revenues Over(Under) Expenditures	0	0	4,380,172	4,348,733	0		5,306,184	957,451	4,433,550	4,470,541

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County of Brunswick
Budget

Item #	Description	Prior Years Actuals 2018	Prior Years Actuals 2019	2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
Totals For Health Fund											
	Total Revenues	3,542,157	3,932,404	8,440,928	8,204,922	2,667,809		8,825,957	621,035	8,100,673	8,137,664
	Total Expenditures	7,050,048	7,505,682	8,440,928	8,204,922	6,206,044		8,825,957	621,035	8,100,673	8,137,664
	Net Total	(3,507,891)	(3,573,278)	0	0	(3,538,235)		0	0	0	0

County of Brunswick
Budget

Department Name: DSS-Administration
Department Code: 145310
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
331000	Federal Revenues	6,605,847	6,745,928	6,731,086	6,731,086	4,751,793	71 %	7,427,571	696,485	7,171,643	7,171,643
331027	Medicaid Transportation - Fede	661,463	100,428	110,000	110,000	86,306	78 %	110,000	0	110,000	110,000
331028	Child Support Enforcement	107,879	112,040	64,602	64,602	117,299	182 %	64,602	0	64,602	64,602
331032	Federal Crisis Intervention	391,355	331,177	422,026	422,026	198,339	47 %	413,950	(8,076)	413,950	413,950
331033	LIEAP - Low / Income Energy As	412,320	366,483	448,901	422,026	435,814	97 %	413,950	(8,076)	413,950	413,950
332000	State Revenues - Restricted	173,495	276,375	225,000	225,000	153,537	68 %	225,000	0	225,000	225,000
332001	State Aid - Restricted	130	305	0	0	211	0 %	0	0	0	0
332018	EHTAP Grant Funds	0	0	5,000	5,000	0	0 %	5,000	0	5,000	5,000
332033	Adoptive Home Studies	0	(275)	0	0	0	0 %	0	0	0	0
332036	Foster care IV - E Revenue	340,935	484,433	745,700	795,700	342,138	46 %	627,600	(168,100)	627,600	627,600
332037	State Foster Home HSF / HCF	129,361	191,760	207,500	157,500	196,746	95 %	200,000	42,500	200,000	200,000
332049	Links Base Revenue	14,965	22,010	15,881	15,881	5,918	37 %	17,469	1,588	17,469	17,469
332050	Links Transitional Revenue	10,802	23,638	75,000	75,000	28,410	38 %	60,000	(15,000)	60,000	60,000
332066	Daycare State Revenue	398,508	3,380	0	0	1,045	0 %	1,500	1,500	1,500	1,500
332067	Adoption Assist IV - B State Rv	18,106	26,075	22,000	22,000	5,107	23 %	22,000	0	22,000	22,000
332069	Progress Enterger - Energy Neigh	12,143	24,617	16,967	13,176	11,855	70 %	28,472	15,296	28,472	28,472
332084	Adoption Promotion Fund	0	68,480	0	0	0	0 %	0	0	0	0
332105	State Rev - Spec. Assist. Refu	28	(129)	0	0	2,104	0 %	0	0	0	0
332110	ESSA - Foster Care Transport	0	0	5,000	5,000	0	0 %	5,000	0	5,000	5,000
335020	Health Choice Fees	26,950	13,200	22,000	22,000	16,800	76 %	22,000	0	22,000	22,000
383303	Gifts and Memorials	0	0	0	0	5,000	0 %	0	0	0	0
383315	Donations for DSS	11,869	7,276	7,000	7,000	10,246	146 %	7,000	0	7,000	7,000
383900	Miscellaneous Revenues	0	13,659	0	0	366	0 %	0	0	0	0
383913	Insurance Refund	13,539	1,000	0	0	0	0 %	0	0	0	0
383918	Medicaid Repayment	2,884	5,578	9,200	9,200	3,520	38 %	9,200	0	9,200	9,200
383919	Food Stamp Repayment	33,014	43,292	30,000	30,000	28,583	95 %	40,000	10,000	40,000	40,000
383920	AFDC Repayment	2,581	2,422	5,000	5,000	1,303	26 %	5,000	0	5,000	5,000
383923	Child Support Fees	1,056	835	1,800	1,800	535	30 %	1,800	0	1,800	1,800
383926	Child Support DNA	332	46	2,000	2,000	0	0 %	2,000	0	2,000	2,000
383930	Adoptive Home Studies	3,025	1,675	2,500	2,500	1,875	75 %	2,500	0	2,500	2,500
383964	Misc DSS Fees	577	3,304	500	500	1,151	230 %	1,000	500	1,000	1,000
383997	Child Support Court Fees	306	30	500	500	6	1 %	500	0	500	500

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County of Brunswick
Budget

Department Name: DSS-Administration
Department Code: 145310
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
	Total Revenues	9,373,470	8,869,042	9,175,163	9,144,497	6,406,007	70 %	9,713,114	568,617	9,457,186	9,457,186
412100	Salary and Wages - Regular	6,385,601	6,416,579	7,194,767	7,200,767	5,776,323	80 %	7,671,686	470,919	7,430,875	7,430,875
412200	Salary and Wages - Overtime	19,606	322,300	85,000	85,000	30,410	36 %	85,000	0	50,000	50,000
412203	Salary and Wages - Pgr on call	8,643	7,362	19,000	19,000	7,218	38 %	15,000	(4,000)	15,000	15,000
412600	Salary and Wages - Temp / Part	40,287	59,839	64,000	58,000	53,126	83 %	42,682	(15,318)	42,682	42,682
412700	Salary and Wages - Longevity	90,911	92,545	96,305	96,305	88,347	92 %	104,525	8,220	104,525	104,525
418100	FICA	488,175	515,727	570,619	570,619	439,415	77 %	605,795	35,176	584,696	584,696
418200	Retirement	813,025	868,931	1,036,890	1,036,890	825,281	80 %	1,197,972	161,082	1,155,261	1,155,261
418300	Health Insurance	1,220,175	1,062,577	1,176,618	1,176,618	885,967	75 %	1,229,976	53,358	1,193,324	1,193,324
418301	Retired Emp Health under 65	631,870	497,000	622,896	622,896	435,940	70 %	615,833	(7,063)	533,537	533,537
418302	Medicare Suppnt and Pharmacy	146,873	153,709	162,518	162,518	151,955	94 %	177,181	14,663	177,181	177,181
418304	Unemployment Insurance	1,213	5,591	0	0	3,537	0 %	0	0	0	0
418306	Life Insurance	8,688	6,213	14,591	14,591	5,226	36 %	15,101	510	14,651	14,651
418310	Dental Insurance	0	43,568	42,022	42,022	31,460	75 %	52,551	10,529	50,985	50,985
418311	Retired Emp Dental under 65	0	9,699	8,720	8,720	7,328	84 %	7,896	(824)	7,896	7,896
418400	Disability and Long - Term Ins	20,494	20,557	23,763	23,763	17,792	75 %	25,317	1,554	24,522	24,522
419200	Prof Ser - Legal	11,116	21,870	19,000	25,000	10,935	58 %	25,000	0	25,000	25,000
419900	Prof Ser - Other	152,682	242,344	268,500	290,000	147,497	55 %	418,000	128,000	345,000	345,000
419909	Prof Serv - - Drug Test	23,845	26,830	41,000	30,000	29,655	72 %	30,000	0	30,000	30,000
419913	Prof Serv - Drug Testing Wrk F	0	0	4,000	6,000	0	0 %	4,000	(2,000)	2,000	2,000
421200	Uniforms	0	6,660	8,600	8,600	6,365	74 %	8,600	0	0	0
423100	Special Program Material	174	0	0	0	0	0 %	0	0	0	0
425100	Motor Fuels	30,712	29,225	28,000	28,000	23,685	85 %	35,000	7,000	35,000	35,000
426000	Supplies and Materials	29,753	31,649	45,000	30,000	31,380	70 %	40,000	10,000	40,000	40,000
426010	Computer Software	0	0	227,306	227,306	120,581	53 %	22,000	(205,306)	22,000	22,000
426100	Equipment Less Than \$500	8,409	6,919	17,000	12,500	5,558	33 %	16,000	3,500	12,500	12,500
426200	Operating Equip \$500 - \$4,999	5,909	84,242	4,000	2,000	1,396	35 %	20,900	18,900	3,100	3,100
426205	Computers - \$500 - \$4,999	0	0	23,300	23,300	21,200	91 %	12,000	(11,300)	7,000	7,000
431100	Travel - Mileage	3,571	2,213	8,000	8,000	1,707	21 %	8,000	0	5,000	5,000
431200	Travel - Subsistence	37,836	42,918	45,000	45,000	30,707	68 %	55,000	10,000	55,000	55,000
431500	Travel - Registrations	4,931	3,219	10,000	10,000	6,765	68 %	10,000	0	10,000	10,000
431501	Travel - Work First	1,419	300	7,000	12,000	0	0 %	5,000	(7,000)	5,000	5,000

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Department Budget

County of Brunswick
Budget

Department Name: DSS-Administration
Department Code: 145310
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
431503	Travel DOT Roap	0	0	5,000	5,000	0	0%	5,000	0	5,000	5,000
432100	Telephone	40,196	48,289	70,000	70,000	41,184	59%	65,000	(5,000)	65,000	65,000
432150	Cell Phone Reimbursement	36,994	38,419	46,000	46,000	33,445	73%	46,000	0	46,000	46,000
432500	Postage	61,814	58,084	63,000	63,000	55,849	89%	63,000	0	63,000	63,000
433500	Water and Wastewater	0	0	0	0	45	0%	0	0	0	0
435100	Repair and Maint - Building	0	0	9,300	9,300	3,975	43%	65,000	55,700	15,000	15,000
435200	Repair and Maint - Equipment	0	2,245	3,000	3,000	0	0%	3,000	0	3,000	3,000
435300	Repair and Maint - Vehicles	21,924	11,572	15,000	15,000	11,903	79%	15,000	0	15,000	15,000
439100	Advertising	1,837	3,063	7,000	7,000	4,053	58%	7,000	0	7,000	7,000
439500	Training Expenses	834	0	7,500	7,500	0	0%	3,500	(4,000)	3,500	3,500
439501	Tuition Reimbursement	3,876	5,629	19,000	19,000	1,108	6%	19,000	0	10,500	10,500
439801	Medical Assistance	1,196	3,078	20,000	20,000	2,430	12%	20,000	0	20,000	20,000
439802	Aid to the Blind	5,360	7,845	8,153	8,153	8,153	100%	4,100	(4,053)	4,100	4,100
439803	Adoption Assistance	237,807	231,539	280,000	280,000	182,523	65%	280,000	0	270,000	270,000
439804	SAA Eligibility	159,217	160,740	200,000	200,000	100,834	50%	200,000	0	200,000	200,000
439805	SAD Eligibility	229,446	197,180	270,000	270,000	140,954	52%	270,000	0	260,000	260,000
439806	Adoption Promotion Fund	88,894	70,648	82,683	0	17,387	21%	0	0	0	0
439900	Contract Services	0	140	5,000	5,000	280	6%	5,000	0	15,000	15,000
439913	Con. Svcs - Bruns Family Assis	134,964	150,000	202,000	172,000	187,472	93%	172,000	0	172,000	152,000
439914	Con. Svcs - Hope Harbor	90,000	90,000	90,000	90,000	75,000	83%	90,000	0	90,000	90,000
439915	Con. Svcs - Coastal Horizon	47,237	13,626	35,000	35,000	9,518	27%	35,000	0	35,000	35,000
439916	Con. Svcs - Providence Home	35,000	35,000	35,000	35,000	29,167	83%	35,000	0	35,000	35,000
439920	Con. Svcs - Bruns Housing Oppo	42,258	42,120	63,000	50,000	25,792	41%	50,000	0	50,000	50,000
441200	Rent of Building	7,200	0	0	0	0	0%	0	0	0	0
441400	Rent of Equipment	51,414	42,320	61,000	61,000	46,647	76%	61,000	0	61,000	61,000
444000	Service and Maint Contracts	306,293	314,432	348,000	348,000	251,068	72%	440,000	92,000	435,000	435,000
449100	Dues	2,632	2,957	4,000	4,000	3,027	76%	4,000	0	4,000	4,000
449892	Child Support Background Check	0	0	2,000	2,000	0	0%	2,000	0	2,000	2,000
449893	Child Support Service Fees	621	711	3,000	1,000	1,680	56%	4,000	3,000	4,000	4,000
449894	Child Support DNA Exp	2,046	2,534	5,000	5,000	2,366	47%	5,000	0	5,000	5,000
449895	Child Support Court Exp	12,540	13,326	20,000	20,000	11,396	57%	20,000	0	20,000	20,000
449896	EBT Expense	25,648	23,875	25,000	25,000	16,917	68%	25,000	0	25,000	25,000
449900	Miscellaneous Expense	2,523	5,497	5,500	5,500	2,671	49%	5,500	0	5,500	5,500
449902	DSS Assistance	3,150	2,125	4,000	4,000	1,500	38%	4,000	0	4,000	4,000

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County of Brunswick
Budget

Department Name: DSS-Administration
Department Code: 145310
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
449903	DSS Client Transportation	375,709	109,594	110,000	110,000	75,269	68 %	110,000	0	110,000	110,000
449904	DSS Crisis Intervention	388,980	233,971	422,026	422,026	188,528	45 %	413,950	(8,076)	413,950	413,950
449905	DSS Progress Energy	8,900	26,551	16,967	13,176	11,886	70 %	13,176	0	28,472	28,472
449906	DSS LIEAP	410,400	465,700	448,901	422,026	436,400	97 %	413,950	(8,076)	413,950	413,950
449908	BCPU Assistance Program	0	0	0	0	0	0 %	200,000	200,000	200,000	200,000
449909	Misc Exp - Other	600	1,080	0	0	20	0 %	0	0	0	0
449912	PY FEMA Event 1	0	692	0	0	0	0 %	0	0	0	0
449913	CY FEMA Event 1	0	0	0	0	884	0 %	0	0	0	0
449920	DSS Links Prog Reimbursable	25,637	49,924	75,000	75,000	24,048	32 %	60,000	(15,000)	60,000	60,000
449921	DSS Links Base Allocation	2,527	3,098	15,881	15,881	4,548	29 %	17,469	1,588	17,469	17,469
449923	Levy Reimb To Owner	0	259	0	0	0	0 %	0	0	0	0
449929	Health Risk Event	0	0	0	0	1,286	0 %	0	0	0	0
449931	ESSA - Foster Care Transport	0	0	5,000	5,000	0	0 %	5,000	0	5,000	5,000
449932	Foster Care IV - E	460,113	612,755	850,000	950,000	420,356	49 %	750,000	(200,000)	750,000	750,000
449933	State Foster State	278,604	403,299	435,000	335,000	380,609	87 %	400,000	65,000	400,000	400,000
449934	Special Assistance	21,479	22,320	25,121	25,121	23,468	93 %	25,121	0	25,121	25,121
449935	Day Care	397,021	0	23,000	23,000	0	0 %	23,000	0	23,000	23,000
454000	Cap Outlay - Vehicle on Road	172,127	56,475	0	0	0	0 %	200,000	200,000	100,000	100,000
465102	Contribution - Special	5,000	5,000	5,000	5,000	2,131	43 %	60,150	55,150	5,000	5,000
465107	Donations Exp DSS	6,424	8,955	7,000	7,000	7,490	107 %	7,000	0	7,000	7,000
465500	Grant Subsidy	0	11,229	0	0	0	0 %	0	0	0	0
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Salary Expenditures		9,875,559	10,082,198	11,117,709	11,117,709	8,759,325	78 %	11,846,515	728,806	11,385,135	11,385,135
Operating Expenditures		4,344,672	4,029,813	5,207,738	5,051,389	3,282,698	63 %	5,231,416	180,027	5,005,162	4,985,162
Capital Expenditures		172,127	56,475	0	0	0	0 %	200,000	200,000	100,000	100,000
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Total Expenditures		14,392,359	14,168,487	16,325,447	16,169,098	12,042,023	74 %	17,277,931	1,108,833	16,490,297	16,470,297
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Revenues Over(Under) Expenditures		(5,018,889)	(5,299,445)	(7,150,284)	(7,024,601)	(5,636,016)		(7,564,817)	(540,216)	(7,033,111)	(7,013,111)

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County of Brunswick
Budget

Department Name: Interfund Trans Social Service
Department Code: 149800
Budget Manager: Health and Human Svcs Director

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
398110	Trans Frm General Fund	15,000	0	7,150,284	7,024,601	0	0%	7,564,817	540,216	7,033,111	7,013,111
	Total Revenues	15,000	0	7,150,284	7,024,601	0	0%	7,564,817	540,216	7,033,111	7,013,111
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	Salary Expenditures	0	0	0	0	0	0%	0	0	0	0
	Operating Expenditures	0	0	0	0	0	0%	0	0	0	0
	Capital Expenditures	0	0	0	0	0	0%	0	0	0	0
	Total Expenditures	0	0	0	0	0	0%	0	0	0	0
	Revenues Over(Under) Expenditures	15,000	0	7,150,284	7,024,601	0		7,564,817	540,216	7,033,111	7,013,111

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County of Brunswick
Budget

Item #	Description	Prior Years Actuals 2018	Prior Years Actuals 2019	2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
Totals For Social Services Fund											
	Total Revenues	9,388,470	8,869,042	16,325,447	16,169,098	6,406,007		17,277,931	1,108,833	16,490,297	16,470,297
	Total Expenditures	14,392,359	14,168,487	16,325,447	16,169,098	12,042,023		17,277,931	1,108,833	16,490,297	16,470,297
	Net Total	(5,003,889)	(5,299,445)	0	0	(5,636,016)		0	0	0	0

County of Brunswick
Budget

Department Name: Emergency Telephone System
Department Code: 224376
Budget Manager: Sheriff

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
332000	State Revenues - Restricted	782,424	548,007	757,913	757,913	568,434	75 %	799,291	41,378	799,291	799,291
383100	Investment Earnings	5,238	10,129	0	0	10,741	0 %	0	0	0	0
398110	Trans Frm General Fund	1,132	0	0	0	0	0 %	0	0	0	0
399100	Fund Balance Appropriated	0	0	113,637	0	0	0 %	296,300	296,300	296,300	296,300
	Total Revenues	788,794	558,136	871,550	757,913	579,175	66 %	1,095,591	337,678	1,095,591	1,095,591
425100	Motor Fuels	0	0	0	0	20	0 %	0	0	0	0
426010	Computer Software	28,144	138,008	41,529	20,000	29,311	71 %	20,000	0	20,000	20,000
426100	Equipment Less Than \$500	9,968	1,588	5,000	5,000	1,524	30 %	5,000	0	5,000	5,000
426200	Operating Equip \$500 - \$4,999	9,900	17,401	0	0	0	0 %	38,760	38,760	38,760	38,760
426205	Computers - \$500 - \$4,999	0	0	17,000	17,000	13,600	80 %	11,900	(5,100)	11,900	11,900
431200	Travel - Subsistence	1,958	618	5,000	5,000	692	14 %	5,000	0	5,000	5,000
432100	Telephone	263,689	241,488	512,977	480,741	213,744	42 %	458,913	(21,828)	458,913	458,913
435200	Repair and Maint - Equipment	288	4,224	15,000	15,000	330	2 %	15,000	0	15,000	15,000
439500	Training Expenses	6,541	5,930	10,000	10,000	2,225	22 %	10,000	0	10,000	10,000
444000	Service and Maint Contracts	65,538	116,775	105,172	105,172	103,834	99 %	134,718	29,546	134,718	134,718
449500	911 Hardware / Support Function	23,068	41,730	40,000	40,000	26,847	67 %	40,000	0	40,000	40,000
449501	911 Software / Database functi	44,884	2,754	40,000	40,000	1,836	5 %	40,000	0	40,000	40,000
449502	911 Addressing / GIS Function	25,420	1,749	20,000	20,000	924	5 %	20,000	0	20,000	20,000
455000	Cap Outlay - Equipment	256,168	0	59,872	0	0	0 %	296,300	296,300	296,300	296,300
459000	Cap Outlay - Improvements	51,750	0	0	0	0	0 %	0	0	0	0
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	Salary Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Operating Expenditures	479,396	572,263	811,678	757,913	394,887	48 %	799,291	41,378	799,291	799,291
	Capital Expenditures	307,917	0	59,872	0	0	0 %	296,300	296,300	296,300	296,300
	Total Expenditures	787,314	572,264	871,550	757,913	394,887	45 %	1,095,591	337,678	1,095,591	1,095,591
	Revenues Over(Under) Expenditures	1,479	(14,128)	0	0	184,288		0	0	0	0

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County of Brunswick
Budget

Item #	Description	Prior Years Actuals 2018	2019	2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
Totals For Emergency Telephone Service											
	Total Revenues	788,794	558,136	871,550	757,913	579,175		1,095,591	337,678	1,095,591	1,095,591
	Total Expenditures	787,314	572,264	871,550	757,913	394,887		1,095,591	337,678	1,095,591	1,095,591
	Net Total	1,479	(14,128)	0	0	184,288		0	0	0	0

County of Brunswick
Budget

Department Name: ROD-Technology Reserve Fund
Department Code: 324180
Budget Manager: Register of Deeds

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
329000	ROD - Marriage Licenses	2,212	2,097	3,000	3,000	1,468	49 %	3,000	0	3,000	3,000
334100	ROD - Recording Fees	148,458	135,760	151,000	151,000	142,298	94 %	165,000	14,000	165,000	165,000
383100	Investment Earnings	4,317	8,097	6,000	6,000	8,498	142 %	9,000	3,000	9,000	9,000
383959	ROD Misc Revenues	10,993	10,589	11,500	11,500	10,100	88 %	13,000	1,500	13,000	13,000
399100	Fund Balance Appropriated	0	0	29,776	29,776	0	0 %	19,913	(9,863)	19,463	19,463
Total Revenues		165,980	156,543	201,276	201,276	162,364	81 %	209,913	8,637	209,463	209,463
412100	Salary and Wages - Regular	60,814	75,914	71,583	71,583	60,842	85 %	75,104	3,521	74,744	74,744
412200	Salary and Wages - Overtime	0	225	0	0	0	0 %	0	0	0	0
412700	Salary and Wages - Longevity	1,360	2,095	0	0	0	0 %	0	0	0	0
418100	FICA	4,733	5,850	5,476	5,476	4,654	85 %	5,745	269	5,718	5,718
418200	Retirement	7,763	10,118	10,029	10,029	8,520	85 %	11,423	1,394	11,361	11,361
418300	Health Insurance	9,168	7,389	8,064	8,064	6,717	83 %	8,145	81	8,145	8,145
418306	Life Insurance	65	43	100	100	39	39 %	100	0	100	100
418310	Dental Insurance	0	303	288	288	239	83 %	348	60	348	348
418400	Disability and Long - Term Ins	199	198	236	236	198	84 %	248	12	247	247
426010	Computer Software	0	0	1,500	1,500	0	0 %	1,500	0	1,500	1,500
426100	Equipment Less Than \$500	9,021	5,383	15,000	15,000	6,094	41 %	15,000	0	15,000	15,000
426200	Operating Equip \$500 - \$4,999	35,674	37,163	61,500	61,500	0	0 %	64,800	3,300	64,800	64,800
426205	Computers - \$500 - \$4,999	0	0	6,500	6,500	0	0 %	6,500	0	6,500	6,500
439900	Contract Services	0	0	2,000	2,000	0	0 %	2,000	0	2,000	2,000
444000	Service and Maint Contracts	9,654	9,654	12,000	12,000	10,137	84 %	12,000	0	12,000	12,000
455000	Cap Outlay - Equipment	14,000	0	7,000	7,000	0	0 %	7,000	0	7,000	7,000
Salary Expenditures		84,101	102,134	95,776	95,776	81,209	84 %	101,113	5,337	100,663	100,663
Operating Expenditures		54,349	52,200	98,500	98,500	16,231	16 %	101,800	3,300	101,800	101,800
Capital Expenditures		14,000	0	7,000	7,000	0	0 %	7,000	0	7,000	7,000
Total Expenditures		152,451	154,335	201,276	201,276	97,440	48 %	209,913	8,637	209,463	209,463
Revenues Over(Under) Expenditures		13,529	2,208	0	0	64,924		0	0	0	0

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County of Brunswick
Budget

Item #	Description	Prior Years Actuals 2018	2019	2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
<u>Totals For Rod-Technology Enhancement Fd</u>											
	Total Revenues	165,980	156,543	201,276	201,276	162,364		209,913	8,637	209,463	209,463
	Total Expenditures	152,451	154,335	201,276	201,276	97,440		209,913	8,637	209,463	209,463
	Net Total	13,529	2,208	0	0	64,924		0	0	0	0

County of Brunswick
Budget

Department Name: Water - Administration
Department Code: 617110
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
331015	Fema Disaster Assistance	0	0	0	0	1,737,512	0%	0	0	0	0
332004	FEMA State Assistance	0	0	0	0	149,845	0%	0	0	0	0
371301	Service Charges	169,345	150,040	150,000	150,000	91,461	61%	150,000	0	150,000	150,000
371306	Late Payment Penalty	183,181	172,894	150,000	150,000	132,149	88%	150,000	0	150,000	150,000
371308	Base Service Fee	5,976,343	6,188,355	6,321,600	6,300,000	5,292,979	84%	6,500,000	200,000	6,500,000	6,500,000
371316	Water Sales - Retail	5,094,958	5,090,716	5,370,660	5,250,000	4,674,715	87%	5,250,000	0	5,200,000	5,200,000
371317	Water Sales - Wholesale	5,556,710	5,795,469	5,950,000	5,850,000	5,330,711	90%	5,900,000	50,000	5,000,000	5,000,000
371318	Water Sales - Industrial	2,395,583	2,104,894	2,200,000	2,200,000	1,870,142	85%	1,900,000	(300,000)	1,900,000	1,900,000
371319	Water Sales - Irrigation	2,103,414	2,185,642	3,214,000	2,100,000	2,948,426	92%	3,300,000	1,200,000	2,900,000	2,900,000
383100	Investment Earnings	142,897	287,874	255,000	130,000	306,498	120%	255,000	125,000	255,000	255,000
383900	Miscellaneous Revenues	194,351	196,129	175,000	175,000	379,342	217%	192,000	17,000	192,000	192,000
383913	Insurance Refund	0	20,875	0	0	0	0%	0	0	0	0
383936	Other Utility Service Charges	18,322	34,896	18,000	18,000	31,230	174%	34,000	16,000	18,000	18,000
383958	Other Permits and Fees	0	0	0	0	0	0%	4,000	4,000	4,000	4,000
Total Revenues		21,835,104	22,227,782	23,804,260	22,323,000	22,945,010	96%	23,635,000	1,312,000	22,269,000	22,269,000
412100	Salary and Wages - Regular	836,503	910,847	968,115	968,115	810,708	84%	1,006,868	38,753	1,001,961	1,001,961
412200	Salary and Wages - Overtime	3,551	54,102	4,000	4,000	10,621	266%	15,000	11,000	15,000	15,000
412204	Salary and Wages - Call Back	0	0	0	0	0	0%	5,000	5,000	5,000	5,000
412600	Salary and Wages - Temp / Part	0	0	0	0	0	0%	20,000	20,000	20,000	20,000
412700	Salary and Wages - Longevity	13,383	13,891	15,499	15,499	13,929	90%	18,709	3,210	18,709	18,709
412990	Salary and Wages - Reimburse	(10)	(45,098)	0	0	(93,668)	0%	0	0	0	0
418100	FICA	63,374	69,818	75,552	75,552	59,588	79%	81,517	5,965	81,141	81,141
418200	Retirement	106,104	124,958	138,365	138,365	116,960	85%	159,032	20,667	158,182	158,182
418300	Health Insurance	116,695	107,457	138,982	138,982	87,968	63%	114,030	(24,952)	114,030	114,030
418301	Retired Emp Health under 65	142,965	107,920	112,296	112,296	93,720	83%	130,664	18,368	120,476	120,476
418302	Medicare Suppnt and Pharmacy	35,877	43,703	48,629	48,629	41,977	86%	49,265	636	49,265	49,265
418303	Workers Compensation	102,273	114,609	99,147	99,147	99,147	100%	103,113	3,966	103,113	105,707
418304	Unemployment Insurance	0	0	10,000	10,000	0	0%	10,000	0	10,000	10,000
418306	Life Insurance	808	623	1,400	1,400	510	36%	1,400	0	1,400	1,400
418309	Dependent Coverage - Health Ins	0	189,163	185,455	185,455	194,088	105%	0	(185,455)	227,997	227,997
418310	Dental Insurance	0	4,407	4,032	4,032	3,126	78%	4,872	840	4,872	4,872
418311	Retired Emp Dental under 65	0	2,094	2,132	2,132	1,575	74%	2,136	4	2,136	2,136

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County of Brunswick
Budget

Department Name: Water - Administration
Department Code: 617110
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
418312	Dependent Coverage - Dental	0	16,089	12,747	12,747	12,091	95 %	0	(12,747)	13,671	13,671
418400	Disability and Long - Term Ins	2,681	2,923	3,195	3,195	2,466	77 %	3,323	128	3,306	3,306
418900	Fringe Benefits Reimbursements	(3)	(12,905)	0	0	(28,851)	0 %	0	0	0	0
419900	Prof Ser - Other	74,570	143,077	130,691	0	58,573	45 %	440,000	440,000	80,000	80,000
421200	Uniforms	2,642	1,765	2,000	2,000	2,282	114 %	6,600	4,600	6,600	6,600
425100	Motor Fuels	4,489	5,101	10,740	15,000	3,941	37 %	25,000	10,000	25,000	25,000
426000	Supplies and Materials	9,856	10,617	10,000	10,000	9,890	99 %	10,000	0	10,000	10,000
426002	Departmental Supplies	2,746	2,226	3,000	3,000	4,331	144 %	3,000	0	3,000	3,000
426010	Computer Software	131,050	59,133	367,761	97,000	33,506	9 %	116,000	19,000	116,000	116,000
426100	Equipment Less Than \$500	296	2,410	400	400	0	0 %	400	0	400	400
426200	Operating Equip \$500 - \$4,999	7,328	4,688	2,500	2,500	2,460	98 %	0	(2,500)	0	0
426205	Computers - \$500 - \$4,999	0	0	5,760	2,500	4,111	71 %	24,000	21,500	24,000	24,000
431100	Travel - Mileage	528	527	400	400	552	138 %	400	0	400	400
431200	Travel - Subsistence	3,750	8,950	8,000	8,000	3,255	41 %	8,000	0	8,000	8,000
431500	Travel - Registrations	2,448	3,650	7,000	7,000	3,850	55 %	17,000	10,000	17,000	17,000
432100	Telephone	30,783	30,545	35,000	35,000	27,206	78 %	35,000	0	35,000	35,000
432150	Cell Phone Reimbursement	5,338	6,069	7,150	7,150	5,262	74 %	7,150	0	7,150	7,150
432500	Postage	453	688	2,000	2,000	705	35 %	2,000	0	2,000	2,000
433100	Electricity	61,940	61,038	60,000	60,000	46,512	78 %	65,000	5,000	65,000	65,000
435100	Repair and Maint - Building	2,690	1,213	6,905	2,000	1,115	16 %	12,000	10,000	12,000	12,000
435102	Repair and Maint - Grounds	6,774	6,414	6,000	6,000	3,754	63 %	6,000	0	6,000	6,000
435200	Repair and Maint - Equipment	5,110	2,965	4,000	5,000	4,732	118 %	5,000	0	5,000	5,000
435224	R and M - LCFWSA Raw Wate	(13,721)	(15,988)	0	0	(9,136)	0 %	0	0	0	0
435300	Repair and Maint - Vehicles	1,719	2,484	7,650	8,000	1,444	19 %	10,000	2,000	10,000	10,000
439100	Advertising	150	349	1,000	1,000	342	34 %	1,000	0	1,000	1,000
439500	Training Expenses	0	135	3,500	0	2,628	75 %	10,000	10,000	10,000	10,000
439501	Tuition Reimbursement	0	0	0	0	2,856	0 %	0	0	0	0
439900	Contract Services	32,834	5,322	129,000	4,000	86,909	67 %	189,000	185,000	189,000	189,000
439905	Contract Services Restricted	0	0	250,000	0	0	0 %	0	0	0	0
441400	Rent of Equipment	4,214	2,885	4,500	6,000	2,430	54 %	6,000	0	6,000	6,000
444000	Service and Maint Contracts	9,731	11,484	39,000	39,000	13,717	35 %	35,000	(4,000)	35,000	35,000
445100	Property and General Liability	244,867	260,286	275,903	275,903	261,646	95 %	287,811	11,908	282,578	279,949
445101	Liability For Deductibles	0	0	45,000	45,000	0	0 %	45,000	0	45,000	45,000
449100	Dues	8,238	9,140	20,000	20,000	16,409	82 %	20,000	0	20,000	20,000

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County of Brunswick
Budget

Department Name: Water - Administration
Department Code: 617110
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
449200	Subscriptions	294	308	0	0	270	0%	5,300	5,300	5,300	5,300
449900	Miscellaneous Expense	4,622	2,576	0	0	2,131	0%	0	0	0	0
449912	PY FEMA Event 1	0	1,450,992	0	0	2,322	0%	0	0	0	0
449913	CY FEMA Event 1	0	0	0	0	4,271	0%	0	0	0	0
449914	Bad Debt Expense	46,725	14,618	0	0	0	0%	0	0	0	0
449929	Health Risk Event	0	0	0	0	8,004	0%	0	0	0	0
449979	Reimbursement of Indirect Cost	587,841	613,533	795,407	795,407	795,407	100%	741,867	(53,540)	741,867	741,867
454000	Cap Outlay - Vehicle on Road	0	26,909	0	0	0	0%	42,000	42,000	0	0
455000	Cap Outlay - Equipment	0	0	40,000	40,000	28,150	70%	22,000	(18,000)	0	0
459000	Cap Outlay - Improvements	163,261	0	37,333	0	14,599	39%	220,000	220,000	0	0
459017	Cap Outlay - Water Project	38,962	0	0	0	0	0%	0	0	0	0
459041	Cap Outlay - Northwest Acqu	0	0	539,957	0	539,956	100%	0	0	0	0
465132	Cape Fear Rv Prog / USGS	30,140	46,634	36,000	36,000	7,456	21%	36,000	0	36,000	36,000
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Salary Expenditures		1,424,200	1,704,601	1,819,546	1,819,546	1,425,955	78 %	1,724,929	(94,617)	1,950,259	1,952,853
Operating Expenditures		1,310,443	2,755,832	2,276,267	1,495,260	1,415,143	62 %	2,169,528	674,268	1,804,295	1,801,666
Capital Expenditures		202,222	26,909	617,290	40,000	582,705	94 %	284,000	244,000	0	0
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Total Expenditures		2,936,867	4,487,343	4,713,103	3,354,806	3,423,803	73 %	4,178,457	823,651	3,754,554	3,754,519
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Revenues Over(Under) Expenditures		18,898,236	17,740,439	19,091,157	18,968,194	19,521,207		19,456,543	488,349	18,514,446	18,514,481

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County of Brunswick
Budget

Department Name: NW Water Treatment Plant
Department Code: 617120
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
	Total Revenues	0	0	0	0	0	0%	0	0	0	0
412100	Salary and Wages - Regular	602,709	650,380	687,376	749,876	581,120	85 %	901,217	151,341	896,816	896,816
412200	Salary and Wages - Overtime	84,882	135,427	68,000	20,000	59,221	87 %	50,000	30,000	50,000	50,000
412203	Salary and Wages - Pgr on call	13,388	18,865	17,750	18,750	14,861	84 %	18,416	(334)	18,416	18,416
412204	Salary and Wages - Call Back	177	1,041	1,000	1,000	595	60 %	1,000	0	1,000	1,000
412700	Salary and Wages - Longevity	16,162	16,295	16,035	16,035	10,458	65 %	18,497	2,462	18,497	18,497
418100	FICA	54,393	62,138	61,633	61,633	49,810	81 %	75,668	14,035	75,332	75,332
418200	Retirement	89,456	104,992	112,873	112,873	93,306	83 %	150,447	37,574	149,679	149,679
418300	Health Insurance	113,834	102,100	110,492	124,992	91,019	82 %	130,320	5,328	130,320	130,320
418306	Life Insurance	766	572	800	1,550	533	67 %	1,600	50	1,600	1,600
418310	Dental Insurance	0	4,188	4,464	4,464	3,234	72 %	5,568	1,104	5,568	5,568
418400	Disability and Long - Term Ins	1,879	2,003	2,475	2,475	1,806	73 %	2,768	293	2,754	2,754
419900	Prof Ser - Other	0	0	30,000	30,000	0	0 %	30,000	0	30,000	30,000
421200	Uniforms	4,238	4,862	11,050	11,050	3,165	29 %	12,960	1,910	11,050	11,050
421300	Chemicals	861,725	950,090	989,340	1,000,000	702,152	71 %	1,000,000	0	1,000,000	1,000,000
423700	Laboratory Supplies	54,720	50,394	62,750	44,200	54,460	87 %	50,000	5,800	50,000	50,000
425100	Motor Fuels	3,943	3,649	5,250	5,250	4,246	81 %	5,250	0	5,250	5,250
425101	Fuel - Emergency Generator	9,598	12,146	19,280	10,000	17,712	92 %	10,000	0	10,000	10,000
426000	Supplies and Materials	4,780	3,655	5,000	5,000	2,499	50 %	5,000	0	5,000	5,000
426002	Departmental Supplies	5,132	5,937	7,500	7,500	4,288	57 %	7,500	0	7,500	7,500
426010	Computer Software	1,047	0	1,835	5,000	0	0 %	5,000	0	5,000	5,000
426100	Equipment Less Than \$500	502	0	1,000	1,000	0	0 %	1,000	0	1,000	1,000
426200	Operating Equip \$500 - \$4,999	4,448	0	0	0	0	0 %	0	0	0	0
426205	Computers - \$500 - \$4,999	0	0	965	0	964	100 %	5,000	5,000	5,000	5,000
431100	Travel - Mileage	0	110	1,000	1,000	0	0 %	1,000	0	1,000	1,000
431200	Travel - Subsistence	4,821	8,292	4,244	6,000	2,516	59 %	10,500	4,500	6,000	6,000
431500	Travel - Registrations	2,683	3,389	3,100	4,000	2,097	68 %	6,000	2,000	6,000	6,000
432100	Telephone	4,365	3,461	4,000	4,000	2,351	59 %	4,000	0	4,000	4,000
432150	Cell Phone Reimbursement	3,125	3,638	3,900	3,900	3,038	78 %	4,550	650	4,550	4,550
432500	Postage	1,650	2,602	5,350	1,000	4,743	89 %	3,000	2,000	1,000	1,000
433100	Electricity	409,806	469,905	494,750	454,750	414,365	84 %	454,750	0	454,750	454,750
435100	Repair and Maint - Building	56,909	2,067	15,000	15,000	1,733	12 %	15,000	0	15,000	15,000

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County of Brunswick
Budget

Department Name: NW Water Treatment Plant
Department Code: 617120
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
435101	Repair and Maint - Tanks	32,579	0	20,200	30,000	11,300	56 %	30,000	0	30,000	30,000
435102	Repair and Maint - Grounds	3,543	4,871	3,867	5,000	0	0 %	5,000	0	5,000	5,000
435200	Repair and Maint - Equipment	155,133	117,555	111,840	105,000	86,525	77 %	105,000	0	105,000	105,000
435201	Repair and Maint - Filters	0	0	78,200	40,000	38,018	49 %	40,000	0	40,000	40,000
435203	Repair and Maint - Instrument	37,395	21,008	131,044	95,000	116,264	89 %	72,300	(22,700)	72,300	72,300
435208	Repair and Maint - Roadways	0	0	500	4,000	0	0 %	4,000	0	4,000	4,000
435224	R and M - LCFWSA Raw Wate	(742)	(722)	0	0	0	0 %	0	0	0	0
435300	Repair and Maint - Vehicles	1,711	828	2,000	2,000	1,572	79 %	2,000	0	2,000	2,000
436000	Freight	18	112	0	0	0	0 %	0	0	0	0
439100	Advertising	1,888	270	750	1,250	180	24 %	1,250	0	1,250	1,250
439500	Training Expenses	540	740	3,968	0	1,311	33 %	0	0	0	0
439900	Contract Services	688,146	986,709	572,174	574,000	352,631	62 %	574,000	0	574,000	574,000
441400	Rent of Equipment	6,241	6,287	8,310	6,000	7,350	88 %	6,000	0	6,000	6,000
444000	Service and Maint Contracts	0	0	500	1,500	0	0 %	1,500	0	1,500	1,500
449100	Dues	3,704	2,855	4,355	3,800	4,355	100 %	3,800	0	3,800	3,800
449200	Subscriptions	344	305	309	250	309	100 %	250	0	250	250
449300	Fines	300	0	0	0	0	0 %	0	0	0	0
449900	Miscellaneous Expense	23	15	0	0	0	0 %	0	0	0	0
449912	PY FEMA Event 1	0	62,554	0	0	0	0 %	0	0	0	0
449913	CY FEMA Event 1	0	0	1,133	0	1,132	100 %	0	0	0	0
449929	Health Risk Event	0	0	150	0	131	87 %	0	0	0	0
449974	1% Privilege Tax - Water	123	0	0	100	0	0 %	100	0	100	100
454000	Cap Outlay - Vehicle on Road	0	0	0	0	0	0 %	132,000	132,000	0	0
455000	Cap Outlay - Equipment	0	0	165,000	165,000	0	0 %	0	(165,000)	0	0
459000	Cap Outlay - Improvements	0	0	0	0	0	0 %	130,000	130,000	0	0
465400	LCFWSA	1,309,091	1,401,159	1,290,303	1,290,303	984,802	76 %	1,290,303	0	1,290,303	1,290,303
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Salary Expenditures		977,646	1,098,001	1,082,898	1,113,648	905,963	83 %	1,355,501	241,853	1,349,982	1,349,982
Operating Expenditures		3,673,526	4,128,741	3,894,917	3,766,853	2,826,209	72 %	3,766,013	(840)	3,757,603	3,757,603
Capital Expenditures		0	0	165,000	165,000	0	0 %	262,000	97,000	0	0
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Total Expenditures		4,651,173	5,226,743	5,142,815	5,045,501	3,732,172	73 %	5,383,514	338,013	5,107,585	5,107,585
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Revenues Over(Under) Expenditures		(4,651,173)	(5,226,743)	(5,142,815)	(5,045,501)	(3,732,172)		(5,383,514)	(338,013)	(5,107,585)	(5,107,585)

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County of Brunswick
Budget

Department Name: 211 Water Treatment Plant
Department Code: 617130
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
383900	Miscellaneous Revenues	0	18,721	0	0	0	0%	0	0	0	0
383913	Insurance Refund	0	8,957	0	0	0	0%	0	0	0	0
Total Revenues		0	27,678	0	0	0	0%	0	0	0	0
412100	Salary and Wages - Regular	431,181	419,704	431,033	428,533	366,568	85%	482,652	54,119	480,299	480,299
412200	Salary and Wages - Overtime	48,205	62,095	70,600	55,000	60,892	86%	56,650	1,650	56,650	56,650
412203	Salary and Wages - Pgr on call	15,033	16,330	17,000	17,000	14,164	83%	16,813	(187)	16,813	16,813
412204	Salary and Wages - Call Back	0	0	4,100	5,000	947	23%	5,150	150	5,150	5,150
412700	Salary and Wages - Longevity	10,253	8,037	9,050	8,762	9,050	100%	9,050	288	9,050	9,050
418100	FICA	38,186	38,359	40,394	39,344	33,960	84%	43,629	4,285	43,449	43,449
418200	Retirement	63,251	64,533	74,153	72,053	63,260	85%	86,745	14,692	86,330	86,330
418300	Health Insurance	85,568	72,545	72,576	72,576	60,454	83%	73,305	729	73,305	73,305
418306	Life Insurance	602	423	900	900	353	39%	900	0	900	900
418310	Dental Insurance	0	2,975	2,592	2,592	2,148	83%	3,132	540	3,132	3,132
418400	Disability and Long - Term Ins	1,359	1,332	1,414	1,414	1,151	81%	1,466	52	1,458	1,458
419900	Prof Ser - Other	0	9,520	20,680	30,000	15,680	76%	30,000	0	10,000	10,000
421200	Uniforms	1,386	1,945	3,000	3,000	2,461	82%	5,580	2,580	3,000	3,000
421300	Chemicals	340,500	406,604	494,314	485,000	460,140	93%	530,000	45,000	485,000	485,000
423700	Laboratory Supplies	7,167	14,492	19,900	15,000	18,075	91%	15,000	0	15,000	15,000
425100	Motor Fuels	4,323	5,130	8,950	5,000	7,644	85%	8,000	3,000	8,000	8,000
425101	Fuel - Emergency Generator	0	716	4,000	4,000	0	0%	4,000	0	4,000	4,000
426000	Supplies and Materials	4,623	4,374	8,000	8,000	2,549	32%	8,000	0	8,000	8,000
426002	Departmental Supplies	0	391	0	0	0	0%	0	0	0	0
426100	Equipment Less Than \$500	675	0	2,000	2,000	485	24%	2,000	0	2,000	2,000
426200	Operating Equip \$500 - \$4,999	0	1,535	4,580	3,000	4,580	100%	0	(3,000)	0	0
431100	Travel - Mileage	533	554	640	1,500	196	31%	1,000	(500)	1,000	1,000
431200	Travel - Subsistence	2,540	2,210	2,000	2,000	1,215	61%	2,000	0	2,000	2,000
431500	Travel - Registrations	1,520	1,169	1,500	1,500	1,034	69%	1,000	(500)	1,000	1,000
432100	Telephone	5,263	5,400	5,745	4,300	4,781	83%	4,300	0	4,300	4,300
432150	Cell Phone Reimbursement	2,425	2,600	2,600	2,600	2,150	83%	2,600	0	2,600	2,600
433100	Electricity	234,203	199,560	282,657	290,000	214,530	76%	290,000	0	290,000	290,000
433200	Fuel Oil	2,458	1,540	3,000	3,000	1,981	66%	3,000	0	3,000	3,000
435100	Repair and Maint - Building	3,967	46,683	44,200	38,000	41,896	95%	130,000	92,000	90,000	90,000

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County of Brunswick
Budget

Department Name: 211 Water Treatment Plant
Department Code: 617130
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
435101	Repair and Maint - Tanks	397	63,363	13,000	18,000	3,460	27 %	18,000	0	18,000	18,000
435102	Repair and Maint - Grounds	10,066	9,116	1,800	10,000	938	52 %	10,000	0	10,000	10,000
435200	Repair and Maint - Equipment	32,253	22,434	54,151	50,000	44,925	83 %	50,000	0	50,000	50,000
435201	Repair and Maint - Filters	64,714	9,087	52,987	0	29,906	56 %	2,000	2,000	2,000	2,000
435202	Repair and Maint - Pipe	1,696	556	6,500	6,500	2,933	45 %	6,500	0	6,500	6,500
435203	Repair and Maint - Instrument	75,189	25,782	39,768	25,000	34,700	87 %	25,000	0	25,000	25,000
435204	Repair and Maint - Wells	57,950	449	86,754	75,000	34,765	40 %	140,000	65,000	140,000	140,000
435208	Repair and Maint - Roadways	0	0	5,000	15,000	4,991	100 %	15,000	0	15,000	15,000
435300	Repair and Maint - Vehicles	2,183	5,599	5,850	5,000	5,616	96 %	5,000	0	5,000	5,000
439100	Advertising	0	0	712	300	712	100 %	300	0	300	300
439500	Training Expenses	400	388	400	400	1,057	264 %	1,200	800	400	400
439900	Contract Services	84,834	2,931	15,750	15,750	10,192	65 %	46,500	30,750	46,500	46,500
441400	Rent of Equipment	23,342	40,186	14,225	5,000	9,629	68 %	13,000	8,000	13,000	13,000
441500	Rent of Land	46,013	47,286	48,120	50,000	48,117	100 %	50,000	0	50,000	50,000
449100	Dues	1,500	1,480	1,750	2,000	680	39 %	2,000	0	2,000	2,000
449900	Miscellaneous Expense	120	0	0	0	0	0 %	0	0	0	0
449912	PY FEMA Event 1	0	9,377	2,381	0	2,381	100 %	0	0	0	0
449913	CY FEMA Event 1	0	0	193	0	193	100 %	0	0	0	0
449929	Health Risk Event	0	0	408	0	203	50 %	0	0	0	0
449974	1% Privilege Tax - Water	85	0	300	300	0	0 %	0	(300)	0	0
455000	Cap Outlay - Equipment	11,424	118,325	2,185,000	985,000	975,630	45 %	0	(985,000)	0	0
458000	Cap Outlay - Buildings	0	0	275,000	275,000	0	0 %	0	(275,000)	0	0
459000	Cap Outlay - Improvements	10,840	15,020	541,301	0	298,373	55 %	450,000	450,000	450,000	450,000
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Salary Expenditures		693,636	686,332	723,812	703,174	612,947	84 %	779,492	76,318	776,536	776,536
Operating Expenditures		1,012,325	942,456	1,257,815	1,176,150	1,014,795	80 %	1,420,980	244,830	1,312,600	1,312,600
Capital Expenditures		22,263	133,345	3,001,301	1,260,000	1,274,003	42 %	450,000	(810,000)	450,000	450,000
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Total Expenditures		1,728,227	1,762,135	4,982,928	3,139,324	2,901,745	58 %	2,650,472	(488,852)	2,539,136	2,539,136
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Revenues Over(Under) Expenditures		(1,728,227)	(1,734,456)	(4,982,928)	(3,139,324)	(2,901,745)		(2,650,472)	488,852	(2,539,136)	(2,539,136)

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County of Brunswick
Budget

Department Name: Water - Distribution Division
Department Code: 617140
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
335032	Educational Program Fees	5,390	4,320	4,000	4,000	3,615	90 %	0	(4,000)	0	0
371320	Backflow Device Inspection Fee	91,844	97,928	104,280	104,280	63,636	61 %	123,405	19,125	123,405	123,405
383913	Insurance Refund	0	125	0	0	1,343	0 %	0	0	0	0
383961	Other Sales and Services	7,905	11,627	8,000	8,000	9,789	122 %	8,000	0	8,000	8,000
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	Total Revenues	105,138	114,000	116,280	116,280	78,383	67 %	131,405	15,125	131,405	131,405
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412100	Salary and Wages - Regular	666,372	648,145	704,725	740,725	573,668	81 %	760,613	19,888	756,897	756,897
412200	Salary and Wages - Overtime	24,683	71,463	34,050	22,000	27,835	82 %	11,000	(11,000)	11,000	11,000
412203	Salary and Wages - Pgr on call	21,449	13,379	18,805	17,000	13,692	73 %	28,000	11,000	28,000	28,000
412204	Salary and Wages - Call Back	0	1,541	21,450	0	17,089	80 %	22,000	22,000	22,000	22,000
412700	Salary and Wages - Longevity	13,192	14,220	14,796	13,812	13,754	93 %	15,931	2,119	15,931	15,931
418100	FICA	54,035	55,845	60,006	60,706	48,067	80 %	64,072	3,366	63,788	63,788
418200	Retirement	90,884	95,471	110,925	111,175	90,510	82 %	127,390	16,215	126,742	126,742
418300	Health Insurance	119,566	99,413	111,171	112,896	89,337	80 %	114,030	1,134	114,030	114,030
418306	Life Insurance	900	572	1,400	1,400	521	37 %	1,400	0	1,400	1,400
418310	Dental Insurance	0	4,077	4,032	4,032	3,175	79 %	4,872	840	4,872	4,872
418400	Disability and Long - Term Ins	2,162	2,096	2,444	2,444	1,899	78 %	2,510	66	2,498	2,498
419900	Prof Ser - Other	0	0	5,982	0	0	0 %	0	0	0	0
421200	Uniforms	10,376	5,755	10,820	9,300	8,416	78 %	9,600	300	9,600	9,600
421300	Chemicals	5,532	4,088	7,246	6,000	2,325	32 %	5,000	(1,000)	5,000	5,000
425100	Motor Fuels	36,728	31,388	34,000	34,000	25,572	75 %	34,000	0	34,000	34,000
426000	Supplies and Materials	5,777	3,781	6,700	4,500	3,211	48 %	4,500	0	4,500	4,500
426002	Departmental Supplies	8,135	5,101	14,000	7,000	7,127	51 %	10,000	3,000	10,000	10,000
426010	Computer Software	0	2,775	2,000	3,000	1,956	98 %	1,000	(2,000)	1,000	1,000
426100	Equipment Less Than \$500	1,281	0	0	0	0	0 %	0	0	0	0
426200	Operating Equip \$500 - \$4,999	7,841	20,491	4,600	4,600	4,180	91 %	26,900	22,300	26,900	26,900
426205	Computers - \$500 - \$4,999	0	0	10,126	9,700	6,321	62 %	14,200	4,500	14,200	14,200
431100	Travel - Mileage	0	32	250	250	0	0 %	250	0	250	250
431200	Travel - Subsistence	1,465	(155)	0	1,000	0	0 %	1,000	0	1,000	1,000
431500	Travel - Registrations	2,734	2,396	1,750	1,750	445	25 %	6,200	4,450	6,200	6,200
432100	Telephone	10,025	10,345	13,575	8,500	12,294	91 %	9,500	1,000	9,500	9,500
432150	Cell Phone Reimbursement	8,890	8,075	9,750	9,750	7,125	73 %	9,750	0	9,750	9,750
432500	Postage	2,398	2,070	3,000	3,000	2,042	68 %	3,000	0	3,000	3,000

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County of Brunswick
Budget

Department Name: Water - Distribution Division
Department Code: 617140
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
433101	Electricity - BPS	372,854	389,537	410,600	400,000	276,840	67 %	400,000	0	400,000	400,000
433102	Electricity - Tank Sites	18,485	21,630	22,370	12,000	15,809	71 %	12,000	0	12,000	12,000
433201	Fuel - Emergency Generators -	727	560	2,000	2,000	428	21 %	2,000	0	2,000	2,000
433202	Fuel - Emergency Gen - Tank Si	498	1,044	1,500	1,500	989	66 %	1,500	0	1,500	1,500
435101	Repair and Maint - Tanks	216,333	213,308	242,510	220,500	240,775	99 %	281,000	60,500	281,000	281,000
435102	Repair and Maint - Grounds	595	595	550	0	0	0 %	0	0	0	0
435200	Repair and Maint - Equipment	10,258	4,563	5,000	5,000	4,206	84 %	5,000	0	5,000	5,000
435214	Repair and Mnt - Booster Pump	53,996	12,088	265,240	222,000	103,258	39 %	257,000	35,000	222,000	222,000
435215	Repair and Maint - Hydrants	8,755	17,462	20,200	15,000	19,196	95 %	135,000	120,000	15,000	15,000
435216	R and M - Meters and Services	252,259	230,826	1,205,225	285,051	849,262	70 %	1,465,047	1,179,996	1,200,000	1,200,000
435217	R and M - Transmission Mains	16,749	24,398	48,200	75,000	31,847	66 %	75,000	0	75,000	75,000
435218	R and M - Distribution Mains	56,947	97,140	92,977	25,000	64,747	70 %	128,000	103,000	100,000	100,000
435300	Repair and Maint - Vehicles	13,884	14,805	15,150	12,500	13,761	91 %	12,500	0	12,500	12,500
439100	Advertising	0	399	561	250	560	100 %	1,000	750	1,000	1,000
439500	Training Expenses	7,800	6,882	9,309	6,200	6,721	72 %	3,000	(3,200)	3,000	3,000
439900	Contract Services	22,763	55,781	355,300	4,300	250,552	71 %	4,300	0	4,300	4,300
439911	Contract Services - Other	91,985	98,142	104,280	104,280	63,826	61 %	123,405	19,125	123,405	123,405
441400	Rent of Equipment	649	806	1,350	1,000	1,111	82 %	1,000	0	1,000	1,000
444000	Service and Maint Contracts	3,413	2,850	350	3,350	0	0 %	1,000	(2,350)	1,000	1,000
449100	Dues	500	690	750	750	720	96 %	800	50	800	800
449900	Miscellaneous Expense	200	100	200	200	0	0 %	300	100	300	300
449912	PY FEMA Event 1	0	136,682	0	0	0	0 %	0	0	0	0
449913	CY FEMA Event 1	0	0	4,129	0	4,128	100 %	0	0	0	0
449929	Health Risk Event	0	0	850	0	170	20 %	0	0	0	0
454000	Cap Outlay - Vehicle on Road	0	94,868	90,828	90,000	90,827	100 %	96,000	6,000	48,000	48,000
455000	Cap Outlay - Equipment	0	82,457	14,795	18,000	14,794	100 %	0	(18,000)	0	0
458000	Cap Outlay - Buildings	0	0	135,000	135,000	0	0 %	0	(135,000)	0	0
459605	Capital Outlay - Elect Meter S	368,702	10,058	0	0	0	0 %	0	0	0	0
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Salary Expenditures		993,242	1,006,223	1,083,804	1,086,190	879,547	81 %	1,151,818	65,628	1,147,158	1,147,158
Operating Expenditures		1,250,834	1,426,429	2,932,400	1,498,231	2,029,920	69 %	3,043,752	1,545,521	2,595,705	2,595,705
Capital Expenditures		368,702	187,382	240,623	243,000	105,621	43 %	96,000	(147,000)	48,000	48,000

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County of Brunswick
Budget

Department Name: Water - Distribution Division
Department Code: 617140
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
	Total Expenditures	2,612,779	2,620,035	4,256,827	2,827,421	3,015,088	71 %	4,291,570	1,464,149	3,790,863	3,790,863
	Revenues Over(Under) Expenditures	(2,507,641)	(2,506,035)	(4,140,547)	(2,711,141)	(2,936,705)		(4,160,165)	(1,449,024)	(3,659,458)	(3,659,458)

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County of Brunswick
Budget

Department Name: LCFWSA - Reimburseable
Department Code: 617150
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
332000	State Revenues - Restricted	216,000	0	0	0	0	0%	0	0	0	0
383927	LCFWSA O and M Reimbursement	368,743	367,518	492,304	390,985	262,739	53%	827,856	436,871	442,019	442,358
	Total Revenues	584,743	367,518	492,304	390,985	262,739	53%	827,856	436,871	442,019	442,358
412100	Salary and Wages - Regular	79,687	65,465	99,321	100,121	85,570	86%	103,258	3,137	102,754	102,754
412200	Salary and Wages - Overtime	5,787	19,200	5,975	4,000	5,555	93%	4,000	0	4,000	4,000
412203	Salary and Wages - Pgr on call	6,687	7,279	9,825	6,600	8,006	81%	9,078	2,478	9,078	9,078
412204	Salary and Wages - Call Back	119	137	900	3,000	333	37%	3,000	0	3,000	3,000
412600	Salary and Wages - Temp / Part	0	0	3,400	27,000	0	0%	27,000	0	27,000	27,000
412700	Salary and Wages - Longevity	2,155	1,542	1,750	1,282	0	0%	2,111	829	2,111	2,111
412990	Salary and Wages - Reimburse	17,267	23,110	12,850	0	10,615	83%	0	0	0	0
418100	FICA	7,251	7,209	10,863	10,863	7,431	68%	11,356	493	11,318	11,318
418200	Retirement	11,734	11,938	16,112	16,112	13,935	86%	18,472	2,360	18,383	18,383
418300	Health Insurance	13,754	8,733	16,476	17,476	13,096	79%	16,290	(1,186)	16,290	16,290
418303	Workers Compensation	5,286	5,924	5,125	5,125	5,124	100%	5,329	204	5,125	5,464
418306	Life Insurance	129	74	200	200	71	36%	200	0	200	200
418310	Dental Insurance	0	358	576	576	465	81%	696	120	696	696
418400	Disability and Long - Term Ins	250	199	330	330	260	79%	341	11	339	339
418900	Fringe Benefits Reimbursements	6,477	8,616	5,075	0	4,142	82%	0	0	0	0
419900	Prof Ser - Other	0	0	5,982	0	0	0%	0	0	0	0
421200	Uniforms	161	445	700	900	56	8%	1,200	300	1,200	1,200
425101	Fuel - Emergency Generator	0	0	500	500	0	0%	14,625	14,125	14,625	14,625
426000	Supplies and Materials	0	418	1,060	500	998	94%	500	0	500	500
426002	Departmental Supplies	1,545	932	2,000	2,000	1,651	83%	2,000	0	2,000	2,000
426010	Computer Software	0	0	0	500	0	0%	500	0	500	500
431100	Travel - Mileage	2,129	2,711	2,000	2,000	999	50%	2,000	0	2,000	2,000
431200	Travel - Subsistence	0	0	1,874	250	1,874	100%	250	0	250	250
431500	Travel - Registrations	0	0	5,500	300	5,200	95%	1,000	700	1,000	1,000
432150	Cell Phone Reimbursement	975	712	1,240	1,000	1,062	86%	1,300	300	1,300	1,300
432500	Postage	36	24	50	50	18	36%	50	0	50	50
435100	Repair and Maint - Building	938	0	4,650	8,500	0	0%	8,500	0	8,500	8,500
435102	Repair and Maint - Grounds	0	0	300	300	0	0%	300	0	300	300
435200	Repair and Maint - Equipment	143,588	94,645	176,881	55,000	122,778	69%	63,000	8,000	63,000	63,000

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County of Brunswick
Budget

Department Name: LCFWSA - Reimbursable
Department Code: 617150
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
435203	Repair and Maint - Instrument	2,852	26,143	13,176	30,000	3,230	25 %	30,000	0	30,000	30,000
435208	Repair and Maint - Roadways	0	0	0	2,000	0	0 %	2,000	0	2,000	2,000
435217	R and M - Transmission Mains	216,000	0	0	0	0	0 %	0	0	0	0
439900	Contract Services	25,974	57,238	50,000	9,500	39,295	79 %	9,500	0	9,500	9,500
441400	Rent of Equipment	2,780	1,569	4,213	2,000	4,019	95 %	2,000	0	2,000	2,000
444000	Service and Maint Contracts	31,181	21,548	53,435	83,000	32,297	60 %	83,000	0	83,000	83,000
449913	CY FEMA Event 1	0	0	527	0	526	100 %	0	0	0	0
454000	Cap Outlay - Vehicle on Road	0	0	0	0	0	0 %	45,000	45,000	0	0
455000	Cap Outlay - Equipment	0	0	0	0	0	0 %	360,000	360,000	20,000	20,000
459000	Cap Outlay - Improvements	0	1,349	0	0	0	0 %	0	0	0	0
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	Salary Expenditures	156,584	159,783	188,778	192,685	154,603	81 %	201,131	8,446	200,294	200,633
	Operating Expenditures	428,158	206,385	324,088	198,300	214,003	66 %	221,725	23,425	221,725	221,725
	Capital Expenditures	0	1,348	0	0	0	0 %	405,000	405,000	20,000	20,000
	Total Expenditures	584,743	367,518	512,866	390,985	368,606	72 %	827,856	436,871	442,019	442,358
	Revenues Over(Under) Expenditures	0	0	(20,562)	0	(105,867)		0	0	0	0

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County of Brunswick
Budget

Department Name: Utility Billing
Department Code: 617160
Budget Manager: Finance Officer

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
	Total Revenues	0	0	0	0	0	0%	0	0	0	0
412100	Salary and Wages - Regular	459,379	479,335	550,577	534,598	416,630	76%	636,890	102,292	565,772	565,772
412200	Salary and Wages - Overtime	147	5,736	1,000	1,000	198	20%	1,000	0	1,000	1,000
412203	Salary and Wages - Pgr on call	0	81	0	0	0	0%	0	0	0	0
412204	Salary and Wages - Call Back	5	0	0	0	0	0%	0	0	0	0
412700	Salary and Wages - Longevity	6,971	7,554	8,132	8,132	8,238	101%	7,020	(1,112)	7,020	7,020
418100	FICA	35,461	36,913	42,817	41,595	31,878	74%	49,336	7,741	43,895	43,895
418200	Retirement	58,097	63,179	78,416	76,177	59,552	76%	98,091	21,914	87,216	87,216
418300	Health Insurance	108,106	93,368	108,864	104,832	76,575	70%	130,320	25,488	114,030	114,030
418304	Unemployment Insurance	0	0	0	0	258	0%	0	0	0	0
418306	Life Insurance	760	541	1,350	1,300	443	33%	1,600	300	1,400	1,400
418310	Dental Insurance	0	3,829	3,888	3,744	2,709	70%	5,567	1,823	4,872	4,872
418400	Disability and Long - Term Ins	1,529	1,551	1,817	1,764	1,269	70%	2,102	338	1,867	1,867
421200	Uniforms	0	643	1,400	1,400	224	16%	1,400	0	1,400	1,400
425100	Motor Fuels	6,705	7,001	9,000	9,000	5,495	61%	10,000	1,000	7,500	7,500
426000	Supplies and Materials	4,427	5,167	7,000	7,000	3,151	45%	7,000	0	7,000	7,000
426002	Departmental Supplies	127	1,547	2,000	2,000	1,216	61%	5,000	3,000	3,000	3,000
426010	Computer Software	0	38,651	21,350	0	3,400	16%	0	0	0	0
426100	Equipment Less Than \$500	0	422	500	500	0	0%	0	(500)	0	0
426200	Operating Equip \$500 - \$4,999	0	0	0	0	0	0%	2,000	2,000	0	0
431100	Travel - Mileage	0	21	100	100	0	0%	100	0	100	100
431200	Travel - Subsistence	0	0	100	100	0	0%	100	0	100	100
431500	Travel - Registrations	150	1,197	1,500	1,500	0	0%	1,500	0	1,300	1,300
432100	Telephone	1,933	1,576	2,500	2,500	1,554	62%	2,500	0	2,500	2,500
432150	Cell Phone Reimbursement	1,300	1,475	2,600	2,600	1,525	59%	2,000	(600)	1,950	1,950
432500	Postage	184,072	182,954	228,000	230,000	160,657	70%	238,000	8,000	220,000	220,000
435200	Repair and Maint - Equipment	0	0	1,000	1,000	0	0%	1,000	0	0	0
435300	Repair and Maint - Vehicles	2,168	2,228	2,500	2,500	2,059	82%	2,500	0	2,500	2,500
439100	Advertising	0	0	400	400	0	0%	400	0	400	400
439500	Training Expenses	0	0	0	0	37	0%	0	0	0	0
439900	Contract Services	82,193	71,691	80,000	80,000	58,734	73%	54,700	(25,300)	86,700	86,700
441400	Rent of Equipment	2,329	1,572	2,000	0	1,390	70%	2,000	2,000	2,000	2,000

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County of Brunswick
Budget

Department Name: Utility Billing
Department Code: 617160
Budget Manager: Finance Officer

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
444000	Service and Maint Contracts	81,078	49,699	97,519	14,000	74,752	77 %	110,000	96,000	110,000	110,000
449250	Filing Fees	1,538	746	0	0	146	0%	1,500	1,500	1,500	1,535
454000	Cap Outlay - Vehicle on Road	0	0	40,000	40,000	39,689	99%	0	(40,000)	0	0
455000	Cap Outlay - Equipment	0	0	0	0	0	0%	5,000	5,000	0	0

	Salary Expenditures	670,454	692,087	796,861	773,142	597,750	75 %	931,926	158,784	827,072	827,072
	Operating Expenditures	368,022	366,589	459,469	354,600	314,340	68 %	441,700	87,100	447,950	447,985
	Capital Expenditures	0	0	40,000	40,000	39,689	99 %	5,000	(35,000)	0	0

	Total Expenditures	1,038,477	1,058,677	1,296,330	1,167,742	951,779	73 %	1,378,626	210,884	1,275,022	1,275,057

	Revenues Over(Under) Expenditures	(1,038,477)	(1,058,677)	(1,296,330)	(1,167,742)	(951,779)		(1,378,626)	(210,884)	(1,275,022)	(1,275,057)

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County of Brunswick
Budget

Department Name: Instrumentation/Electrical Div
Department Code: 617170
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
383900	Miscellaneous Revenues	0	15,042	27,000	27,000	0	0%	0	(27,000)	0	0
383913	Insurance Refund	5,258	8,478	0	0	0	0%	0	0	0	0
	Total Revenues	5,258	23,520	27,000	27,000	0	0%	0	(27,000)	0	0
412100	Salary and Wages - Regular	525,437	524,640	600,815	600,815	490,686	82%	616,920	16,105	613,921	613,921
412200	Salary and Wages - Overtime	14,301	61,899	19,000	34,000	10,840	57%	5,000	(29,000)	5,000	5,000
412203	Salary and Wages - Pgr on call	40,210	41,232	42,355	34,000	34,435	81%	42,000	8,000	42,000	42,000
412204	Salary and Wages - Call Back	0	2,327	8,240	0	6,986	85%	23,000	23,000	23,000	23,000
412700	Salary and Wages - Longevity	6,657	7,713	9,305	8,978	7,251	78%	9,829	851	9,829	9,829
418100	FICA	43,795	45,756	50,051	51,851	39,444	79%	53,301	1,450	53,072	53,072
418200	Retirement	73,276	81,715	94,959	94,959	77,061	81%	105,976	11,017	105,450	105,450
418300	Health Insurance	82,512	72,545	80,640	80,640	63,812	79%	81,450	810	81,450	81,450
418306	Life Insurance	582	414	1,000	1,000	359	36%	1,000	0	1,000	1,000
418310	Dental Insurance	0	2,975	2,880	2,880	2,268	79%	3,480	600	3,480	3,480
418400	Disability and Long - Term Ins	1,706	1,751	1,983	1,983	1,560	79%	2,036	53	2,026	2,026
419900	Prof Ser - Other	4,500	4,538	0	7,500	0	0%	105,500	98,000	105,500	105,500
421200	Uniforms	3,454	3,499	6,480	6,480	4,054	63%	6,480	0	6,480	6,480
425100	Motor Fuels	24,950	27,069	21,635	16,750	17,632	81%	16,750	0	16,750	16,750
425101	Fuel - Emergency Generator	8,715	8,374	8,500	7,000	4,071	48%	7,000	0	7,000	7,000
426000	Supplies and Materials	3,807	3,507	2,850	2,000	2,389	84%	2,000	0	2,000	2,000
426002	Departmental Supplies	29,056	26,519	29,980	25,000	18,864	63%	25,000	0	25,000	25,000
426010	Computer Software	48,782	49,244	54,600	59,500	54,569	100%	65,000	5,500	65,000	65,000
426200	Operating Equip \$500 - \$4,999	1,807	3,481	6,841	0	6,840	100%	0	0	0	0
426205	Computers - \$500 - \$4,999	0	0	2,350	0	2,344	100%	30,000	30,000	30,000	30,000
431100	Travel - Mileage	0	9	0	200	0	0%	200	0	200	200
431200	Travel - Subsistence	227	0	1,000	1,000	32	3%	1,000	0	1,000	1,000
431500	Travel - Registrations	315	290	1,159	2,000	1,159	100%	2,000	0	2,000	2,000
432100	Telephone	1,464	1,645	2,000	2,000	800	40%	1,500	(500)	1,500	1,500
432150	Cell Phone Reimbursement	5,775	5,850	6,500	6,500	5,100	78%	6,500	0	6,500	6,500
432500	Postage	234	162	400	400	128	32%	400	0	400	400
435200	Repair and Maint - Equipment	73,687	75,615	61,350	57,000	51,792	84%	57,000	0	57,000	57,000
435203	Repair and Maint - Instrument	0	124	0	0	0	0%	0	0	0	0
435219	R and M - Gen Administrat	31,873	22,290	37,759	20,000	36,164	96%	25,000	5,000	20,000	20,000

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County of Brunswick
Budget

Department Name: Instrumentation/Electrical Div
Department Code: 617170
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
435220	R and M - Water Transmiss	79,838	37,363	75,822	75,000	59,878	79%	75,000	0	75,000	75,000
435221	R and M - NWWTP	25,146	19,943	41,767	37,500	29,568	71%	37,500	0	37,500	37,500
435222	R and M - 211 WTP	21,143	45,987	43,470	62,500	25,538	59%	62,500	0	62,500	62,500
435223	R and M - 211 Raw Water S	15,569	17,505	22,960	27,500	14,907	65%	27,500	0	27,500	27,500
435224	R and M - LCFWSA Raw Wate	(12,052)	(17,984)	(5,000)	(5,000)	(6,638)	133%	(5,000)	0	(5,000)	(5,000)
435226	R and M Generators	(22,496)	(19,594)	(27,100)	(27,100)	(15,520)	57%	(22,000)	5,100	(22,000)	(22,000)
435300	Repair and Maint - Vehicles	11,547	16,410	29,600	15,000	27,374	92%	20,000	5,000	20,000	20,000
436000	Freight	0	0	500	500	0	0%	0	(500)	0	0
439100	Advertising	0	0	500	1,500	0	0%	1,000	(500)	1,000	1,000
439500	Training Expenses	8,172	501	11,200	4,000	1,571	14%	12,500	8,500	5,500	5,500
439501	Tuition Reimbursement	969	0	0	0	0	0%	0	0	0	0
439900	Contract Services	37,093	37,356	43,250	40,000	24,583	57%	45,000	5,000	40,000	40,000
441400	Rent of Equipment	0	0	1,000	1,000	535	54%	1,000	0	1,000	1,000
449100	Dues	655	620	820	250	550	67%	250	0	250	250
449900	Miscellaneous Expense	107	137	520	1,000	0	0%	500	(500)	500	500
449912	PY FEMA Event 1	0	41,329	12	0	11	92%	0	0	0	0
449913	CY FEMA Event 1	0	0	662	0	662	100%	0	0	0	0
454000	Cap Outlay - Vehicle on Road	0	67,048	62,816	60,000	0	0%	65,000	5,000	0	0
455000	Cap Outlay - Equipment	104,298	0	36,326	28,000	28,305	78%	8,000	(20,000)	8,000	8,000
459000	Cap Outlay - Improvements	0	0	8,300	0	8,300	100%	0	0	0	0
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Salary Expenditures		788,476	842,966	911,228	911,106	734,702	80%	943,992	32,886	940,228	940,228
Operating Expenditures		404,334	411,790	483,387	446,980	368,957	76%	607,080	160,100	590,080	590,080
Capital Expenditures		104,298	67,048	107,442	88,000	36,605	34%	73,000	(15,000)	8,000	8,000
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Total Expenditures		1,297,110	1,321,805	1,502,057	1,446,086	1,140,264	76%	1,624,072	177,986	1,538,308	1,538,308
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Revenues Over(Under) Expenditures		(1,291,852)	(1,298,285)	(1,475,057)	(1,419,086)	(1,140,264)		(1,624,072)	(204,986)	(1,538,308)	(1,538,308)

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County of Brunswick
Budget

Department Name: Water - Construction Division
Department Code: 617180
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
371305	Taps and Connections	1,064,000	1,097,730	850,000	850,000	871,791	103 %	727,000	(123,000)	450,000	450,000
	Total Revenues	1,064,000	1,097,730	850,000	850,000	871,791	103 %	727,000	(123,000)	450,000	450,000
412100	Salary and Wages - Regular	515,925	597,852	628,302	660,302	520,417	83 %	692,176	31,874	688,821	688,821
412200	Salary and Wages - Overtime	62,215	125,934	91,500	80,000	80,563	88 %	30,000	(50,000)	30,000	30,000
412203	Salary and Wages - Pgr on call	10,038	18,773	17,600	17,000	14,594	83 %	17,000	0	17,000	17,000
412204	Salary and Wages - Call Back	0	3,399	19,000	0	14,769	78 %	80,000	80,000	80,000	80,000
412700	Salary and Wages - Longevity	9,516	7,666	9,375	9,375	6,885	73 %	9,074	(301)	9,074	9,074
418100	FICA	45,101	56,939	56,876	58,651	45,779	80 %	63,361	4,710	63,104	63,104
418200	Retirement	74,774	94,938	105,641	107,411	89,276	85 %	125,977	18,566	125,384	125,384
418300	Health Insurance	97,410	101,764	104,296	112,896	87,994	84 %	114,030	1,134	114,030	114,030
418306	Life Insurance	636	596	650	1,400	506	78 %	1,400	0	1,400	1,400
418310	Dental Insurance	0	4,174	4,032	4,032	3,127	78 %	4,872	840	4,872	4,872
418400	Disability and Long - Term Ins	1,622	1,889	2,179	2,179	1,673	77 %	2,284	105	2,273	2,273
421200	Uniforms	5,922	9,255	10,138	11,200	8,326	82 %	8,400	(2,800)	8,400	8,400
425100	Motor Fuels	33,159	46,134	44,500	34,000	36,440	82 %	42,000	8,000	42,000	42,000
426000	Supplies and Materials	2,619	2,319	3,500	4,000	1,351	39 %	4,000	0	4,000	4,000
426002	Departmental Supplies	6,147	17,313	15,000	6,500	13,243	88 %	16,000	9,500	16,000	16,000
426006	Locator Supplies	15,803	18,037	18,965	24,000	13,082	69 %	24,000	0	24,000	24,000
426100	Equipment Less Than \$500	961	0	0	0	0	0 %	0	0	0	0
426200	Operating Equip \$500 - \$4,999	2,001	17,380	5,430	0	5,430	100 %	2,300	2,300	2,300	2,300
431100	Travel - Mileage	0	0	250	250	0	0 %	0	(250)	0	0
431200	Travel - Subsistence	2,263	0	4,620	1,000	4,619	100 %	7,920	6,920	7,920	7,920
431500	Travel - Registrations	2,284	1,427	2,237	1,750	2,237	100 %	2,700	950	2,700	2,700
432100	Telephone	175	0	275	0	173	63 %	0	0	0	0
432150	Cell Phone Reimbursement	6,335	8,425	8,462	9,100	7,125	84 %	9,100	0	9,100	9,100
432500	Postage	0	20	350	0	349	100 %	350	350	350	350
435200	Repair and Maint - Equipment	18,786	25,573	29,201	30,000	22,262	76 %	30,000	0	30,000	30,000
435209	Repair and Maint - Other Utili	3,019	0	0	0	0	0 %	0	0	0	0
435224	R and M - LCFWSA Raw Wate	(146)	0	0	0	0	0 %	0	0	0	0
435300	Repair and Maint - Vehicles	17,652	28,367	25,000	12,500	23,232	93 %	15,000	2,500	15,000	15,000
439100	Advertising	0	0	250	250	0	0 %	0	(250)	0	0
439500	Training Expenses	1,703	1,209	2,500	5,000	515	21 %	5,000	0	5,000	5,000

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County of Brunswick
Budget

Department Name: Water - Construction Division
Department Code: 617180
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
439900	Contract Services	426	1,221	600	0	364	61 %	1,000	1,000	1,000	1,000
439912	NC811 Locates	8,243	9,788	10,553	10,000	8,905	84 %	10,000	0	10,000	10,000
441400	Rent of Equipment	4,465	2,058	3,514	4,500	2,923	83 %	4,500	0	4,500	4,500
449100	Dues	410	1,070	800	800	410	51 %	800	0	800	800
449900	Miscellaneous Expense	100	460	138	100	137	99 %	200	100	200	200
449912	PY FEMA Event 1	0	56,066	0	0	0	0 %	0	0	0	0
449913	CY FEMA Event 1	0	0	99	0	98	99 %	0	0	0	0
449929	Health Risk Event	0	0	65	0	0	0 %	0	0	0	0
454000	Cap Outlay - Vehicle on Road	0	181,007	90,828	90,000	90,827	100 %	0	(90,000)	0	0
455000	Cap Outlay - Equipment	91,929	175,110	9,090	15,000	9,086	100 %	213,500	198,500	27,500	27,500
459000	Cap Outlay - Improvements	0	0	0	0	0	0 %	53,000	53,000	0	0
459601	Tap on Supplies	822,489	1,016,545	852,376	850,000	729,823	86 %	850,000	0	450,000	450,000
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Salary Expenditures		817,235	1,013,923	1,039,451	1,053,246	865,583	83 %	1,140,174	86,928	1,135,958	1,135,958
Operating Expenditures		132,325	246,121	186,447	154,950	151,221	81 %	183,270	28,320	183,270	183,270
Capital Expenditures		914,418	1,372,662	952,294	955,000	829,736	87 %	1,116,500	161,500	477,500	477,500
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Total Expenditures		1,863,980	2,632,707	2,178,192	2,163,196	1,846,540	85 %	2,439,944	276,748	1,796,728	1,796,728
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Revenues Over(Under) Expenditures		(799,980)	(1,534,978)	(1,328,192)	(1,313,196)	(974,749)		(1,712,944)	(399,748)	(1,346,728)	(1,346,728)

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County of Brunswick
Budget

Department Name: Water-Debt Service
Department Code: 619100
Budget Manager: Finance Officer

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
371404	Capital Recovery Fee	1,108,107	1,279,536	688,000	688,000	1,198,269	174 %	688,000	0	688,000	688,000
383900	Miscellaneous Revenues	1,332	703	0	0	673	0 %	0	0	0	0
395001	Revenue Bond Premium	0	0	69,924	0	69,924	100 %	0	0	0	0
395007	Proceeds from Revenue Bonds	0	0	714,000	0	714,000	100 %	0	0	0	0
Total Revenues		1,109,439	1,280,239	1,471,924	688,000	1,982,866	135 %	688,000	0	688,000	688,000
471030	Prin - CBU Rev Bond - Ser 2004	136,297	142,204	66,871	148,308	60,972	91 %	0	(148,308)	0	0
471057	Prin - 2012 GO RFD SCH / BSL	175,000	180,000	185,000	185,000	185,000	100 %	190,000	5,000	190,000	190,000
471070	Prin - 2015 Rev Bonds - NW Pla	200,000	205,000	215,000	215,000	215,000	100 %	225,000	10,000	225,000	225,000
471071	Prin - 2015 Rev - Danford Rd	90,000	95,000	100,000	100,000	100,000	100 %	105,000	5,000	105,000	105,000
471072	Prin - 2015 Rev - 10 Refd NW P	526,103	546,218	573,553	573,553	573,552	100 %	603,980	30,427	603,980	603,980
471073	Prin - 2015 Rev - 10 Refd Wtr	51,748	52,437	58,252	58,252	58,251	100 %	59,484	1,232	59,484	59,484
471085	Prin - 2019A Rev Rfdg – 2004B	0	0	85,500	0	85,500	100 %	141,000	141,000	141,000	141,000
471599	Advance Payment To Escrow Agnt	0	0	778,658	0	778,658	100 %	0	0	0	0
472030	Int - CBU Rev Bond Series 2004	44,865	38,958	14,513	32,855	14,512	100 %	0	(32,855)	0	0
472057	Int - 2012 GO Rfd SCH / BSL	120,150	115,450	108,650	108,650	108,650	100 %	102,550	(6,100)	102,550	102,550
472070	Int - 2015 Rev Bonds - NW Plan	344,494	336,494	326,244	326,244	326,244	100 %	315,495	(10,749)	315,495	315,495
472071	Int - 2015 Rev - Danford Rd	159,562	155,962	151,213	151,213	151,212	100 %	146,213	(5,000)	146,213	146,213
472072	Int - 2015 Rev - 10 Refd NW PI	364,121	340,885	307,185	307,185	307,184	100 %	270,293	(36,892)	270,293	270,293
472073	Int - 2015 Rev - 10 Refd Wtr L	35,598	33,316	30,056	30,056	30,055	100 %	26,375	(3,681)	26,375	26,375
472085	Int - 2019A Rev Rfdg – 2004B	0	0	14,280	0	14,280	100 %	31,425	31,425	31,425	31,425
475100	Service Charges	2,324	2,037	9,265	4,000	4,911	53 %	4,000	0	4,000	4,000
Salary Expenditures		0	0	0	0	0	0 %	0	0	0	0
Operating Expenditures		2,324	2,037	9,265	4,000	4,911	53 %	4,000	0	4,000	4,000
Capital Expenditures		0	0	0	0	0	0 %	0	0	0	0
Other Expenditures		2,247,938	2,241,924	3,014,975	2,236,316	3,009,070	99 %	2,216,815	(19,501)	2,216,815	2,216,815
Total Expenditures		2,250,263	2,243,962	3,024,240	2,240,316	3,013,981	100 %	2,220,815	(19,501)	2,220,815	2,220,815
Revenues Over(Under) Expenditures		(1,140,824)	(963,723)	(1,552,316)	(1,552,316)	(1,031,115)		(1,532,815)	19,501	(1,532,815)	(1,532,815)

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County of Brunswick
Budget

Department Name: Interfund Trans Water Fund
Department Code: 619800
Budget Manager: Finance Officer

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
371309	Transmission Line Fee	445,181	461,055	232,000	232,000	448,013	193 %	232,000	0	232,000	232,000
398441	Trans Frm Water Cap Proj Fund	173,000	0	0	0	0	0 %	0	0	0	0
398820	Trans From Health Ins. Fund	0	298,091	0	0	0	0 %	0	0	0	0
398821	Trans From Workers Comp Fund	0	0	251,052	0	0	0 %	0	0	0	0
399200	Expendable Net Assets Appropri	0	0	3,144,538	0	0	0 %	0	0	0	0
Total Revenues		618,181	759,146	3,627,590	232,000	448,013	12 %	232,000	0	232,000	232,000
498041	Transfer to Water Capital Proj	2,715,507	790,000	2,780,000	2,851,888	2,780,000	100 %	1,245,935	(1,605,953)	1,747,394	1,747,394
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	Salary Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Operating Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Other Expenditures	2,715,507	790,000	2,780,000	2,851,888	2,780,000	100 %	1,245,935	(1,605,953)	1,747,394	1,747,394
Total Expenditures		2,715,507	790,000	2,780,000	2,851,888	2,780,000	100 %	1,245,935	(1,605,953)	1,747,394	1,747,394
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Revenues Over(Under) Expenditures		(2,097,326)	(30,854)	847,590	(2,619,888)	(2,331,987)		(1,013,935)	1,605,953	(1,515,394)	(1,515,394)

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County of Brunswick
Budget

Item #	Description	Prior Years Actuals 2018	Prior Years Actuals 2019	2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
Totals For Water Fund											
	Total Revenues	25,321,863	25,897,612	30,389,358	24,627,265	26,588,802		26,241,261	1,613,996	24,212,424	24,212,763
	Total Expenditures	21,679,125	22,510,925	30,389,358	24,627,265	23,173,978		26,241,261	1,613,996	24,212,424	24,212,763
	Net Total	3,642,737	3,386,687	0	0	3,414,824		0	0	0	0

County of Brunswick
Budget

Department Name: Wastewater - Administration
Department Code: 627210
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
331015	Fema Disaster Assistance	0	216,195	0	0	455,967	0%	0	0	0	0
332000	State Revenues - Restricted	0	0	226,649	0	0	0%	0	0	0	0
332004	FEMA State Assistance	0	72,065	0	0	58,341	0%	0	0	0	0
371301	Service Charges	0	0	0	0	105	0%	0	0	0	0
371306	Late Payment Penalty	77,919	80,157	70,000	70,000	61,408	88%	80,000	10,000	80,000	80,000
371308	Base Service Fee	357,567	368,512	360,000	360,000	334,699	93%	360,000	0	360,000	360,000
371405	Wastewater Sales - Retail	9,890,851	10,587,367	11,647,794	11,600,742	9,954,723	85%	11,700,000	99,258	11,500,000	11,500,000
383100	Investment Earnings	127,646	290,021	75,000	75,000	282,790	377%	125,000	50,000	125,000	125,000
383900	Miscellaneous Revenues	137,966	2,981	70,000	70,000	168,454	241%	80,000	10,000	40,000	40,000
383958	Other Permits and Fees	0	0	0	0	0	0%	4,000	4,000	4,000	4,000
383980	City of Northwest O and M	17,450	17,615	17,400	17,400	8,870	51%	0	(17,400)	0	0
Total Revenues		10,609,399	11,634,913	12,466,843	12,193,142	11,325,357	91%	12,349,000	155,858	12,109,000	12,109,000
412100	Salary and Wages - Regular	199,428	176,484	518,911	411,790	305,507	59%	585,877	174,087	405,046	405,046
412200	Salary and Wages - Overtime	1,862	17,733	0	0	19,819	0%	15,000	15,000	15,000	15,000
412203	Salary and Wages - Pgr on call	1,894	958	1,000	1,000	0	0%	0	(1,000)	0	0
412204	Salary and Wages - Call Back	0	0	4,000	4,000	29	1%	5,000	1,000	5,000	5,000
412700	Salary and Wages - Longevity	3,837	3,670	4,688	6,079	7,078	151%	7,077	998	7,077	7,077
412990	Salary and Wages - Reimburse	(10)	(8,089)	0	0	(14,402)	0%	0	0	0	0
418100	FICA	15,667	15,634	41,095	32,349	24,747	60%	46,891	14,542	33,057	33,057
418200	Retirement	26,033	24,889	72,652	59,244	46,572	64%	93,230	33,986	65,683	65,683
418300	Health Insurance	23,040	17,749	60,886	51,950	33,275	55%	70,862	18,912	46,427	46,427
418301	Retired Emp Health under 65	22,945	17,040	17,040	17,040	14,200	83%	17,211	171	17,211	17,211
418302	Medicare Suppnt and Pharmacy	11,966	17,642	20,262	20,262	18,561	92%	23,892	3,630	23,892	23,892
418303	Workers Compensation	23,467	26,297	22,750	22,750	22,750	100%	23,660	910	23,660	24,255
418306	Life Insurance	168	114	670	570	208	31%	870	300	570	570
418309	Dependent Coverage - Health Ins	0	119,048	107,251	107,251	121,601	113%	0	(107,251)	169,783	169,783
418310	Dental Insurance	0	728	2,054	1,642	1,182	58%	3,028	1,386	1,984	1,984
418311	Retired Emp Dental under 65	0	331	286	286	239	84%	288	2	288	288
418312	Dependent Coverage - Dental	0	7,579	7,372	7,372	10,851	147%	0	(7,372)	8,368	8,368
418400	Disability and Long - Term Ins	647	566	1,646	1,359	975	59%	1,933	574	1,337	1,337
418900	Fringe Benefits Reimbursements	(3)	(2,311)	0	0	(4,319)	0%	0	0	0	0
419900	Prof Ser - Other	5,250	6,526	164,500	75,000	67,254	41%	180,000	105,000	60,000	60,000

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County of Brunswick
Budget

Department Name: Wastewater - Administration
Department Code: 627210
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
421200	Uniforms	600	1,084	2,400	2,400	983	41 %	4,200	1,800	4,200	4,200
425100	Motor Fuels	1,470	3,057	16,150	17,000	4,961	31 %	21,000	4,000	21,000	21,000
426000	Supplies and Materials	1,815	2,159	1,500	1,500	1,621	108 %	1,500	0	1,500	1,500
426002	Departmental Supplies	2,878	268	1,700	1,200	3,495	206 %	1,200	0	1,200	1,200
426010	Computer Software	9,448	10,016	11,000	11,000	9,411	86 %	11,000	0	11,000	11,000
426100	Equipment Less Than \$500	582	1,109	1,000	1,000	540	54 %	1,000	0	1,000	1,000
426200	Operating Equip \$500 - \$4,999	771	14,858	3,000	3,000	0	0 %	0	(3,000)	0	0
426205	Computers - \$500 - \$4,999	0	0	6,153	5,000	5,988	97 %	16,000	11,000	4,000	4,000
431100	Travel - Mileage	37	0	500	500	0	0 %	500	0	100	100
431200	Travel - Subsistence	628	89	1,450	1,100	1,350	93 %	2,000	900	1,100	1,100
431500	Travel - Registrations	773	235	1,400	1,400	1,381	99 %	4,000	2,600	1,400	1,400
432100	Telephone	1,292	2,465	1,200	1,200	1,504	125 %	2,500	1,300	2,500	2,500
432150	Cell Phone Reimbursement	1,642	1,436	2,405	2,405	2,422	101 %	4,550	2,145	2,405	2,405
432500	Postage	0	0	1,000	1,000	0	0 %	1,000	0	0	0
435100	Repair and Maint - Building	2,042	0	0	0	0	0 %	0	0	0	0
435102	Repair and Maint - Grounds	2,974	5,331	0	0	0	0 %	32,000	32,000	32,000	32,000
435200	Repair and Maint - Equipment	3,654	0	4,847	6,000	1,219	25 %	6,000	0	6,000	6,000
435300	Repair and Maint - Vehicles	1,975	3,949	6,000	6,000	7,181	120 %	6,000	0	6,000	6,000
439100	Advertising	0	407	500	500	66	13 %	500	0	500	500
439500	Training Expenses	300	564	6,000	6,000	6,630	110 %	10,000	4,000	10,000	10,000
439900	Contract Services	12,055	4,229	4,000	4,000	3,308	83 %	4,000	0	4,000	4,000
439905	Contract Services Restricted	0	0	250,000	0	0	0 %	0	0	0	0
444000	Service and Maint Contracts	6,640	6,417	10,000	10,000	6,929	69 %	10,000	0	10,000	10,000
445100	Property and General Liability	142,817	151,810	160,919	160,919	153,910	96 %	169,301	8,382	166,223	162,752
445101	Liability For Deductibles	0	0	4,000	4,000	0	0 %	4,000	0	4,000	4,000
449100	Dues	1,676	4,181	6,500	6,500	5,736	88 %	6,500	0	6,500	6,500
449891	Ocean Isle Beach O and M	(72,193)	(114,417)	(90,000)	(90,000)	(64,649)	72 %	(90,000)	0	(90,000)	(90,000)
449900	Miscellaneous Expense	4,870	2,556	3,000	3,000	2,151	72 %	3,000	0	3,000	4,302
449909	Misc Exp - Other	589,618	12,695	12,695	12,695	0	0 %	0	(12,695)	0	0
449914	Bad Debt Expense	7,560	9,991	0	0	0	0 %	0	0	0	0
449929	Health Risk Event	0	0	0	0	160	0 %	0	0	0	0
449979	Reimbursement of Indirect Cost	296,209	299,914	373,978	373,978	373,978	100 %	352,795	(21,183)	352,795	352,795
451000	Cap Outlay - Office Equipment	0	6,799	0	0	0	0 %	0	0	0	0
454000	Cap Outlay - Vehicle on Road	0	63,460	45,000	45,000	36,551	81 %	126,000	81,000	0	0

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County of Brunswick
Budget

Department Name: Wastewater - Administration
Department Code: 627210
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
455000	Cap Outlay - Equipment	0	0	13,000	0	0	0%	0	0	0	0
459000	Cap Outlay - Improvements	39,670	131,150	536,179	522,000	10,803	2%	0	(522,000)	0	0
459040	Cap Outlay - COL Wastewater Pr	50,059	0	626,548	0	0	0%	0	0	0	0
465092	Sunset Beach	0	0	31,761	0	0	0%	0	0	0	0

	Salary Expenditures	330,941	436,062	882,563	744,944	608,873	68%	894,819	149,875	824,383	824,978
	Operating Expenditures	1,027,383	430,929	999,558	628,297	597,529	59%	764,546	136,249	622,423	620,254
	Capital Expenditures	89,728	201,408	1,220,727	567,000	47,354	3%	126,000	(441,000)	0	0

	Total Expenditures	1,448,054	1,068,401	3,102,848	1,940,241	1,253,756	40%	1,785,365	(154,876)	1,446,806	1,445,232

	Revenues Over(Under) Expenditures	9,161,345	10,566,512	9,363,995	10,252,901	10,071,601		10,563,635	310,734	10,662,194	10,663,768

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County of Brunswick
Budget

Department Name: Collection Division
Department Code: 627220
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
371402	Taps And Connections	1,744,695	0	0	0	0	0%	0	0	0	0
371415	Grinder Pump Maintenance Fee	522,233	554,590	550,000	550,000	490,389	89%	628,000	78,000	600,000	600,000
383900	Miscellaneous Revenues	0	1,455	0	0	0	0%	0	0	0	0
383913	Insurance Refund	6,325	0	16,607	0	16,607	100%	0	0	0	0
383961	Other Sales and Services	46,687	26,007	15,000	15,000	22,105	147%	0	(15,000)	0	0
Total Revenues		2,319,939	582,052	581,607	565,000	529,101	91%	628,000	63,000	600,000	600,000
412100	Salary and Wages - Regular	1,041,292	834,493	864,904	902,904	727,193	84%	1,051,528	148,624	919,159	919,159
412200	Salary and Wages - Overtime	179,692	251,182	130,000	130,000	106,493	82%	10,000	(120,000)	10,000	10,000
412203	Salary and Wages - Pgr on call	28,936	27,592	24,100	26,000	20,544	85%	26,000	0	26,000	26,000
412204	Salary and Wages - Call Back	0	0	27,800	0	16,323	59%	120,000	120,000	120,000	120,000
412700	Salary and Wages - Longevity	11,479	8,552	10,105	9,605	10,099	100%	9,077	(528)	9,077	9,077
418100	FICA	93,295	81,123	74,841	81,741	64,801	87%	93,070	11,329	82,944	82,944
418200	Retirement	158,314	144,925	146,298	149,698	123,374	84%	185,046	35,348	164,804	164,804
418300	Health Insurance	203,988	134,573	145,416	153,216	119,570	82%	179,190	25,974	154,755	154,755
418304	Unemployment Insurance	69	0	0	0	0	0%	0	0	0	0
418306	Life Insurance	1,455	846	950	1,900	695	73%	2,200	300	1,900	1,900
418310	Dental Insurance	0	7,108	5,472	5,472	4,249	78%	7,656	2,184	6,612	6,612
418400	Disability and Long - Term Ins	3,299	3,087	2,980	2,980	2,262	76%	3,470	490	3,033	3,033
421200	Uniforms	15,117	14,221	15,200	15,200	10,595	70%	15,200	0	15,200	15,200
421300	Chemicals	45,783	25,054	41,500	50,000	32,017	77%	50,000	0	50,000	50,000
423802	Drugs - HBV	338	220	300	300	0	0%	1,200	900	1,200	1,200
425100	Motor Fuels	82,869	73,985	59,500	51,000	50,093	84%	57,000	6,000	57,000	57,000
425101	Fuel - Emergency Generator	0	0	14,000	0	10,006	71%	20,000	20,000	20,000	20,000
426000	Supplies and Materials	5,464	2,353	4,800	4,800	2,610	54%	4,800	0	4,800	4,800
426002	Departmental Supplies	23,677	20,515	24,000	18,200	20,181	84%	18,200	0	18,200	18,200
426100	Equipment Less Than \$500	9,375	4,534	3,050	4,750	2,376	78%	7,500	2,750	7,500	7,500
426200	Operating Equip \$500 - \$4,999	12,171	11,196	9,700	8,000	4,181	43%	11,950	3,950	9,400	9,400
426205	Computers - \$500 - \$4,999	0	0	2,577	0	2,577	100%	12,000	12,000	6,000	6,000
431100	Travel - Mileage	179	46	195	500	6	3%	0	(500)	0	0
431200	Travel - Subsistence	12,426	4,447	6,500	6,500	4,214	65%	4,000	(2,500)	4,000	4,000
431500	Travel - Registrations	6,051	1,901	2,800	2,800	1,445	52%	2,400	(400)	2,400	2,400
432100	Telephone	1,174	3,030	8,195	1,600	5,928	72%	3,000	1,400	3,000	3,000

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County of Brunswick
Budget

Department Name: Collection Division
Department Code: 627220
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
432150	Cell Phone Reimbursement	14,575	12,193	10,850	12,350	9,500	88 %	14,300	1,950	14,300	14,300
432500	Postage	90	101	180	100	61	34 %	0	(100)	0	0
433100	Electricity	343,024	353,077	383,415	300,000	283,190	74 %	448,000	148,000	448,000	448,000
433400	Water	9,065	10,189	11,700	10,000	9,512	81 %	15,000	5,000	15,000	15,000
435100	Repair and Maint - Building	0	19	0	0	0	0 %	0	0	0	0
435102	Repair and Maint - Grounds	6,356	6,780	500	0	373	75 %	0	0	0	0
435200	Repair and Maint - Equipment	309,363	243,775	297,699	275,000	263,883	89 %	0	(275,000)	0	0
435202	Repair and Maint - Pipe	37,470	21,909	45,287	75,000	24,089	53 %	125,000	50,000	125,000	125,000
435203	Repair and Maint - Instrument	126,614	103,405	108,335	120,000	94,720	87 %	170,000	50,000	170,000	170,000
435208	Repair and Maint - Roadways	11,317	10,313	7,000	10,000	1,091	16 %	3,000	(7,000)	3,000	3,000
435209	Repair and Maint - Other Utili	996	2,174	2,000	2,000	0	0 %	0	(2,000)	0	0
435211	Repair and Maint - Grinder Pum	448,917	420,740	558,315	550,000	456,146	82 %	575,000	25,000	575,000	575,000
435212	Repair and Maint - Pump Statio	35,437	35,181	114,000	125,000	46,350	41 %	125,000	0	125,000	125,000
435224	R and M - LCFWSA Raw Wate	(630)	(480)	0	0	0	0 %	0	0	0	0
435300	Repair and Maint - Vehicles	40,253	37,539	44,750	26,000	38,867	87 %	35,000	9,000	35,000	35,000
436000	Freight	477	200	300	300	0	0 %	200	(100)	200	200
439100	Advertising	415	0	250	100	90	36 %	100	0	100	100
439500	Training Expenses	6,426	3,071	3,525	6,000	1,558	44 %	19,000	13,000	19,000	19,000
439900	Contract Services	102,921	118,755	160,413	139,500	80,414	50 %	139,500	0	139,500	139,500
441400	Rent of Equipment	8,537	5,283	5,000	5,000	1,387	28 %	3,500	(1,500)	3,500	3,500
444000	Service and Maint Contracts	288,229	300,233	300,000	300,000	233,638	78 %	300,000	0	300,000	300,000
449100	Dues	2,060	1,869	1,855	650	960	52 %	0	(650)	0	0
449300	Fines	638	0	0	0	0	0 %	0	0	0	0
449900	Miscellaneous Expense	956	928	1,000	1,000	0	0 %	0	(1,000)	0	0
449912	PY FEMA Event 1	0	582,383	6,980	0	6,980	100 %	0	0	0	0
449913	CY FEMA Event 1	0	0	118	0	118	100 %	0	0	0	0
449925	Transmission System O and M	(307,000)	(315,000)	(318,000)	(323,000)	(318,000)	100 %	(327,000)	(4,000)	(327,000)	(327,000)
454000	Cap Outlay - Vehicle on Road	81,596	97,409	216,140	219,000	213,807	99 %	133,000	(86,000)	0	0
455000	Cap Outlay - Equipment	196,116	26,699	81,673	0	81,671	100 %	24,500	24,500	12,500	12,500
459000	Cap Outlay - Improvements	0	0	11,300	50,000	11,300	100 %	894,000	844,000	894,000	894,000
459601	Tap on Supplies	1,146,375	0	0	0	0	0 %	0	0	0	0

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County of Brunswick
Budget

Department Name: Collection Division
Department Code: 627220
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
Salary Expenditures		1,721,820	1,493,481	1,432,866	1,463,516	1,195,603	83 %	1,687,237	223,721	1,498,284	1,498,284
Operating Expenditures		1,701,133	2,116,136	1,937,789	1,798,650	1,381,156	71 %	1,852,850	54,200	1,844,300	1,844,300
Capital Expenditures		1,424,087	124,107	309,113	269,000	306,778	99 %	1,051,500	782,500	906,500	906,500
Total Expenditures		4,847,041	3,733,726	3,679,768	3,531,166	2,883,537	78 %	4,591,587	1,060,421	4,249,084	4,249,084
Revenues Over(Under) Expenditures		(2,527,102)	(3,151,673)	(3,098,161)	(2,966,166)	(2,354,436)		(3,963,587)	(997,421)	(3,649,084)	(3,649,084)

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County of Brunswick
Budget

Department Name: Sewer Construction Division
Department Code: 627225
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
371402	Taps And Connections	0	2,011,658	1,780,000	1,200,000	1,836,436	103%	2,400,000	1,200,000	1,200,000	1,200,000
383900	Miscellaneous Revenues	0	5,733	0	0	10,000	0%	0	0	0	0
	Total Revenues	0	2,017,391	1,780,000	1,200,000	1,846,436	104%	2,400,000	1,200,000	1,200,000	1,200,000
412100	Salary and Wages - Regular	0	246,086	239,997	222,251	174,249	73%	222,812	561	221,737	221,737
412200	Salary and Wages - Overtime	0	69,518	47,000	32,000	36,015	77%	0	(32,000)	0	0
412203	Salary and Wages - Pgr on call	0	2,363	7,730	5,000	6,107	79%	5,000	0	5,000	5,000
412204	Salary and Wages - Call Back	0	0	7,900	0	4,790	61%	42,000	42,000	42,000	42,000
412700	Salary and Wages - Longevity	0	3,595	3,164	1,773	1,526	48%	1,843	70	1,843	1,843
418100	FICA	0	24,701	21,921	19,968	16,132	74%	20,782	814	20,699	20,699
418200	Retirement	0	39,690	45,824	36,569	31,198	68%	41,319	4,750	41,128	41,128
418300	Health Insurance	0	55,857	45,284	40,320	30,278	67%	40,725	405	40,725	40,725
418306	Life Insurance	0	255	600	500	176	29%	500	0	500	500
418310	Dental Insurance	0	689	1,728	1,440	1,076	62%	1,740	300	1,740	1,740
418400	Disability and Long - Term Ins	0	470	946	733	528	56%	735	2	732	732
421200	Uniforms	0	1,816	4,000	4,000	3,329	83%	3,000	(1,000)	3,000	3,000
423802	Drugs - HBV	0	0	100	100	0	0%	100	0	100	100
425100	Motor Fuels	0	16,137	15,800	14,000	11,537	73%	14,000	0	14,000	14,000
426000	Supplies and Materials	0	1,045	1,200	1,200	590	49%	1,200	0	1,200	1,200
426002	Departmental Supplies	0	6,146	8,950	4,800	7,458	83%	5,000	200	5,000	5,000
426100	Equipment Less Than \$500	0	1,018	1,750	1,250	1,586	91%	3,000	1,750	3,000	3,000
426200	Operating Equip \$500 - \$4,999	0	3,231	2,700	2,700	2,680	99%	2,300	(400)	2,300	2,300
426205	Computers - \$500 - \$4,999	0	0	0	0	0	0%	4,200	4,200	4,200	4,200
431100	Travel - Mileage	0	0	600	600	0	0%	600	0	600	600
431200	Travel - Subsistence	0	412	1,890	1,800	1,889	100%	3,000	1,200	3,000	3,000
431500	Travel - Registrations	0	399	700	700	370	53%	1,500	800	1,500	1,500
432150	Cell Phone Reimbursement	0	2,682	3,250	3,250	2,775	85%	3,250	0	3,250	3,250
435200	Repair and Maint - Equipment	0	1,469	15,500	3,000	12,358	80%	8,000	5,000	8,000	8,000
435208	Repair and Maint - Roadways	0	777	3,172	4,000	0	0%	4,000	0	4,000	4,000
435300	Repair and Maint - Vehicles	0	9,544	12,500	7,000	10,982	88%	12,000	5,000	12,000	12,000
439100	Advertising	0	0	500	500	0	0%	500	0	500	500
439500	Training Expenses	0	383	1,500	1,500	0	0%	1,500	0	1,500	1,500
439900	Contract Services	0	7,201	2,000	0	911	46%	1,000	1,000	1,000	1,000

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County of Brunswick
Budget

Department Name: Sewer Construction Division
Department Code: 627225
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
441400	Rent of Equipment	0	0	850	0	659	78 %	0	0	0	0
449100	Dues	0	356	350	350	290	83 %	350	0	350	350
449900	Miscellaneous Expense	0	0	100	0	100	100 %	0	0	0	0
449912	PY FEMA Event 1	0	130,982	0	0	0	0 %	0	0	0	0
454000	Cap Outlay - Vehicle on Road	0	0	90,828	90,000	90,827	100 %	0	(90,000)	0	0
455000	Cap Outlay - Equipment	0	61,080	0	0	0	0 %	121,000	121,000	121,000	121,000
459601	Tap on Supplies	0	1,066,725	2,061,174	1,200,000	1,516,662	74 %	2,400,000	1,200,000	1,200,000	1,200,000
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	Salary Expenditures	0	443,222	422,094	360,554	302,075	71 %	377,456	16,902	376,104	376,104
	Operating Expenditures	0	183,597	77,412	50,750	57,514	74 %	68,500	17,750	68,500	68,500
	Capital Expenditures	0	1,127,804	2,152,002	1,290,000	1,607,489	74 %	2,521,000	1,231,000	1,321,000	1,321,000
	Total Expenditures	0	1,754,625	2,651,508	1,701,304	1,967,078	74 %	2,966,956	1,265,652	1,765,604	1,765,604
	Revenues Over(Under) Expenditures	0	262,766	(871,508)	(501,304)	(120,642)		(566,956)	(65,652)	(565,604)	(565,604)

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County of Brunswick
Budget

Department Name: Northeast Regional Wastewater
Department Code: 627250
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
371406	Wastewater Sales - Wholesale	1,000,587	1,643,408	1,666,667	1,666,667	1,303,858	78 %	1,492,786	(173,881)	1,492,786	1,492,786
383913	Insurance Refund	0	1,613	0	0	8,478	0 %	0	0	0	0
383935	Misc Rev - Refund	0	45,000	0	0	0	0 %	0	0	0	0
398444	Tran From Wstwater Cap Proj	197,536	163,948	0	0	0	0 %	0	0	0	0
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	Total Revenues	1,198,123	1,853,968	1,666,667	1,666,667	1,312,336	79 %	1,492,786	(173,881)	1,492,786	1,492,786
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412100	Salary and Wages - Regular	186,611	160,313	197,370	197,370	156,882	79 %	215,413	18,043	214,365	214,365
412200	Salary and Wages - Overtime	6,448	12,467	7,000	7,000	8,108	116 %	3,500	(3,500)	3,500	3,500
412203	Salary and Wages - Pgr on call	6,277	6,808	7,000	7,000	6,866	98 %	8,393	1,393	8,393	8,393
412204	Salary and Wages - Call Back	0	168	7,000	7,000	877	13 %	3,500	(3,500)	3,500	3,500
412700	Salary and Wages - Longevity	1,018	2,911	2,958	2,958	3,544	120 %	3,647	689	3,647	3,647
418100	FICA	15,471	13,256	16,932	16,932	12,509	74 %	17,936	1,004	17,855	17,855
418200	Retirement	24,738	23,793	31,008	31,008	24,696	80 %	35,660	4,652	35,478	35,478
418300	Health Insurance	32,176	25,615	31,704	31,704	23,453	74 %	30,951	(753)	30,951	30,951
418303	Workers Compensation	4,158	4,659	4,030	4,030	4,030	100 %	4,192	162	4,192	4,297
418306	Life Insurance	194	117	380	380	110	29 %	380	0	380	380
418310	Dental Insurance	0	1,238	1,094	1,094	833	76 %	1,322	228	1,322	1,322
418400	Disability and Long - Term Ins	593	531	651	651	495	76 %	673	22	669	669
419900	Prof Ser - Other	3,536	0	5,692	2,500	0	0 %	0	(2,500)	0	0
421200	Uniforms	2,573	2,339	3,610	3,610	2,226	62 %	3,610	0	3,610	3,610
421300	Chemicals	32,472	31,799	25,000	25,000	27,099	108 %	25,000	0	25,000	25,000
423700	Laboratory Supplies	14,614	15,267	15,000	15,000	13,968	93 %	15,000	0	15,000	15,000
425100	Motor Fuels	2,218	2,620	1,800	1,800	1,308	73 %	1,800	0	1,800	1,800
425101	Fuel - Emergency Generator	5,001	2,652	3,000	3,000	2,393	80 %	3,000	0	3,000	3,000
426000	Supplies and Materials	1,089	1,540	900	900	2,412	268 %	1,200	300	1,200	1,200
426002	Departmental Supplies	1,789	2,036	1,000	1,000	2,640	264 %	1,500	500	1,500	1,500
426200	Operating Equip \$500 - \$4,999	4,301	10,530	10,420	11,600	8,986	86 %	7,700	(3,900)	7,700	7,700
426205	Computers - \$500 - \$4,999	0	0	3,415	0	3,413	100 %	0	0	0	0
431100	Travel - Mileage	3,141	3,598	3,500	3,500	4,290	123 %	4,850	1,350	4,850	4,850
431200	Travel - Subsistence	0	0	650	650	0	0 %	650	0	650	650
431500	Travel - Registrations	0	290	400	400	85	21 %	400	0	400	400
432100	Telephone	2,045	2,633	2,100	2,100	2,405	115 %	1,500	(600)	1,500	1,500
432150	Cell Phone Reimbursement	2,172	2,228	2,000	2,000	1,628	81 %	2,080	80	2,080	2,080

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County of Brunswick
Budget

Department Name: Northeast Regional Wastewater
Department Code: 627250
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
433100	Electricity	168,444	190,816	180,000	180,000	152,321	85 %	189,000	9,000	189,000	189,000
433400	Water	8,172	6,229	7,000	7,000	15,415	220 %	7,000	0	7,000	7,000
435100	Repair and Maint - Building	30,819	0	4,000	4,000	0	0 %	4,000	0	4,000	4,000
435102	Repair and Maint - Grounds	4,353	5,323	11,718	5,000	10,550	90 %	5,000	0	5,000	5,000
435200	Repair and Maint - Equipment	143,465	69,398	96,065	90,000	81,789	85 %	100,000	10,000	100,000	100,000
435201	Repair and Maint - Filters	0	0	15,000	15,000	0	0 %	17,000	2,000	17,000	17,000
435202	Repair and Maint - Pipe	0	0	0	0	86	0 %	0	0	0	0
435203	Repair and Maint - Instrument	46,965	97,028	39,693	50,000	20,932	53 %	50,000	0	50,000	50,000
435212	Repair and Maint - Pump Statio	27,210	0	0	0	0	0 %	0	0	0	0
435300	Repair and Maint - Vehicles	354	2,837	1,500	1,500	637	42 %	1,000	(500)	1,000	1,000
436000	Freight	153	0	0	0	0	0 %	0	0	0	0
439100	Advertising	90	1,253	0	0	78	0 %	0	0	0	0
439500	Training Expenses	648	148	0	0	0	0 %	0	0	0	0
439900	Contract Services	114,448	150,922	143,500	143,500	117,982	82 %	151,500	8,000	151,500	151,500
441400	Rent of Equipment	338	154	0	0	1,987	0 %	0	0	0	0
444000	Service and Maint Contracts	1,266	1,124	5,000	5,000	766	15 %	5,000	0	5,000	5,000
445100	Property and General Liability	11,997	12,753	13,518	13,518	15,391	114 %	16,930	3,412	16,622	16,853
449100	Dues	8,599	8,499	9,000	9,000	8,972	100 %	9,000	0	9,000	9,000
449300	Fines	2,380	0	0	0	1,638	0 %	0	0	0	0
449900	Miscellaneous Expense	100	0	0	0	0	0 %	0	0	0	0
449912	PY FEMA Event 1	0	59,581	0	0	0	0 %	0	0	0	0
449913	CY FEMA Event 1	0	0	0	0	246	0 %	0	0	0	0
449925	Transmission System O and M	145,000	145,000	148,000	148,000	148,000	100 %	148,000	0	148,000	148,000
454000	Cap Outlay - Vehicle on Road	0	0	13,625	13,500	13,624	100 %	45,000	31,500	45,000	45,000
455000	Cap Outlay - Equipment	36,774	77,536	85,390	80,400	58,382	68 %	140,000	59,600	140,000	140,000
459040	Cap Outlay - COL Wastewater Pr	63,772	546,976	489,249	0	396,613	81 %	0	0	0	0
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Salary Expenditures		277,684	251,876	307,127	307,127	242,403	78 %	325,567	18,440	324,252	324,357
Operating Expenditures		789,750	828,595	752,481	744,578	649,643	86 %	771,720	27,142	771,412	771,643
Capital Expenditures		100,545	624,512	588,264	93,900	468,619	79 %	185,000	91,100	185,000	185,000
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Total Expenditures		1,167,980	1,704,984	1,647,872	1,145,605	1,360,665	83 %	1,282,287	136,682	1,280,664	1,281,000
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Revenues Over(Under) Expenditures		30,142	148,984	18,795	521,062	(48,329)		210,499	(310,563)	212,122	211,786

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County of Brunswick
Budget

Department Name: Southwest Regional Wastewater
Department Code: 627290
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
	Total Revenues	0	0	0	0	0	0%	0	0	0	0
412100	Salary and Wages - Regular	200,126	192,083	212,399	215,799	177,740	84 %	222,083	6,284	220,998	220,998
412200	Salary and Wages - Overtime	6,662	18,865	9,040	6,000	7,392	82 %	8,000	2,000	8,000	8,000
412203	Salary and Wages - Pgr on call	4,354	4,959	5,300	8,000	4,357	82 %	6,000	(2,000)	6,000	6,000
412204	Salary and Wages - Call Back	0	63	2,000	7,000	1,108	55 %	7,000	0	7,000	7,000
412700	Salary and Wages - Longevity	3,304	3,982	4,393	4,145	4,038	92 %	4,847	702	4,847	4,847
418100	FICA	16,373	15,845	17,157	18,432	13,932	81 %	18,967	535	18,884	18,884
418200	Retirement	26,746	28,141	32,506	33,756	27,268	84 %	37,710	3,954	37,520	37,520
418300	Health Insurance	40,019	32,384	34,728	35,078	28,415	82 %	35,431	353	35,431	35,431
418306	Life Insurance	129	82	435	435	78	18 %	435	0	435	435
418310	Dental Insurance	0	1,445	1,253	1,253	1,010	81 %	1,514	261	1,514	1,514
418400	Disability and Long - Term Ins	646	629	712	712	567	80 %	733	21	729	729
419900	Prof Ser - Other	0	0	52,793	50,000	0	0 %	0	(50,000)	0	0
421200	Uniforms	2,657	2,264	3,895	3,895	1,736	45 %	4,135	240	4,135	4,135
421300	Chemicals	9,211	9,783	12,100	9,500	10,702	88 %	13,000	3,500	13,000	13,000
423700	Laboratory Supplies	11,885	12,608	14,600	12,500	13,698	94 %	14,500	2,000	14,500	14,500
425100	Motor Fuels	9,038	7,070	7,350	8,000	4,381	60 %	7,000	(1,000)	7,000	7,000
425101	Fuel - Emergency Generator	0	0	1,260	0	1,258	100 %	1,200	1,200	1,200	1,200
425200	Tires and Tubes	0	0	0	500	0	0 %	0	(500)	0	0
426000	Supplies and Materials	1,476	914	1,625	1,000	1,460	90 %	1,100	100	1,100	1,100
426002	Departmental Supplies	2,027	2,718	3,000	3,000	1,904	63 %	2,500	(500)	2,500	2,500
426100	Equipment Less Than \$500	241	0	0	0	0	0 %	0	0	0	0
426200	Operating Equip \$500 - \$4,999	3,230	25,352	11,337	17,800	11,333	100 %	4,100	(13,700)	4,100	4,100
426205	Computers - \$500 - \$4,999	0	0	1,030	0	1,030	100 %	0	0	0	0
431100	Travel - Mileage	845	994	1,140	900	860	75 %	1,400	500	1,400	1,400
431200	Travel - Subsistence	0	919	0	1,500	0	0 %	1,500	0	1,500	1,500
431500	Travel - Registrations	0	465	860	1,000	860	100 %	1,000	0	1,000	1,000
432100	Telephone	1,758	1,766	1,750	1,750	1,385	79 %	1,750	0	1,750	1,750
432150	Cell Phone Reimbursement	2,716	2,719	3,000	3,000	2,176	73 %	3,000	0	3,000	3,000
433100	Electricity	124,718	139,521	144,500	130,000	106,991	74 %	143,000	13,000	143,000	143,000
435100	Repair and Maint - Building	0	0	45	0	27	60 %	0	0	0	0
435102	Repair and Maint - Grounds	2,400	3,933	5,000	5,000	1,800	36 %	4,000	(1,000)	4,000	4,000

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County of Brunswick
Budget

Department Name: Southwest Regional Wastewater
Department Code: 627290
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
435200	Repair and Maint - Equipment	49,160	38,045	58,298	55,000	57,159	98 %	55,000	0	55,000	55,000
435203	Repair and Maint - Instrument	13,987	20,360	23,120	25,000	20,792	90 %	23,000	(2,000)	23,000	23,000
435300	Repair and Maint - Vehicles	952	3,158	2,075	2,000	2,005	97 %	2,500	500	2,500	2,500
436000	Freight	114	0	0	0	0	0 %	0	0	0	0
439100	Advertising	0	0	350	350	66	19 %	200	(150)	200	200
439500	Training Expenses	955	208	150	0	150	100 %	0	0	0	0
439900	Contract Services	54,818	86,011	33,970	65,000	19,892	59 %	40,000	(25,000)	40,000	40,000
441400	Rent of Equipment	338	197	745	0	745	100 %	0	0	0	0
444000	Service and Maint Contracts	217	1,172	174	4,000	165	95 %	4,000	0	4,000	4,000
445100	Property and General Liability	10,798	11,478	15,391	12,500	15,391	100 %	16,930	4,430	16,622	16,853
449100	Dues	3,185	3,236	3,500	3,500	2,455	70 %	3,500	0	3,500	3,500
449900	Miscellaneous Expense	70	0	0	0	0	0 %	0	0	0	0
449912	PY FEMA Event 1	0	1,462	0	0	0	0 %	0	0	0	0
449913	CY FEMA Event 1	0	0	88	0	88	100 %	0	0	0	0
454000	Cap Outlay - Vehicle on Road	0	0	6,813	6,750	6,812	100 %	0	(6,750)	0	0
455000	Cap Outlay - Equipment	72,154	33,720	8,173	0	1,880	23 %	0	0	0	0
459000	Cap Outlay - Improvements	0	18,778	234,369	0	232,610	99 %	0	0	0	0
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Salary Expenditures		298,359	298,478	319,923	330,610	265,905	83 %	342,720	12,110	341,358	341,358
Operating Expenditures		306,796	376,351	403,146	416,695	280,509	69 %	348,315	(68,380)	348,007	348,238
Capital Expenditures		72,154	52,498	249,355	6,750	241,302	96 %	0	(6,750)	0	0
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Total Expenditures		677,310	727,329	972,424	754,055	787,716	81 %	691,035	(63,020)	689,365	689,596
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Revenues Over(Under) Expenditures		(677,310)	(727,329)	(972,424)	(754,055)	(787,716)		(691,035)	63,020	(689,365)	(689,596)

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County of Brunswick
Budget

Department Name: West Regional Wastewater
Department Code: 627320
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
371406	Wastewater Sales - Wholesale	1,283,287	1,464,888	989,355	989,355	883,669	89%	1,594,730	605,375	1,594,730	1,594,730
371414	Wastewater Sales - Septage	96,300	127,280	90,000	90,000	85,000	94%	90,000	0	90,000	90,000
383913	Insurance Refund	5,258	61,562	0	0	5,053	0%	0	0	0	0
383961	Other Sales and Services	0	201,604	150,000	150,000	179,191	119%	250,000	100,000	250,000	250,000
398444	Tran From Wstwater Cap Proj	1,440,635	1,086,018	114,526	904,000	0	0%	1,128,000	224,000	1,128,000	1,128,000
Total Revenues		2,825,480	2,941,351	1,343,881	2,133,355	1,152,913	86%	3,062,730	929,375	3,062,730	3,062,730
412100	Salary and Wages - Regular	419,641	488,496	520,680	545,680	436,617	84%	564,996	19,316	562,263	562,263
412200	Salary and Wages - Overtime	30,511	66,417	32,125	24,000	27,207	85%	15,750	(8,250)	15,750	15,750
412203	Salary and Wages - Pgr on call	5,499	8,208	8,445	8,395	7,185	85%	7,800	(595)	7,800	7,800
412204	Salary and Wages - Call Back	0	337	4,000	14,000	496	12%	4,000	(10,000)	4,000	4,000
412700	Salary and Wages - Longevity	5,986	5,427	5,657	5,657	5,076	90%	6,110	453	6,110	6,110
418100	FICA	34,124	41,926	41,527	45,727	34,633	83%	45,797	70	45,588	45,588
418200	Retirement	57,994	72,400	83,742	83,742	66,767	80%	91,056	7,314	90,580	90,580
418300	Health Insurance	84,925	89,738	99,747	99,747	75,570	76%	98,147	(1,600)	98,147	98,147
418303	Workers Compensation	10,097	11,315	9,788	9,788	9,788	100%	10,180	392	10,180	10,436
418306	Life Insurance	755	639	1,205	1,205	545	45%	1,205	0	1,205	1,205
418310	Dental Insurance	0	3,416	3,470	3,470	2,685	77%	4,193	723	4,193	4,193
418400	Disability and Long - Term Ins	1,273	1,585	1,801	1,801	1,347	75%	1,791	(10)	1,782	1,782
419900	Prof Ser - Other	11,290	58,236	242,700	222,500	5,241	2%	90,000	(132,500)	90,000	90,000
419914	Drip Site PER	35,475	6,200	12,120	0	0	0%	0	0	0	0
421200	Uniforms	6,691	7,201	11,930	11,930	5,901	49%	6,950	(4,980)	6,950	6,950
421300	Chemicals	148,598	103,642	131,500	125,000	99,396	76%	175,000	50,000	175,000	175,000
423700	Laboratory Supplies	14,724	22,246	18,000	18,000	14,060	78%	18,000	0	18,000	18,000
423802	Drugs - HBV	104	0	200	200	0	0%	0	(200)	0	0
425100	Motor Fuels	10,146	16,757	11,242	12,000	8,914	79%	12,000	0	12,000	12,000
425101	Fuel - Emergency Generator	6,089	6,145	4,500	4,500	2,458	55%	4,500	0	4,500	4,500
426000	Supplies and Materials	3,334	3,391	5,000	3,000	3,724	74%	4,500	1,500	4,500	4,500
426002	Departmental Supplies	6,466	6,589	8,000	5,000	5,279	66%	5,000	0	5,000	5,000
426200	Operating Equip \$500 - \$4,999	11,401	4,831	36,940	34,900	35,318	96%	50,000	15,100	50,000	50,000
426205	Computers - \$500 - \$4,999	0	0	0	0	0	0%	1,315	1,315	1,315	1,315
431100	Travel - Mileage	169	137	60	0	59	98%	150	150	150	150
431200	Travel - Subsistence	2,548	3,257	5,125	4,550	2,322	45%	5,000	450	5,000	5,000

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County of Brunswick
Budget

Department Name: West Regional Wastewater
Department Code: 627320
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
431500	Travel - Registrations	1,974	1,950	3,270	2,800	3,270	100 %	3,500	700	3,500	3,500
432100	Telephone	3,619	4,431	6,750	3,300	5,915	88 %	3,600	300	3,600	3,600
432150	Cell Phone Reimbursement	2,878	3,330	3,500	3,500	2,998	86 %	3,500	0	3,500	3,500
432500	Postage	0	43	100	100	24	24 %	100	0	100	100
433100	Electricity	627,981	742,894	663,287	575,000	507,883	77 %	632,500	57,500	632,500	632,500
433400	Water	23,032	21,465	23,725	20,000	20,125	85 %	25,000	5,000	25,000	25,000
435100	Repair and Maint - Building	343	1,278	1,320	1,500	406	31 %	1,500	0	1,500	1,500
435102	Repair and Maint - Grounds	12,470	29,579	14,540	20,000	6,680	46 %	20,000	0	20,000	20,000
435200	Repair and Maint - Equipment	512,507	314,975	458,666	332,000	284,386	62 %	350,000	18,000	350,000	350,000
435203	Repair and Maint - Instrument	65,385	97,845	92,424	70,000	83,212	90 %	75,000	5,000	75,000	75,000
435300	Repair and Maint - Vehicles	3,056	4,492	3,700	3,500	2,725	74 %	3,500	0	3,500	3,500
436000	Freight	0	1,144	740	1,000	0	0 %	1,000	0	1,000	1,000
439100	Advertising	90	399	500	500	78	16 %	500	0	500	500
439500	Training Expenses	1,296	606	1,115	0	240	22 %	0	0	0	0
439900	Contract Services	249,478	327,329	419,000	300,000	379,141	90 %	328,000	28,000	328,000	328,000
441400	Rent of Equipment	8,658	18,519	8,155	3,400	8,003	98 %	8,000	4,600	8,000	8,000
444000	Service and Maint Contracts	1,084	944	0	6,200	0	0 %	9,500	3,300	9,500	9,500
445100	Property and General Liability	23,935	25,443	30,784	26,969	30,782	100 %	33,860	6,891	33,245	33,705
449100	Dues	4,710	4,860	5,518	3,250	5,418	98 %	3,680	430	3,680	3,680
449900	Miscellaneous Expense	90	633	60	0	0	0 %	0	0	0	0
449912	PY FEMA Event 1	0	75,083	0	0	0	0 %	0	0	0	0
449913	CY FEMA Event 1	0	0	173	0	172	99 %	0	0	0	0
449925	Transmission System O and M	162,000	170,000	170,000	170,000	170,000	100 %	179,000	9,000	179,000	179,000
449929	Health Risk Event	0	0	150	0	136	91 %	0	0	0	0
454000	Cap Outlay - Vehicle on Road	0	0	63,580	63,000	63,579	100 %	0	(63,000)	0	0
455000	Cap Outlay - Equipment	124,061	147,188	119,668	68,200	68,224	57 %	118,000	49,800	118,000	118,000
459000	Cap Outlay - Improvements	0	973,628	1,312,375	1,130,000	1,188,297	91 %	1,055,000	(75,000)	1,055,000	1,055,000
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Salary Expenditures		650,804	789,904	812,187	843,212	667,916	82 %	851,025	7,813	847,598	847,854
Operating Expenditures		1,961,619	2,085,873	2,394,794	1,984,599	1,694,266	70 %	2,054,155	69,556	2,053,540	2,054,000
Capital Expenditures		124,061	1,120,815	1,495,623	1,261,200	1,320,100	88 %	1,173,000	(88,200)	1,173,000	1,173,000
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Total Expenditures		2,736,485	3,996,593	4,702,604	4,089,011	3,682,282	78 %	4,078,180	(10,831)	4,074,138	4,074,854

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County of Brunswick
Budget

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
	Revenues Over(Under) Expenditures	88,995	(1,055,242)	(3,358,723)	(1,955,656)	(2,529,369)		(1,015,450)	940,206	(1,011,408)	(1,012,124)

County of Brunswick
Budget

Department Name: Ocean Isle Beach WWTP
Department Code: 627340
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
371406	Wastewater Sales - Wholesale	344,049	543,792	475,000	475,000	426,602	90 %	551,000	76,000	551,000	551,000
	Total Revenues	344,049	543,792	475,000	475,000	426,602	90 %	551,000	76,000	551,000	551,000
412100	Salary and Wages - Regular	126,131	126,958	144,361	156,361	118,372	82 %	161,345	4,984	160,561	160,561
412200	Salary and Wages - Overtime	4,965	10,101	8,500	4,000	6,462	76 %	5,000	1,000	5,000	5,000
412203	Salary and Wages - Pgr on call	3,209	3,038	3,200	3,200	2,707	85 %	4,000	800	4,000	4,000
412204	Salary and Wages - Call Back	0	462	1,000	4,500	427	43 %	5,000	500	5,000	5,000
412700	Salary and Wages - Longevity	2,109	3,136	3,299	3,299	2,942	89 %	2,496	(803)	2,496	2,496
418100	FICA	10,405	10,936	13,109	13,109	9,875	75 %	13,605	496	13,545	13,545
418200	Retirement	17,038	18,295	23,458	24,008	18,341	78 %	27,050	3,042	26,913	26,913
418300	Health Insurance	24,408	22,272	23,604	25,604	18,602	79 %	25,250	(354)	25,250	25,250
418303	Workers Compensation	2,376	2,662	2,303	2,303	2,303	100 %	2,395	92	2,395	2,455
418306	Life Insurance	194	146	310	310	110	35 %	310	0	310	310
418310	Dental Insurance	0	887	893	893	661	74 %	1,079	186	1,079	1,079
418400	Disability and Long - Term Ins	404	424	516	516	387	75 %	532	16	530	530
419900	Prof Ser - Other	0	0	2,395	0	0	0 %	0	0	0	0
421200	Uniforms	1,847	1,255	2,945	2,945	1,593	54 %	2,945	0	2,945	2,945
421300	Chemicals	4,965	3,378	5,000	5,000	2,973	59 %	4,500	(500)	4,500	4,500
423700	Laboratory Supplies	10,738	11,525	13,700	11,000	11,437	83 %	11,000	0	11,000	11,000
425100	Motor Fuels	3,960	5,294	4,500	4,000	3,294	73 %	4,000	0	4,000	4,000
425101	Fuel - Emergency Generator	3,509	643	1,500	1,500	331	22 %	1,250	(250)	1,250	1,250
426000	Supplies and Materials	955	1,143	1,750	1,000	1,216	69 %	1,000	0	1,000	1,000
426002	Departmental Supplies	1,661	1,952	2,975	1,000	1,675	56 %	1,000	0	1,000	1,000
426010	Computer Software	17,004	14,613	0	0	0	0 %	0	0	0	0
426200	Operating Equip \$500 - \$4,999	5,928	5,704	4,500	4,500	4,442	99 %	6,300	1,800	6,300	6,300
431100	Travel - Mileage	1,256	1,177	1,325	1,000	1,032	78 %	1,000	0	1,000	1,000
431200	Travel - Subsistence	0	176	650	650	0	0 %	650	0	650	650
431500	Travel - Registrations	115	0	400	400	215	54 %	400	0	400	400
432100	Telephone	1,943	2,208	2,375	2,000	1,983	83 %	2,400	400	2,400	2,400
432150	Cell Phone Reimbursement	1,629	1,444	1,820	1,820	1,264	69 %	1,200	(620)	1,200	1,200
433100	Electricity	53,978	57,995	65,000	65,000	42,549	65 %	72,500	7,500	72,500	72,500
433400	Water	353	374	500	500	307	61 %	500	0	500	500
435100	Repair and Maint - Building	1,275	0	1,000	1,000	46	5 %	1,000	0	1,000	1,000

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County of Brunswick
Budget

Department Name: Ocean Isle Beach WWTP
Department Code: 627340
Budget Manager: Director of Public Utilities

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
435102	Repair and Maint - Grounds	3,459	6,120	4,400	3,500	4,218	96 %	4,000	500	4,000	4,000
435200	Repair and Maint - Equipment	16,884	25,203	31,215	17,000	24,424	78 %	17,000	0	17,000	17,000
435203	Repair and Maint - Instrument	20,341	8,895	27,770	20,000	15,984	58 %	18,000	(2,000)	18,000	18,000
435208	Repair and Maint - Roadways	3,875	3,825	4,000	4,000	2,290	57 %	3,500	(500)	3,500	3,500
435300	Repair and Maint - Vehicles	909	1,342	1,300	1,000	886	68 %	1,000	0	1,000	1,000
439100	Advertising	0	0	300	300	66	22 %	300	0	300	300
439500	Training Expenses	885	370	150	0	150	100 %	0	0	0	0
439900	Contract Services	36,433	29,210	41,210	50,000	23,660	57 %	72,500	22,500	72,500	72,500
441400	Rent of Equipment	338	98	53	0	53	100 %	0	0	0	0
444000	Service and Maint Contracts	217	189	1,937	4,000	1,717	89 %	4,000	0	4,000	4,000
445100	Property and General Liability	10,799	11,478	15,391	12,167	15,391	100 %	16,930	4,763	16,622	16,853
449100	Dues	2,255	2,125	2,275	1,800	965	42 %	1,800	0	1,800	1,800
449891	Ocean Isle Beach O and M	72,193	114,417	90,000	90,000	64,649	72 %	90,000	0	90,000	90,000
449900	Miscellaneous Expense	26	0	0	0	0	0 %	0	0	0	0
449912	PY FEMA Event 1	0	5,415	0	0	0	0 %	0	0	0	0
454000	Cap Outlay - Vehicle on Road	0	0	6,813	6,750	6,812	100 %	0	(6,750)	0	0
455000	Cap Outlay - Equipment	26,195	14,350	10,548	22,315	10,548	100 %	16,500	(5,815)	16,500	16,500
459040	Cap Outlay - COL Wastewater Pr	139,050	0	0	0	0	0 %	0	0	0	0
<hr/>											
	Salary Expenditures	191,239	199,317	224,553	238,103	181,189	80 %	248,062	9,959	247,079	247,139
	Operating Expenditures	279,729	317,566	332,336	307,082	228,810	68 %	340,675	33,593	340,367	340,598
	Capital Expenditures	165,244	14,349	17,361	29,065	17,360	99 %	16,500	(12,565)	16,500	16,500
<hr/>											
	Total Expenditures	636,213	531,234	574,250	574,250	427,359	74 %	605,237	30,987	603,946	604,237
<hr/>											
	Revenues Over(Under) Expenditures	(292,164)	12,558	(99,250)	(99,250)	(757)		(54,237)	45,013	(52,946)	(53,237)

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County of Brunswick
Budget

Department Name: Wastewater - Debt Service
Department Code: 629100
Budget Manager: Finance Officer

Item #	Description	Prior Years Actuals 2018	Prior Years Actuals 2019	2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
331016	ARRA Stim Debt / Interest Subs	120,086	92,726	63,550	63,550	31,775	50 %	0	(63,550)	0	0
371404	Capital Recovery Fee	3,414,344	3,239,268	600,000	600,000	2,955,766	493 %	600,000	0	600,000	600,000
383224	Special Assessment - Sunset #24	0	(5,353)	0	0	0	0 %	0	0	0	0
383228	Spec Assess BSL - 28	0	(22,190)	0	0	0	0 %	0	0	0	0
383229	Sp Assess Carolina Shores #29	1,863,475	(39,661)	0	0	0	0 %	0	0	0	0
383264	SAD 24 Sunset Int & Pen	105,067	95,442	5,000	5,000	45,594	912 %	5,000	0	5,000	5,000
383265	SAD 25 Calabash Int & Pen	28,792	36,582	5,000	5,000	27,217	544 %	5,000	0	5,000	5,000
383267	SAD 27 Bricklanding Int & Pen	0	0	0	0	4	0 %	0	0	0	0
383268	SAD 28 BSL Int & Pen	26,249	24,957	3,000	3,000	7,899	263 %	3,000	0	3,000	3,000
383269	SAD 29 Car. Sh. N. Sew Int & P	0	16,369	2,000	2,000	24,660	1,233 %	2,000	0	2,000	2,000
383270	SAD 30 Palm Cove Int & Pen	2,591	0	0	0	0	0 %	0	0	0	0
383285	WBR WWTP - Ocean Isle Bch Contr	275,000	275,000	275,000	275,000	275,000	100 %	275,000	0	275,000	275,000
383286	WBR WWTP - Southport Contribut	750,000	633,333	0	0	0	0 %	0	0	0	0
383287	WBR WWTP - Shallotte Reimb	498,947	498,424	498,570	498,570	498,570	100 %	498,289	(281)	498,289	498,289
383288	WBR WWTP - Oak Island Reimb	2,866,717	2,817,848	2,806,955	2,814,829	2,806,955	100 %	2,807,199	(7,630)	2,807,199	2,807,199
383289	WBR WWTP - Holden Beach Partner	1,156,217	1,151,940	1,127,097	1,149,319	1,127,097	100 %	1,123,102	(26,217)	1,123,102	1,123,102
383296	NE WWTP - Navassa Debt Reimb	94,020	94,004	94,002	94,002	124,566	133 %	0	(94,002)	0	0
383297	NE WWTP - Leland Debt Reimb	918,067	914,228	1,164,851	910,151	1,164,851	100 %	1,992,586	1,082,435	1,992,586	1,992,586
383298	NE WWTP - Northwest Debt Reimb	26,464	26,408	26,680	26,680	6,590	25 %	0	(26,680)	0	0
383299	NE WWTP - H2GO Debt Reimb	243,661	243,091	612,817	243,457	612,817	100 %	1,822,145	1,578,688	1,822,145	1,822,145
383900	Miscellaneous Revenues	7,438	4,223	0	0	4,102	0 %	0	0	0	0
395001	Revenue Bond Premium	0	0	163,155	0	163,155	100 %	0	0	0	0
395007	Proceeds from Revenue Bonds	0	0	15,336,000	0	15,336,000	100 %	0	0	0	0
Total Revenues		12,397,136	10,096,639	22,783,677	6,690,558	25,212,618	111 %	9,133,321	2,442,763	9,133,321	9,133,321
471029	Prin - NE Wastewater - SRLF	163,028	163,028	163,029	163,029	163,028	100 %	163,029	0	163,029	163,029
471030	Prin - CBU Rev Bond - Ser 2004	318,027	331,810	142,269	346,052	142,269	100 %	0	(346,052)	0	0
471033	Prin - SBWSA SRLF	110,674	110,674	110,675	110,675	110,674	100 %	110,675	0	110,675	110,675
471037	Prin - SRF 20 Mil West Regional	1,025,130	1,047,734	1,070,837	1,070,837	1,070,837	100 %	1,094,449	23,612	1,094,449	1,094,449
471038	Prin - SRF 10 Mil West Regional	500,000	500,000	500,000	500,000	500,000	100 %	500,000	0	500,000	500,000
471041	Prin - 1997 SRF Shallotte	75,160	0	0	0	0	0 %	0	0	0	0
471047	Prin - 2008A Revenue Bonds	1,985,000	0	0	0	0	0 %	0	0	0	0
471050	Prin - 2009 BAB	1,578,000	1,663,000	1,752,000	1,752,000	1,752,000	100 %	1,846,000	94,000	1,846,000	1,846,000

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County of Brunswick
Budget

Department Name: Wastewater - Debt Service
Department Code: 629100
Budget Manager: Finance Officer

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
471056	Prin - Sunset Beach ARRA	100,000	100,000	100,000	100,000	100,000	100%	100,000	0	100,000	100,000
471058	Prin - 2012A Rev Refd of 2004A	1,285,000	1,330,000	1,375,000	1,375,000	1,375,000	100%	1,425,000	50,000	1,425,000	1,425,000
471060	Prin - 2012B Enterprise	976,008	998,008	1,020,008	1,020,008	1,020,008	100%	1,043,008	23,000	1,043,008	1,043,008
471061	Prin - 2012C Enterprise	627,370	638,890	650,660	650,660	650,660	100%	662,650	11,990	662,650	662,650
471074	Prin - 2015 Rev - OIB WWTP	95,000	100,000	105,000	105,000	105,000	100%	110,000	5,000	110,000	110,000
471075	Prin - 2015 Rev - 2008A Refund	0	1,995,000	2,090,000	2,090,000	2,090,000	100%	2,195,000	105,000	2,195,000	2,195,000
471076	Prin - 2015 Rev - 2010 Refd -	888,338	922,017	967,870	967,870	967,869	100%	1,015,783	47,913	1,015,783	1,015,783
471077	Prin - 2015 Rev - 10 Refd - Sw	38,811	39,328	40,329	40,329	40,328	100%	45,756	5,427	45,756	45,756
471078	Prin - Caswell Acquisition	75,000	75,000	75,000	75,000	75,000	100%	75,000	0	75,000	75,000
471081	Prin - Northwest SRL	0	0	47,052	0	47,052	100%	47,052	47,052	47,052	47,052
471084	Prin - 2019A Rv NE Pl & Trns	0	0	0	0	0	0%	1,390,000	1,390,000	1,390,000	1,390,000
471085	Prin - 2019A Rev Rfdg - 2004B	0	0	199,500	0	199,500	100%	329,000	329,000	329,000	329,000
471086	Prin - 2019B Rfd 12a Tax of 04A	0	0	90,000	0	90,000	100%	210,000	210,000	210,000	210,000
471087	Prin - Navassa SRL	0	0	0	0	0	0%	34,529	34,529	34,529	34,529
471599	Advance Payment To Escrow Agnt	0	0	15,382,482	0	15,382,482	100%	0	0	0	0
472029	Int - NE Wastewater - SRLF	24,943	20,786	16,629	16,629	16,629	100%	12,472	(4,157)	12,472	12,472
472030	Int - CBU Rev Bond Series 2004	104,685	90,903	33,862	76,662	33,861	100%	0	(76,662)	0	0
472033	Int - SBWSA - SRLF	16,933	14,111	11,289	11,289	11,289	100%	8,467	(2,822)	8,467	8,467
472037	Int - SRF 20 Mil West Regional	222,335	199,731	176,628	176,628	176,628	100%	153,017	(23,611)	153,017	153,017
472038	Int - SRF 10 Mil West Regional	99,225	88,200	77,175	77,175	77,175	100%	66,150	(11,025)	66,150	66,150
472041	Int - 1997 SRF Shallotte WBR	2,281	0	0	0	0	0%	0	0	0	0
472047	Int - 2008A Revenue Bonds	78,150	0	0	0	0	0%	0	0	0	0
472050	Int - 2009 BAB	367,938	283,042	193,573	193,573	161,696	84%	99,315	(94,258)	99,315	99,315
472058	Int - 2012A Rev Refd of 2004A	869,600	822,200	546,874	781,400	474,650	87%	112,900	(668,500)	112,900	112,900
472060	Int - 2012B Enterprise	111,378	90,071	68,285	68,285	68,285	100%	46,019	(22,266)	46,019	46,019
472061	Int - 2012C Enterprise	72,715	61,065	49,203	49,203	49,202	100%	37,120	(12,083)	37,120	37,120
472074	Int - 2015 Rev - OIB WWTP	165,269	161,469	156,469	156,469	156,469	100%	151,219	(5,250)	151,219	151,219
472075	Int - 2015 Rev - 2008A Refund	1,683,906	1,683,906	1,584,157	1,584,157	1,584,156	100%	1,479,657	(104,500)	1,479,657	1,479,657
472076	Int - 2015 Rev - 2010 Refd - SB	181,176	148,209	109,627	109,627	109,626	100%	70,860	(38,767)	70,860	70,860
472077	Int - 2015 Rev - 10 Refd - Swr	26,930	25,215	22,761	22,761	22,760	100%	20,100	(2,661)	20,100	20,100
472084	Int - 2019A Rev-NE Plt & T	0	0	785,780	0	785,780	100%	1,964,450	1,964,450	1,964,450	1,964,450
472085	Int - 2019A Rev Rfdg - 2004B	0	0	33,320	0	33,320	100%	73,325	73,325	73,325	73,325
472086	Int - 2019B Rfd 12a Tax of 200	0	0	128,192	0	128,191	100%	318,670	318,670	318,670	318,670
472087	Int - Navassa SRL	0	0	0	0	0	0%	5,143	5,143	5,143	5,143

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Department Budget

County of Brunswick
Budget

Department Name: Wastewater - Debt Service
Department Code: 629100
Budget Manager: Finance Officer

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
475100	Service Charges	15,235	12,958	135,174	18,500	108,353	80 %	18,500	0	18,500	18,500
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	Salary Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Operating Expenditures	15,234	12,957	135,174	18,500	108,353	80 %	18,500	0	18,500	18,500
	Capital Expenditures	0	0	0	0	0	0 %	0	0	0	0
	Other Expenditures	13,868,011	13,703,397	29,875,535	13,690,318	29,771,424	99 %	17,015,815	3,325,497	17,015,815	17,015,815
<hr/>											
	Total Expenditures	13,883,246	13,716,355	30,010,709	13,708,818	29,879,777	100 %	17,034,315	3,325,497	17,034,315	17,034,315
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	Revenues Over(Under) Expenditures	(1,486,110)	(3,619,716)	(7,227,032)	(7,018,260)	(4,667,159)		(7,900,994)	(882,734)	(7,900,994)	(7,900,994)

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County of Brunswick
Budget

Department Name: Interfund Trans Wastewater Fnd
Department Code: 629800
Budget Manager: Finance Officer

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
		2018	2019								
371309	Transmission Line Fee	1,044,056	1,058,844	200,000	200,000	1,036,172	518 %	200,000	0	200,000	200,000
371413	NBSD Plant Capacity Revenue	129,711	129,711	0	0	129,711	0 %	0	0	0	0
371416	Northwest Plant Capacity Rev	56,742	56,742	0	0	226,978	0 %	0	0	0	0
398444	Tran From Wstwater Cap Proj	0	440,728	185,820	0	185,820	100 %	0	0	0	0
398820	Trans From Health Ins. Fund	0	167,890	0	0	0	0 %	0	0	0	0
398821	Trans From Workers Comp Fund	0	0	93,516	0	0	0 %	0	0	0	0
399200	Expendable Net Assets Appropri	0	0	7,104,484	3,170,728	0	0 %	4,349,125	1,178,397	2,895,085	2,895,085
Total Revenues		1,230,509	1,853,915	7,583,820	3,370,728	1,578,681	21 %	4,549,125	1,178,397	3,095,085	3,095,085
477006	Transmission Line Reimbursemnt	43,555	63,630	100,000	100,000	0	0 %	100,000	0	100,000	100,000
498044	Trans to Wastewater Cap Proj	634,012	1,075,558	1,239,512	750,000	1,239,512	100 %	1,031,000	281,000	0	0
Salary Expenditures		0	0	0	0	0	0 %	0	0	0	0
Operating Expenditures		43,554	63,630	100,000	100,000	0	0 %	100,000	0	100,000	100,000
Capital Expenditures		0	0	0	0	0	0 %	0	0	0	0
Other Expenditures		634,012	1,075,558	1,239,512	750,000	1,239,512	100 %	1,031,000	281,000	0	0
Total Expenditures		677,567	1,139,188	1,339,512	850,000	1,239,512	93 %	1,131,000	281,000	100,000	100,000
Revenues Over(Under) Expenditures		552,942	714,727	6,244,308	2,520,728	339,169		3,418,125	897,397	2,995,085	2,995,085

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County of Brunswick
Budget

Item #	Description	Prior Years Actuals 2018	Prior Years Actuals 2019	2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 04/30/2020	2020 % Received/ Expended @ 04/30/2020	2021 Department Requested	2021 Increase (Decrease) Requested	2021 Manager Recommend	2021 Board Approved
Totals For Wastewater Fund											
	Total Revenues	30,924,635	31,524,022	48,681,495	28,294,450	43,384,044		34,165,962	5,871,512	31,243,922	31,243,922
	Total Expenditures	26,073,897	28,372,435	48,681,495	28,294,450	43,481,682		34,165,962	5,871,512	31,243,922	31,243,922
	Net Total	4,850,738	3,151,587	0	0	(97,638)		0	0	0	0

Changes to the Recommended Budget
Per June 1, 2020 Workshop

1. Requested Management Changes to the General Fund Recommended Budget:

\$ (28,000) Parks and Recreation reduction for the Dixie Youth Program cancellation
(20,000) Social Services reduction for Brunswick Family Assistance correcting the requested amount
36,992 Bioterrorism Preparedness increase for full year Coordinator FTE from a half year to maximize federal funding and the need for position to be filled starting July 1, 2020
10,603 Increase for Property and Liability Insurance and Worker's Compensation final Quotes received

\$ (405) Net Decrease for Management changes in the General Fund offset Non-Departmental Miscellaneous Expense

35 Water Fund decrease for Property and Liability Insurance and Worker's Compensation final Quotes received
1,302 Sewer Fund decrease for Property and Liability Insurance and Worker's Compensation final Quotes received

\$ 1,337 Net increase in Enterprise Funds offset Miscellaneous expense

2. Requested Commissioner Changes to the General Fund Recommended Budget:

\$ 20,000 Increase for County Christmas Party
(32,072) Wave Transit Funding not funded
32,000 Increase for Register of Deeds vehicle
(12,000) Reduction for Emergency Service Swift Water Training budgeted in FY 20 rolled forward in FY 21
(4,300) Decrease for Therapy Dog in EMS

\$ 3,628 Net Increase for Commissioner changes in the General Fund offset Non-Departmental Miscellaneous Expense

3. Requested Commissioner Change Governmental 5 Year CIP Change to Recommended

CIP funding of projects for Smithville Park over years 2022-2025 \$1m in FY 22; \$2 m on the Horizon

4. Fee Change for Building Inspections:

Accessory Structure > 400 sq. ft. Fee change:

Current Formula - Sq. Ft. X ICC Matrix U VB x .004

Proposed Formula - Sq. Ft. X ICC Matrix U VB x .006



Brunswick County Board of Commissioners

ACTION AGENDA ITEM

June 15, 2020

Action Item # VIII. - 3.

From: Planning - Joint Planning and Parks & Recreation Project (Kirstie Dixon (Planning Director) and Aaron Perkins (Parks & Recreation Director), and Aaron Perkins, Planning Director, and Aaron Perkins, Parks & Recreation Director)

Issue/Action Requested:

Request that the Board of Commissioners approve a service agreement with McGill Associates, P.A. for the development a community vision and two new plan documents – the Comprehensive Land Use Plan and the Parks and Recreation Comprehensive Master Plan.

Background/Purpose of Request:

The Planning Department and the Parks & Recreation Department have teamed up for an exciting joint project. The project consists of a Community Vision that will guild the development of two new plan documents – a *Comprehensive Land Use Plan* and a *Parks and Recreation Comprehensive Master Plan*. Funding for this project is dedicated within the Planning Department's FY 19-20 Budget.

These new plans will be used as policy documents to assist and guide future decisions related to planning, development, zoning, parks, trails, and both passive and active recreation. Planning and Parks & Recreation have a lot of shared goals/objectives/data that will make this a great match for incorporating the planning process together into one. This will allow for shared resources and shared public input initiatives. *Overall, this joint project will provide cost-savings, be more efficient, and result in better plans for Brunswick County.*

Both the Planning Department and Parks & Recreation Department have the shared goal of updating existing outdated plans. Planning and Parks & Recreation existing plan documents (Visioning Plan, Land Use Plan, & Parks Plan) are outdated and not meeting the communities needs and their vision for the future as there has been many changes in the 10+ years since these plan documents were adopted/implemented. The last land use plan that Brunswick County completed was the Brunswick County CAMA CORE Land Use Plan in 2007 and the last Parks and Recreation Comprehensive Master Plan was completed in 2009. Additionally, this project will satisfy requirements within the North Carolina General Statutes that require local governments to have reasonably updated Land Use Plans.

This joint project is comprised of 5 tasks (Data Collection and Existing Conditions Assessment, Community Visioning & Public Outreach, Comprehensive Land Use Plan, a Parks & Recreation Comprehensive Master Plan, Final Approvals). This joint project will have innovative and grass-roots approaches to public outreach that will create a Community Vision that will be designed to build community consensus to better manage and direct future growth and recreation activities throughout Brunswick County. The Community Vision will guild the development of two new important plan documents – a Comprehensive Land Use Plan and a Parks and Recreation Comprehensive Master Plan.

This project will be multi-jurisdictional and will consist of the unincorporated areas of Brunswick County and participating municipalities. The participating municipalities will include the City of Northwest, the Town of Caswell Beach, and Town of Belville. All participating municipalities will contribute funding to the project and have adopted resolutions. Funding amounts will be based upon population size. Several other municipalities are

considering joining this project but have not yet adopted resolutions.

The Planning Department and the Parks & Recreation Department started the search for a firm to assist with the project by posting an RFQ (Request for Qualifications) in October of 2019. After receiving a great response to the RFQ, Planning and Parks & Recreation Staff reviewed the RFQs and selected 4 firms (McGill Associates, P.A., Design Workshop, Holland Consulting Partners, and WithersRavenel) to submit proposals. All four submitted proposals and presented their proposals to the selection committee that consisted of the Parks & Recreation Board Chair Laura Botto, the Planning Board Chair Eric Dunham, Cape Fear COG Local Government Services Director Wes MacLeod, several Planning Staff members, and several Parks & Recreation Staff members. **The selection committee selected McGill Associates, P.A. for this project.**

Fiscal Impact:

Pre-Audit Certification Required, Reviewed By Director of Fiscal Operations
Funds available in the current budget.

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend the Board of Commissioners approve a service agreement with McGill Associates, P.A. for the development a community vision and two new plan documents – the Comprehensive Land Use Plan and the Parks and Recreation Comprehensive Master Plan.

ATTACHMENTS:

Description

- ❑ Service Agreement - McGill Associates P.A.
- ❑ McGill RFP Submittal
- ❑ Joint Project RFP
- ❑ Belville Resolution
- ❑ Caswell Beach Resolution
- ❑ Northwest Resolution

NORTH CAROLINA

BRUNSWICK COUNTY

SERVICES AGREEMENT

THIS SERVICES AGREEMENT (hereinafter referred to as the “Agreement”) is made and entered into by and between Brunswick County, a body politic and corporate of the State of North Carolina, (hereinafter referred to as “County”), party of the first part, and McGill Associates, P.A., (hereinafter referred to as “Provider”), party of the second part.

WITNESSETH:

1. SERVICES; FEES

The services to be performed under this Agreement (hereinafter referred to collectively as “Services”) and the agreed upon fees for said Services are set forth on Exhibit “A” attached hereto.

Any exhibits or attachments referenced herein are hereby incorporated by reference and made a part of this Agreement. Any conflict between the language in an exhibit or attachment and the main body of this Agreement shall be resolved in favor of the main body of this Agreement.

2. TERM OF AGREEMENT AND TERMINATION

The term of this Agreement begins on 04/20/2020 (the “Effective Date”) and continues in effect until 10/29/2021, unless sooner terminated as provided herein. The County may terminate this Agreement at any time without cause by giving sixty (60) days’ written notice to Provider. As soon as practicable after receipt of a written notice of termination without cause, Provider shall submit a statement to County showing in detail the work performed under this Agreement through the effective date of termination. County may terminate this Agreement for cause by giving written notice of a breach of the Agreement. Provider shall have fifteen (15) days to cure the breach following receipt of the notification. Failure to cure the breach within the fifteen (15) days shall result in the immediate termination of the Agreement. Notwithstanding the foregoing, County may terminate this Agreement immediately and without notice to Provider if Provider becomes insolvent, makes or has made an assignment for the benefit of creditors, is the subject of proceedings in voluntary or involuntary bankruptcy instituted on behalf of or against Provider, or has a receiver or trustee appointed for substantially all of its property, or if Provider allows any final judgment to stand against it unsatisfied for a period of forty-eight (48) hours.

3. NONAPPROPRIATION

If the Board of County Commissioners does not appropriate the funding needed by the County to make payments under this Agreement for a given fiscal year, the County will not be obligated to pay amounts due beyond the end of the last fiscal year for which funds were appropriated. In such event, the County will promptly notify the Provider of the non-appropriation and this Agreement will be terminated at the end of the last fiscal year for which funds were

appropriated. No act or omission by the County which is attributable to non-appropriation of funds shall constitute a breach of or default under this Agreement.

4. COMPENSATION

The County agrees to pay fees as specified in Exhibit "A" or as set out above for the Services satisfactorily performed in accordance with this Agreement. Unless otherwise specified, Provider shall submit monthly invoices to County and include detail of all Services delivered or performed under the terms of this Agreement. County shall pay all undisputed and properly completed invoices within thirty (30) days of receipt. Notwithstanding the foregoing, County will not pay late fees on any charges under this Agreement. If County disputes any portion of the charges on any invoice received from Provider, the County shall inform Provider in writing of the disputed charges. Once the dispute has been resolved, Provider shall re-invoice County for the previously disputed charges, and, per any resolution between County and Provider, the County shall pay those charges in full at that time. No advance payment shall be made for the Services to be performed by Provider under this Agreement.

5. INDEPENDENT CONTRACTOR

Both County and Provider agree that Provider shall act as an independent contractor and shall not represent itself as an agent or employee of the County for any purpose in the performance of its duties under this Agreement. Provider represents that it has or will secure, at its own expense, all personnel required in performing the Services under this Agreement. Accordingly, Provider shall be responsible for payment of all federal, state and local taxes arising out of its activities in accordance with this Agreement, including, without limitation, federal and state income tax, social security tax, unemployment insurance taxes and any other taxes or business license fees as required. Provider shall not be entitled to participate in any plans, arrangements or distributions by the County pertaining to or in connection with any pension, stock, bonus, profit sharing or other benefit extended to County employees.

In the event the Internal Revenue Service should determine that Provider is, according to Internal Revenue Service guidelines, an employee subject to withholding and social security contributions, then Provider hereby acknowledges that all payments hereunder are gross payments, and the Provider is responsible for all income taxes and social security payments thereon.

6. PROVIDER REPRESENTATIONS

- a. Provider is a duly organized entity or corporation qualified to do business and in good standing under the laws of the State of North Carolina;
- b. Provider has all requisite corporate power and authority to execute, deliver and perform its obligations under this Agreement;
- c. No approval, authorization or consent of any governmental or regulatory authority is required to be obtained or made by it in order for Provider to enter into and perform its obligations under this Agreement;

- d. In connection with Provider's obligations under this Agreement, it shall comply with all applicable federal, state and local laws and regulations and shall obtain all applicable permits and licenses;
- e. Provider shall not violate any agreement with any third party by entering into or performing the Services under this Agreement;
- f. Provider will perform all Services in conformity with the specifications and requirements of this Agreement;
- g. The Services provided by Provider under this Agreement will not violate, infringe or misappropriate any patent, copyright, trademark or trade secret rights of any third party, or any other third-party rights (including, without limitation, non-compete agreements);
- h. Provider shall exercise reasonable care and diligence when performing the Services hereunder and will ensure that it adheres to the highest generally accepted standards in the industry when performing said Services;
- i. Provider acknowledges that if any specific licenses, certifications or related credentials are required in its performance of the Services, it will ensure that such credentials remain current and active and not in a state of suspension or revocation; and
- j. Provider shall ensure that whenever its employees or agents are on County property, they will strictly abide by all instructions and directions issued by the County with respect to rules, regulations, policies and security procedures applicable to work on the County's premises. Such rules, regulations, policies and security procedures shall include, but not be limited to: (i) not possessing any controlled substances; (ii) smoking only in designated smoking areas, if any; and (iii) not possessing weapons, except for weapons possessed by law enforcement officials.

7. DAMAGE TO EQUIPMENT, FACILITIES, PROPERTY OR DATA

Provider shall be solely responsible for any damage to or loss of the County's equipment, facilities, property and/or data arising out of the negligent or willful act or omission of Provider or its subcontractors. In the event that Provider causes damage to the County's equipment or facilities, Provider shall, at its own expense, promptly repair or replace such damaged items to restore them to the same level of functionality that they possessed prior to such damage.

8. NON-ENDORSEMENT AND PUBLICITY

County is not endorsing Provider or its Services, and Provider is not permitted to reference this Agreement or County in any manner without the prior written consent of County. Notwithstanding the foregoing, the parties agree that Provider may list the County as a reference in response to requests for proposals and may identify County as a customer in presentations to potential customers.

9. NON-EXCLUSIVITY

Provider acknowledges that County is not obligated to contract solely with Provider for the Services covered under this Agreement.

10. DIVESTMENT FROM COMPANIES THAT BOYCOTT ISRAEL

Provider hereby certifies that it has not been designated by the North Carolina State Treasurer as a company engaged in the boycott of Israel pursuant to N.C.G.S. § 147-86.81.

11. DEBARMENT

Provider hereby certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this Agreement by any governmental department or agency. Provider must notify County within thirty (30) days if debarred by any governmental entity during this Agreement.

12. INDEMNIFICATION

Provider shall defend, indemnify and hold harmless County, its officers, officials, agents and employees from and against all actions, liability, claims, suits, damages, costs or expenses of any kind which may be brought or made against County or which County must pay and incur arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings or causes of action of every kind in connection with or arising out of this Agreement and/or the performance hereof that are due in part or in the entirety of Provider, its employees or agents. Provider further agrees to investigate, handle, respond to, defend and dispose of same at its sole cost and expense. Provider shall be fully responsible to County for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by it. This Section shall survive any expiration or termination of this Agreement.

13. INSURANCE

Provider shall procure and maintain in full force and effect at all times and at its sole cost and expense Commercial General Liability, Commercial Automobile Liability, Professional Liability and Workers' Compensation insurance, if applicable, and any additional insurance as may be required by County with limits acceptable to County. All insurance policies (with the exception of Workers' Compensation, if applicable, and Professional Liability) shall be endorsed, specifically or generally, to include County as an additional insured and as a certificate holder. Provider shall furnish a Certificate of Insurance from a licensed insurance agent in North Carolina with a rating of A-VII or better by A.M. Best verifying the existence of any insurance coverage required by County. The Certificate will provide for thirty (30) days' advance notice in the event of termination or cancellation of coverage. Provider shall have no right of recovery or subrogation against County (including its officers, agents and employees), it being the intention of the parties that the insurance policies so affected shall protect both parties and be primary coverage for any and all losses covered by the aforementioned insurance.

14. WORKERS' COMPENSATION

To the extent required by law, Provider shall comply with the North Carolina Workers' Compensation Act and shall provide for the payment of workers' compensation to its employees in the manner and to the extent required by such Act. In the event Provider is excluded from the requirements of such Act and does not voluntarily carry workers' compensation coverage, Provider shall carry or cause its employees to carry adequate medical/accident insurance to cover any injuries sustained by its employees or agents while fulfilling Provider's obligations under this Agreement.

Provider agrees to furnish County proof of compliance with said Act or adequate medical/accident insurance coverage upon request.

15. REMEDIES

- a. **RIGHT TO COVER.** If Provider fails to meet any completion date or resolution time set forth, due to no fault of County, the County may take any of the following actions with or without terminating this Agreement, and in addition to, and without limiting, any other remedies it may have:
 - i. Employ such means as it may deem advisable and appropriate to perform itself or obtain the Services from a third party until the matter is resolved and Provider is again able to resume performance under this Agreement; and
 - ii. Deduct any and all expenses incurred by County in obtaining or performing the Services from any money then due or to become due Provider and, should the County's cost of obtaining or performing the Services exceed the amount due Provider, collect the amount due from Provider.
- b. **RIGHT TO WITHHOLD PAYMENT.** County reserves the right to withhold any portion, or all, of a scheduled payment if Provider fails to perform under this Agreement until such breach has been fully cured.
- c. **SETOFF.** Each party shall be entitled to set off and deduct from any amounts owed to the other party pursuant to this Agreement all damages and expenses incurred or reasonably anticipated as a result of the other party's breach of this Agreement.
- d. **OTHER REMEDIES.** Upon breach of this Agreement, each party may seek all legal and equitable remedies to which it is entitled. The remedies set forth herein shall be deemed cumulative and not exclusive and may be exercised successively or concurrently in addition to any other available remedy.
- e. **NO SUSPENSION.** In the event that County disputes in good faith an allegation of breach by Provider, notwithstanding anything to the contrary in this Agreement, Provider agrees that it will not terminate this Agreement or suspend or limit any Services or warranties, unless: (i) the parties agree in writing; or (ii) an order of a court

of competent jurisdiction determines otherwise; provided, however, this dispute period shall be limited to ninety (90) days.

16. TAXES

Provider shall be responsible for paying all taxes, fees, assessments and premiums of any kind payable on its employees and operations. Provider shall substantiate, on demand by the County, that all taxes and other charges are being properly paid.

17. HEALTH AND SAFETY

Provider shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with performing the Services. Provider shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury or loss to all employees in connection with performing the Services and other persons who may be affected thereby.

18. NON-DISCRIMINATION IN EMPLOYMENT

Provider shall not discriminate against any employee or applicant for employment because of race, ethnicity, gender, gender identity, sexual orientation, age, religion, national origin, disability, color, ancestry, citizenship, genetic information, political affiliation or military/veteran status, or any other status protected by federal, state or local law or other unlawful form of discrimination. Provider shall take affirmative action to ensure that applicants are employed and that employees are treated fairly during employment. In the event Provider is determined by the final order of an appropriate agency or court of competent jurisdiction to be in violation of any non-discrimination provision of federal, state or local law or this provision, this Agreement may be cancelled, terminated or suspended in whole or in part by County, and Provider may be declared ineligible for further County agreements.

19. COMPLIANCE WITH E-VERIFY PROGRAM

Pursuant to N.C.G.S. § 143-133.3, Provider understands that it is a requirement of this Agreement that Provider and its subcontractors must comply with the provisions of Article 2 of Chapter 64 of the North Carolina General Statutes. In doing so, Provider agrees that, unless it is exempt by law, it shall verify the work authorization of its employees utilizing the federal E-Verify program and standards as promulgated and operated by the United States Department of Homeland Security, and Provider shall require its subcontractors to do the same. Upon request, Provider agrees to provide County with an affidavit of compliance or exemption.

20. CONFIDENTIAL INFORMATION

For purposes of this Agreement, the party disclosing Confidential Information is the "Discloser," and the party receiving Confidential Information is the "Recipient." "Confidential Information" shall mean any nonpublic information concerning the parties' respective businesses including, but not limited to, all tangible, intangible, visual, electronic, present or future

information such as: (a) trade secrets; (b) financial information, including pricing; (c) technical information, including research, development, procedures, algorithms, data, designs and know-how; (d) business information, including operations, planning, marketing interests and products; and (e) the terms of any agreement between the parties and the discussions, negotiations and proposals related thereto. Confidential Information disclosed to the other party must be clearly identified. Written Confidential Information must be clearly marked in a conspicuous place with an appropriate legend identifying the information as “Confidential.” Confidential Information that is not written must be identified as confidential at the time of disclosure and confirmed in writing delivered to Recipient within fifteen (15) days of disclosure.

The restrictions regarding the use and disclosure of Confidential Information do not apply to information that is:

- a. in the public domain through no fault of the Recipient;
- b. within the legitimate possession of the Recipient, with no confidentiality obligations to a third party;
- c. lawfully received from a third party having rights in the information without restriction, and without notice of any restriction against its further disclosure;
- d. independently developed by the Recipient without breaching this Agreement or by parties who have not had, either directly or indirectly, access to or knowledge of the Confidential Information;
- e. disclosed with the prior written consent of the Discloser; or
- f. required to be disclosed by law, regulation or court or governmental order, specifically including requests pursuant to the Public Records Laws of North Carolina contained in Chapter 132 of the North Carolina General Statutes. In the event Recipient receives such a request, it shall notify Discloser and Discloser shall have the opportunity to defend against production of such records at Discloser’s sole expense.

21. OWNERSHIP OF WORK PRODUCT

Should Provider’s performance under this Agreement generate documents or other work product that are specific to the Services hereunder, such documents or work product shall become the property of County and may be used by County on other projects without additional compensation to Provider.

22. NO ASSIGNMENT WITHOUT CONSENT

Neither party shall assign this Agreement (or assign any right or delegate any obligation contained herein whether such assignment is of service, of payment or otherwise) without the prior written consent of the other party hereto. Any such assignment without the prior written consent

of the other party hereto shall be void. An assignee shall acquire no rights, and County shall not recognize any assignment in violation of this provision.

23. GOVERNING LAW AND VENUE

This Agreement shall be governed by applicable federal law and by the laws of the State of North Carolina without regard for its choice of law provisions. All actions relating in any way to this Agreement shall be brought in the General Court of Justice of the State of North Carolina in Brunswick County or in the Federal District Court for the Eastern District of North Carolina, Wilmington division.

24. DISPUTE RESOLUTION

Should a dispute arise as to the terms of this Agreement, both parties agree that neither may initiate binding arbitration. The parties may agree to non-binding mediation of any dispute prior to the bringing of any suit or action.

25. GOVERNMENTAL IMMUNITY

County, to the extent applicable, does not waive its governmental immunity by entering into this Agreement and fully retains all immunities and defenses provided by law with regard to any action based on this Agreement.

26. NON-WAIVER

Failure by County at any time to require the performance by Provider of any of the provisions of this Agreement shall in no way affect County's right hereunder to enforce the same, nor shall any waiver by County of any breach be held to be a waiver of any succeeding breach or a waiver of this Section.

27. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties with respect to the subject matter herein. There are no other representations, understandings or agreements between the parties with respect to such subject matter. This Agreement supersedes all prior agreements, negotiations, representations and proposals, written or oral.

28. HEADINGS

The headings in this Agreement are for convenience of reference only and shall not define or limit any of the terms or provisions hereof.

29. SEVERABILITY

The invalidity of one or more of the phrases, sentences, clauses or sections contained in this Agreement shall not affect the validity of the remaining portion of the Agreement so long as

the material purposes of this Agreement can be determined and effectuated. If a provision of this Agreement is held to be unenforceable, then both parties shall be relieved of all obligations arising under such provision, but only to the extent that such provision is unenforceable, and this Agreement shall be deemed amended by modifying such provision to the extent necessary to make it enforceable while preserving its intent.

30. AMENDMENTS

No amendments or changes to this Agreement, or additional Proposals or Statements of Work, shall be valid unless in writing and signed by authorized agents of both Provider and County.

31. NOTICES

- a. **DELIVERY OF NOTICES.** Any notice, consent or other communication required or contemplated by this Agreement shall be in writing, and shall be delivered in person, by U.S. mail, by overnight courier, by electronic mail or by facsimile to the intended recipient at the address set forth below.
- b. **EFFECTIVE DATE OF NOTICES.** Any notice shall be effective upon the date of receipt by the intended recipient; provided that any notice which is sent by facsimile or electronic mail shall also be simultaneously sent by mail deposited with the U.S. Postal Service or by overnight courier.
- c. **NOTICE ADDRESS.** Communications that relate to any breach, default, termination, delay in performance, prevention of performance, modification, extension, amendment or waiver of any provision of this Agreement shall be sent to:

- i. For the County: Brunswick County Manager
P.O. Box 249
Bolivia, NC 28422
Fax: 910-253-2022

- ii. For the Provider: McGill Associates, P.A.
712 Village Road SW
Shallotte, NC 28470

With a copy to: McGill Associates, P.A.
Joel L. Storrow, Registered Agent
55 Broad Street
Asheville, NC 28801-1943

32. SIGNATURES

This Agreement, together with any amendments or modifications, may be executed in one or more counterparts, each of which shall be deemed an original and all of which shall be considered one and the same agreement. This Agreement may also be executed electronically. By signing electronically, the parties indicate their intent to comply with the Electronic Commerce in Government Act (N.C.G.S § 66-358.1 et seq.) and the Uniform Electronic Transactions Act (N.C.G.S § 66-311 et seq.). Delivery of an executed counterpart of this Agreement by either electronic means or by facsimile shall be as effective as a manually executed counterpart.

ATTEST:

BRUNSWICK COUNTY

Clerk to the Board

By: _____
Frank Williams
Chairman

[SEAL]

MCGILL ASSOCIATES, P.A.

DocuSigned by:
By: Michael Norton
D7A0A6F4BEE14B6...

Printed Name: Michael Norton

Title: Principal / Shallotte Office Manager

Date: 3/26/2020

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

DocuSigned by:
Julie A. Miller
102299718AD114B2
Julie A. Miller, Finance Director
Brunswick County, North Carolina

APPROVED AS TO FORM

DocuSigned by:
Bryan W. Batton
102299718AD114B2
Robert W. Shaver, Jr., County Attorney /
Bryan W. Batton, Assistant County Attorney

EXHIBIT “A” SCOPE OF SERVICES/FEES

SCOPE

Task #1 - Data Collection and Existing Conditions Assessment

The selected consultant will collect all data necessary to complete a comprehensive review and complete an assessment of the project area that includes benchmarking of comparable counties in the Southeastern United States. Consultant will be reliant on data that is readily available from state, regional and local agencies, and defining the types and formats of additional data requested from Client. Such data inventory requests of Client will range from GIS shapefiles to existing plans and studies.

Relevant data includes but is not limited to the following:

- Population and related demographics data and trends including seasonal population;
- Growth-related data, trends, and projections;
- Employment, Tourism, Economy, and Economic Development data and related trends;
- Transportation;
- Community Services, Education Systems, and Facilities;
- Parks and Recreation Services;
- Natural Environment and related features;
- Housing;
- Community Character, as defined/delineated by the County;
- Existing land uses and current zoning;
- Available infrastructure and existing utility easements (Water, sewer, electricity, etc.);
- Adopted plans and policies:
 - The current Brunswick County Parks and Recreation Comprehensive Master Plan;
 - The current Brunswick County CAMA Core Land Use Plan;
 - Other adopted plans and policies such as the Brunswick County Trail Plan and the Brunswick County Agricultural Development Plan, Regional Hazard Mitigation Plan;
 - Projects in the works such as Holden Beach Causeway Transportation Corridor Study and the Hazard Mitigation Plan Update;
 - Plans, studies, and policies by other Federal, State, and Local Agencies including Sunny Point Joint Land Use Study, Brunswick Transit Community Connectivity Plan, NC 211 Corridor Feasibility Study (East Coast Greenway), Planned road improvements projects, and all transportation plans and policies; and
 - Utility Plans from Brunswick County Utilities, Sanitary Districts, and municipal sources;
- Potential construction limitations (zoning, flood zones, protected species, wetlands, historic sites, etc.);
- Inventory of resources may include the following:
 - Public Transportation Routes;

- Public Facilities;
- Schools;
- Railroads;
- Military Sites (Sunny Point - MOTSU and Switchyard);
- Recreational Facilities (Private, Municipal, & Brunswick County);
- Greenways, Blueways, Trails, & State Bike Routes;
- Existing Recreational Activities, Programs, and Services;
- NC Wildlife Green Growth Toolbox Conservation Data;
- Conservation Areas; and
- Historical Sites/Areas;
- Brunswick County Park and Recreation Service Area & Current Staffing Profile;
- In-house Planning Team Research (i.e., On-Street Parking);
- Public Input Information (Task #2); and
- Other necessary data as required by Brunswick County.

Note that much of this data is easily accessible or available from Brunswick County, the Grand Strand MPO, the Wilmington MPO, the Cape Fear RPO, and the North Carolina Department of Transportation. Where needed, Planning and Park Staff will assist the selected consultant with locating and obtaining data; however, the consultant will be responsible for verifying key attributes of all datasets. Fieldwork may be needed to verify data assembled for the project.

Task #2 - Community Visioning & Public Outreach

Brunswick County envisions an innovative and grass-roots approach to public outreach and to the Community Visioning Strategy for Brunswick County and participating municipalities. Both should be designed to build community consensus to better manage and direct future growth.

Public Outreach

Public Outreach is essential to the project and is envisioned to be diverse and inclusive with many opportunities for public involvement and stakeholder input. Staff envisioned joint public outreach opportunities for the Community Vision, the Comprehensive Land Use Plan, and the Parks and Recreation Comprehensive Master Plan. Public participation will guide the development of both plans and ensure that future development is consistent with the Community Vision. Public outreach sessions should be comprehensive and efficient by combining public input into the same session. This will reduce the number of meetings the public will have to attend and gain the most input. County Staff can be available as needed to assist with meeting logistics, preparing meeting materials, attending meetings, and assisting with the public at meetings.

At minimum the following the public outreach components should be included:

- Parks & Recreation Community Needs Assessment Survey
- Kick-Off Meeting with County Staff and participating Municipalities;
- A minimum of four (4) Steering Committee Meetings;
- Meeting with each County Elected Official (5 individual meetings)
- Public Outreach Sessions at minimum to include the following:

- Five (5) public outreach sessions ensuring one is located within each of the county electoral districts.
- One (1) public outreach session for each participating municipality.
- Public outreach sessions in each of the County Focus Areas in Brunswick County. Some sessions may be able to be combined and strategically located to reduce the total number of sessions.
- A minimum of twenty (20) Focus Group Sessions including follows:
 - Brunswick County Parks & Recreation Staff (1)
 - Brunswick County Planning Staff (1)
 - Brunswick County Officials (3)
 - Elected Officials from each participating Municipal (3)
 - Brunswick County Parks & Recreation Advisory Board (1)
 - Other Area local governments & Local Parks & Recreation Departments (4)
 - Park & Recreation Stakeholders (3)
 - Special interest groups (4)
- A minimum of five (5) public outreach sessions located in each electoral district designed to present Parks and Recreation Comprehensive Master Plan and the Comprehensive Land Use Plan to the public.
- Final presentations related to final plan approvals. This includes final presentations by the Consultant of each plan to decisionmakers including the Board of Commissioners for plan adoption (Task #5).

The following are public outreach opportunities envisioned by Brunswick County:

- *Parks & Recreation Community Needs Assessment Survey*
Conduct a Parks & Recreation Community Needs Assessment Survey with a random sampling of 500 minimum responses.
- *Surveys*
Conduct planning and park-related survey(s) to gather input from the public on topics such as parks, recreation, growth, and land use.
- *Project Website*
A dedicated website for the overall project that will have to provide up-to-date information on both plans and public outreach opportunities. The consultant will create and maintain the website for the length of the project.
- *Online Platforms*
Utilize online platforms to gather public input including social media platforms, websites, surveys.
- *In-Person*
Community Events, Senior Centers, Boy Scouts, and local committees.
- *Reaching a Variety of Generations*
Provide outreach & public engagement opportunities to a variety of ages that include gathering input from seniors, parents, and youth through existing community resources such as Senior Centers, schools, Boy Scouts, Cooperative Extension, 4-H, local sporting events, and the local Community College.
- *Stakeholder Outreach*
Provide outreach and public engagement opportunities to a variety of community stakeholders involved in agriculture, development, community development,

housing, sports programming, recreation groups, and special interest groups.

It is reasonably assumed and intended that the Public Outreach Sessions will be combined and strategically located to reduce the total number required. The venue selection will also be intended to capture combined efforts. As such, our proposal is based on capturing various inputs consecutively, with the following preliminary meeting schedule (not yet date specific) in mind:

- (Tues-Wed, Date TBD) - Kickoff; Steering Committee (SC) Mtg #1; Elected Officials Mtgs (5 Independent Sessions)
- Surveys & Discovery/Input Gathering – Proceeding following Kickoff
- (Tues-Fri, Date TBD) - SC Mtg #2; Public Outreach (3 Districts Independently & Participating Municipalities in applicable district); 20 Focus Group Mtgs
- Planning/Visioning Development Proceeding
- (Tues-Fri, Date TBD) - SC Mtg #3; Public Outreach (Final Districts Independently & Participating Municipalities in applicable district)
- Plan Development Continues and incorporates more data inputs
- (Tues-Wed, Date TBD) – SC Mtg #4; Public Outreach; Final inputs; Central Location

These arrangements are intended to be sufficient for satisfying all such project-related input meetings noted in each project task. Additional meetings, public sessions and related services may be arranged through supplemental agreements as desired by Client should the need for such arise.

Community Vision

The *Community Visioning* component is essential to the project and is envisioned to guide the development of both plans, guide future development, and assist with future decision-making within Brunswick County and participating municipalities. The Community Visioning shall be included in both plans and presented to the Steering Committee and all the Governing Bodies.

The Community Visioning should be designed to include the following components:

- A Future Vision for Brunswick County;
- Community Identity and Desires for the Future;
- Identify Core Community Values;
- Address Growth Management;
- Recognize the Entire Community;
- Address Emerging Trends and Issues.

Task #3 - Comprehensive Land Use Plan (10-year)

The County envisions a new comprehensive land use plan called *BLUEPRINT Brunswick - A Framework for the Future*. This 10-year plan should share a common vision and be collaborative with the new *Parks and Recreation Comprehensive Master Plan* (Task #4). This plan should be based upon the Community Visioning (Task #2) as well as meet all land use planning requirements set forth by the CAMA Division of the N.C. Department of Environmental Quality.

This plan is anticipated to include the following elements:

- Data Collection and Existing Conditions Assessment (Task #1).
- Public Outreach (Task #2).
- Overview of the Community Visioning (Task #2).
- Focus on and examine all the participating municipalities and five (5) County Focus Areas:
 - These focus areas may need an additional public input meeting (covered as part of planned sessions or arranged as additional services) and have specialized maps, goals, objectives, recommendations, and action items.
 - County Focus Areas will include the following:
 - NC 211 Corridor;
 - US 74/76 Corridor, (intersection at US 74/76 & Lanvale Road);
 - US 17 & I-140 Bypass Junction (including the Hazel Branch area);
 - Carolina Bays Parkway (exact route TBD Spring 2020); and
 - NC 130 & the Holden Beach Causeway.
- Utility growth strategies for water/sewer availability as well as policies from Brunswick County Utilities, the Sanitary Districts, and municipal sources.
- Current development trends and growth-related impacts and constraints.
- Emerging trends and related issues.
- Ensure Consistency with the following:
 - NC Flood Risk Information System and the National Flood Insurance Program Community Rating System (CIS);
 - Coastal Area Management Act (CAMA) requirements;
 - Brunswick County's partner transportation agencies plans and policies including the Wilmington Metropolitan Planning Organization (WMPO), Grand Strand Area Transportation Study (GSATS) the Cape Fear Rural Transportation Planning Organization (Cape Fear RPO), and Brunswick Transit; and
 - Incorporation of existing plans and studies completed recently in Brunswick County;
- Plan goals, objectives, recommendations, and action items that are seamless and collaborative with the new Parks and Recreation Comprehensive Master Plan (Task #3);
- Graphics and illustrations; and
- Maps including land use, suitability, growth, development, and a new future land use map, municipalities, and the five (5) County Focus Areas.

Task 4: Parks and Recreation Comprehensive Master Plan (10-Year)

Brunswick County envisions a new Parks and Recreation Comprehensive Master Plan as a collaborative effort between the public, consultant, staff, and County officials. This plan should share a common vision and be collaborative with the new Comprehensive Land Use Plan.

This plan should have a planning horizon of 10-years and is anticipated to include the following elements:

- Data Collection and Existing Conditions Assessment (Task #1).
- Public Outreach (Task #2).

- Overview of the Community Visioning (Task #2).
- Brunswick County Parks & Recreation System Inventory & Assessment:
 - Parks & Recreation Community Needs Assessment Survey
 - Inventory and evaluation of the existing systems & facilities including the following:
 - Active recreation & related programming;
 - Passive recreation & related programming;
 - Public recreation facilities within Brunswick County; and
 - Private recreation facilities within Brunswick County.
 - Staffing assessment that includes an inventory current staffing and evaluation of future needs based upon projected future growth and needs;
 - A future needs assessment includes components such as recommendations, benchmarking, level of service standards, and a guide for future recreation facilities; and
 - Budget assessment.
- Plan goals, objectives, recommendations, and action items that are seamless and collaborative with Task #2 And Task #3:
 - Recommendations on the following:
 - New Facilities;
 - Renovation;
 - Service Areas;
 - Land Acquisitions;
 - Staffing; and
 - Operations.
- Financial Report & Recommendations:
 - Capital/Developmental;
 - Operational;
 - Revenue Potential; and
 - Alternative Funding Recommendations.
- Graphics, Illustrations, and Maps.

Task #5: Final Approvals

Following a review by Brunswick County Staff, the consultant will provide an overview presentation to the committee at one of their meetings. The committee will review and endorse a final version of each plan. A final presentation shall be prepared for plan adoption and taken to the following boards:

- All participating Municipalities (Governing Boards, Planning Board, Park & Recreation Boards)
- Brunswick County Parks & Recreation Advisory Board
- Brunswick County Planning Board
- Brunswick County Board of Commissioners for their consideration and plan adoption.
- *Brunswick County Staff can assist with additional endorsements by taking it to local committees and boards as needed.*

PROJECT DELIVERABLES

Project deliverables that should be completed by the selected firm include the following:

- **Project updates to County Staff as follows:**
 - Weekly or bi-weekly project conference calls to be held throughout the project, with meeting agendas and minutes provided by the selected firm.
 - Ongoing action item list maintained by the firm. Template and procedure for formal reporting of issues provided by the firm.
- **Final Report that summarizes the engagement.**
- **Community Vision from Task #2 with the following deliverables:**
 - Three (3) full hardboard presentation boards (36x48) featuring the Brunswick County Community Vision.
 - An electronic version of the Presentation Board. The format is required to be in Microsoft Word, pdf, or HTML formats.
- **Comprehensive land use plan called *BLUEPRINT Brunswick - A Framework for the Future* from Task #3 with the following deliverables:**
 - Twenty-five (25) printed copies of the proposed plan document for review by boards.
 - One (1) hard copy of the proposed plan document for review by boards that is ready duplication
 - Seventy-five (75) printed copies of the final approved *BLUEPRINT Brunswick - A Framework for the Future* Plan document inbound 8.5"*11" format with appropriate maps, foldouts, etc.
 - One (1) hard copy of the final approved plan for ready duplication.
 - One (1) laminated full hardboard presentation board (36x48) featuring the BLUEPRINT Brunswick- A Framework for the Future Plan.
 - One (1) laminated full hardboard presentation board (36x48) featuring the Brunswick County Future Land Use Plan Map.
 - A final presentation with the plan overview that includes a plan overview and maps.
 - Electronic versions of all final plan documents and files including:
 - The format of the plan documents is required to be in Microsoft Word, pdf, or HTML formats.
 - The electronic presentation of the proposed plan. The format required is Microsoft PowerPoint.
 - Presentation Board Electronic format. The format required is Microsoft Word, pdf, or HTML formats.
 - Final Plan Document. The format of the final plan documents/ report is required to be in Microsoft Word, pdf or HTML formats.
 - All tables from the Final Plan Document. The format of the tables is required to be in Microsoft Word or Microsoft Excel and pdf formats.

- All maps from the Final Plan Document such as:
 - The format of the maps is required to be in pdf.
 - GIS Files for all maps. Data shall be in the North Carolina State Plane, NAD 1983, feet coordinate system (WELLKNOWN ID 2264) and be comprised of an ESRI file geodatabase.
- **Parks and Recreation Comprehensive Master Plan from Task #4 with the following deliverables:**
 - Twenty-five (25) printed copies of the proposed plan document for review by boards.
 - One (1) hard copy of the proposed plan document for review by boards that is ready duplication
 - Fifty (50) printed copies of the final approved Comprehensive Master Plan document inbound 8.5" * 11" format with appropriate maps, foldouts, etc.
 - One (1) hard copy of the final approved plan for ready duplication
 - Two (2) full hardboard presentation boards (36x48) featuring the Brunswick County Parks & Recreation Service Area Profile.
 - Two (2) full hardboard presentation boards (36x48) featuring the Brunswick County Parks & Recreation Park Inventory Map.
 - A final presentation with the plan overview that includes a plan overview, profiles, and the inventory map.
 - Electronic versions of all final plan documents and files including:
 - The format of the plan documents is required to be in Microsoft Word, pdf, or HTML formats.
 - The electronic presentation of the proposed plan. The format required is Microsoft PowerPoint.
 - Presentation Board Electronic format. The format required is Microsoft Word, pdf, or HTML formats.
 - Final Plan Document. The format of the final plan documents/report is required to be in Microsoft Word, pdf or HTML formats.
 - All tables from the Final Plan Document. The format of the tables is required to be in Microsoft Word or Microsoft Excel and pdf formats.
 - All maps from the Final Plan Document such as:
 - The format of the maps is required to be in pdf.
 - GIS Files for all maps. Data shall be in the North Carolina State Plane, NAD 1983, feet coordinate system (WELLKNOWN ID 2264) and be comprised of an ESRI file geodatabase.

FEES

Scope of Services shall be provided for a **Lump Sum Fee of \$220,000**. Provider shall submit monthly invoices to Client as work progresses. Additional services to accommodate scope modifications may be addressed through supplemental agreements as desired by Client should the need for such arise.

Brunswick County

RFP – Planning and Parks and Recreation Plan Project





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PREPARED FOR

Aaron Perkins, Parks and Recreation Director
Kirstie Dixon, Planning Director
Brunswick County
20 Referendum Drive, NE (Building G)
Bolivia, NC 28422

PREPARED BY

McGill Associates, PA
712 Village Road SW, Suite 103
Shallotte, NC 28470
910.755.5872
mcgillassociates.com

February 13, 2020

Aaron Perkins, Parks and Recreation Director
Kirstie Dixon, Planning Director
Brunswick County
20 Referendum Drive, NE (Building G)
Bolivia, NC 28422

RE: Proposal
Comprehensive Land Use Plan and Parks and Recreation Comprehensive Master Plan
Brunswick County

Dear Mr. Perkins and Ms. Dixon:

We appreciate the opportunity to submit this proposal in support of the County's efforts to develop BLUEPRINT Brunswick – A Framework for the Future along with the County's Parks and Recreation Comprehensive Master Plan. The McGill team offers decades of experience in planning for strategic growth, land use, infrastructure, and parks and recreation. Our team is excited to continue work with each of you, as well as your departments, Board of Commissioners, Parks and Recreation Advisory Board, appointed Steering Committee, and the community at-large to fashion a plan intentionally formulated through our community's input and vision.

We are proposing a methodology that will allow the plans to be catered more directly to the unique nature of Brunswick County. As you review our approach, you will notice that the outcomes will be established based on existing factors in the community rather than a template or fixed method that is more general and common to numerous communities, making these plans especially tailored to the existing realities of our County.

McGill's project team is comprised of engineers, coastal management professionals, landscape architects, planners, former parks and recreation directors, experienced facilitators, public input specialists, and geospatial experts. For this project, we have assembled a team with a depth and breadth of multiple resource talents. Our core McGill team will be supported by Meg Nealon of Nealon Planning, Matt Noonkester and Ian Varley of City Explained, Inc., Sealy Chipley of Chipley Consulting and Roger Henderson of Ramey Kemp & Associates. Our comprehensive team has been strategically selected to address all aspects of your project needs. Though some members may play only minor roles, we feel their input and inclusion in areas of expertise will help us capture the broadest perspectives in these comprehensive planning efforts.

The enclosure is intended to address the scope and deliverables as issued on January 17, 2020. It will be our intent to work with you in scheduling community public outreach sessions in the most efficient manner possible, while making sure to adequately accommodate all focus groups. We will maintain flexibility in our approach to respond effectively should scope needs change along the way.

I will serve as your Project Manager and will maintain regular and frequent communications for the project duration. I will be your point of contact through which to communicate regarding all issues relating to this proposal through acceptance and will be responsible for oversight and management of the scope of work detailed herein. We are sure to have dialog following completion of the project as community initiatives and projects unfold, using the guidance created by this planning effort.

McGill has soundly demonstrated our financial stability during the past 35 years of operation. We carry a minimum of \$3,000,000 errors and omission insurance, and we have a firm financial standing with First Citizens Bank, our principal bank. Furthermore, we have \$1,000,000 general liability coverage and meet state requirements for workers compensation insurance. Both our general liability and our workers compensation insurance have further coverage under a \$5,000,000 additional liability umbrella. Enclosed is a Certificate of Liability Insurance, and we will provide the County any additional confirmations, as needed, prior to contract execution.

McGill follows MBE/DBE procedures and processes to encourage the involvement of MBE/DBE firms in our projects, as applicable. Our processes also comply with all requirements of state and federal agencies that are providing funding for our projects.

As an authorized representative of McGill, I agree to Brunswick County's terms and conditions detailed in the RFP. We look forward to an upcoming interview for further discussion of our team and approach should we be fortunate to serve you on this project. In the meantime, please let me know if you discover any questions related to this submittal that need attention ahead of that appointment.

Sincerely,
MCGILL ASSOCIATES, PA

A handwritten signature in blue ink, appearing to read 'Michael Norton', is written over the printed name.

MICHAEL NORTON, PE
Principal / Shallotte Office Manager

01 | Firm Overview

Primary Contact

Michael Norton, PE

Principal / Shallotte Office Manager, McGill
michael.norton@mcgillassociates.com

How We're Different

McGill serves public and private clients throughout the Southeast. The range and depth of McGill's expertise includes a wide spectrum of engineering services, land planning and recreation, as well as consulting services. Our foundation is built on creating comprehensive solutions in a personal way. Collaboration is the key to our success and clients are an integral part of every project at McGill.

By building lasting relationships with communities, we understand our clients' visions and project goals. Our dedicated project team focuses on delivering a customized solution for each unique community. We help our clients identify challenges, formulate responsive solutions, and manage successful project completion. Through partnership, we shape the best results for each client and community.

At a Glance

Legal Name: McGill Associates, PA
Incorporated / Year: 1984
Business Type: Corporation
Number of Offices: 9
Number of Employees: 145

Office Locations



Local Office:

712 Village Road SW, Suite 103, Shallotte, NC 28470
910.755.5872

What We Do

- Land Planning and Recreation
- Consulting Services
- Civil Engineering
- Water Resources
- Water and Wastewater
- Permitting
- Solid Waste
- Electrical Engineering
- Mechanical, Electrical, and Plumbing
- Survey and Construction
- Stormwater Management
- Environmental



Contact

Meg Nealon, AICP, PLA

President

megnealon@nealonplanning.com

Office Location

Post Office Box 2552

Hickory, NC 28603

828.848.4071 | nealonplanning.com

Services: Comprehensive Planning (30%)

Nealon Planning, PLLC (Nealon Planning) is a woman-owned consultancy assisting clients who seek creative ideas to strategically manage change. Established by Meg Nealon, AICP, PLA, an experienced community planner and landscape architect, Nealon Planning approaches each project with the intent of defining a realistic vision for the future. Nealon Planning specializes in developing public policy and design solutions, considering the natural and cultural heritage of each location to achieve economic prosperity. By balancing the desires of a community with the complexities of economic and environmental conditions, plans are created that are both aspirational and implementable.

City Explained, Inc.

Contact

Matt Noonkester, AICP

President

matt.noonkester@city-explained.com

Office Location

101 South Tryon Street, Suite 2700

Charlotte, NC 28280

919.6061620 | city-explained.com

Services: Modeling and Visualization (6%)

City Explained, Inc. (City Explained) is a relatively new firm built on the drive and energy of its founder, Matt Noonkester, AICP, and an unwavering commitment to clients and quality projects. It was started because "business" was getting in the way of "projects" and the firm identified a real need to be more creative, more flexible, and more entrepreneurial in project-thinking and project execution.

City Explained, Inc. replaces overhead and administration with production and innovation. And the results have been immediate plan consensus in tough areas to work, new standards for creating high-quality deliverables, invitations to present our work at national conferences, and award-winning work assignments coming in from all over the United States.





Contact

Sealy Chipley

Principal

sealy@chipleyconsulting.com

Office Location

1 Haywood Street, Asheville, NC

919.606.4366 | chipleyconsulting.com

Services: Market Analysis (3%)

Chipley Consulting (Chipley) is a woman-owned firm based in Asheville and Raleigh. Chipley offers a range of economics, planning, and communications services. The firm assists public and private decision-makers with local and regional economic analyses, including market assessments and economic impact assessments. The firm's value lies in delivering concise and perceptive information to help clients make effective and efficient decisions.

Chipley's primary objective is to answer the questions its clients have, such as: How fast is your local area growing? Is your community keeping up? What makes your economy unique? How can you leverage your assets to improve your town's prospects for the future? Chipley tailors each project to the local area to meet the client's needs.



Contact

Roger Henderson, PE

Principal

rhenderson@rameykemp.com

Office Location

5808 Faringdon Place #100, Raleigh, NC 27609

919.872.5115 | rameykemp.com

Services: Transportation Planning (1%)

Ramey Kemp & Associates, Inc. (RKA) is a transportation engineering, planning, and design firm that combines a wealth of experience and multi-disciplinary capabilities to provide quality engineering and design services throughout the Southeast. RKA was incorporated in North Carolina in 1992 and has grown from one employee to a current staff of 41 employee owners.

RKA has provided transportation consulting services throughout the Southeast for over 25 years. The firm's staff has formed long-standing relationships with county and municipalities' staff, state departments of transportation staff, members of municipal planning boards and commissions, educational institutions, and numerous local boards of education. With extensive experience in traffic engineering, transportation planning studies, traffic data collection, traffic impact studies, traffic signal design, sidewalk design, bus stop and transit design, traffic control and pavement marking plans, roadway and drainage design, and environmental studies, the RKA team has the expertise and commitment to successfully complete any related project.

02 | Project Approach Statement

Introduction

McGill understands that Brunswick County is experiencing significant growth pressure and has responded by proactively planning to ensure that the County continues to provide high-quality services to its existing and future residents. In order to adequately shape the future of Brunswick County, it is necessary to plan for the desired outcomes the County hopes to achieve over the next ten years. As the southernmost county of North Carolina and as one of the state's most prominent coastal communities, Brunswick County is positioned to flourish. As the fastest-growing, non-urbanized county in the state and one of the fastest growing regions of the US with an anticipated population of over 200,000 over the next 20 years, the County will need to manage growth and provide for the park and recreation amenities that are so vital to the quality of life expected by those choosing to live in this active coastal region.

The County's thriving tourism economy, lifestyle options, and mild climate are key reasons for the County's growth. In addition, the quality of life and variety of housing and neighborhood choices enhance the appeal. Brunswick County is also home to unique natural assets—there are multiple lakes, rivers, and creeks, barrier islands, tidal marshes, a state wildlife preserve, the Atlantic Intracoastal Waterway, and more—which contribute to the identity and attractiveness of the County.

Brunswick County has transformed to a nationally known vacation destination featuring popular beach communities, golf course communities, historic towns, and vibrant commercial hubs. As a highly desired retirement destination the County's population is continuing to grow.



Brunswick County

A recent University of North Carolina demographic analysis reports that 53% of the County's residents are from out of state, primarily relocating here from Florida, Virginia, South Carolina, New York, and California. As the County seeks tools to manage growth and conserve the assets that distinguish Brunswick in the region, a comprehensive development plan will be essential to guide County leaders' decisions and move Brunswick County toward its envisioned future. Long-time and new residents alike will have specific ideas regarding future growth, and this planning process will provide an opportunity for residents and other stakeholders to voice opinions about the physical, social, and economic components of the County as it changes over the next decade.

Through this planning process, the County has an opportunity to engage the community in dialog about the future and define the pattern of development that will meet community expectations, while generating the revenues necessary to provide supporting infrastructure, quality services, and a high standard of living.

McGill has extensive experience developing and managing comprehensive management plans for counties experiencing heavily concentrated and fast-paced growth, particularly in North Carolina. We have developed strategies to direct growth in the areas desired for economic development, while preserving much of the natural and cultural heritage that make the County a desirable place for its residents. While diversity is an asset, it can also lead to conflicting viewpoints and questions of equity that impose challenges to determining strategies for future conservation, economic development, and growth management. Our team has the talent needed to mediate conflict and find resolution.

Understanding

McGill understands that the County's efforts to complete the comprehensive land use plan, BLUEPRINT Brunswick, will run parallel to the development of the Parks and Recreation Comprehensive Master Plan. McGill envisions its role to be that of professional planning guides and developers, helping to forge complementary plans in close collaboration with the County, its citizens, and its key decision makers. McGill understands the County desires to engage a team that can develop a feasible, working comprehensive land use plan and parks and recreation comprehensive master plan. The focus of this project will be to formulate plans that provide the County with proactive measures that can result in seeing that plan initiatives come to fruition. These plans will be used to guide policy documents and assist in future decisions.



Community Ideas Exchange, Knightdale Next



Brunswick County Government Center

We understand the importance of considering and collaborating with the various plans already in place. BLUEPRINT Brunswick and the Parks and Recreation Comprehensive Master Plan will both be coordinated with current County plans and policies, such as the Brunswick County Parks and Recreation Comprehensive Master Plan, the Brunswick County CAMA Core Land Use Plan, and the Regional Hazard Mitigation Plan. Further, recently adopted plans and policies, such as the Brunswick County Trail Plan and the Brunswick County Agricultural Development Plan, as well as projects in the works like the Holden Beach Causeway Transportation Corridor Study and the Hazard Mitigation Plan Update will be considered. Plans, studies, and policies by other federal, state, and local agencies will also be factored into the development of this plan, including the Sunny Point Joint Land Use Study, Brunswick Transit Plan, NC 211 Corridor Feasibility Study (East Coast Greenway), planned road improvements projects, and all transportation plans and policies and utility plans from Brunswick County Utilities, sanitary districts, and municipal sources.

Our team will work in coordination and consultation with the Parks Department and Planning Department staff, County officials, and appropriate municipal officials to develop plans with a 10-year horizon. We have an intimate knowledge of Brunswick County and the communities within, which offers invaluable benefit to this planning process. Many of our Shallotte office staff are lifelong residents of the area and offer decades of community knowledge and connections that will add tremendous value to the collaborative process and public participation efforts. Our Shallotte Office Manager also participated in the 2004 Brunswick Tomorrow planning and visioning effort.

The comprehensive land use plan will assist the County in forecasting, directing, and managing growth to advance as a vibrant, innovative, and inclusive community with unique and sustainable neighborhoods, cultural and recreational opportunities, and a well-maintained and cost-effective infrastructure. It will stand as a proactive roadmap to guide change as opportunities for growth and development occur. It will also reflect the fundamental belief that the County's growth plans need to be evaluated on a regular basis to ensure the County's long-term viability.

Roadmap for Change

Again, this roadmap will outline how change can occur in a way that complements the fundamental character and the majority vision for the County. With the County's proximity to the Wilmington and Myrtle Beach metropolitan areas, the collaborative park plan, established municipal areas, and location adjacent to the Atlantic Ocean, the County is starting from an enviable position. You have an opportunity to create outcomes that establish a new sense of place and synergy that can be transformational in the foreseeable future. Our team has experience with other successful plans and studies, from which we can apply lessons learned to the Comprehensive Land Use Plan, while at the same time recognize the uniqueness of Brunswick County and the need for a plan to be tailored specifically to this location and environment.

This planning process will start with our team quickly gaining a strong understanding of the County's overall conditions and issues, then working with relevant groups and individuals to brainstorm and establish a vision and strategies for the near future. Public input will be sought at key phases of the project to discuss the plans and answer questions. The general tasks described as follows will be completed within a twenty-month timeframe.

Comprehensive Land Use Plan

McGill is proposing an approach to the development of BLUEPRINT Brunswick that is based upon our wide-ranging and on-going practical experience. Our team of professionals has developed a commanding knowledge and understanding of best practices in preparing and implementing plans. We pride ourselves on creating implementable plans that are feasible, understandable, and practical in their approach to dealing with complex issues. We have included the major elements identified in the scope of services. We recognize the County is not employing a consultant to simply develop a plan for County Commissioner's approval.

We are prepared to assist County staff and the Board of Commissioners in shaping a plan through community focus group and individual work sessions. Our team has expertise in the field of comprehensive land use plans. At the end of this process, we will develop a plan that is "owned" by County staff and the Board of Commissioners, and by extension, supported by the Brunswick County community at large.

Parks and Recreation Comprehensive Master Plan

The Parks and Recreation Comprehensive Master Plan will assist the Parks and Recreation Department in creating and implementing recommended capital improvements, securing funding for future budgets, and guiding policy decisions. The plan will also consider demographic trends and local and regional characteristics and analyze the current state of the department's facilities, programs, and level of service provided. This plan will be prepared in a manner that meets the comprehensive master plan requirements typically needed to pursue grant funding initiatives such as the North Carolina Parks and Recreation Trust Fund (PARTF) grant.



**Engaging the
Community**



**Connecting
the Dots**

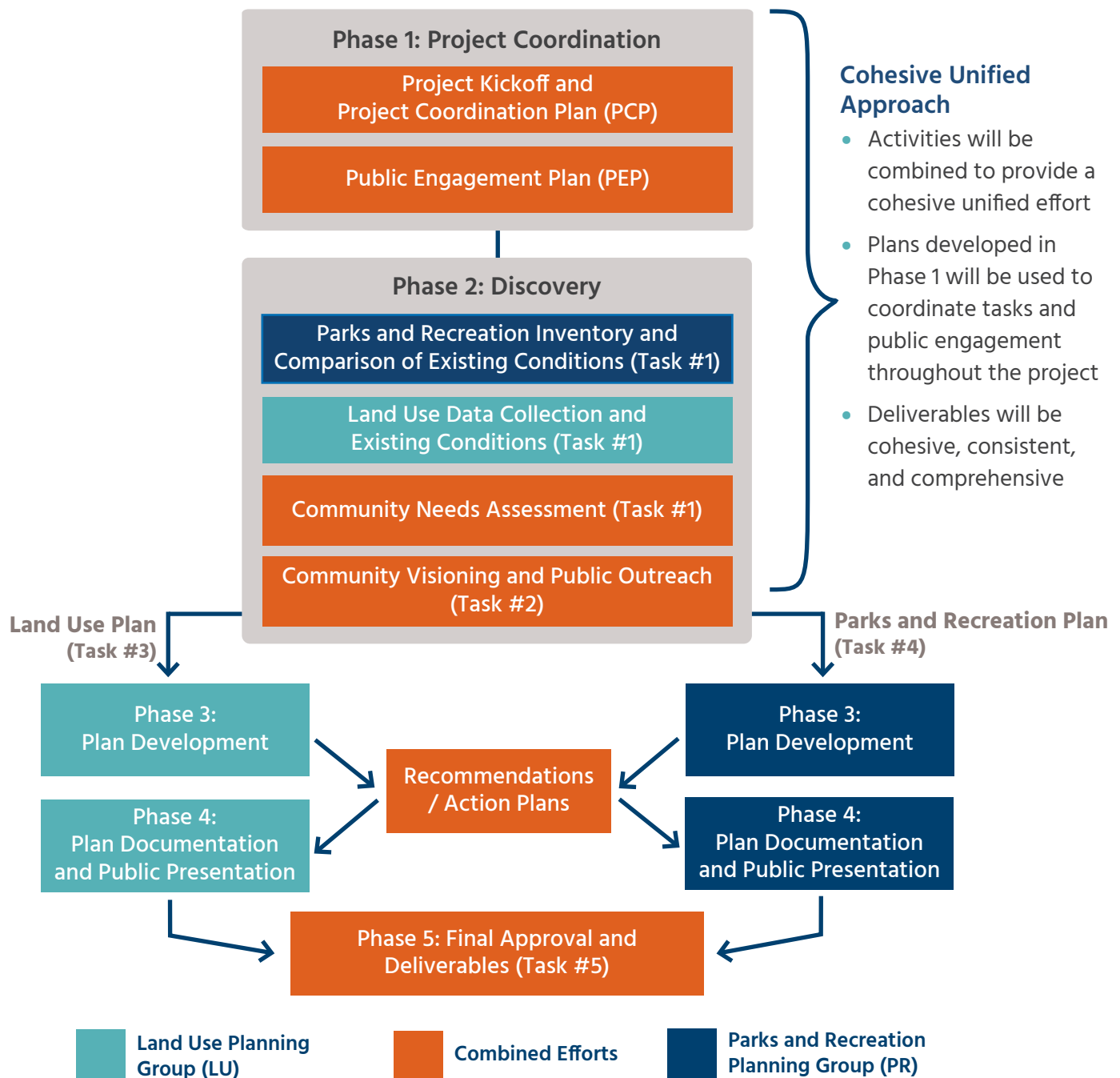


**Unlocking
Opportunity**

We will also help Brunswick County identify the elements needed for successful plans. What sets our methodology apart from others is the inclusion of approaches that are achievable and effective. Our team will facilitate meetings and calls with County staff and the Steering Committee to provide updates on progress and solicit input.

Our team has prepared a preliminary scope of work we believe is an excellent starting point for further discussion and development of a final approach through consultation with the County. We have separated approaches for both plans for ease of review, but have highlighted a series of phases or work elements and how we plan to coordinate these tasks, as well as a suggested timeline for completing the project.

Proposed Project Coordination



03 | Description of Scope of Work and Related Services



Scope of Work – Comprehensive Land Use Plan

Our process is based on the fundamental assumption that project planning and design will be developed with meaningful and ongoing participation by local officials, County staff, and interested community organizations, affected property owners, and other stakeholders. We are adept at working with a community to clarify shared values and define the pattern of growth and conservation the community desires. Modeling tools will be employed to help the community understand costs and benefits of various choices as a balanced plan for future growth and conservation is formulated. We are also well versed in effective implementation strategies, including regulatory techniques, that will help accomplish the community's vision.

The following phases generally outline our proposed scope of work.

Phase 1: Project Coordination

1.1 Project Coordination Plan (PCP) and Implementation

McGill will develop a detailed PCP to ensure optimal coordination among project partners (McGill team members, County staff, the Board of Commissioners, Steering Committee, and County Advisory Boards). The PCP will include project partner contact information; project team member roles and responsibilities, the communication protocol (which will identify points of contact within the team for certain project-related tasks); project management activities; anticipated project schedule with meetings, milestones, and deliverables; and process goals. The plan will also identify a coordination schedule with McGill (up to a set number of hours, as specified in the negotiated agreement).

1.2 Community Visioning and Public Engagement Plan (PEP)

In order to educate, inform, and engage community members during this planning process, McGill will work with project partners to develop a customized strategy that draws from a menu of public involvement options, ranging from innovative social media techniques to traditional community meetings.

Working with County staff, we will develop options for engaging a diverse cross-section of the community. In addition to a series of community meetings defined in Phases 2 and 3, the PEP may describe such options as the following. From this menu, the County staff may choose specific activities to be carried out and request assistance from the team (up to a set number of hours, as specified in the negotiated agreement).

- **Community Meetings and Interaction:** At a minimum, we will coordinate:
 - A project kick-off meeting
 - 5 Steering Committee meetings
 - Meetings with each County elected official
 - 7 public outreach sessions, one in each of the five electoral districts and in each participating municipality
 - 20 focus group sessions
 - 5 public presentations of the plans
 - Final presentation of the plans



Public Engagement, City of Southport

- **Additional Meetings and Interaction:** McGill can facilitate workshop-style focus groups, meetings, summits, and other types of public input sessions. Additionally, information booths may be set up at local events to better educate community members on the plan and project.
- **Project Website:** We can identify web-based tools (such as Engagement HQ or PublicInput.com) to enhance the experience of project participants and serve as a key mechanism for an open and transparent dialogue. McGill will create and maintain a project website for the length of the project, including general project information and regular updates.
- **Community Needs Assessment Survey:** We will work with the County to further define the variables that are of greatest interest or concern to the community, as revealed early in the planning process, and to determine the appropriate survey questions. The survey will be made available through the project website and other distribution means with the goal of obtaining a minimum of 500 responses via random sampling methods.
- **Social Media Strategy and Implementation:** McGill will work with project partners to develop a social media strategy that fits the needs of the project. Primarily, social media will be used to drive traffic to the project website but will also be used as part of an outreach strategy for the survey and meetings.
- **Public and Media Relations:** We will work with the County public information team to develop press kits that provide basic project information, such as a review of the planning process, engagement points and scheduled meetings, website details, and FAQs to established media outlets. In addition, we will work with the County to identify opportunities to communicate project details to the public through existing community channels, including partner organizations, ATMC's public information channel, businesses, chamber of commerce, civic groups, and churches.



Public Engagement

1.3 Steering Committee

McGill will assist the client in establishing the Steering Committee, defining the role of the committee, as well as the composition. This group will meet several times during the process, including immediately before and after community meetings, to provide necessary guidance.

1.4 Project Kickoff

At the initiation of the planning process, we will hold a kick-off meeting with County staff and the Steering Committee. A focused session during which the project partners examine the study area through the project lens is an effective way to get all the parties simultaneously engrossed in the project and to forge a productive working relationship. This informal gathering provides an opportunity for our team, County staff, and the Steering Committee to become better acquainted, review the draft project schedule and potential meeting dates, and discuss data to be acquired. A discussion of the group's initial thoughts regarding issues and opportunities will be followed by a discussion of project objectives and expectations.

A tour of the area, which can be scheduled to follow the kick-off meeting, will strengthen the team's grasp of the existing conditions and stimulate the generation of ideas to explore during the planning process. This tour should include the County staff and others with knowledge of the development pattern. This sharing of insights will expose important local conditions and issues that might not be immediately apparent from a review of data, maps, and adopted plans.

Phase 2: Discovery (Task #1)

McGill will conduct an initial assessment of the community, examining relevant plans and policies as well as GIS and other data gathered at this stage. The following steps will help the County and stakeholders surface important issues and opportunities that will help formulate a scope of work for the creation of a useful comprehensive land use plan.

2.1 Data Collection and Base Maps

At project initiation, we will gather data to be utilized initially to evaluate the County and later in the course of creating the Comprehensive Land Use Plan. McGill will prepare a data inventory, specifying data that is readily available from state, regional, and local agencies, and defining the types and formats of additional data we will request from the County. The inventory will identify an array of information ranging from GIS shapefiles to relevant plans and studies. As appropriate, the inventory will note any limitations of the data collected. Base maps will then be created to be utilized throughout the planning process. These will include basic information, such as existing land use, transportation facilities, parcels and jurisdictional boundaries, parks and other community facilities, major employers and other landmarks, and key environmental features.

2.2 Review of Plans, Policies, and Studies

McGill will collect and review adopted plans and studies to gain a better understanding of the policies in place that are shaping growth and influencing development, redevelopment, investments, and other types of changes in the study area. In reviewing these, we will look for consistencies and conflicts, while identifying key issues and needs. More importantly, we will note the community topics that will guide the development of the Comprehensive Land Use Plan. Emphasis will be on the strengths, opportunities, and aspirations expressed in these documents.

2.3 Examination of Existing Conditions

2.3.1 Community Profile

McGill will create an economic and demographic profile of the study area resulting in meaningful economic development strategies. Using data from the US Census Bureau, Bureau of Labor Statistics, and data purchased from various sources, McGill will quantify population and employment growth in the County. The profile will include population and employment estimates (2000-2020) and projections (2020-2030). Included in our initial assessment will be a thorough demographic analysis and an understanding of the composition today, as well as the likely population increases by age cohorts. Overall growth projections will be forecasted in five-year increments (2025 and 2030).

2.3.2 Land Use

The primary purpose of the land use analysis is to answer questions that are critical to the creation of a vision for the future of the County, such as: How suitable is available land for new housing, and where is the greatest development pressure likely to be? In this task, we will examine the existing development pattern and the likely distribution of new development to assess the issues and opportunities.

- **Development Pattern and Character:** McGill will examine the existing development pattern by employing GIS data and aerial photography. The primary purpose of this step is to examine the diversity of development in terms of uses and intensity, and define a generalized set of development pattern categories. Through a qualitative assessment of development characteristics in the study area, we will identify the features that, in combination, contribute to the character of subareas. McGill will examine the features to identify those that distinguish one subarea from another, such as the mixture of uses, heights of buildings, and scale of public spaces and streets. The geographic assignment of each category will further define the study area's development pattern.

- **Land Supply:** In addition to the types of uses, the results of the market and economic analysis will indicate the amount of development the area can support. The second step in the analysis, therefore, is an assessment of available land to determine whether there is a sufficient supply to accommodate the projected development. The land supply is a combination of undeveloped parcels and parcels considered to be underutilized, and therefore likely to be redeveloped, given the value of the improvements on the parcel relative to the land value. We will delineate the parcels that comprise the land supply as part of this task.
- **Suitability:** The land supply must be evaluated to better understand the land's capacity to support future development. Land suitability represents the likelihood that a parcel will be developed. The set of characteristics associated with each will determine its attractiveness for certain uses. Typically, factors that influence the suitability of land include heavy industrial uses; topography; parcel size; access to infrastructure (water, wastewater, roads, rail, transit); proximity to jobs, services, and compatible uses; distance to community facilities (schools, parks); and distance from incompatible uses (landfill, airport).

2.3.3 Economic Development

Economic development is an important issue within any community. To help understand and make recommendations to improve the local economy, we will consult with the Brunswick County Economic Development Commission, South Brunswick Business Development Committee, and other agencies to gather information. We will also utilize the information collected in the Existing Conditions Assessment to serve as the backbone of this analysis. Variables we will focus on include, but are not limited to, population (existing and projected), total households, building permits, employment, commuting patterns, and incomes. This data, augmented with input from key agencies and stakeholders, will be used to determine potential future market conditions.

The outcome of this market analysis will inform the future land use opportunities, particularly that which is reflected in the modeling effort and will provide a basis for recommendations related to building the tax base and increasing employment opportunities. The focus of the economic development analysis will be to determine areas most suitable for positive economic impact. This analysis will also identify areas that are more desirable in a raw land or protected state for the foreseeable future. Factors that will be considered with this analysis will include, but not be limited to proximity to infrastructure, growth areas, current and potential property for housing inventory, and overall environmental characteristics.

Our analysis will include a review of the tax value of land per acre. This will provide stakeholders with an opportunity to understand where revenue is generated based on various land uses and help them decide which alternatives best fit Brunswick County.

2.3.4 Housing

As part of this initial analysis, McGill will assess the County's existing housing stock in terms of occupancy, supply, affordability, and quality. Furthermore, based on demographic projections, we will analyze the size and growth of the market by income, household type, tenure, and other key metrics. The analysis will reveal areas to promote new residential development, as well as targeted revitalization and redevelopment interventions.

2.3.5 Agriculture

McGill will build on previous work in the County including the 2019 Agricultural Development Plan to create an inventory of working agricultural lands and lands that are suitable for agricultural use. An Agricultural Assets inventory will be compiled that will include farmland, forestry lands, prime soils, and other assets related to processing, storage, and distribution. Available data will be compiled to accomplish this, including 2014 USDA Cropscape Data, present use value tax data, NRCS soil data, EMSI data, and other information.



Brunswick County Barrier Island Community

In addition, an agricultural suitability analysis will be conducted. This will be done using a custom GIS-based model that considers economic and environmental variables, contributing to the long-term financial viability of agriculture. Exact inputs may include parcel size, slope, soil type, adjacent residential density, etc. Outputs of the agricultural suitability analysis will be used to develop a strategic farmland map. Areas of strategic value and potential land use conflict between agriculture and urban growth pressure will be delineated, which will aid in recognizing areas to be targeted for farmland protection.

2.3.6 Environment

An inventory and review of natural resources components of plans and ordinance will be conducted. Local plans and ordinances will be compared to regional and national best practices. Existing plans and ordinances will be evaluated by a customized scoring matrix that includes components from a variety of best practice guides, including the Green Growth Toolbox, conservation planning literature, American Planning association, as well as consultation with the NC Forestry Service and Division of Coastal Management.

McGill will rely on information collected from this inventory to identify and evaluate the valuable assets and define a system of "green infrastructure." Through a GIS-based suitability analysis, parcels and portions of parcels can be described as more or less suitable for preservation as open space within new development or as land acquisition priorities. This conservation suitability or green infrastructure map will be utilized during the development of policies that aim to conserve the natural assets in Brunswick County.

An understanding of Coastal Area Management Act (CAMA) rules and good working relations with regulatory personnel managing the Division of Coastal Management guidelines for coastal community will allow our team to offer additional value as the County considers future plans, impacts and permitting possibilities. This knowledge is extremely important when grant funding is linked to projects to ensure feasibility and scheduling are adequately evaluated. Brunswick County's growth and development will necessitate incorporation of coastal management needs in all comprehensive planning efforts. Public access to water will always be of interest, as will the community's adherence to regulations intended to protect our unique environment. An important component of our environmental assessment will be to properly evaluate existing and potential future County property intended for public use and recreation where water dependent structures and uses lie within CAMA regulated setbacks. This may include public parking, boat and pedestrian access, parks, and trails. We have designed and permitted such projects for Brunswick County and our team has an extensive knowledge of the associated regulations.

2.3.7 Parks and Recreation

A comprehensive system of public and private spaces for recreation — passive and active — is critical to the livability of a place. We will coordinate the concurrent Parks and Recreation Comprehensive Master Plan planning efforts to gain a full understanding of the existing and planned system of facilities. The analysis will focus on opportunities for bolstering the system in terms of complementing municipal and state facilities, and more importantly, supporting efforts to link such facilities through a connected system of local and regional greenways. Recommendations will be provided that advance the land use vision in the plan and will be coordinated simultaneously with the Comprehensive Parks and Recreation Master Plan **(the approach for the Comprehensive Parks and Recreation Master Plan is listed separately starting on page 20).**

2.3.8 Public Infrastructure

Our team will summarize existing conditions for infrastructure categories as a baseline for measuring impacts in the scenario planning process. Categories addressed in the baseline assessment will include: fire, police, parks, utilities, stormwater, roads, and transit. Information for each infrastructure category will be provided by the County, including: master plans, service area maps, asset inventories, plant capacity and planned improvements, drainage basins, etc. McGill will only use information provided by the County and its partners for summarizing baseline conditions by infrastructure category (no new research or analysis will be performed as part of this scope of services).

One of the most important ways for the County to maintain the quality of life in the county is to ensure that adequate public facilities are provided to accommodate desired growth. We will work with the County to define ways to leverage existing infrastructure to achieve this important balance. A strategy will be formulated whereby the level of service standard is set for each important public facility and a system put in place to evaluate proposed developments impacts. This will be achieved through means such as examining capacity and current demand, reviewing service areas, identifying capacity storage issues, and comparing this with the existing and anticipated demand for the services.



Brunswick County Public Utilities Operations Center

2.3.9 Transportation and Mobility

A complete understanding of the transportation network is critical to developing a sound, resilient plan for the future of development in Brunswick County. As part of the initial analysis, McGill will evaluate the County's existing transportation systems to understand the existing connectivity among roadways, bicycle and pedestrian, transit, and freight networks throughout the County. McGill will use current data available from the Grand Strand Metropolitan Planning Organization (MPO), the Wilmington MPO, the Cape Fear Rural Transportation Planning Organization (RPO), and the North Carolina Department of Transportation to evaluate existing transportation conditions along major roadways. This analysis will inform the transportation component of the concept plan in that it will help define future circulation patterns for all modes.

2.3.10 Community Health and Well-being

McGill will make a deliberate effort to address community health and quality of life in the plan. However, based on previous experience, implementing improvements to community structure to facilitate better health and enhance the quality of the places within which people live, work, and recreate are best addressed in connection with all the other plan elements. Therefore, rather than creating a separate plan element, we will help formulate pertinent goals, objectives, and policies within the other elements to advance goals and objectives aimed at bringing about measurable results. As a starting point, we will review the County's current Community Health Assessment and determine ways in which the issues described in it can be addressed through development design, conservation, infrastructure, parks, open space, housing quality, jobs, education, food access, and community services. Combined with programs focused on health promotion, tailored interventions can be defined specifically for Brunswick County for improved health outcomes and overall improved well-being.



Intersection of NC 211 and Highway 17

2.4 Stakeholder Meetings

To better understand the issues and the relevance of recent plans, policies, and studies, McGill will meet with several stakeholder groups. Stakeholders should include residents, property owners, business owners, and representatives of major employers, business interests, institutions, area agencies, community groups, the Board of Commissioners, the Steering Committee, other County advisory boards, key technical staff, and municipal representatives.

2.5 Community Visioning

The first series of community meetings will bring together a diverse group of stakeholders, including local elected officials, key institutional leaders, and members of the general public for a public meeting to determine a set of sound, community-supported goals. The goals preliminarily defined by the Steering Committee will be used as a starting point. To be realistic, such goals must be refined with a keen awareness of the realities of the study area. The agenda will take attendees from the big-picture view of the County through a focused look at subareas with a discussion of the issues and opportunities. The meeting will culminate in an interactive session to develop goals through an expression of values, which will inform the direction of the plan.

2.6 Existing Conditions Summary Report and Community Vision Presentation

McGill will prepare and present a report of Phase 2 activities and findings to the Steering Committee and the Board of Commissioners. This presentation will provide an overview of community issues and opportunities, noting the community topics that should be emphasized in the remainder of the process. Specifically, the presentation will summarize the assessment conducted and the findings, as well as the community vision to include, at minimum:

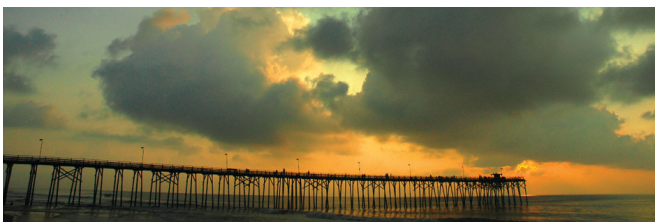
- A future vision for Brunswick County
- Community identity and desires for the future
- Core community values
- Growth management ideals
- Emerging trends and issues
- Recognition of the entire community

McGill will utilize the results of the Phase 2 efforts to help the community set goals and objectives, develop and evaluate alternatives, and arrive at a preferred alternative for the future of Brunswick County for Tasks #3 and #4.

Phase 3: Plan Development (Task #3)

3.1 Growth and Conservation Analysis

The results of the analysis in Phase 2 will inform decisions about future land use and conservation. Building on the findings of Phase 2 and recent land use planning efforts, McGill will prepare concepts that respond to the community topics. These concepts will be evaluated in meetings with the public to solicit feedback and arrive at a preferred concept, which will be the basis for the proposed future growth and conservation map and supporting policy recommendations.



Brunswick County Oceanfront

In doing so, we will take the following into account:

- Community goals
- Economic development opportunities
- The locations with available infrastructure and planned public investments
- Environmental constraints and protections, particularly along local waterways, the Intracoastal Waterway, and the Atlantic Ocean
- Potential high-growth zones (i.e., Highway 17 corridor and beach areas)
- Areas where competition for land may be present (i.e., where metropolitan growth meets agriculture)
- Municipal and adjoining jurisdictions' land development plans

Viewpoints are anticipated to conflict for one or more important topics in the planning process and reaching consensus will be critical to a successful and well-supported long-range plan. We will analyze study build-out potential, land suitability (for both conservation and development conditions), and associated growth impacts in the focus areas identified by Brunswick County. This analysis will focus on items such as environmental stewardship, transportation impacts, mobility options, financial performance, or other variables identified by plan participants to represent a high-quality of life in Brunswick County.

3.1.1 Emerging Trends

McGill will describe and evaluate the growth trends for the study area using maps and data created for the Comprehensive Land Use Plan. The County will provide parcel-level data for current and future land use, development status, and committed development. This analysis be summarized by study area and internal reporting geographies. McGill will prepare a general development map, as well as a narrative and development profile table, to describe the projected growth. Representative images (still photos) to supplement this information will also be provided.

3.1.2 Conceptual Infrastructure Strategy

McGill will evaluate the range of infrastructure costs and impacts based on growth trends. Planning-level cost estimates typically generated for determining budget reserves in a five-year municipal capital improvements plan (prior to any design or investigation of a specific project in a specific location that may increase or decrease budget reserve estimates) will be prepared. It is assumed one or more County departments will play an active role in calculating conceptual costs by infrastructure category, assisting with determining:

1. Preferred technologies or service delivery methods
2. Appropriate unit costs to assume for conditions in Brunswick County
3. Appropriate technologies, methods, and quantities required
4. Traditional funding partnerships for providing infrastructure

In developing strategies to appropriately guide growth and preservation, we will address the cost of growth, how it is paid for, and we will provide real case examples for the types of development that pays for itself. We interpret the idea of “growth paying for itself” to mean that the fees and tax revenues that come from a development generate sufficient public revenue to pay for the capital and operating costs of providing the services required by the development. Further, our team of experienced engineers, planners, and financial professionals have developed tools to project the cost of public infrastructure and the potential revenue which is generated by that growth.



Visuals, Knightdale Next Charrette

We will project the potential range of costs of providing the water, wastewater, and transportation required by future development. In addition, we will project the fees for water and wastewater system development. This will give the County a clearer picture of the costs and benefits of future development. The nature of the development, the land uses, and density have major implications for this cost benefit.

3.2 Second Community Meeting – Bringing the Future into Focus

The purpose of the second series of community meetings is to simultaneously examine all the plan elements and gain an understanding of the interrelationship of the elements. Specifically, McGill will present land use concepts and conduct the workshop in a manner that allows the attendees to explore the many choices within the concepts presented, understand the manner in which the concepts address the community goals, and judge the performance of each alternative relative to the goals. The attendees will have an opportunity to offer informed opinions about their preferred direction. The input gathered will help the team develop the preferred scenario, which will be the basis for the proposed future growth and conservation plan map.



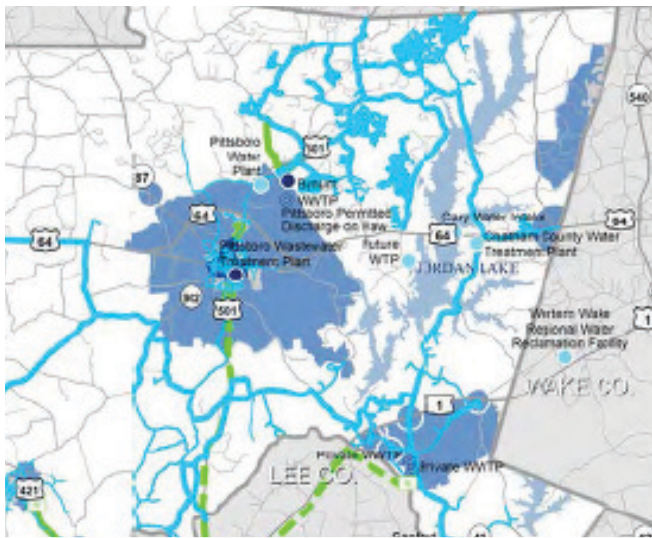
Customization



Partnership



Technology



Utility Map, Chatham County Comprehensive Plan

3.3 Recommendations and Implementation Strategies

Based on goals, objectives, and the details of the land use concept plan, McGill will draft a set of policy recommendations and strategies tailored to meet the needs and expectations of the County. McGill will refer to precedents throughout the US for best practices and lessons learned to ensure a policy framework that is up to date, yet meaningful for the County. The array of policies to be addressed will include, but not be limited to, economic development that can then fuel the creation of additional jobs and tax base, housing location and diversity, transportation and adequate access to jobs and services, natural resource protection, and infill development and redevelopment.



Community Meeting, Franklin County

3.3.1 Action Plan

McGill will further assist the County by creating an action plan that describes the implementation strategies to be carried out in the short term. Within the action plan will be the identification of up to five major strategic initiatives to be led by the County. The initiatives will be selected conferring with County staff and elected and appointed officials. McGill will refer to precedents regionally and throughout the US to ensure the action steps related to these initiatives take into account best practices. McGill will document the types of entities that would be best suited to execute each strategy listed so that responsibilities can be assigned (or assumed) at the local and regional levels. This document will serve as an effective tool in not only guiding the implementation activities, but in monitoring progress, acknowledging success, and adjusting the course, as needed.

Phase 4: Plan Documentation and Adoption

4.1 Comprehensive Land Use Plan Preparation and Presentation

A comprehensive land use plan will be developed, integrating the various products of the previous tasks. The first draft will be prepared for review by County staff and the Steering Committee. A second draft will be made available to the public for comment, and a corresponding presentation will be prepared that gives an overview of the plan, highlighting the most salient points in the recommendations. The presentation will generally explain the intended use of the document by the County and any others who will actively participate in the implementation of the plan. This presentation will be used by McGill in making a presentation to elected and appointed officials as part of the formal adoption process. From the input received, a final plan will be produced.

4.2 Executive Summary

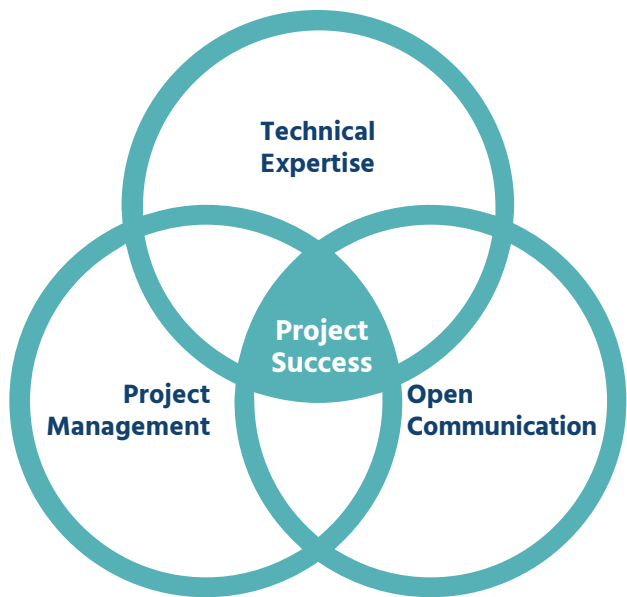
An executive summary of the plan will be prepared. Our team will design this illustrative piece so that it can be produced by the County in a cost-effective manner. The end product will serve as a marketing tool for the implementers of the plan, helping them share the vision and methods for achieving it.

NOTE: Although the plan approaches are separate for the Comprehensive Parks and Recreation Master Plan and the Comprehensive Land Use Plan, the public meetings will be held conjunctively for the projects in order to maximize public feedback and to efficiently utilize time. Further, the public survey will incorporate questions related to both plans in order to allow the public the convenience of being surveyed for both plans at one time and to avoid confusion that may be caused by having two separate surveys. Further, the joint meetings and the combined project team will ensure that these plans are coordinated in the manner envisioned by staff when soliciting joint responses to both plans.

Parks and Recreation Comprehensive Master Plan

Parks and Recreation Comprehensive Master Plan Scope and Additional Activities

With steady growth comes the anticipation of and the need for changes within the parks and recreation facilities, programs staffing, and revenue. In addition to and in coordination with the land use planning objectives identified in the previous section, this outline provides a methodology for the process of how McGill proposes to achieve the goals set forth by the County for a Parks and Recreation Comprehensive Master Plan. McGill's recreation planning staff understands that Brunswick County desires a concise and visionary recreation plan informed by a broad-based community needs assessment that will appeal to a wide range of resident interests and ages.



The purpose of the master plan is to provide a vision for the future that considers the existing conditions of facilities and parks while carefully considering existing and future recreation and programming needs and desires of the County residents.

McGill will work closely with County staff, advisory committees, and the Board of Commissioners to determine a project oversight group and the plan schedule, including meetings, community input sessions, and review dates in conjunction with the Comprehensive Land Use Plan.

Phase 2: Discovery

Inventory and Comparison of Existing Facilities and Programs

A thorough inventory of Brunswick County's existing park resources, land and facilities, and other neighboring public recreation facilities—both public and private—will then be undertaken to understand the opportunities for facility improvements and system-wide expansion.

The inventory will include analysis of existing County partnerships and area school facilities. Included in the inventory will be a summary of all municipal, state, and any private parks and recreation facilities located within or near Brunswick County.

We will:

- Take an inventory of recreational facilities in the community that impact residents
- Survey and assess community recreational needs
- Review neighboring recreation and park programs
- Identify private and non-profit partnership opportunities
- Evaluate current recreation sites
- Review demographic and land-use forecast for the 10-year planning period
- Recognize limiting factors for program development
- Identify anticipated growth areas and rates
- Pinpoint areas for new land acquisition for new facilities and greenways
- Compare facilities and programs with other similar-sized recreation departments in North Carolina and South Carolina, in addition to industry standards and trends

Community Needs Assessment

The next step will consist of developing a public survey to collect valuable public opinions and concerns related to levels of resident satisfaction and awareness of Parks Department resources and facilities. In order to meet the needs of survey participants, McGill typically uses both online and handout type surveys. Additional public input will be solicited at scheduled and advertised community meetings.

McGill's approach to creating or updating a comprehensive parks and recreation master plan allows the process to be designed by the community, not for the community. Obtaining statistically valid and meaningful community input will be essential to develop a viable and successful planning document. Not only should opportunities be offered allowing the community to give input, but should also engage the community to encourage participation.

We have learned from experience that hosting project-specific community meetings does not generally receive the attendance that is desired. McGill realizes the importance of this effort and supports the idea of reaching out to the community. Planning public input workshops in conjunction with other community events, such as festivals and fairs has proven to be very successful in collecting community input.

In addition to community workshops, it will be important to conduct focus group interviews and broadly market recreation surveys and public input opportunities. Potential methods for distributing the survey and notification of community workshops could be achieved by the following:

- Community events
- Civic and community organizations
- Web-based recreation survey
- Digital media (County's website, project website, social media blasts, local radio, television, etc.)
- Sporting events



Ocean Isle Beach Park Recreational Facilities

McGill utilizes a number of professional and academic resources (North Carolina Recreational Resource Service, National Recreation and Park Association, Commission for Accreditation of Park and Recreation Agencies, etc.) for relevant and accurate research into current recreational trends and standards. In addition to research into national and regional trends in recreation, our team also compares clients' facilities, programming, and staffing to other similar communities to recognize opportunities and deficiencies within the system and to help identify the most efficient method for cross-departmental interactions, such as with facility maintenance.

Phase 3: Plan Development (Task #4)

McGill will work closely with County Recreation staff via project work sessions to analyze collected data from the needs assessment phase in order to collectively develop plan recommendations. We will provide final recommendations and associated opinions of probable costs for the development of future facilities and operations for the Brunswick County's Parks and Recreation Department, including operational staff assessment with recommended appropriate staffing for current and future system growth.

Action Plan

A prioritized action plan including subsections addressing operations, policy, property acquisition (as needed), and a statement of capital improvement costs will be created and presented in the final plan document. The Master Plan will include recommendations for activity and program planning to get the greatest impact on community wellness, social equity, and conservation of natural open spaces. Graphic representations and maps will be included as part of the final comprehensive master plan document. We will have a work session with the Board of Commissioners to review all drafts of the final document.

Phase 4: Plan Documentation and Public Presentation (Task #4)

As the project comes to an end, McGill will complete the following tasks:

- Incorporate comments and changes from the project oversight group
- Submit draft to County staff, elected officials, and public for review
- Incorporate feedback from presentation findings
- Present final plan for approval and adoption of master plan

McGill understands comprehensive recreation systems and the impacts well designed and managed recreation facilities play in the ability for the County to meet the needs of its residents. Careful consideration and study of existing Recreation Department plans, recreation trends and standards, County staff, the Board of Commissioners, and other community stakeholder's comments and community input will yield information critical to developing the best recommendations for existing and future parks and recreation programs, and will assist with procurement of project funding.

McGill's goal is to develop a comprehensive, community-supported plan that can address the concerns of County residents, the Brunswick County recreation staff, and County Commissioners. The final plan will be designed to be effectively implemented through the capital improvement plan and County program strategies and operations.

McGill will furnish all labor, materials, supervision, and travel to undertake and complete the development of the final Brunswick County Parks and Recreation Comprehensive Master Plan.

Project Deliverables

Consolidated Project Deliverables

- Project Coordination Plan (PCP), including
 - Plan for regular project updates
 - Ongoing action item list
 - Templates for formal reporting
- Public Engagement Plan (PEP), including final report summarizing engagement
- Community Meetings and Interaction – at a minimum, we will coordinate:
 - A project kick-off meeting
 - 5 Steering Committee meetings
 - Meetings with each County elected official
 - 7 public outreach sessions, one in each of the five electoral districts and in each participating municipality
 - 20 focus group sessions
 - 5 public presentations of the plans
 - Final presentation of the plans
- Community vision statement and presentation
 - Three full hardboard presentation boards
 - Electronic version
- Data collection of all relevant information as referenced and required by the RFP
- Existing conditions assessment
- Unified user-friendly, understandable, feasible, and collaborative plans with goals, objectives, recommendations, and action items



Waterfront Park Master Plan Input Session, Town of Calabash

Comprehensive Land Use Plan Deliverables

- Existing conditions summary report
- Development trends
- Emerging trends and related issues, including community focus areas
- Conceptual infrastructure strategy, including utility growth strategies
- Future growth and conservation plan
- Recommendations and implementation strategies
- Action plan
- Graphics, illustrations, and maps, including, but not limited to:
 - Base maps
 - Land use and projected development maps
- Final plan and executive summary as outlined in RFP, including, but not limited to:
 - 25 printed copies of the proposed plan document for review by boards
 - One hard copy of the proposed plan document for review by boards for duplication
 - 75 printed copies of the final approved BLUEPRINT Brunswick - A Framework for the Future Plan document in bound format with appropriate maps, foldouts, etc.
 - One hard copy of the final approved plan for duplication
 - One laminated full hardboard presentation board featuring the BLUEPRINT Brunswick - A Framework for the Future Plan
 - One laminated full hardboard presentation board featuring the Brunswick County Future Land Use Plan Map.
 - A final presentation with the plan overview that includes a plan overview and maps
 - Electronic versions of all final plan documents in Microsoft, PDF, and HTML formats and all maps in PDF format and provided as GIS files

Parks and Recreation Comprehensive Master Plan Deliverables

- Parks and Recreation Community Needs Assessment Survey
- Recommendations on the following:
 - New facilities
 - Renovation
 - Service areas
 - Land acquisitions
 - Staffing and Operations
- Financial report and recommendations
 - Capital and development
 - Operational
 - Revenue potential
 - Alternative funding recommendations
- Graphics, illustrations, and maps, including, but not limited to:
 - Existing conditions map
 - Service areas map
 - Proposed recommendations map
 - Before and after renderings, as needed
- Final plan and executive summary as outlined in RFP, including, but not limited to:
 - 25 printed copies of the proposed plan document for review by boards
 - One hard copy of the proposed plan document for review by boards that is ready duplication
 - 50 printed copies of the final approved Comprehensive Master Plan document in bound format with appropriate maps, foldouts, etc.
 - One hard copy of the final approved plan for duplication
 - Two full hardboard presentation boards featuring the Brunswick County Parks and Recreation Service Area Profile.
 - Two full hardboard presentation boards featuring the Brunswick County Parks and Recreation Park Inventory Map.
 - A final presentation with the plan overview that includes a plan overview, profiles, and the inventory map



Land Planning and Recreation Team

Project Schedule

Comprehensive Land Use Plan and Parks and Recreation Plan Timeline																				
Phase	1	2								3				4					5	
Month	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10
Phases and Tasks																				
Phase 1: Project Organization (Tasks #1 & 2)																				
1.1. Project Coordination Plan (PCP) and Implementation																				
1.2 Public Engagement Plan (PEP) and Implementation - Combined Land Use and Parks and Recreation Community Surveys																				
1.3 Steering Committee Meetings																				
1.4 Project Kickoff																				
Phase 2: Discovery (Tasks #1 & 2)																				
2.1 Data Collection and Base Maps																				
2.2 Review of Plans, Policies, and Studies																				
2.3 Examination of Existing Conditions - Parks and Recreation Inventory and Analysis - Parks and Recreation Community Needs Assessment																				
2.4 Stakeholder Meetings																				
2.5 Community Visioning																				
2.6 Existing Conditions Summary and Presentation																				
Phase 3: Plan Development (Tasks #3 & 4)																				
3.1 Growth and Conservation Plan Analysis																				
3.2 Second Community Meeting Series – BLUEPRINT Brunswick																				
3.3 Recommendations and Implementation Strategies - Action Plans																				
Phase 4: Plan Documentation and Public Presentation (Tasks #3 & 4)																				
4.1 Plan Documentation and Preparation																				
4.2 Executive Summary and Public Presentation																				
Phase 5: Final Approval (Task #5)																				
5.1 Adoption and Final Deliverables																				

 Combined Planning Efforts

 Anticipated Meetings and Public Engagement

05 | Project Budget



Cost Proposal

McGill proposes to assist Brunswick County for a total all-inclusive maximum not-to-exceed fee of \$220,000, which contains all direct and indirect costs, including out-of-pocket expenses. The proposed budget is inclusive of all meetings, conference calls, site visits, and deliverables as referenced and required by the Request for Proposal.

McGill expects to utilize efficiencies created by the joint development of these plans, realized through shared efforts for data collection, community visioning, public outreach, and final adoption. Given these efficiencies, McGill projected \$150,000 of the total fee would be allocated to completion of the Comprehensive Land Use Plan and \$70,000 to the Parks and Recreation Comprehensive Master Plan component.

We realize there will be multiple coordination efforts through this joint plan development process, including an ability to take advantage of public sessions in the various districts for capturing input from stakeholders of all interests. McGill will advise of the opportunities we see for streamlining such efforts and remain flexible in working with you in managing this process.

Scope of Services at a Glance:

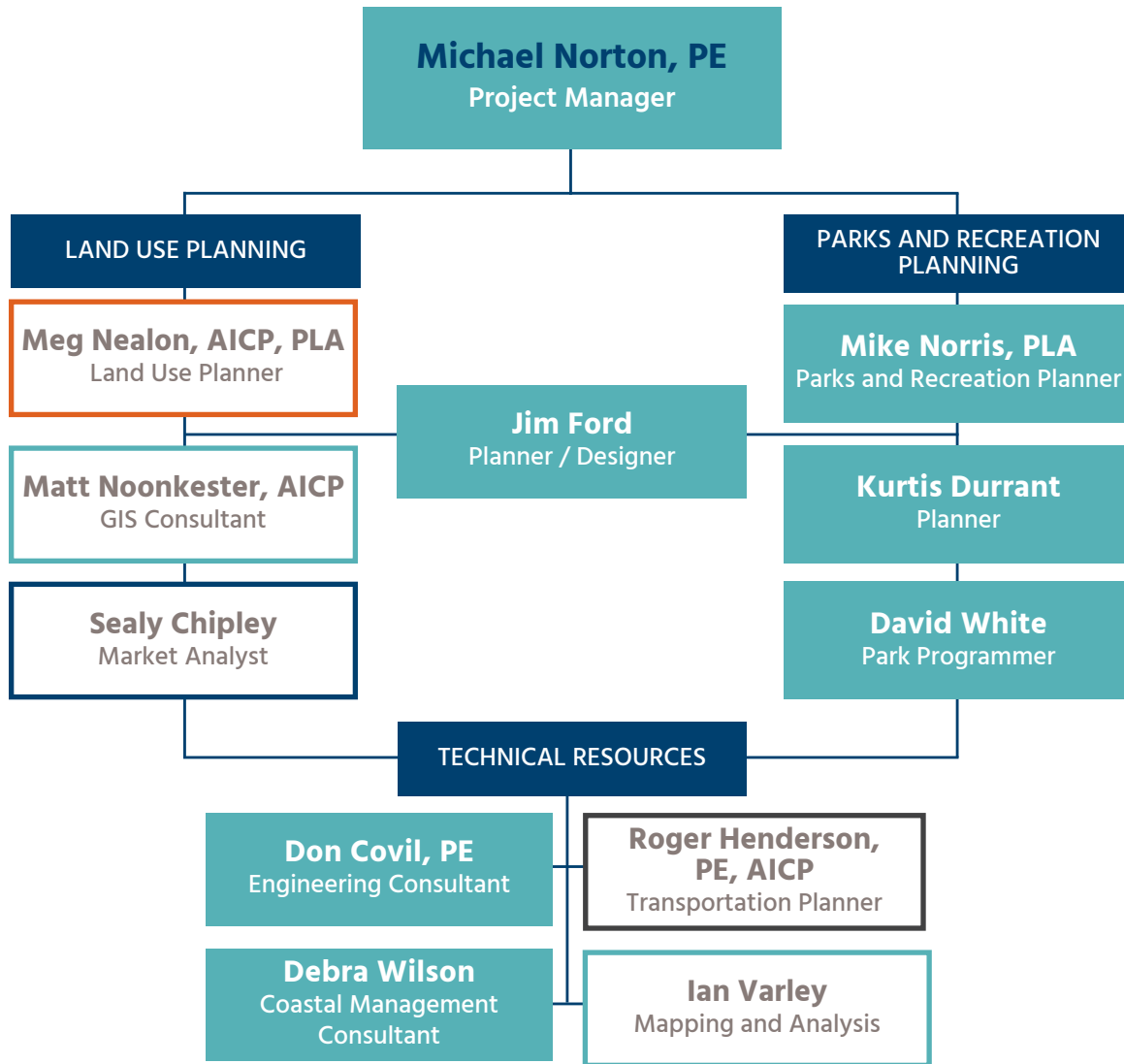
McGill will provide each of these services:

1. Data collection and existing conditions assessment
 - Relevant data collection
 - Base maps
2. Community visioning and public outreach
 - Public outreach sessions
 - Parks and recreation community needs assessment
 - Community vision overview
3. Comprehensive land use plan (10-year)
 - Areas of focus
 - Growth strategies
 - Development trends
 - Plan goals, objectives, recommendations, and action items
4. Parks and recreation comprehensive master plan (10-year)
 - System inventory and assessment
 - Plan goals, objectives, recommendations and action items
 - Financial report and recommendations
5. Final approvals
 - Final presentations and approval process
 - Submittal of all deliverables in appropriate formats

06 | Project Team

Team Overview

Our goal in assembling the proposed team outlined below is matching the individual and team qualifications with the expertise and experience appropriate for this project.



ACORDTM**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)

01/24/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER McGriff Insurance Services 3318 West Friendly Ave., Ste. 400 Greensboro, NC 27410	CONTACT NAME: Cyndy Cagle	
	PHONE (A/C, No, Ext): 336 547-2137	FAX (A/C, No): 8888318409
	E-MAIL ADDRESS: ccagle@mcgriffinsurance.com	
INSURED McGill Associates PA 55 Broad Street P.O. Box 2259 Asheville, NC 28802	INSURER(S) AFFORDING COVERAGE	
	INSURER A : Phoenix Insurance Company	
	INSURER B : XL Specialty Insurance Company	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input checked="" type="checkbox"/> Y <input type="checkbox"/> N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		X	UB9J7747622047G	01/23/2020	01/23/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
B	Professional Liability			DPR9955016	01/23/2020	01/23/2021	\$3,000,000 Each Claim \$3,000,000 Aggregate

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**** Workers Comp Information ****

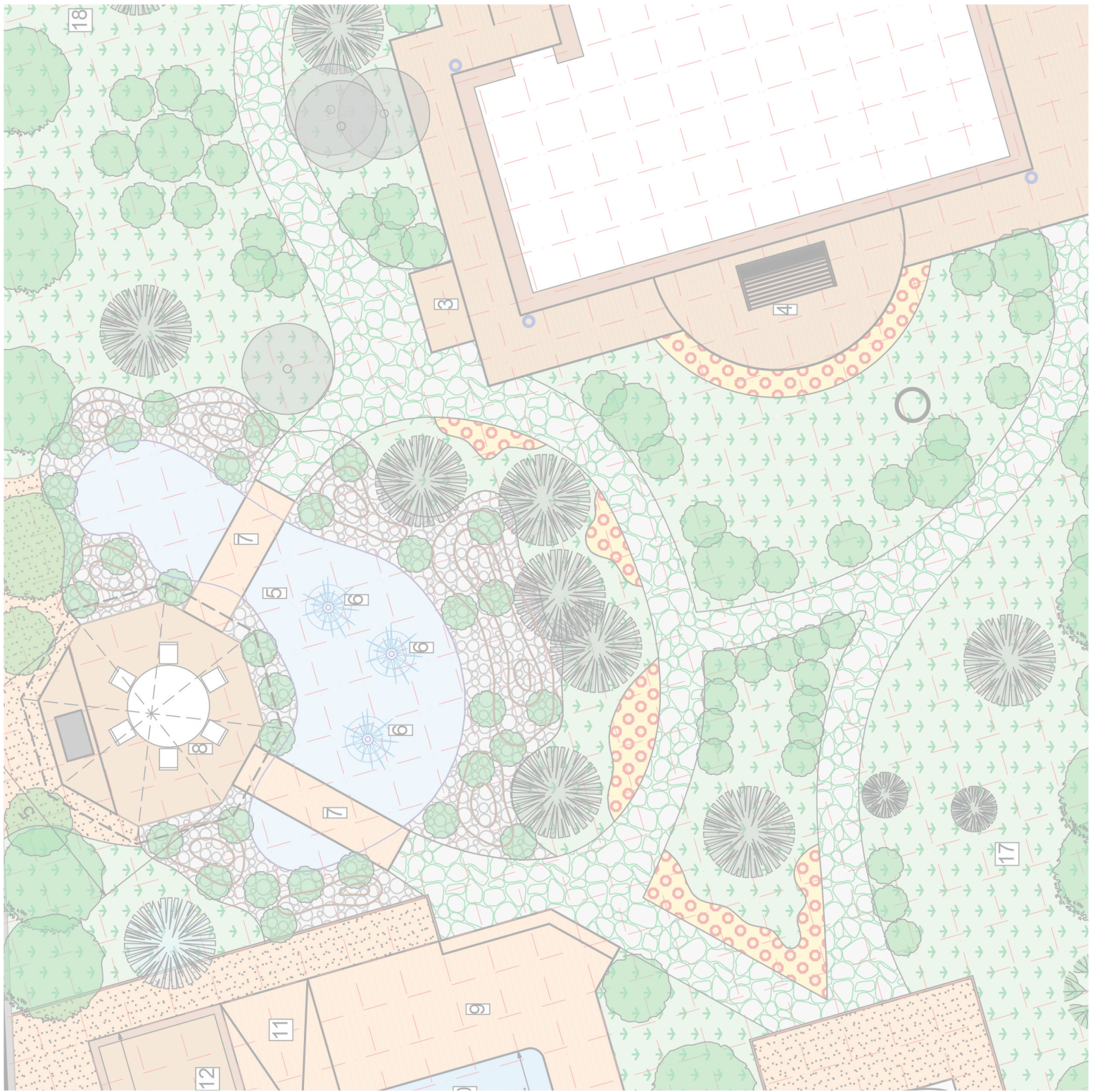
USLH ; Voluntary Compensation ; Other States Coverage, Waiver of Subrogation

If this project is awarded, please contact insured for certificate of insurance.

CERTIFICATE HOLDER**CANCELLATION**

For Proposal Only McGill Associates 55 Broad Street Asheville, NC 28801	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Cynthia P. Cagle</i>

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McGill Associates, P.A.

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BRUNSWICK COUNTY

REQUEST FOR PROPOSALS

JOINT PLANNING AND PARKS & RECREATION PLAN PROJECT



ISSUE DATE - JANUARY 17, 2020

PROPOSAL DUE DATE - FEBRUARY 13, 2020



**PLANNING
DEPARTMENT**

REQUESTED BY:
Brunswick County Planning
Brunswick County Parks & Recreation
P.O. Box 249
Bolivia, NC 28422



BRUNSWICK COUNTY IS SEEKING PROPOSALS FOR PROFESSIONAL CONSULTING SERVICES FROM CONSULTANTS WHO WERE DEEMED QUALIFIED BASED ON THEIR INITIAL RFQ SUBMITTALS FOR THE DEVELOPMENT OF A COMMUNITY VISION, A NEW COMPREHENSIVE LAND USE PLAN, AND A NEW PARKS & RECREATION COMPREHENSIVE MASTER PLAN FOR BRUNSWICK COUNTY AND PARTICIPATING MUNICIPALITIES.

THE PROJECT

The Brunswick County Planning Department (hereinafter “Planning Department”) and the Brunswick County Parks and Recreation Department (hereinafter “Parks Department”) have teamed up for an exciting joint project and are seeking proposals (RFP) for professional consulting services from qualified consultants for the development of a **Community Vision** and two (2) new plan documents – a **Comprehensive Land Use Plan** and a **Parks and Recreation Comprehensive Master Plan**. This will have a large public outreach component. The plans will be used as policy documents to assist and guide future decisions. The selected consultant will have the primary responsibility of developing and facilitating the community vision and both plans. All work will be in coordination and consultation with the Planning Department and Parks Department. The project area will be the unincorporated areas of Brunswick County and participating municipalities. The participating municipalities have yet to be finalized but are anticipated to include the City of Northwest (cityofnorthwest.com), Town of Belville (www.townofbelville.com), and Town of Holden Beach (www.hbtownhall.com). Five (5) municipalities participated in the last land use planning process in 2007. Brunswick County Planning currently provides municipal planning services for the City of Northwest.

BRUNSWICK COUNTY OVERVIEW

Established in 1792, Brunswick County has a rich history that spans several centuries. Traditionally, a rural county with the economy and culture centered around agriculture, Brunswick County has transformed into a nationally known vacation destination featuring popular beach communities, golf course communities, historic towns, and vibrant commercial hubs. Brunswick County is a rapidly growing area nestled in the southeastern corner of NC between the metro areas of Wilmington, NC, and Myrtle Beach, SC. Ranked highest in growth within the State of North Carolina and consistently ranking in the top 10 nationally, Brunswick County has experienced rapid growth over the past two decades. Brunswick County has 19 incorporated municipalities. Presently, only six of these municipalities have Parks & Recreation Departments. *Brunswick County’s ever-expanding population is estimated to be over 139,829 in 2019 and is projected to climb over 200,000 within the next 20 years.*

SCOPE OF WORK

Brunswick County has established the following objectives for the development and preparation of a **Community Vision**, a **Comprehensive Land Use Plan** and a **Parks and Recreation Comprehensive Master Plan**.

- An innovative and collaborative planning approach;

- A seamless effort between the selected consultant, County Staff, County Officials, and Municipal Staff/Officials for the development of the project;
- Plans should be user-friendly, understandable, feasible, and collaborative with corresponding goals, recommendations, and action items;
- Approaches should be interactive, unified, and run concurrently;
- A committee will be appointed to guide the project. The committee will be made up of local officials, community members, stakeholders, and staff from both the County and participating municipalities. It will provide guidance and direction to the consultant throughout the development of the project and will make recommendations to the boards regarding the adoption of the plan. The consultant will be the facilitator for committee meetings.

THE FIVE (5) PROJECT TASKS ARE OUTLINED BELOW:

Task #1 - Data Collection and Existing Conditions Assessment

The selected consultant will collect all data necessary to complete a comprehensive review and complete an assessment of the project area that includes benchmarking of comparable counties in the Southeastern United States. *Relevant data includes but is not limited to the following:*

- Population and related demographics data and trends including seasonal population;
- Growth-related data, trends, and projections;
- Employment, Tourism, Economy, and Economic Development data and related trends;
- Transportation;
- Community Services, Education Systems, and Facilities;
- Parks and Recreation Services;
- Natural Environment and related features;
- Housing;
- Community Character;
- Existing land uses and current zoning;
- Available infrastructure and existing utility easements (Water, sewer, electricity, etc.);
- Adopted plans and policies:
 - The current Brunswick County Parks and Recreation Comprehensive Master Plan;
 - The current Brunswick County CAMA Core Land Use Plan;
 - Other adopted plans and policies such as the Brunswick County Trail Plan and the Brunswick County Agricultural Development Plan, Regional Hazard Mitigation Plan;
 - Projects in the works such as Holden Beach Causeway Transportation Corridor Study and the Hazard Mitigation Plan Update;
 - Plans, studies, and policies by other Federal, State, and Local Agencies including Sunny Point Joint Land Use Study, Brunswick Transit Community Connectivity Plan, NC 211 Corridor Feasibility Study (East Coast Greenway), Planned road improvements projects, and all transportation plans and policies; and
 - Utility Plans from Brunswick County Utilities, Sanitary Districts, and municipal sources;
- Potential construction limitations (zoning, flood zones, protected species, wetlands, historic sites, etc.);
- Inventory of resources may include the following:
 - Public Transportation Routes;

- Public Facilities;
 - Schools;
 - Railroads;
 - Military Sites (Sunny Point – MOTSU and Switchyard);
 - Recreational Facilities (Private, Municipal, & Brunswick County);
 - Greenways, Blueways, Trails, & State Bike Routes;
 - Existing Recreational Activities, Programs, and Services;
 - NC Wildlife Green Growth Toolbox Conservation Data;
 - Conservation Areas; and
 - Historical Sites/Areas;
- Brunswick County Park and Recreation Service Area & Current Staffing Profile;
 - In-house Planning Team Research (i.e., On-Street Parking);
 - Public Input Information (Task #2); and
 - Other necessary data as required by Brunswick County.

Note that much of this data is easily accessible or available from Brunswick County, the Grand Strand MPO, the Wilmington MPO, the Cape Fear RPO, and the North Carolina Department of Transportation. Where needed, Planning and Park Staff will assist the selected consultant with locating and obtaining data; however, the consultant will be responsible for verifying key attributes of all datasets. Fieldwork may be needed to verify data assembled for the project.

Task #2 - Community Visioning & Public Outreach

Brunswick County envisions an innovative and grass-roots approach to public outreach and to the Community Visioning Strategy for Brunswick County and participating municipalities. Both should be designed to build community consensus to better manage and direct future growth.

Public Outreach

Public Outreach is essential to the project and is envisioned to be diverse and inclusive with many opportunities for public involvement and stakeholder input. Staff envisioned joint public outreach opportunities for the Community Vision, the Comprehensive Land Use Plan, and the Parks and Recreation Comprehensive Master Plan. Public participation will guide the development of both plans and ensure that future development is consistent with the Community Vision. Public outreach sessions should be comprehensive and efficient by combining public input into the same session. This will reduce the number of meetings the public will have to attend and gain the most input. County Staff can be available as needed to assist with meeting logistics, preparing meeting materials, attending meetings, and assisting with the public at meetings. The RFP should include a detailed description of how the consultant proposes to engage the public in the process and the number of outreach meetings proposed and provide provisions for adding additional meetings if the need arises. *At minimum the following the public outreach components should be included:*

- Parks & Recreation Community Needs Assessment Survey
- Kick-Off Meeting with County Staff and participating Municipalities;
- A minimum of four (4) Steering Committee Meetings;
- Meeting with each County Elected Official (5 individual meetings)
- Public Outreach Sessions at minimum to include the following:
 - Seven (7) public outreach sessions ensuring one is located within each of the five (5) county electoral districts.

- One (1) public outreach session for each participating municipality.
- Public outreach sessions in each of the County Focus Areas in Brunswick County. Some sessions may be able to be combined and strategically located to reduce the total number of sessions.
- A minimum of twenty (20) Focus Group Sessions including follows:
 - Brunswick County Parks & Recreation Staff (1)
 - Brunswick County Planning Staff (1)
 - Brunswick County Officials (3)
 - Elected Officials from each participating Municipal (3)
 - Brunswick County Parks & Recreation Advisory Board (1)
 - Other Area local governments & Local Parks & Recreation Departments (4)
 - Park & Recreation Stakeholders (3)
 - Special interest groups (4)
- A minimum of five (5) public outreach sessions located in each electoral district designed to present Parks and Recreation Comprehensive Master Plan and the Comprehensive Land Use Plan to the public; and
- Final presentations related to final plan approvals. This includes final presentations by the Consultant of each plan to decisionmakers including the Board of Commissioners for plan adoption (Task #5).

The following are public outreach opportunities envisioned by Brunswick County:

- *Parks & Recreation Community Needs Assessment Survey*
Conduct a Parks & Recreation Community Needs Assessment Survey with a random sampling of 500 minimum responses.
- *Surveys*
Conduct planning and park-related survey(s) to gather input from the public on topics such as parks, recreation, growth, and land use.
- *Project Website*
A dedicated website for the overall project that will have to provide up-to-date information on both plans and public outreach opportunities. The consultant will create and maintain the website for the length of the project.
- *Online Platforms*
Utilize online platforms to gather public input including social media platforms, websites, surveys.
- *In-Person*
Community Events, Senior Centers, Boy Scouts, and local committees.
- *Reaching a Variety of Generations*
Provide outreach & public engagement opportunities to a variety of ages that include gathering input from seniors, parents, and youth through existing community resources such as Senior Centers, schools, Boy Scouts, Cooperative Extension, 4-H, local sporting events, and the local Community College.
- *Stakeholder Outreach*
Provide outreach and public engagement opportunities to a variety of community stakeholders involved in agriculture, development, community development, housing, sports programming, recreation groups, and special interest groups.

Community Vision

The *Community Visioning* component is essential to the project and is envisioned to guide the development of both plans, guide future development, and assist with future decision-making within Brunswick County and participating municipalities. The Community Visioning shall be included in both plans and presented to the Steering Committee and all the Governing Bodies.

The Community Visioning should be designed to include the following components:

- A Future Vision for Brunswick County;
- Community Identity and Desires for the Future;
- Identify Core Community Values;
- Address Growth Management;
- Recognize the Entire Community; and
- Address Emerging Trends and Issues.

Task #3 - Comprehensive Land Use Plan (10-year)

The County envisions a new comprehensive land use plan called **BLUEPRINT Brunswick - A Framework for the Future**. This 10-year plan should share a common vision and be collaborative with the new *Parks and Recreation Comprehensive Master Plan* (Task #4). This plan should be based upon the Community Visioning (Task #2) as well as meet all land use planning requirements set forth by the CAMA Division of the N.C. Department of Environmental Quality. *This plan is anticipated to include the following elements:*

- Data Collection and Existing Conditions Assessment (Task #1).
- Public Outreach (Task #2).
- Overview of the Community Visioning (Task #2).
- Focus on and examine all the participating municipalities and five (5) County Focus Areas:
 - These focus areas may need an additional public input meeting and have specialized maps, goals, objectives, recommendations, and action items.
 - County Focus Areas will include the following:
 - NC 211 Corridor;
 - US 74/76 Corridor, (intersection at US 74/76 & Lanvale Road);
 - US 17 & I-140 Bypass Junction (including the Hazel Branch area);
 - Carolina Bays Parkway (exact route TBD Spring 2020); and
 - NC 130 & the Holden Beach Causeway.
- Utility growth strategies for water/sewer availability as well as policies from Brunswick County Utilities, the Sanitary Districts, and municipal sources.
- Current development trends and growth-related impacts and constraints.
- Emerging trends and related issues.
- Ensure Consistency with the following:
 - NC Flood Risk Information System and the National Flood Insurance Program Community Rating System (CIS);
 - Coastal Area Management Act (CAMA) requirements;
 - Brunswick County's partner transportation agencies plans and policies including the Wilmington Metropolitan Planning Organization (WMPO), Grand Strand Area Transportation

- Study (GSATS) the Cape Fear Rural Transportation Planning Organization (Cape Fear RPO), and Brunswick Transit; and
 - Incorporation of existing plans and studies completed recently in Brunswick County;
- Plan goals, objectives, recommendations, and action items that are seamless and collaborative with the new Parks and Recreation Comprehensive Master Plan (Task #3);
- Graphics and illustrations; and
- Maps including land use, suitability, growth, development, and a new future land use map, municipalities, and the five (5) County Focus Areas.

Task 4: Parks and Recreation Comprehensive Master Plan (10-Year)

Brunswick County envisions a new **Parks and Recreation Comprehensive Master Plan** as a collaborative effort between the public, consultant, staff, and County officials. This plan should share a common vision and be collaborative with the new **Comprehensive Land Use Plan**. *This plan should have a planning horizon of 10-years and is anticipated to include the following elements:*

- Data Collection and Existing Conditions Assessment (Task #1).
- Public Outreach (Task #2).
- Overview of the Community Visioning (Task #2).
- Brunswick County Parks & Recreation System Inventory & Assessment:
 - Parks & Recreation Community Needs Assessment Survey
 - Inventory and evaluation of the existing systems & facilities including the following:
 - Active recreation & related programming;
 - Passive recreation & related programming;
 - Public recreation facilities within Brunswick County; and
 - Private recreation facilities within Brunswick County.
 - Staffing assessment that includes an inventory current staffing and evaluation of future needs based upon projected future growth and needs;
 - A future needs assessment includes components such as recommendations, benchmarking, level of service standards, and a guide for future recreation facilities; and
 - Budget assessment.
- Plan goals, objectives, recommendations, and action items that are seamless and collaborative with Task #2 And Task #3:
 - Recommendations on the following:
 - New Facilities;
 - Renovation;
 - Service Areas;
 - Land Acquisitions;
 - Staffing; and
 - Operations.
 - Financial Report & Recommendations:
 - Capital/Developmental;
 - Operational;
 - Revenue Potential; and
 - Alternative Funding Recommendations.
- Graphics, Illustrations, and Maps.

Task #5: Final Approvals

Following a review by Brunswick County Staff, the consultant will provide an overview presentation to the committee at one of their meetings. The committee will review and endorse a final version of each plan. A final presentation shall be prepared for plan adoption and taken to the following boards:

- All participating Municipalities (Governing Boards, Planning Board, Park & Recreation Boards)
- Brunswick County Parks & Recreation Advisory Board
- Brunswick County Planning Board
- Brunswick County Board of Commissioners for their consideration and plan adoption.
- *Brunswick County Staff can assist with additional endorsements by taking it to local committees and boards as needed.*

PROPOSAL SUBMISSION REQUIREMENTS

Below outlines the submittal requirements:

○ **Deadline**

Brunswick County will accept proposals until 5:00 PM eastern time on February 13, 2020.

○ **Timeline**

The Consultant will work with the County Staff to complete the project within a 20-month window. It is anticipated that both plan documents will be forwarded to governing boards for adoption prior to the completion of this project.



○ **Submission Instructions**

Proposals along with all documentation should be clearly marked *RFP – PLANNING AND PARKS & RECREATION PLAN PROJECT*. Those interested should submit six (6) hard copies and one (1) electronic copy of the package should be mailed or hand-delivered:

By Mail to:

Brunswick County Parks & Recreation Department
ATTN: Aaron Perkins & Kirstie Dixon
P.O. Box 249
Bolivia, NC 28422

Delivered In-Person to:

Brunswick County Parks & Recreation Department
ATTN: Aaron Perkins & Kirstie Dixon
20 Referendum Drive, N.E. (Building G)
Bolivia, NC 28422

All proposals must be received by 5:00 PM eastern time on February 13, 2020.

Brunswick County will not be responsible for the failure of any mail or delivery service to deliver a proposal prior to the stated date and time. Regardless of the manner of submission, any proposal received after the stated date and time will not be considered. Incomplete proposals or proposals inconsistent with the required format may be disqualified from consideration.

All proposals must include the following:

- The firm's name, address, and telephone number;
- A cover letter/letter of intent on company letterhead, signed by an authorized representative, expressly agreeing to Brunswick County's terms and conditions contained in this Request for Proposal and its attachments and committing the firm to the proposal for a minimum of 60 days;
- The name, address and telephone number of representatives with the authority to answer questions or provide clarification regarding the proposal's contents;
- The names of any and all subcontractors expected to perform services in connection with the project and their qualifications. Include the estimated percentage of work that each subcontractor is expected to perform. **Brunswick County reserves the right to accept or reject any proposed subcontractor;**
- A detailed profile and history of the firm and of all subcontractors. If available, please include the firm's website and a promotional video/DVD about the firm;
- Provide a *Project Approach Statement* and a *Description of Scope of Work & Services*;
- Any assistance requirements from Brunswick County and participating Municipalities;
- A Certificate of Insurance as evidence that the firm meets the County's Minimum Insurance Requirements attached hereto;
- A detailed price proposal in substantially the form attached hereto and incorporated herein by reference; and

Provide documentation to clearly demonstrate that their firm meets or exceeds the requirements set forth in this RFP. **Failure to provide such documentation may result in the proposal being deemed non-responsive.**

○ **Proposal Format**

The following format is required to provide consistency between proposals. Each item outlined below must be addressed in the exact order in the proposal in the order for the proposal to be valid.

- ***Project Approach Statement***

A statement about the proposed approach and chosen methodology that will achieve the project's objectives and the Scope of Work. Describe your team's approach to successfully delivering the project. Provide details on how each task will be completed including specific methodologies, approaches, tasks, and schedules.

- ***Description of Scope of Work & Related Services***

Respondents are requested to submit a core proposal that addresses the Scope of Work defined within this RFP using technical expertise, professional experience, and creativity when developing the proposal. *Additionally, all respondents are encouraged to propose alternatives or additions to the Scope of Work that provide a more innovative approach, better results, improved project efficiency, and/or result in cost-savings.*

The description should include the following:

- A full description of services and processes that will be implemented to complete the project in the most efficient, timely and comprehensive manner;
- A detailed implementation plan;
- A project schedule that includes a start date, outlines the tasks, estimated hours, responsibility, major deliverables with timing;
- A list of all project deliverables; and
- All proposed alternatives or additions.

- ***Project Budget***

Provide a project budget. All costs proposed are to be unbundled, detailed and include itemized pricing. It is to be inclusive of labor, materials, equipment, incidentals, etc. necessary to provide the scope of services outlined in this RFP for the below listed hourly rates. Rates proposed are also to include all expenses, including general overhead, equipment, field overhead, profit, travel per diem, all necessary food, water, restroom and lodging facilities needed to provide these services.

- ***Contract Man-Hours***

Proposals must include estimated man-hours for each task. Calculate the percentage of MBE/DBE's anticipated participation based on the man-hours.

- ***Subcontractors***

Proposals must include the cost associated with subcontractors expected to be utilized in completing the project.

- ***"Not to Exceed" Fee***

Proposals must include the cost of deliverables and all reimbursable expenses.

- ***Project Team***

Provide an organizational chart identifying all staff assigned to the project and defining roles, responsibilities, and task assignments of each member for the duration of the project. Identify and include all subcontractors. **Brunswick County reserves the right to accept or reject any proposed subcontractor.**

○ **Project Contacts & Information**

Brunswick County Planning Department and Brunswick County Parks & Recreation Department will both provide information and assistance for this project. Project contacts are Aaron Perkins, Parks & Recreation Director (910-253-2676 or aaron.perkins@brunswickcountync.gov) and Kirstie Dixon, Planning Director for the Brunswick County Planning Department (910-253-2035 or kirstie.dixon@brunswickcountync.gov).

All changes to the specifications or scope of work will be made in the form of an Addendum to this Request for Proposal and will be supplied to all prospective firms.

SELECTION PROCESS

Final selection and contracting will be subject to approval by Brunswick County. All Firms expressing interest will be thoroughly considered and evaluated by the Selection Committee comprised of Parks & Recreation Department Staff, Planning Department Staff, and other agencies, as needed. Firms will be asked to present their proposals to the Selection Committee. All respondents should be available for a 60-minute presentation on their proposal to the Selection Committee and will be responsible for all costs (e.g., travel and presentation materials) related to this presentation. *The Selection Committee will award the contract to the responsible firm with the most advantageous proposal, taking into consideration price, cost effectiveness, comprehensiveness, and project approach.*

ANTICIPATED PROJECT TIMELINE

The successful firm should expect to begin work in March of 2020. The following is the intended schedule for securing the consultant.

- Advertisement and Distribution: January 17, 2020
- RFP Due: January 13, 2020 (no later than 5:00 pm)
- Targeted Selection Date: February 28, 2020

ADMINISTRATIVE INFORMATION

Below are important administrative information, disclaimers, and proposal conditions affecting this RFP:

- A. Brunswick County will not be responsible for any costs or expenses incurred by consultant in submitting a proposal or for any other activities associated with this procurement. Further, Brunswick County reserves the right to cancel the work described herein prior to issuance and acceptance of any contractual agreement even if the Board of Commissioners has formally accepted the recommendation.
- B. Brunswick County will ensure that all competitive respondents receive answers, or clarifications, to questions posed by any respondent.
- C. In addition to the terms and conditions contained in this Request for Proposal, by submitting a proposal, the firm, if selected, agrees to enter into and be bound by the provisions of a Services Agreement in substantially the form attached hereto and incorporated herein by reference. To the extent that any of the terms of this Request for Proposal and the terms of the Services Agreement conflict, the terms of the Services Agreement shall prevail. No work shall commence until an agreement has been fully executed by the parties. Unless otherwise approved by Brunswick County, the firm must begin performing services within thirty (30) days after an agreement is signed.

- D. All written correspondence, proposals and supporting documents received by Brunswick County in connection with this Request for Proposal will become the property of Brunswick County. Brunswick County reserves the right to use any ideas in a proposal or supporting documents regardless of whether the proposal is selected.
- E. The selected firm, and any of its approved subcontractors, must procure and maintain in full force and effect during the term of any agreement with Brunswick County, or the renewal of any agreement with Brunswick County, the insurance coverage set forth in the Minimum Insurance Requirements attached hereto and incorporated herein by reference. In the event the selected firm, or any of its approved subcontractors, fails to maintain insurance as outlined herein, Brunswick County may, at its option, obtain the required insurance at the expense of the firm.
- F. Any changes to the specifications or scope of work will be made in the form of an Addendum to this Request for Proposal and will be supplied to all prospective firms.
- G. Respondents are encouraged to propose alternatives or additions to the Scope of Work and specifications within that provide a more innovative approach, better results, improved project efficiency, and/or result in cost-savings. Identify all changes proposed to the scope of work. Any omission of changes implies complete compliance with the proposal documents, the scope of work, and all specifications within.
- H. Brunswick County suggests the formation of such teams when such relationships appear to offer combinations of expertise or abilities not otherwise available. Respondents have the right to refuse to enter any suggested relationship. Brunswick County will only contract with one (1) lead consulting firm. All other entities participating on a team will be deemed subcontractors of the lead consulting firm.
- I. This RFP does not commit Brunswick County to award a contract.
- J. Respondents shall not offer any gratuities, favors or anything of monetary value to any employee or agent of those entities that have influence in the selection of the consultant for the purpose of influencing the award of a contract.
- K. Brunswick County reserves the right to request financial information for any firm, in order to support the viability of the firm.
- L. Submission of a proposal indicates explicit acceptance by the firm of the terms and conditions contained in this Request for Proposal and any attachments hereto. Brunswick County reserves the right to reject, without prejudice or explanation, any or all proposals. Brunswick County reserves the right to suggest to any or all respondents that such respondents form into teams of consulting firms or organizations deemed to be advantageous to Brunswick County in performing the scope of work. Brunswick County will only contract with one (1) lead consulting firm. All other entities participating on a team will be deemed subcontractors of the lead consulting firm.
- M. Brunswick County reserves the right to waive informalities or to amend the specifications of this Request for Proposal and request new proposals at any time prior to the award of a contract. All decisions of Brunswick County shall be final and binding.
- N. Respondents shall supply the following:
 - A single point of contact through proposal acceptance. Brunswick County will communicate solely through this contact regarding all issues relating to the proposal through acceptance.
 - A single Project Manager, after acceptance, dedicated and available for the entire duration of the project. The Project Manager may only be replaced upon approval by, or at the request of Brunswick County. At a minimum, the firm's Project Manager shall be responsible for oversight and management of the Scope of Work as outlined above.
- O. The withdrawal and rejection procedures are outlined below:
 - *Rejection:* A proposal may be rejected if the firm fails to:
 - Submit the proposal in the format specified;
 - Supply the minimum information requested;
 - Submit all addenda, addenda responses and templates;
 - Submit the proposal by the date and time required;

- Submit a cost proposal with unbundled, detailed and itemized pricing; and
 - Provide truthful and accurate information in the proposal.
- *No Acceptance*: Brunswick County reserves the exclusive right to reject any or all proposals, to waive any informalities or technical defects in proposals, and to accept any proposal deemed most favorable to Brunswick County.
- *Competency of Firm*: Brunswick County shall make such investigation as it deems necessary to determine the ability of the firm to perform the work, and/or provide the services required by this Request for Proposal. Upon request by Brunswick County, the firm shall furnish satisfactory evidence that it has the necessary facilities, ability, and financial resources to fulfill the specifications and conditions of the proposal.
- P. Brunswick County reserves the right to select the most competitive RFP for this presentation. During the selection process, Brunswick County reserves the right to award a contract, based on initial proposals received from firms, without discussion and without conducting further negotiations. Brunswick County may also, in its sole discretion, initiate further discussions with firms that it deems to fall within a competitive range. The contract will be awarded to the responsible firm with the most advantageous proposal, taking into consideration price, cost-effectiveness, comprehensiveness, and approach. Brunswick County shall not be deemed to have finally selected a firm until a contract has been successfully negotiated and signed by both parties.
- Q. Firms and its agents shall treat all data and information associated with this Request for Proposal, including, without limitation, the Request for Proposal, all reports, recommendations, specifications, and other data as confidential. Firm and its agents shall not disclose or communicate any information to a third party or use such information in advertising, propaganda and/or in another job or jobs unless prior written consent is obtained from Brunswick County.
- R. All proposals received by Brunswick County shall be considered public information subject to lawful disclosure under North Carolina Public Records Law. Any proposal material deemed by the firm to constitute either proprietary or trade secret material shall be designated as such, and each page or section of a page containing such material shall be so marked by the firm. In addition, it shall be the sole responsibility of the firm to demonstrate to a court of competent jurisdiction that their designation is proper. Brunswick County shall not make public any material determined by a court of competent jurisdiction to be proprietary or trade secret. Firm hereby agrees to indemnify and hold Brunswick County harmless from any and all claims, suits, damages, penalties or expenses arising out of Firm's proprietary or trade secret designation.
- S. After a project is awarded to a firm and the parties enter into a formal agreement, a change order will be required for any changes in scope to the project that add, delete or modify any billable component(s). Each work/change order will contain the date of the issue and a unique number used for identification and cross-reference purposes.
- T. Protests related to this Request for Proposal must be addressed to the Brunswick County Parks & Recreation Department, ATTN: Aaron Perkins & Kirstie Dixon, P. O. Box 249, Bolivia, NC 28422 and must be received, in writing, within five (5) calendar days of bid award. Responses will be provided no later than (7) calendar days following receipt of said protest.

PROJECT DELIVERABLES

Project deliverables that should be completed by the selected firm include the following:

- **Project updates to County Staff as follows:**
 - Weekly or bi-weekly project conference calls to be held throughout the project, with meeting agendas and minutes provided by the selected firm.
 - Ongoing action item list maintained by the firm.
 - Template and procedure for formal reporting of issues provided by the firm.

- **Final Report that summarizes the engagement.**
- **Community Vision from Task #2 with the following deliverables:**
 - Three (3) full hardboard presentation boards (36x48) featuring the Brunswick County Community Vision.
 - An electronic version of the Presentation Board. The format is required to be in Microsoft Word, pdf, and HTML formats.
- **Comprehensive land use plan called *BLUEPRINT Brunswick - A Framework for the Future* from Task #3 with the following deliverables:**
 - Twenty-five (25) printed copies of the proposed plan document for review by boards.
 - One (1) hard copy of the proposed plan document for review by boards that is ready duplication
 - Seventy-five (75) printed copies of the final approved *BLUEPRINT Brunswick - A Framework for the Future* Plan document inbound 8.5"*11" format with appropriate maps, foldouts, etc.
 - One (1) hard copy of the final approved plan for ready duplication.
 - One (1) laminated full hardboard presentation board (36x48) featuring the *BLUEPRINT Brunswick - A Framework for the Future* Plan.
 - One (1) laminated full hardboard presentation board (36x48) featuring the Brunswick County Future Land Use Plan Map.
 - A final presentation with the plan overview that includes a plan overview and maps.
 - Electronic versions of all final plan documents and files including:
 - The format of the plan documents are required to be in Microsoft Word, pdf, and HTML formats.
 - The electronic presentation of the proposed plan. The format required is Microsoft Word PowerPoint.
 - Presentation Board Electronic format. The format required is Microsoft Word, pdf, and HTML formats.
 - Final Plan Document. The format of the final plan documents/report is required to be in both Microsoft Word, pdf and HTML formats.
 - All tables from the Final Plan Document. The format of the tables is required to be in Microsoft Word or Microsoft Excel and pdf formats.
 - All maps from the Final Plan Document such as:
 - The format of the maps is required to be in pdf.
 - GIS Files for all maps. Data shall be in the North Carolina State Plane, NAD 1983, feet coordinate system (WELLKNOWN ID 2264) and be comprised of an ESRI file geodatabase.
- **Parks and Recreation Comprehensive Master Plan from Task #4 with the following deliverables:**
 - Twenty-five (25) printed copies of the proposed plan document for review by boards.
 - One (1) hard copy of the proposed plan document for review by boards that is ready duplication
 - Fifty (50) printed copies of the final approved Comprehensive Master Plan document inbound 8.5"*11" format with appropriate maps, foldouts, etc.
 - One (1) hard copy of the final approved plan for ready duplication
 - Two (2) full hardboard presentation boards (36x48) featuring the Brunswick County Parks & Recreation Service Area Profile.
 - Two (2) full hardboard presentation boards (36x48) featuring the Brunswick County Parks & Recreation Park Inventory Map.
 - A final presentation with the plan overview that includes a plan overview, profiles, and the inventory map.

- Electronic versions of all final plan documents and files including:
 - The format of the plan documents are required to be in Microsoft Word, pdf, and HTML formats.
 - The electronic presentation of the proposed plan. The format required is Microsoft Word PowerPoint.
 - Presentation Board Electronic format. The format required is Microsoft Word, pdf, and HTML formats.
 - Final Plan Document. The format of the final plan documents/report is required to be in both Microsoft Word, pdf and HTML formats.
 - All tables from the Final Plan Document. The format of the tables is required to be in Microsoft Word or Microsoft Excel and pdf formats.
 - All maps from the Final Plan Document such as:
 - The format of the maps is required to be in pdf.
 - GIS Files for all maps. Data shall be in the North Carolina State Plane, NAD 1983, feet coordinate system (WELLKNOWN ID 2264) and be comprised of an ESRI file geodatabase.

ATTACHMENT 1

FORM OF AGREEMENT

NORTH CAROLINA

SERVICES AGREEMENT

BRUNSWICK COUNTY

THIS SERVICES AGREEMENT (hereinafter referred to as the “Agreement”) is made and entered into by and between Brunswick County, a body politic and corporate of the State of North Carolina, (hereinafter referred to as “County”), party of the first part, and {Vendor Name}, (hereinafter referred to as “Provider”), party of the second part.

WITNESSETH:

1. SERVICES; FEES

The services to be performed under this Agreement (hereinafter referred to collectively as “Services”) and the agreed upon fees for said Services are set forth on Exhibit “A” attached hereto.

Any exhibits or attachments referenced herein are hereby incorporated by reference and made a part of this Agreement. Any conflict between the language in an exhibit or attachment and the main body of this Agreement shall be resolved in favor of the main body of this Agreement.

2. TERM OF AGREEMENT AND TERMINATION

The term of this Agreement begins on {Effective Date} (the “Effective Date”) and continues in effect until {Expiration Date}, unless sooner terminated as provided herein. The County may terminate this Agreement at any time without cause by giving sixty (60) days’ written notice to Provider. As soon as practicable after receipt of a written notice of termination without cause, Provider shall submit a statement to County showing in detail the work performed under this Agreement through the effective date of termination. County may terminate this Agreement for cause by giving written notice of a breach of the Agreement. Provider shall have fifteen (15) days to cure the breach following receipt of the notification. Failure to cure the breach within the fifteen (15) days shall result in the immediate termination of the Agreement. Notwithstanding the foregoing, County may terminate this Agreement immediately and without notice to Provider if Provider becomes insolvent, makes or has made an assignment for the benefit of creditors, is the subject of proceedings in voluntary or involuntary bankruptcy instituted on behalf of or against Provider, or has a receiver or trustee appointed for substantially all of its property, or if Provider allows any final judgment to stand against it unsatisfied for a period of forty-eight (48) hours.

3. NONAPPROPRIATION

If the Board of County Commissioners does not appropriate the funding needed by the County to make payments under this Agreement for a given fiscal year, the County will not be

obligated to pay amounts due beyond the end of the last fiscal year for which funds were appropriated. In such event, the County will promptly notify the Provider of the non-appropriation and this Agreement will be terminated at the end of the last fiscal year for which funds were appropriated. No act or omission by the County which is attributable to non-appropriation of funds shall constitute a breach of or default under this Agreement.

4. COMPENSATION

The County agrees to pay fees as specified in Exhibit “A” or as set out above for the Services satisfactorily performed in accordance with this Agreement. Unless otherwise specified, Provider shall submit monthly invoices to County and include detail of all Services delivered or performed under the terms of this Agreement. County shall pay all undisputed and properly completed invoices within thirty (30) days of receipt. Notwithstanding the foregoing, County will not pay late fees on any charges under this Agreement. If County disputes any portion of the charges on any invoice received from Provider, the County shall inform Provider in writing of the disputed charges. Once the dispute has been resolved, Provider shall re-invoice County for the previously disputed charges, and, per any resolution between County and Provider, the County shall pay those charges in full at that time. No advance payment shall be made for the Services to be performed by Provider under this Agreement.

5. INDEPENDENT CONTRACTOR

Both County and Provider agree that Provider shall act as an independent contractor and shall not represent itself as an agent or employee of the County for any purpose in the performance of its duties under this Agreement. Provider represents that it has or will secure, at its own expense, all personnel required in performing the Services under this Agreement. Accordingly, Provider shall be responsible for payment of all federal, state and local taxes arising out of its activities in accordance with this Agreement, including, without limitation, federal and state income tax, social security tax, unemployment insurance taxes and any other taxes or business license fees as required. Provider shall not be entitled to participate in any plans, arrangements or distributions by the County pertaining to or in connection with any pension, stock, bonus, profit sharing or other benefit extended to County employees.

In the event the Internal Revenue Service should determine that Provider is, according to Internal Revenue Service guidelines, an employee subject to withholding and social security contributions, then Provider hereby acknowledges that all payments hereunder are gross payments, and the Provider is responsible for all income taxes and social security payments thereon.

6. PROVIDER REPRESENTATIONS

- a. Provider is a duly organized entity or corporation qualified to do business and in good standing under the laws of the State of North Carolina;
- b. Provider has all requisite corporate power and authority to execute, deliver and perform its obligations under this Agreement;

- c. No approval, authorization or consent of any governmental or regulatory authority is required to be obtained or made by it in order for Provider to enter into and perform its obligations under this Agreement;
- d. In connection with Provider's obligations under this Agreement, it shall comply with all applicable federal, state and local laws and regulations and shall obtain all applicable permits and licenses;
- e. Provider shall not violate any agreement with any third party by entering into or performing the Services under this Agreement;
- f. Provider will perform all Services in conformity with the specifications and requirements of this Agreement;
- g. The Services provided by Provider under this Agreement will not violate, infringe or misappropriate any patent, copyright, trademark or trade secret rights of any third party, or any other third-party rights (including, without limitation, non-compete agreements);
- h. Provider shall exercise reasonable care and diligence when performing the Services hereunder and will ensure that it adheres to the highest generally accepted standards in the industry when performing said Services;
- i. Provider acknowledges that if any specific licenses, certifications or related credentials are required in its performance of the Services, it will ensure that such credentials remain current and active and not in a state of suspension or revocation; and
- j. Provider shall ensure that whenever its employees or agents are on County property, they will strictly abide by all instructions and directions issued by the County with respect to rules, regulations, policies and security procedures applicable to work on the County's premises. Such rules, regulations, policies and security procedures shall include, but not be limited to: (i) not possessing any controlled substances; (ii) smoking only in designated smoking areas, if any; and (iii) not possessing weapons, except for weapons possessed by law enforcement officials.

7. DAMAGE TO EQUIPMENT, FACILITIES, PROPERTY OR DATA

Provider shall be solely responsible for any damage to or loss of the County's equipment, facilities, property and/or data arising out of the negligent or willful act or omission of Provider or its subcontractors. In the event that Provider causes damage to the County's equipment or facilities, Provider shall, at its own expense, promptly repair or replace such damaged items to restore them to the same level of functionality that they possessed prior to such damage.

8. NON-ENDORSEMENT AND PUBLICITY

County is not endorsing Provider or its Services, and Provider is not permitted to reference this Agreement or County in any manner without the prior written consent of County.

Notwithstanding the foregoing, the parties agree that Provider may list the County as a reference in response to requests for proposals and may identify County as a customer in presentations to potential customers.

9. NON-EXCLUSIVITY

Provider acknowledges that County is not obligated to contract solely with Provider for the Services covered under this Agreement.

10. DIVESTMENT FROM COMPANIES THAT BOYCOTT ISRAEL

Provider hereby certifies that it has not been designated by the North Carolina State Treasurer as a company engaged in the boycott of Israel pursuant to N.C.G.S. § 147-86.81.

11. DEBARMENT

Provider hereby certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this Agreement by any governmental department or agency. Provider must notify County within thirty (30) days if debarred by any governmental entity during this Agreement.

12. INDEMNIFICATION

Provider shall defend, indemnify and hold harmless County, its officers, officials, agents and employees from and against all actions, liability, claims, suits, damages, costs or expenses of any kind which may be brought or made against County or which County must pay and incur arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings or causes of action of every kind in connection with or arising out of this Agreement and/or the performance hereof that are due in part or in the entirety of Provider, its employees or agents. Provider further agrees to investigate, handle, respond to, defend and dispose of same at its sole cost and expense. Provider shall be fully responsible to County for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by it. This Section shall survive any expiration or termination of this Agreement.

13. INSURANCE

Provider shall procure and maintain in full force and effect at all times and at its sole cost and expense Commercial General Liability, Commercial Automobile Liability, Professional Liability and Workers' Compensation insurance, if applicable, and any additional insurance as may be required by County with limits acceptable to County. All insurance policies (with the exception of Workers' Compensation, if applicable, and Professional Liability) shall be endorsed, specifically or generally, to include County as an additional insured and as a certificate holder. Provider shall furnish a Certificate of Insurance from a licensed insurance agent in North Carolina with a rating of A-VII or better by A.M. Best verifying the existence of any insurance coverage required by County. The Certificate will provide for thirty (30) days' advance notice in the event of termination or cancellation of coverage. Provider shall have no right of recovery or subrogation

against County (including its officers, agents and employees), it being the intention of the parties that the insurance policies so affected shall protect both parties and be primary coverage for any and all losses covered by the aforementioned insurance.

14. WORKERS' COMPENSATION

To the extent required by law, Provider shall comply with the North Carolina Workers' Compensation Act and shall provide for the payment of workers' compensation to its employees in the manner and to the extent required by such Act. In the event Provider is excluded from the requirements of such Act and does not voluntarily carry workers' compensation coverage, Provider shall carry or cause its employees to carry adequate medical/accident insurance to cover any injuries sustained by its employees or agents while fulfilling Provider's obligations under this Agreement.

Provider agrees to furnish County proof of compliance with said Act or adequate medical/accident insurance coverage upon request.

15. REMEDIES

- a. **RIGHT TO COVER.** If Provider fails to meet any completion date or resolution time set forth, due to no fault of County, the County may take any of the following actions with or without terminating this Agreement, and in addition to, and without limiting, any other remedies it may have:
 - i. Employ such means as it may deem advisable and appropriate to perform itself or obtain the Services from a third party until the matter is resolved and Provider is again able to resume performance under this Agreement; and
 - ii. Deduct any and all expenses incurred by County in obtaining or performing the Services from any money then due or to become due Provider and, should the County's cost of obtaining or performing the Services exceed the amount due Provider, collect the amount due from Provider.
- b. **RIGHT TO WITHHOLD PAYMENT.** County reserves the right to withhold any portion, or all, of a scheduled payment if Provider fails to perform under this Agreement until such breach has been fully cured.
- c. **SETOFF.** Each party shall be entitled to set off and deduct from any amounts owed to the other party pursuant to this Agreement all damages and expenses incurred or reasonably anticipated as a result of the other party's breach of this Agreement.
- d. **OTHER REMEDIES.** Upon breach of this Agreement, each party may seek all legal and equitable remedies to which it is entitled. The remedies set forth herein shall be deemed cumulative and not exclusive and may be exercised successively or concurrently in addition to any other available remedy.

- e. **NO SUSPENSION.** In the event that County disputes in good faith an allegation of breach by Provider, notwithstanding anything to the contrary in this Agreement, Provider agrees that it will not terminate this Agreement or suspend or limit any Services or warranties, unless: (i) the parties agree in writing; or (ii) an order of a court of competent jurisdiction determines otherwise; provided, however, this dispute period shall be limited to ninety (90) days.

16. TAXES

Provider shall be responsible for paying all taxes, fees, assessments and premiums of any kind payable on its employees and operations. Provider shall substantiate, on demand by the County, that all taxes and other charges are being properly paid.

17. HEALTH AND SAFETY

Provider shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with performing the Services. Provider shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury or loss to all employees in connection with performing the Services and other persons who may be affected thereby.

18. NON-DISCRIMINATION IN EMPLOYMENT

Provider shall not discriminate against any employee or applicant for employment because of race, ethnicity, gender, gender identity, sexual orientation, age, religion, national origin, disability, color, ancestry, citizenship, genetic information, political affiliation or military/veteran status, or any other status protected by federal, state or local law or other unlawful form of discrimination. Provider shall take affirmative action to ensure that applicants are employed and that employees are treated fairly during employment. In the event Provider is determined by the final order of an appropriate agency or court of competent jurisdiction to be in violation of any non-discrimination provision of federal, state or local law or this provision, this Agreement may be cancelled, terminated or suspended in whole or in part by County, and Provider may be declared ineligible for further County agreements.

19. COMPLIANCE WITH E-VERIFY PROGRAM

Pursuant to N.C.G.S. § 143-133.3, Provider understands that it is a requirement of this Agreement that Provider and its subcontractors must comply with the provisions of Article 2 of Chapter 64 of the North Carolina General Statutes. In doing so, Provider agrees that, unless it is exempt by law, it shall verify the work authorization of its employees utilizing the federal E-Verify program and standards as promulgated and operated by the United States Department of Homeland Security, and Provider shall require its subcontractors to do the same. Upon request, Provider agrees to provide County with an affidavit of compliance or exemption.

20. CONFIDENTIAL INFORMATION

For purposes of this Agreement, the party disclosing Confidential Information is the “Discloser,” and the party receiving Confidential Information is the “Recipient.” “Confidential Information” shall mean any nonpublic information concerning the parties’ respective businesses including, but not limited to, all tangible, intangible, visual, electronic, present or future information such as: (a) trade secrets; (b) financial information, including pricing; (c) technical information, including research, development, procedures, algorithms, data, designs and know-how; (d) business information, including operations, planning, marketing interests and products; and (e) the terms of any agreement between the parties and the discussions, negotiations and proposals related thereto. Confidential Information disclosed to the other party must be clearly identified. Written Confidential Information must be clearly marked in a conspicuous place with an appropriate legend identifying the information as “Confidential.” Confidential Information that is not written must be identified as confidential at the time of disclosure and confirmed in writing delivered to Recipient within fifteen (15) days of disclosure.

The restrictions regarding the use and disclosure of Confidential Information do not apply to information that is:

- a. in the public domain through no fault of the Recipient;
- b. within the legitimate possession of the Recipient, with no confidentiality obligations to a third party;
- c. lawfully received from a third party having rights in the information without restriction, and without notice of any restriction against its further disclosure;
- d. independently developed by the Recipient without breaching this Agreement or by parties who have not had, either directly or indirectly, access to or knowledge of the Confidential Information;
- e. disclosed with the prior written consent of the Discloser; or
- f. required to be disclosed by law, regulation or court or governmental order, specifically including requests pursuant to the Public Records Laws of North Carolina contained in Chapter 132 of the North Carolina General Statutes. In the event Recipient receives such a request, it shall notify Discloser and Discloser shall have the opportunity to defend against production of such records at Discloser’s sole expense.

21. OWNERSHIP OF WORK PRODUCT

Should Provider’s performance under this Agreement generate documents or other work product that are specific to the Services hereunder, such documents or work product shall become the property of County and may be used by County on other projects without additional compensation to Provider.

22. NO ASSIGNMENT WITHOUT CONSENT

Neither party shall assign this Agreement (or assign any right or delegate any obligation contained herein whether such assignment is of service, of payment or otherwise) without the prior written consent of the other party hereto. Any such assignment without the prior written consent of the other party hereto shall be void. An assignee shall acquire no rights, and County shall not recognize any assignment in violation of this provision.

23. GOVERNING LAW AND VENUE

This Agreement shall be governed by applicable federal law and by the laws of the State of North Carolina without regard for its choice of law provisions. All actions relating in any way to this Agreement shall be brought in the General Court of Justice of the State of North Carolina in Brunswick County or in the Federal District Court for the Eastern District of North Carolina, Wilmington division.

24. DISPUTE RESOLUTION

Should a dispute arise as to the terms of this Agreement, both parties agree that neither may initiate binding arbitration. The parties may agree to non-binding mediation of any dispute prior to the bringing of any suit or action.

25. GOVERNMENTAL IMMUNITY

County, to the extent applicable, does not waive its governmental immunity by entering into this Agreement and fully retains all immunities and defenses provided by law with regard to any action based on this Agreement.

26. NON-WAIVER

Failure by County at any time to require the performance by Provider of any of the provisions of this Agreement shall in no way affect County's right hereunder to enforce the same, nor shall any waiver by County of any breach be held to be a waiver of any succeeding breach or a waiver of this Section.

27. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties with respect to the subject matter herein. There are no other representations, understandings or agreements between the parties with respect to such subject matter. This Agreement supersedes all prior agreements, negotiations, representations and proposals, written or oral.

28. HEADINGS

The headings in this Agreement are for convenience of reference only and shall not define or limit any of the terms or provisions hereof.

29. SEVERABILITY

The invalidity of one or more of the phrases, sentences, clauses or sections contained in this Agreement shall not affect the validity of the remaining portion of the Agreement so long as the material purposes of this Agreement can be determined and effectuated. If a provision of this Agreement is held to be unenforceable, then both parties shall be relieved of all obligations arising under such provision, but only to the extent that such provision is unenforceable, and this Agreement shall be deemed amended by modifying such provision to the extent necessary to make it enforceable while preserving its intent.

30. AMENDMENTS

No amendments or changes to this Agreement, or additional Proposals or Statements of Work, shall be valid unless in writing and signed by authorized agents of both Provider and County.

31. NOTICES

- a. **DELIVERY OF NOTICES.** Any notice, consent or other communication required or contemplated by this Agreement shall be in writing, and shall be delivered in person, by U.S. mail, by overnight courier, by electronic mail or by facsimile to the intended recipient at the address set forth below.
- b. **EFFECTIVE DATE OF NOTICES.** Any notice shall be effective upon the date of receipt by the intended recipient; provided that any notice which is sent by facsimile or electronic mail shall also be simultaneously sent by mail deposited with the U.S. Postal Service or by overnight courier.
- c. **NOTICE ADDRESS.** Communications that relate to any breach, default, termination, delay in performance, prevention of performance, modification, extension, amendment or waiver of any provision of this Agreement shall be sent to:

- i. For the County: Brunswick County Manager
P.O. Box 249
Bolivia, NC 28422
Fax: 910-253-2022
- ii. For the Provider: { Vendor Name }
{ Vendor Address }
{ Vendor City }, { Vendor State or Territory } { Vendor Zip }

32. SIGNATURES

This Agreement, together with any amendments or modifications, may be executed in one or more counterparts, each of which shall be deemed an original and all of which shall be considered one and the same agreement. This Agreement may also be executed electronically. By signing electronically, the parties indicate their intent to comply with the Electronic Commerce in Government Act (N.C.G.S § 66-358.1 et seq.) and the Uniform Electronic Transactions Act (N.C.G.S § 66-311 et seq.). Delivery of an executed counterpart of this Agreement by either electronic means or by facsimile shall be as effective as a manually executed counterpart.

ATTEST:

BRUNSWICK COUNTY

Clerk to the Board

By: _____
Frank Williams
Chairman

[SEAL]

{VENDOR NAME}

By: _____

Printed Name: { Vendor Signatory Name }

Title: { Vendor Signatory Title }

Date: _____

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

Julie A. Miller, Finance Director
Brunswick County, North Carolina

APPROVED AS TO FORM

Robert V. Shaver, Jr., County Attorney /
Bryan W. Batton, Assistant County Attorney

EXHIBIT “A”
PROPOSAL/STATEMENT OF WORK/SCOPE OF SERVICES

ATTACHMENT 2



BRUNSWICK COUNTY MINIMUM INSURANCE COVERAGE REQUIREMENTS

At contractor's expense, contractor shall procure and maintain the following recommended lines of insurance according to the scope of work. The County may choose to elect higher or lower coverages according to the work performed. Contractors must be insured by a licensed agent in North Carolina and rated A-VII or better by A.M. Best.

A. COMMERCIAL GENERAL LIABILITY

Covering all operations involved in this Agreement.

\$2,000,000	General Aggregate
\$2,000,000	Products/Completed Operations Aggregate
\$1,000,000	Each Occurrence
\$1,000,000	Personal and Advertising Injury Limit
\$ 5,000	Medical Expense Limit

B. WORKERS' COMPENSATION

Statutory limits covering all employees, including Employer's Liability with limits of:

\$500,000	Each Accident
\$500,000	Disease - Each Employee
\$500,000	Disease - Policy Limit

C. COMMERCIAL AUTOMOBILE LIABILITY

\$1,000,000 Combined Single Limit – Any Auto

D. PROFESSIONAL LIABILITY

\$1,000,000 Per Occurrence

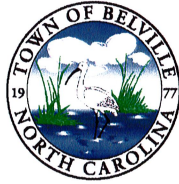
E. POLLUTION LIABILITY INSURANCE

\$1,000,000 Per Occurrence

When a contractor is required to bind pollution/environmental coverage, the contractor must provide evidence of continuation or renewal of liability insurance for a period of three (3) years following termination of the agreement.

ADDITIONAL INSURANCE AND INDEMNIFICATION REQUIREMENTS

- A. Contractor agrees to defend, indemnify, and hold harmless Brunswick County, its officers, employees, and agents from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees, or other expenses or liabilities of every kind and character arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings, or causes of action of every kind in connection with or arising out of this Agreement and/or the performance hereof that are due in part or in the entirety of Contractor, its employees or agents. Contractor further agrees to investigate, handle, respond to, defend and dispose of same at its sole expense and agrees to bear all other costs and expenses related thereto.



Brunswick County Comprehensive Land Use Plan & the Brunswick County Parks and Recreation Comprehensive Master Plan Project Resolution

WHEREAS, the Town of Belville, a North Carolina incorporated municipality, wishes to partner with Brunswick County on the Brunswick County Comprehensive Land Use Plan and the Brunswick County Parks and Recreation Comprehensive Master Plan Project; and

WHEREAS, the Town of Belville supports this important multi-jurisdictional land use planning effort that will benefit the entire community by guiding development and future land use decisions; and

WHEREAS, the Town of Belville supports this important multi-jurisdictional park and recreation planning effort that will address current trends, assess community needs, and identified future parks and recreation enhancement; and

WHEREAS, the Town of Belville is willing to dedicated funding and share in the costs of funding the Brunswick County Comprehensive Land Use Plan and the Brunswick County Parks and Recreation Comprehensive Master Plan Project based upon population size; and

NOW THEREFORE BE IT RESOLVED, that the Belville Board of Commissioners agree to participate in the Project and commit funding to the project.

ADOPTED THIS the 20th day of February, 2020.

Mike Allen, Mayor

ATTEST:

Athina Williams, Town Clerk



Town of Caswell Beach

1100 Caswell Beach Road • Caswell Beach, NC 28465
(910) 278-5471 • Fax: 1-866-271-3641 • Website: www.caswellbeach.org

Brunswick County Comprehensive Land Use Plan & the Brunswick County Parks and Recreation Comprehensive Master Plan Project Resolution

WHEREAS, the Town of Caswell Beach, a North Carolina incorporated municipality, wishes to partner with Brunswick County on the Brunswick County Comprehensive Land Use Plan and the Brunswick County Parks and Recreation Comprehensive Master Plan Project; and

WHEREAS, the Town of Caswell Beach supports this important multi-jurisdictional land use planning effort that will benefit the entire community by guiding development and future land use decisions; and

WHEREAS, the Town of Caswell Beach supports this important multi-jurisdictional park and recreation planning effort that will address current trends, assess community needs, and identified future parks and recreation enhancement; and

WHEREAS, the Town of Caswell Beach is willing to dedicated funding and share in the costs of funding the Brunswick County Comprehensive Land Use Plan and the Brunswick County Parks and Recreation Comprehensive Master Plan Project based upon population size; and

NOW THEREFORE BE IT RESOLVED, by the Town Commission of the Town of Caswell Beach to participate in the Comprehensive Master Plan Project and commit funding,

ADOPTED THIS the 12th day of March 2020.


Deborah Ahlers
Mayor


Chad Hicks
Town Clerk

Brunswick County Comprehensive Land Use Plan & the Brunswick County Parks and Recreation Comprehensive Master Plan Project Resolution

WHEREAS, the City of Northwest, a North Carolina incorporated municipality, wishes to partner with Brunswick County on the Brunswick County Comprehensive Land Use Plan and the Brunswick County Parks and Recreation Comprehensive Master Plan Project; and

WHEREAS, the City of Northwest supports this important multi-jurisdictional land use planning effort that will benefit the entire community by guiding development and future land use decisions; and

WHEREAS, the City of Northwest supports this important multi-jurisdictional park and recreation planning effort that will address current trends, assess community needs, and identified future parks and recreation enhancement; and

WHEREAS, the City of Northwest is willing to dedicate funding and share in the costs of funding the Brunswick County Comprehensive Land Use Plan and the Brunswick County Parks and Recreation Comprehensive Master Plan Project based upon population size; and

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Northwest to participate in the Brunswick County Comprehensive Land Use Plan & the Brunswick County Parks and Recreation Comprehensive Master Plan Project and commit funding.

ADOPTED THIS the 28 day of January, 2020.

ATTEST:

Donna Stickler

City Clerk

(SEAL)

James A. Knox
Mayor





Brunswick County Board of Commissioners
ACTION AGENDA ITEM
June 15, 2020

Action Item # VIII. - 4.

From:

Donald Dixon

Utilities - Town of Navassa Water and Sewer Systems
Conveyance Agreement Draft (Donald Dixon, Deputy Director-
Wastewater Operations)

Issue/Action Requested:

Request that the Board of Commissioners resolve to accept the conveyance of the utility system from the Town of Navassa, authorize the Chairman to execute the Water and Sewer Service Agreement with the Town of Navassa and any additional documents necessary for conveyance subject to County Attorney approval and approve the associated budget amendment. The County will assume ownership and operational responsibility of the Navassa Water and Sewer System on July 1, 2020.

Background/Purpose of Request:

At the request of Town of Navassa officials, Brunswick County submitted a proposal to the Town whereby the County would assume ownership and operational responsibility of the Navassa Water and Sewer System. The County would also assume the Town's water and sewer debt, the cost of expanding the wastewater treatment facilities to accommodate growth in the town and would receive all revenues from the utility system. Additionally, available to the Town's customers is the County's utility assistance program for eligible County water and sewer customers based on various income requirements. The Town indicated acceptance of the County's proposal at their November 21, 2019, meeting.

Subsequently, County staff has worked closely with the Town to gather all the necessary information and documentation to facilitate the conveyance of the Water and Sewer Systems currently owned by the Town. It is anticipated the Town of Navassa will approve the agreement at their regularly scheduled July 18, 2020, board meeting.

County staff requests that the Board of Commissioners resolve to accept the conveyance of the utility system and to approve the Water and Sewer Service Agreement with the Town of Navassa whereby the County assumes ownership and operational responsibility of the Town of Navassa's Water and Sewer System on July 1, 2020, and that the Chairman be authorized to execute the agreement on behalf of the County.

Fiscal Impact:

Budget Amendment Required, Pre-Audit Certification Required, Reviewed By Director of Fiscal Operations
Budget amendment appropriates \$27,600 in Wholesale Revenues for the payoff of the water USDA loan principal of \$26,560.86 plus accrued interest.

Approved By County Attorney:

Yes

Advisory Board Recommendation:

Not Applicable

County Manager's Recommendation:

Recommend the Board of Commissioners resolve to accept the conveyance of the utility system from the Town of Navassa, authorize the Chairman to execute the Water and Sewer Service Agreement with the Town of Navassa and any additional documents necessary for conveyance subject to County Attorney approval and approve the associated budget amendment. The County will assume ownership and operational responsibility of the Navassa Water and Sewer System on July 1, 2020.

ATTACHMENTS:

Description

- ▣ Resolution Approving Interlocal Agreement with Navassa
- ▣ 20200615 Budget Amendment Navassa Utility Transfer.pdf
- ▣ Town of Navassa Water and Sewer Systems Agreement (proposed final)

County of Brunswick
Office of the County Commissioners



**RESOLUTION APPROVING AN INTERLOCAL AGREEMENT
WITH THE TOWN OF NAVASSA**

WHEREAS, North Carolina General Statutes 160A, Article 20, Interlocal Cooperation, authorizes and empowers any units of local government to enter into interlocal agreements for the ownership, construction, operation, maintenance, management, and financing of all or portions of water and sewer utility systems within or outside the corporate limits of those units of local government; and

WHEREAS, the Town owns and operates a public water distribution system consisting of approximately 10.41 miles of distribution water lines, 40 valves, 20 fire hydrants, 325 customer meters, land, easements, rights-of-way, and related facilities (all hereinafter collectively referred to as the "Town Water System"); and

WHEREAS, the Town owns and operates a public sanitary sewer collection system consisting of approximately 11.74 miles of gravity and pressure sewers, a collection system together with manholes, 6 lift stations, force mains, valves, air release valves, service taps, service laterals, clean-outs, land, easements, rights-of-way, and related facilities (all hereinafter collectively referred to as the "Town Sewer System"); and

WHEREAS, the Town and the County have determined that it is in the best interests of both parties and the public for the Town to convey ownership and responsibility for its utility system to the County; and

WHEREAS, the Board of Commissioners has considered approval of an interlocal agreement for this purpose.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the County of Brunswick, North Carolina:

1. It is hereby determined to be necessary and desirable in the furtherance of the Board's public responsibilities for the Board to enter into the Interlocal Agreement.
2. The Board's Chairman is hereby authorized and directed to execute the Interlocal Agreement and deliver it to the appropriate counterparties, and the Clerk to the Board is hereby authorized and directed to affix and attest the appropriate seal to the Interlocal Agreement. The Interlocal Agreement shall be in substantially the

form submitted to this meeting, which is hereby approved, with such changes as may be approved by the Chairman upon recommendation of the County Attorney, such officer's execution to constitute conclusive evidence of approval of any such changes.

3. The County staff are hereby authorized and directed to execute and deliver all certificates and instruments and to take all such further action as they may consider necessary or desirable in connection with the execution and delivery of the Interlocal Agreement and the carrying out of the transactions contemplated thereby.
4. All other actions of County staff in conformity with the purposes or intent of this Resolution and in furtherance of the execution and delivery of the Interlocal Agreement and the carrying out of the transactions contemplated thereby are hereby approved and confirmed.
5. This Resolution shall take effect immediately on its adoption.

Adopted this, the 15th day of June 2020.

Frank L. Williams, Chairman
Brunswick County Board of Commissioners

Andrea White, NCCCC
Clerk to the Board

Request Info	
Type	Budget Amendment
Description	Navassa Utility Transfer
Justification	Board Meeting 06/15/2020-Appropriate \$27,600 revenues for payoff of USDA loan associated with the Town of Navassa Utility System Transfer.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
617110	371317	Water - Administration	Water Sales-Wholesale	27600	Increase	Credit
617110	459042	Water - Administration	Cap Outlay-Navassa Acqu	27600	Increase	Debit

Total	
Grand Total:	55200

**AGREEMENT OF TOWN OF NAVASSA TO CONVEY WATER AND SEWER
SYSTEMS TO BRUNSWICK COUNTY**

THIS AGREEMENT TO CONVEY WATER AND SEWER SYSTEMS, dated this the _____ day of _____ 2020, by and between the COUNTY OF BRUNSWICK, a political subdivision and body politic of the State of North Carolina (hereafter the “County”), and the TOWN OF NAVASSA, a municipal corporation of the State of North Carolina (hereafter the “Town”);

WITNESSETH:

WHEREAS, the Town owns and operates a public water distribution system consisting of approximately 10.41 miles of distribution water lines, 40 valves, 20 fire hydrants, 325 customer meters, land, easements, rights-of-way, and related facilities (all hereinafter collectively referred to as the “Town Water System”);

WHEREAS, the Town owns and operates a public sanitary sewer collection system consisting of approximately 11.74 miles of gravity and pressure sewers, a collection system together with manholes, 6 lift stations, force mains, valves, air release valves, service taps, service laterals, clean-outs, land, easements, rights-of-way, and related facilities (all hereinafter collectively referred to as the “Town Sewer System”);

WHEREAS, the Town has approximately 325 water customers and approximately 321 sewer customers;

WHEREAS, the Town has approximately \$0 million in capital improvement funds, debt service reserve funds, operating reserves, and customer deposits;

WHEREAS, as of _____, the Town has debt associated with the Town Water System and Town Sewer System of approximately \$26,560.86 in USDA loans, which the County will pay off at the time of the transfer, approximately \$440,786 in a NCDENR sewer loan, which the County will assume and pay off over time, and approximately \$509,951 owed Brunswick County for the 2012B Plant Expansion capital charges, for which the County will release Navassa from payment;

WHEREAS, the Town holds two (2) Permits to Operate a Community Public Water System, PWS ID NC0410065 and PWS ID NC7010067;

WHEREAS, the Town holds two (2) Permits to Operate Collection System, WQCS00650 and WCQS00383;

WHEREAS, the Town currently purchases its finished water from Brunswick County (“County”), the source of which is the Cape Fear River (“River”);

WHEREAS, the Town desires to keep the water and sewer rates as low as possible for its residents and property owners, but due to the water and sewer system size, the maintenance and expansion needs, and the number of customers it serves, a larger utility may have the ability to keep the rates more affordable in the long term;

WHEREAS, the County currently operates and maintains water distribution systems and wastewater collection systems throughout the Brunswick County area;

WHEREAS, the County has the staff, equipment, expertise, and financial ability to assume operation and maintenance of the Town’s Water and Sewer Systems;

WHEREAS, N.C.G.S. § 160A-274 expressly authorizes the Town to convey its interests in real and personal property to the County “upon such terms and conditions as it deems wise [and] with or without consideration...;” and

WHEREAS, North Carolina General Statutes 160A, Article 20, Interlocal Cooperation, authorizes and empowers any units of local government to enter into interlocal agreements for the ownership, construction, operation, maintenance, management, and financing of all or portions of water and sewer utility systems within or outside the corporate limits of those units of local government.

NOW, THEREFORE, in consideration of the premises and the mutual covenants and agreements hereinafter contained, the parties hereto agree as follows:

1. WATER DISTRIBUTION AND WASTEWATER COLLECTION SYSTEM DESCRIPTION

In addition to any components previously described, the Town Water System shall include, without limitation, all water mains, water service, meter assemblies, valves, fire hydrants, and other appurtenances required to provide water service to existing and future water customers in the Town.

In addition to any components previously described, the Town Sewer System shall include, without limitation, all sewer pump stations, vacuum station, manholes, vacuum assisted gravity sewer mains, gravity sewer mains, low pressure sewer mains, force mains, and other appurtenances required to provide sewer service to existing and future sewer customers of the Town.

The Town also agrees to transfer to the County any remaining balance in the Water & Sewer Enterprise Fund.

A comprehensive list of the real estate, equipment, other assets and liabilities which comprise the systems being conveyed are attached hereto in Exhibit A.

2. TRANSFER OF THE WATER AND SEWER SYSTEMS

The Town agrees to transfer to the County the Town's Water and Sewer Systems as described above. Transfer shall be by execution of deed and dedication documents prepared by the County's Attorney and executed by the appropriate Town representatives, in addition to any other documentation, agreements or bills of sale necessary to complete the transfer. Upon execution of the deed and dedication documents, the County shall own, operate, and maintain the Water and Sewer Systems within the Town. The current Town water and sewer customers and future water and sewer customers will become customers of the County.

At Closing, at a time and place mutually acceptable to the parties, the Town shall convey to the County, free and clear of liens and encumbrances, the Water and Sewer Systems by delivering Warranty Deeds for the Town's real property and an Assignment and Bill of Sale for the Town's personal property including, *inter alia*, the Systems' infrastructure, facilities, structures, vehicles, equipment, supplies, funds, permits, contracts, easements, other property rights, liabilities, debt obligations, and all other materials and things associated with or required for the ownership, operation, and maintenance of the Water and Sewer Systems.

The Town agrees to execute any NC DENR forms or applications required to transfer or assign any necessary permits for the operation and maintenance of the Water and Sewer Systems to the County.

3. EASEMENTS AND RIGHTS-OF-WAY

The Town agrees to transfer all easements, rights-of-way and utility encroachments associated with the Town Water and Sewer System, whether conveyed from individuals, business entities, developers, homeowners' associations, builders, contractors and/or other individuals or entities, to the Town of Navassa, including but not necessarily limited to, those recorded in the Brunswick County Register of Deeds and listing the Town of Navassa as Grantee. The Town also gives the County the right to operate, maintain, and construct new water and sewer mains within said easements, rights-of-way and utility encroachments. Any new easement required to expand the Water and Sewer Systems would be the responsibility of the County.

4. SYSTEM IMPROVEMENTS

The County agrees to make such improvements as required to integrate the Town of Navassa Water and Sewer Systems into the overall County water and sewer systems. The County will be responsible for the cost of the improvements, maintenance and any necessary expansions to the Water and Sewer Systems to accommodate planned growth and development to serve present and future needs. County agrees to operate, maintain and expand said Water and Sewer Systems to accommodate planned growth and development within Town's planning and zoning jurisdiction in accordance with County utility system policies, standards,

and procedures, and to serve present and future demands in a manner so as not to impede the orderly growth and development of Town.

5. EXISTING WATER AND SEWER SYSTEM DEBT AND OBLIGATIONS

The County agrees to assume responsibility for the following existing debt associated with the Water and Sewer Systems:

- a. USDA Loan 91-03 for water line extensions, with principal balance of approximately \$26,560.86, plus accrued interest at time of payoff.
- b. NCDENR loan for sewer with principal balance of approximately \$440,786.25, plus accrued interest at time of payoff.
- c. The County also releases Navassa from its debt to the County for the 2012B Plant Expansion capital charges in the approximate amount of \$509,951, and any other debt, assessment or charge owed by Navassa pursuant to the Northeast Brunswick Regional Wastewater Project Sewer Service Agreement dated July 26, 2001, including any subsequent amendments, modifications, or extensions of that Agreement.

The County's obligation for Town's existing water and sewer system debt obligations is limited to those specifically listed above. The County will not assume or reimburse any loans made between the Town General Fund and the Town Enterprise Fund.

6. RECORDS TRANSFER

Town shall transfer to County all available reproducible and electronic copies of any and all records, data, information, and models arising from the construction, operation and maintenance of Town's water and sewer utility system and any other related activity, including projects in progress, and including, but not limited to, the following:

- 1) Construction contracts, drawings, maps, and all other related documents evidencing the condition or location of any portion of the subject water and sewer systems including such documents as may be in the possession of any engineer or other consultant of Town;
- 2) Billing, collection and payment records on all present customers of the subject water and sewer systems;
- 3) An accurate tabulation or listing of all actual service locations in the Town system to be transferred to County from Town, to include:
 - a) Address - Number and Street;
 - b) Account Name (if active);
 - c) Billing Address for Each Account Number;
 - d) Account Numbers and all meter reading books and the history of all accounts for the past twelve (12) months;
 - e) One Year's Account History;
 - f) Meter Location Description;

- 4) Contracts or agreements for the supply of equipment, materials, supplies, and products;
- 5) Pending applications for water and sewer service;
- 6) Contracts or agreements to provide water and or sewer service currently in effect;
- 7) Receipts, accounts and other records of deposits made by all present and past customers of the subject water and sewer systems;
- 8) Any and all warranty information on any facilities, property, land, and equipment transferred to County pursuant to this Agreement;
- 9) Repair, maintenance, trouble, and emergency response records for all portions of Town's water and sewer systems;
- 10) Any and all notices of violation, legal actions, and lawsuits pertaining to Town's water and sewer system ;
- 11) Plans, permits, reports, specifications, surveys, etc., for water and sewer facilities and operations;
- 12) Number and locations of all unmetered services;
- 13) Copies of all water and sewer system maps;
- 14) Copies of all easements;
- 15) Copies of all encroachment agreements;
- 16) Identification of all inside Town customers;
- 17) Identification of all outside Town customers;
- 18) Record of all assessments for system extensions;
- 19) Identification of all taps for which payment has been made;
- 20) Identification of all backflow prevention installations;
- 21) Identification of all Pretreatment Program installations;
- 22) Copies of such records as are necessary to inform County of the location of all facilities of Town for other utility operations;
- 23) Accounts payable records;
- 24) Accounts receivable records; and,
- 25) Any other information, data, and records pertaining to Town's water and sewer utility.

Town agrees that prior to the Transfer Date, and in no event later than 30 days thereafter, Town shall submit to County such accounting, commercial, engineering, planning, personnel, and facility records pertaining to Town's water and sewer utility system. Town may make copies of said materials for Town's records and archives. Prior to the Transfer Date, the County Manager and Town Administrator, or their designees, shall determine mutually satisfactory administrative details for the transfer of the above-referenced records.

7. CUSTOMER TRANSFER

As of the Transfer Date, all customers and users of Town's water and sewer system shall become subject to all rules, regulations and ordinances of County as the same apply to all users and customers of the water and sewer system of County, and as same are now or may hereafter be amended. Such rules, regulations and ordinances and schedule of rates, fees, charges and penalties shall constitute a part of the

Agreement between County and any customer or user of the subject water and sewer system and any extensions thereof for the provision of water and sewer service.

A team comprised of County and Town staff shall develop a seamless transfer of customer accounts at Transfer Date in order to provide continuity of account activity after the merger. All accounting after the Transfer Date shall be made within the County utility enterprise fund.

Effective immediately following the Transfer Date, Town shall transfer customer deposits to County.

8. WATER AND SEWER RATES

The water and sewer customers in the Town will pay the same water rates and fees as currently in effect for similarly situated customers of the County. The Town agrees to transfer all meter deposits held on behalf of their customers to the County.

9. CUSTOMER ASSISTANCE PROGRAM

Concurrent with the Transfer Date, the County will implement a Customer Assistance Program, county-wide, and will establish eligibility guidelines for low-to-moderate income county customers to receive a monetary assistance credit toward their monthly water and/or sewer bill. The basic framework of this program is outlined in Exhibit B.

10. ORDINANCES AND PERMITS

The Town agrees to maintain in effect ordinances regulating water and sewer connections and the use of the Water and Sewer Systems to include mandatory connection to the Water and Sewer Systems for all structures developed within the corporate limits of the Town, to the extent permissible by law. The Town's sewer use ordinance must conform to the County's current ordinance and the NC DENR minimum requirements.

11. FUTURE EXPANSION OF WATER DISTRIBUTION AND SEWER COLLECTION SYSTEMS

It is understood and agreed that all future expansions to the Water and Sewer Systems within the corporate limits of the Town subsequent to the execution of this Agreement whether constructed by the Town or private developers shall be constructed in accordance with County specifications. If constructed by the Town, or offered for dedication by a private developer, such expansions shall be dedicated to the County upon completion of construction. The County agrees to solicit input from the Town on current and future water and sewer needs of the Town on at least an annual basis.

12. GRANT OF EXCLUSIVE RIGHT TO THE COUNTY

The Town, subject to the terms and provisions of this Agreement hereby grants and gives the County the exclusive right to own, maintain, and operate the sewer collection and water distribution systems within the Town, as well as the right to be the exclusive provider of water treatment and wastewater treatment for the Town, to the fullest extent permissible by law.

13. NO ORAL MODIFICATIONS

Any change or modification of this Agreement must be in writing signed by both parties.

14. TERM AND TERMINATION OF AGREEMENT

This Agreement shall be perpetual. Town and County hereby agree that such perpetual duration is reasonable and necessary in light of the purposes of this Agreement. If for any reason a court of competent jurisdiction rules in a final decision that may not be appealed that a perpetual term to this agreement is unlawful, then this agreement shall have a term of sixty (60) years. If the term of this agreement is so limited to sixty (60) years, the expiration of the term shall only affect the agreements hereunder with respect to events and performances that occur after the expiration date of such term, and shall not affect the existence or validity of any transfer, conveyance, undertaking, liability, or other action or right that occurred or arose prior to the expiration date.

15. TOWN REPRESENTATIONS AND WARRANTIES

The Town hereby represents and warrants as follows:

- A. Except as otherwise disclosed herein, the Town has good and marketable title, free and clear of liens and encumbrances, to the real and personal property being conveyed to the County, including all permits, associated with every aspect of the Water and Sewer Systems.
- B. The Water and Sewer Systems are in good condition and repair, normal wear and tear excepted, and are in compliance with all laws, rules, and regulations of applicable governmental units.
- C. The Town shall provide the County with true, accurate, and complete copies of the following: the Town's rates and fees for water and sewer service; all ordinances, resolutions, and/or rules and regulations relating to the Water and Sewer Systems, all which remain in full force and effect, and all other plans, specifications, and operation/maintenance manuals for the Water and Sewer Systems.
- D. The Town shall provide the County with true, accurate, and complete copies of each permit and contract associated with the Water and Sewer Systems under

which the Town is obligated to perform together with written evidence showing that the permits have been transferred to the County and that the other parties to the contracts, whenever required, have consented to assigning the contracts to the County.

E. The Town has the power and authority to assign the permits, contracts, liabilities, and debt obligations associated with the Water and Sewer Systems to the County, no events of default have occurred or are occurring thereunder, the permits, contracts, liabilities, and debt obligations remain in full force and effect, and are enforceable in accordance with their respective terms and conditions.

F. This Agreement, and all other documents and instruments related hereto and/or required hereby, has/have been duly authorized, executed, and delivered by the Town and constitutes valid and binding obligations by the Town enforceable in accordance with its terms and conditions subject to bankruptcy, insolvency, or other laws affecting the enforcement of creditor's rights.

G. The Town's execution and delivery of this Agreement and compliance with its terms and conditions will not conflict with or constitute a breach or violation of, or a default under any agreements to which the Town is a party, any applicable law, rule, or regulation of any governmental unit or agency thereof, any applicable judgment or decree of any court or other governmental agency or body, or the provisions of any permits held by the Town for the ownership, operation, and maintenance of the Water and Sewer Systems.

H. The execution and delivery of this Agreement and the conveyance of the Town's Water and Sewer Systems to the County do not require the approval of any regulatory body, governmental unit or agency, or any other persons/entities whatsoever.

I. All permits held by the Town regarding the ownership, operation, and maintenance of its Water and Sewer Systems are in full force and effect, have been duly complied with in all material respects, and are assignable and transferable to the County.

J. All easements held by the Town with regard to its Water and Sewer Systems are assignable by the Town without the consent of third parties.

K. If deemed necessary by the County, the Town will adopt ordinances such as, but not limited to, a sanitary use ordinance, backflow prevention ordinance, grease trap ordinance, right of entry ordinance, and other ordinances that are reasonably necessary to regulate the proper use of, and provide for the proper billing and collection of bills for, the subject water and sewer system and any extensions thereof by the customers and users within the jurisdiction of Town.

16. COUNTY REPRESENTATIONS AND WARRANTIES

The County hereby represents and warrants as follows:

A. This Agreement, and all other documents and instruments related or required hereby, have been duly authorized, executed, and delivered by the County and constitute valid, binding, and enforceable obligations by the County.

B. The County's execution and delivery of this Agreement and compliance with its provisions will not conflict with or constitute a breach or violation of, or a default under any agreements to which the County is a party, any applicable law, rule, or regulation of any governmental unit or agency thereof, or any applicable judgment or decree of any court or other governmental agency or body.

C. The County will perform the services customarily performed by water and sewer utility systems with respect to the acquired systems and customers, such as:

1. Read all meters of, send all bills to, and collect all payments from the Water and Sewer Systems' customers.
2. Administer the provision of water and sewer services to new customers and coordinate the construction of related infrastructure by developers intending to connect to the Water and/or Sewer Systems.
3. Maintain, repair, and improve the systems in a timely manner and operate and manage the systems in a manner consistent with good business and operating practices for comparable facilities and in full compliance with all issued permits, operational requirements, industry standards, and the applicable laws, rules, and regulations of regulatory bodies, governmental units, or agencies thereof.
4. Operate, maintain, and manage the water and sewer system with employees who have the operational expertise and professional credentials necessary to perform their respective duties, and perform the administrative and managerial duties required for the operation of public enterprise water and sewer systems.

17. COOPERATION OF THE PARTIES

The Town and the County agree to cooperate, fully, effectively, and efficiently with each other to accomplish the intent and purposes of this Agreement, execute all supplementary documents necessary to enforce its terms, and to take all additional actions deemed necessary and appropriate so as to give full force and effect to the terms, conditions, and intent of this Agreement. Neither party shall unreasonably withhold or delay providing such cooperation. The parties further agree to provide to each other, if requested, all plans, as built drawings, financial information, and all other information, documents, materials, and other things in their possession or control associated with the Water and Sewer Systems, and the performance of the terms and conditions set forth herein.

18. ENTIRE AGREEMENT

This Agreement constitutes the entire understanding between the parties and supersedes all prior and independent agreements between the parties covering the subject matter hereof.

19. SPECIFIC PERFORMANCE IN EVENT OF DEFAULT

The parties acknowledge that monetary damages would not fully compensate either party in the event of any breach or default of this Agreement. The parties therefore agree that in the event of a breach or default by either party, the other party shall, in addition to seeking damages, be entitled to seek and obtain the specific performance of the defaulting party's obligations hereunder.

20. AUTHORIZATION

Each party certifies that all appropriate steps to legally enter into this Agreement have been taken, that the matter has been approved by the appropriate legislative body, and that the terms of this Agreement are understood. Moreover, each party certifies that all laws, rules, and regulations as well as any local governmental rules were followed with regard to acceptance of this Agreement and that this Agreement meets all standards for governmental agreements.

21. SECTION HEADINGS

The section headings in this Agreement are for convenience and ease of reference only. Such headings are not part of this Agreement and are not to be used in interpreting its provisions.

22. CHOICE OF LAW

This Agreement shall be governed by and interpreted in accordance with the law of the State of North Carolina.

23. SEVERABILITY

It is hereby the declared intention of Town and County that the paragraphs, sections, sentences, clauses, and phrases of this agreement are severable. If one or more paragraphs, sections sentences, clauses, or phrases shall be declared void, invalid or otherwise unenforceable for any reason by the valid, final judgment or decree of any court of competent jurisdiction, such judgment or decree shall not affect the remaining provisions of this agreement.

24. WARRANTIES

The County and Town represent and warrant that each has full power and authority to enter into and perform any and all provisions of this Agreement between the County and the Town.

25. SIGNATURES

This Agreement, together with any amendments or modifications, may be executed in one or more counterparts, each of which shall be deemed an original and all of which shall be considered one and the same agreement. This Agreement may also be executed electronically. By signing electronically, the parties indicate their intent to comply with the Electronic Commerce in Government Act (N.C.G.S § 66-358.1 et seq.) and the Uniform Electronic Transactions Act (N.C.G.S § 66-311 et seq.). Delivery of an executed counterpart of this Agreement by either electronic means or by facsimile shall be as effective as a manually executed counterpart.

IN WITNESS WHEREOF, the parties hereto, acting by and through their duly authorized representatives pursuant to the resolutions of their respective governing bodies, have caused this Agreement to be executed as of the day and year first above written.

ATTEST:

THE COUNTY OF BRUNSWICK

Clerk

(SEAL)

By: _____
Frank L. Williams, Chairman

ATTEST:

TOWN OF NAVASSA

Town Clerk

(SEAL)

By: _____
Eulis A. Willis, Mayor

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

Julie Miller, Director of Fiscal Operations
Brunswick County

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

Finance Director
Town of Navassa

EXHIBIT A

Prepared by and return to:
Brunswick County Attorney's Office
P. O. Box 249, Bolivia, NC 28422

STATE OF NORTH CAROLINA

ASSIGNMENT AND BILL OF SALE

COUNTY OF BRUNSWICK

THIS ASSIGNMENT AND BILL OF SALE is made this **1st day of July, 2020**, by and between the COUNTY OF BRUNSWICK, a political subdivision of the State of North Carolina ("Buyer"), and TOWN OF NAVASSA, a municipal corporation of the State of North Carolina ("Seller").

RECITALS:

This Assignment and Bill of Sale is given pursuant to that certain Agreement of Town of Navassa to Convey Water and Sewer Systems to Brunswick County entered into between the parties hereto dated **July 1, 2020**, (the "Conveyance Agreement"). The parties agree that the representations and warranties of each party contained in the Conveyance Agreement shall survive the execution and delivery of this instrument. Capitalized terms used but not otherwise defined herein shall have the respective meanings ascribed to them in the Conveyance Agreement.

Seller, for and in consideration of the sum of Ten and no/100 Dollars (\$10.00) and other good and valuable consideration, to Seller in hand paid, the receipt and sufficiency of which is hereby acknowledged, has bargained, sold and assigned, and by these presents does bargain, sell, assign and convey unto the Buyer, its successors and assigns, certain personal property, infrastructure, facilities, structures, vehicles, equipment, supplies, contracts, permits, funds, easements, other property rights, liabilities, debt obligations and all other materials and things associated with or required for the ownership, operation and maintenance of the Town Water and Sewer System (collectively the "Property"), as more particularly described on Attachment A attached hereto and incorporated herein by reference.

TO HAVE AND TO HOLD the Property, including the appurtenances thereof, unto the Buyer and its successors and assigns in fee simple forever.

The designation of Buyer and Seller as used herein shall include said parties, their heirs, successors and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

Seller represents and warrants to Buyer that it is seized of the Property in fee simple and has the right to convey the same in fee simple, that the same is free and clear of all encumbrances whatsoever, that it will warrant and defend the title thereto against the lawful claims of all persons whatsoever, and that it is not a party to any contracts to provide water and/or sewer service to anyone except those listed in the Conveyance Agreement.

IN TESTIMONY WHEREOF, Seller has caused this instrument to be executed by its duly authorized officer and its seal to be hereto affixed as of the date first above written.

TOWN OF NAVASSA

ATTEST:

Town Clerk

(SEAL)

STATE OF NORTH CAROLINA

COUNTY OF BRUNSWICK

I, a Notary Public of the County and State aforesaid, do hereby certify that _____ personally came before me this day and acknowledged that he/she is the Town Clerk for the Town of Navassa, a municipal body politic, and that by authority duly given and as the act of the municipal body politic, the foregoing instrument was signed in its name by its_, sealed with its municipal seal, and attested by himself/herself as its Town Clerk.

WITNESS my hand and official seal, this _____ day of _____, 2020.

Notary Public

My Commission Expires: _____

(SEAL)

ATTACHMENT A TO
ASSIGNMENT AND BILL OF SALE

1. All water system infrastructure, water mains, water transmission lines, water distribution pipes, fire hydrants, valves, service lines, service taps, meters, meter assemblies, meter transmitter units (MXUs), remote meter reading equipment, registers and all other appurtenances or improvements to the overall water distribution system.
2. All wastewater system infrastructure, wastewater collection sewers, lift stations, pump stations, vacuum mains, gravity mains, low pressure force mains, high pressure force mains, manholes, vacuum pits, grinder pumps, valves, air release valves, service taps, service laterals, clean-outs and all other appurtenances or improvements to the overall wastewater collection and treatment systems.
3. All monitoring and/or alarm systems connected to or associated with the Town Water and Sewer System, including but not necessarily limited to, all water system facilities, wastewater collection systems and wastewater treatment facilities.
4. Six (6) lift/pump stations, inclusive of all pumps, valves, air release valves, service taps, service laterals, clean-outs, controls, piping, alarm systems, generators, fencing and any other related facilities, equipment, appurtenances and/or improvements located thereon. If the property on which any lift/pump station is leased, the Town shall also assign the respective lease agreement to Brunswick County. The locations of the lift/pump stations are as follows:
 - Rampage – 160 North Navassa Road, Navassa, NC
 - Pine Valley – 833 Pine Valley Drive, Navassa, NC
 - Royster – 10250 Royster Road, Navassa, NC
 - Park – 1920 Miles Branch Road, Navassa, NC
 - Cedar Hill – 2578 Old Cedar Loop Road, Navassa, NC
 - Lena Springs – 1509 Everett Springs Drive, Navassa, NC
5. All easements, rights-of-way and utility encroachments associated with the Town Water and Sewer System, whether conveyed from individuals, business entities, developers, homeowners' associations, builders, contractors and/or other individuals or entities, to the Town of Navassa, including but not necessarily limited to, those recorded in the Brunswick County Register of Deeds and listing the Town of Navassa as Grantee.
6. NC 811 Utility Locate Agreement.
7. Permit to Operate a Community Public Water System (Phoenix), PWS IDNC7010067.
8. Permit to Operate a Community Public Water System, PWS IDNC0410065.
9. Permit for Wastewater Collection System, Permit No. WQCS00650.
10. Permit for Collection System, Permit No. WQCS00383
11. Permit for Wastewater Collection System Extension (Old Mill Road Force Main Diversion), Permit No. WQ0039384.
12. Permit for Wastewater Collection System Extension (NCDOT R2633-BA I-140 Gravity Sewer Relocation), Permit No. WQ0036861.
13. Permit for Wastewater Collection System Extension (Bluff Hill Industrial Park Sewer), Permit No. WQ0031145.
14. Permit for Wastewater Collection System Extension (Lena Springs Estates Phase 1 Sewer), Permit No. WQ0030911 (Modification).
15. Permit for Wastewater Collection System Extension (Lena Springs Estates Phase 2 Sewer), Permit No. WQ0031043 (Modification).
16. Permit for Wastewater Collection System Extension (Lena Springs Estates Phase 3 Sewer), Permit No. WQ0032103.
17. Permit for Sanitary Sewer, Permit No. WQ0018450.

18. Permit for Sanitary Sewer (Cedar Hill Road Sewer), Permit No. WQ0033711 (Modification).
19. All other permits for water distribution systems or extensions and/or wastewater collection systems or extensions not specifically listed herein.
20. Any and all other federal, state or local regulatory permits, approvals and/or certifications regarding the ownership, operation and maintenance of the Town Water and Sewer System.
21. Adopted resolutions, ordinances, edicts, policies, rules, regulations, standards and operations plans related to the Town Water and Sewer System.
22. Engineering, financial and other professional studies, reports, research, analyses, testing, information and correspondence related to the Town Water and Sewer System.
23. Applications for Approval of Revenue Bonds and application fees, together with any subsequent correspondence or supplemental documents, submitted by the Town of Navassa for funding approval related to the Town Water and Sewer System, if any.
24. Balance in the Town's Water and Sewer Enterprise Fund.
25. Contracts or agreements for the supply and/or maintenance or service of equipment, materials, supplies, and products.
26. Contracts or agreements to provide water and or sewer service currently in effect.
27. Any and all warranty information on any facilities, property, land, and equipment transferred to County.
28. Repair, maintenance, trouble, and emergency response records for all portions of the Town's Water and Sewer system.
29. Any and all notices of violation, legal actions, and lawsuits pertaining to the Town's Water and Sewer System.
30. Any other information, data, and records pertaining to the Town's Water and Sewer System.
31. All tangible personal property as listed on the Public Works Inventory attached hereto as Attachment B and incorporated herein by reference.

ATTACHMENT B TO
ASSIGNMENT AND BILL OF SALE

TOWN OF NAVASSA PUBLIC WORKS INVENTORY										
QTY	Description								New Price	Unit Price
191 ea.	Sanitary Sewer Manholes w/ ring and cover									
									\$ 758.17	\$144,810.47
44,770.71 lf. 8.47 miles	Sanitary Sewer lines								\$ 2.78	\$ 124,462.57
306	Sewer Services w/cleanout and conc. Doughnuts								\$ 27.71	\$ 8,479.00
	Conc. Doughnut					\$ 13.00				
	4 inch PVC									
	Clean off Caps									
48,200 9 miles	Water Lines								\$ 3.49	\$ 168,218.00
306	Water Services; saddles, corp. stops, curb stops, and poly line								\$ 161.62	\$ 49,455.00
	Service saddle					\$ 45.03				
	Corp Stop					\$ 38.76				
	Curb Stop					\$ 62.83				
	Polybutulene service line	(20 ft. per service)				\$ 0.75	\$ 15.00			
87	Water Valves								\$ 495.66	\$ 43,122.00
87	Valve Boxes								\$ 51.03	\$ 4,439.00
50	Fire hydrants								\$ 1,300.00	\$ 65,000.00
306	meter boxes								\$ 21.00	\$ 6,426.00
293	Water Meter Residential								\$ 157.00	\$ 48,042.00

EXHIBIT B



Brunswick County Low to Moderate Income Water and Sewer Utility Assistance Program

Brunswick County will establish a program for Brunswick County Public Utilities residential retail water and sewer customers qualifying as low to moderate income.

The Brunswick County Water and Sewer Assistance Program provides an annually established monthly payment assistance amount to aid eligible families with water and sewer expenses. The program will be available beginning with fiscal year 20-21 and will be evaluated annually based on funding.

The program will provide financial assistance for water and/or sewer monthly service fees based on the following criteria:

- Brunswick County Public Utilities residential retail water and/or sewer customer,
- Annual household income is equal to or less than 130 percent of the current federal poverty level,
- Real property valued at \$110,000 or less,
- Cash, checking, stocks, bonds etc. reserves at time of application are less than \$2,200,
- Subject to available funds

The County will provide an appropriation of no less than \$200,000 from the general fund to initiate the program. Unexpended funds from one year may roll forward to the next year to ensure that the annual available funding is at least \$200,000 in any given year. The county plans to move forward with other program funding mechanisms such as a Utility Billing Round Up Contribution Program and these funds will reduce the amount of the general fund contribution annually. Receipt of funds by applicants are contingent on the availability of appropriated program funds.

The County will establish the monthly credit amount for water and/or sewer service during the annual budget process. For the fiscal year beginning July 1, 2020, the monthly available water and sewer credit assistance will be 30% of 4,500 gallons the

average household water use per month rounded up to the nearest dollar. The monthly credit may not be larger than the actual customer bill for the month.

The Brunswick County Water and Sewer Assistance Program will require customers to make annual applications that will provide assistance for a 12-month period. Customers must reapply annually and applications will be discontinued when funds are exhausted. Applications will be accepted in various locations throughout the County a calendar month each year.

The Brunswick County Water and Sewer Assistance Program is available to Brunswick County Public Utilities residential retail water and/or sewer customers whose gross annual income is equal to or less than 130% of the federal poverty level for the household size (see attached table), with assets less than \$110,000, and the household's total available on-hand cash resources must be less than \$2,200.

Individuals who are homebound may have someone apply on their behalf. The homebound individual must write a statement giving their representative permission to apply on their behalf and provide the representative with eligibility requirements.

Applicants must provide: all income for the household and its members; checking and savings account statements for all members of the household; all property, stocks, bonds and other assets for all members of the household; the name, date of birth and social security number for each member of the household; and a copy of the current Brunswick County Public Utilities water and sewer bill, with the applicant's name, address and account number.

Applications will be taken for a calendar month until all funds are exhausted.

The following chart describes the Brunswick County Residential Retail Water and Sewer Eligibility Requirements.

Eligibility Requirement	What's Needed	How Often
Address	Lease, rental agreement, any other shelter expenses, contact with someone knowledgeable of your situation	At application or situation, if moving
Earned Income: Wages/Self-Employment	Wage stubs, tax forms contacting employer	At application

Unearned Income: Public Benefits/ Private Retirement Benefits/Trust, etc.	Documents from provider, award letter	At application
Assets/Resources	Ownership and tax records, bank and court documents	At application
Water & Sewer Expense	Copy of bills	At application

2019-2020 Federal Poverty Guidelines

Household Size	100% FPL Annual Gross Income	130% FPL Annual Gross Income
1	\$12,490	\$16,237
2	\$16,910	\$21,983
3	\$21,330	\$27,729
4	\$25,750	\$33,475
5	\$30,170	\$39,221
6	\$34,590	\$44,967
7	\$39,010	\$50,713
8	\$43,430	\$56,459



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
June 15, 2020

Action Item # IX. - 1.

From: Governing Body - Annual Board Appointments
Andrea White

Issue/Action Requested:

Request that the Board of Commissioners approve the annual board appointments as presented, effective July 1, 2020, to include appointing Mr. Ron Medlin to the Zoning Board of Adjustment District 2 seat, with a term expiration of June 30, 2023, and appointing Ms. Virginia Ward to the Zoning Board of Adjustment Alternate seat, with an unexpired term expiration of June 30, 2021.

Background/Purpose of Request:

Annual Board appointments were presented at the June 1, 2020 regular meeting. Following the meeting, several board/committee/council seats were still vacant. The appointees presented, if approved, will fill those seats, and all remaining vacancies will be brought to the Board at a later date.

Staff also recommends that the Board appoint Mr. Ron Medlin to the Zoning Board of Adjustment District 2 seat, with a term expiration of June 30, 2023, and appoint Ms. Virginia Ward to the alternate seat vacated by Mr. Medlin, with an unexpired term expiration of June 30, 2021. This change will also take affect July 1, 2020 and is necessary to correct a residency issue.

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend that the Board of Commissioners approve the annual board appointments as presented.

ATTACHMENTS:

Description

- ☐ Appointees for Consideration
- ☐ Zoning Board of Adjustment Roster

Board	Title	First Name	Last Name	District	New Expiration Date	Term
DISTRICT 2						
Zoning Board of Adjustment	Mr.	Ron	Medlin	2	6/30/2023	3
SEAT DESIGNATED BY POSITION or AT LARGE						
Health & Human Services Advisory Board		VACANT		Optometrist	6/30/2023	3
UNDESIGNATED						
Home & Community Care Block Grant Committee		VACANT		N/A	6/30/2021	1
Juvenile Crime Prevention Council		VACANT		N/A	6/30/2022	2
Zoning Board of Adjustment	Ms.	Virginia	Ward	Alternate (unexpired)	6/20/2021	3

Zoning Board of Adjustments

Name	District	Appointment Date	Term	Expiration Date	Serving Since
Robert Williamson	1	7/18/2016	3	6/30/2020	2001
Virginia Ward	2	7/18/2016	3	6/30/2020	2010
Mary Ann McCarthy	3	7/18/2016	3	6/30/2020	2013
Alan Lewis	4	6/18/2018	3	6/30/2021	2018
Marian Shiflet (unexp)	5	6/17/2019	3	6/30/2021	2019
Ron Medlin	alternate	6/18/2018	3	6/30/2021	2011
Clayton Rivenbark	alternate	6/17/2019	3	6/30/2022	2013

Mission

The Zoning Board of Adjustments is a quasi-judicial body that hears and takes final action on variances, Special Exception Permits, zoning vested rights, approval of administrative decisions, approval of wireless telecommunication facilities, and interpretation of zoning boundary lines in concert with the Planning Director or Planning Director's designee.

Membership

All members serve 3-year terms

~ 1 member from each county district, appointed by the Board of Commissioners

~ 2 alternate members, called on to attend those meetings and hearings at which one or more regular members are absent or are unable to participate in hearing a case because of a financial or other interest.



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
June 15, 2020

Action Item # XI. - 1.
Closed Session

From:
Bob Shaver, County Attorney

Issue/Action Requested:

Request the Board hold a closed session pursuant to G.S. 143-318.11(a)(1), (3), and (6) to approve closed session minutes, to consult with its attorney, and to consider the performance of an individual public officer or employee.

Background/Purpose of Request:

G.S. 143-318.11(a)(1) -- approve closed session minutes
G.S. 143-318.11(a)(3) -- consult with attorney
G.S. 143-318.11(a)(6) -- personnel

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend the Board hold a closed session pursuant to G.S. 143-318.11(a)(1), (3), and (6) to approve closed session minutes, to consult with its attorney, and to consider the performance of an individual public officer or employee.