

BRUNSWICK COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
September 8, 2020
3:00 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 - 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.
2. Board Appointment - Juvenile Crime Prevention Council (JCPC) - Business Community Designee
Request that the Board of Commissioners approve the selection of Ms. Debbie Keener as the Business Community Designee on the Juvenile Crime Prevention Council (JCPC).
3. Board Appointment - Southeast Brunswick Sanitary District
Request that the Board of Commissioners approve the recommendation of the Southeast Brunswick Sanitary District Board of Commissioners to appoint Mr. Ed Burnett to fill an unexpired term in accordance with NCGS 130A-54.
4. Clerk to the Board - Meeting Minutes
Request that the Board of Commissioners approve the draft minutes from the August 17, 2020 Regular meeting and the August 21, 2020 Recessed meeting.
5. County Attorney - Driving Creek Hunting Club Lease
Request that the Board of Commissioners consider renewing the lease of the Driving Creek Hunting Club.
6. County Attorney - Refund Request for Excise Tax
Request that the Board of Commissioners authorize a refund requested for excise taxes paid in error in the amount of \$450.00.
7. 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.

-CARES Act Round 2 Budget Amendment

Appropriate \$54,603 of CARES Act round 2 funding in the Public Housing department for COVID-19 Grant Subsidy.

- Negative Pressure Room Budget Amendment

Appropriate and transfer fund balance of \$60,000 for the Negative Pressure Room in Family Health Personnel Repair and Maintenance building. This is a rollover from a FY20 identified pandemic related funded project.

-FEMA Debris Removal Budget Amendment

Appropriate FEMA revenue for storm related debris removal contract in the amount

of \$1,074,399.

-Airport Grant 36244.58.12.2 Budget Amendment and CPO

Appropriate \$350,000 (100% State Aid) award for Airport Grant 36244.58.12.2 for the construction of the Corporate Hanger with no local match required. Return to the reserve \$350,000 advanced to the airport on June 1, 2020 Board of Commissioners meeting for this project awaiting award of the NC House Bill 966 General Airport Funding.

-Airport Grant 36244.58.11.1 and 46333.3.1 Closeout Budget Amendment

NCDOT has closed and processed final reimbursements for airport grants 46333.3.1 and 36244.58.11.1. This budget amendment closes both grants and returns \$3,361 of unexpended local match to the county capital reserve undesignated funds.

-Budget Amendment West Regional Capital and Replacement Reserve

Transfer \$384,757 to the West Regional Capital and Replacement Fund from the Wastewater Fund for the FY20 operating and maintenance surplus in the West Regional Facility as required by the participants agreement and appropriate interest earned in the wastewater reserve fund for West Regional Capital and Replacement Fund in the amount of \$12,835.

-Budget Amendment Northeast Regional Capital and Replacement Reserve

Transfer \$150,372 to the Northeast Regional Capital and Replacement Fund from the Wastewater Fund for the FY20 operating and maintenance surplus in the Northeast Regional Facility as required by the participants agreement and appropriate interest earned in the wastewater reserve fund for Northeast Regional Capital and Replacement Fund in the amount of \$2,193.

-Budget Amendment Ocean Isle Beach Regional Capital and Replacement Reserve

Transfer \$83,680 to the Ocean Isle Beach Regional Capital and Replacement Fund from the Wastewater Fund for the FY20 operating and maintenance surplus in the Ocean Isle Beach Regional Facility as required by the participants agreement and appropriate interest earned in the wastewater reserve fund for Ocean Isle Beach Regional Capital and Replacement Fund in the amount of \$1,030.

-Application for State Aid to Libraries

Request that the Board of Commissioners approve the Library application for funding for the Aid to Public Libraries Fund for FY2020/2021. The total County appropriations (excluding capital outlay and State Aid appropriations) is \$1,231,840. The deadline to apply is October 2, 2020.

-Financial Reports for June 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>

8. Health and Human Services - BSRI - FY 2021 HCCBG County Funding Plan
Request that the Board of Commissioners approve the 2020-2021 Home and Community Care Block Grant for Older Adults County Funding Plan
9. Health and Human Services - Public Housing - Administrative Plan Updates
Request that the Board of County Commissioners approve the recommended policy changes to the Housing Choice Voucher (Section 8) Administrative Plan.
10. Utilities - Ocean Ridge Reclaimed Water Main

Request that the Board of Commissioners approve an adjustment to the Capital Improvement Plan (CIP) schedule for design and construction of the Ocean Ridge Reclaimed Water Main.

VI. Presentation

1. Administration - Proclamation in Recognition of the 100th Anniversary of the 19th Amendment and the 55th Anniversary of the Voting Rights Act (Commissioner Pat Sykes)

Request that the Board of Commissioners adopt a Proclamation in Recognition of the 100th Anniversary of the 19th Amendment to the United States Constitution and the 55th Anniversary of the Voting Rights Act.

VII. Administrative Report

1. Administration - Adoption of 2020-2021 Legislative Goals (Randell Woodruff, County Manager)

Request that the Board of Commissioners consider approval of legislative goal priorities to transmit to the North Carolina Association of County Commissioners.

VIII. Other Business/Informal Discussion

IX. Closed Session

1. Closed Session

Request the Board enter into closed session pursuant to G.S. 143-318.11(a)(1) to approve closed session minutes, and 143-318.11(a)(3) to consult with its attorney to protect the attorney-client privilege.

X. Adjournment



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
September 8, 2020

Action Item # V. - 1.

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
1410002301	Crystal Rd, BSL	2 acres	\$30,000.00	12-19-2018	\$2,518.22	\$2,600.00

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 1410002301

From: [Surplus Land Bid](#)
To: [Steve Stone](#)
Subject: Surplus Land Bid: Parcel # 1410002301
Date: Tuesday, August 25, 2020 11:11:52 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.

Jesse Jayne
(910) 664-4459
jesse@brontoroofing.com
8061 pleasant point ln, myrtle beach, SC, 29579, United States
Parcel # 1410002301
Bid Amount: \$2600
Optional Additional Comments:



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
September 8, 2020

From:
Andrea White

Action Item # V. - 2.
Board Appointment - Juvenile Crime Prevention Council (JCPC)
- Business Community Designee

Issue/Action Requested:

Request that the Board of Commissioners approve the selection of Ms. Debbie Keener as the Business Community Designee on the Juvenile Crime Prevention Council (JCPC).

Background/Purpose of Request:

Ms. Regina Bennett, JCPC Coordinator, has requested that the Board of Commissioners approve the selection of Ms. Debbie Keener as the Business Community Designee on the Juvenile Crime Prevention Council.

This position is currently vacant.

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend the Board of Commissioners approve the selection of Ms. Debbie Keener as the Business Community Designee on the Juvenile Crime Prevention Council (JCPC).

ATTACHMENTS:

Description

- ☐ JCPC Request for Appointment - Business Community - Keener
- ☐ JCPC Membership Roster

Jared Galloway

From: Regina Bennett <rbennett.jcpc@gmail.com>
Sent: Monday, August 31, 2020 9:31 PM
To: Andrea White; Jared Galloway
Cc: Meredith Lloyd
Subject: New Member for JCPC

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.

Hi Andrea and Jared,

The JCPC would like to have an item added to the agenda for the next Commissioner's meeting. The JCPC board members would like to recommend that Debbie Keener be approved for the position of a Member of the Business Community. Please let me know if you have any questions or concerns.

Thanks,
Regina Bennett
JCPC Coordinator

BRUNSWICK COUNTY JCPC MEMBERS
Effective September 3, 2020

Member	Position
Forte, Mike	County Commissioner
Lytch, Catherine	Director DSS or designee
Hamilton, Dena	AMH/DD/SA designee
	Juvenile Defense Attorney
Nowell, T K	Brunswick County Sherriff
Rogge, Marsha	Chief Court Counselor or designee
Sellers, Lisa P	Chief District Judge/ designee
Campbell, Allison	Local Health Director/designee
	Member of Business Community
	Member of Faith Community
Davis, Sam	DA Officer or designee
Willis, Resea	Representative Non-Profit
Johnson, Melinda	Representative/Parks & Rec
Lloyd, Meredith	School designee
Wood, Raymond	Substance Abuse Professional
Coring, Chief Todd	Chief of Police
Ohmer, Rich	County Manager designee
Rutkowski, E 6/21	County Commissioner Appointee
Jordan, Bonnie 6/22	County Commissioner Appointee
Flucker, Sharon 6/21	County Commissioner Appointee
Smithers, N 6/21	County Commissioner Appointee
Elliott, Maxine 6/21	County Commissioner Appointee
Manning, John 6/21	County Commissioner Appointee
Marlowe, Lavar 6/22	County Commissioner Appointee
	Youth Member
	Youth Member
Program Providers	Program
Mortley, Warren	Providence Home
Davis, Sam	Teen Court
Jackson/Lois Breen/Bob	Restitution
Ditta, Erin/ Hale-Holland Deeanna	Strengthening Families
Clemmons, Kristina/Seamon, Jeremy	Coastal ART
Britt, Lance	DPS Area JCPC Consultant



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
September 8, 2020

Action Item # V. - 3.

From:

Andrea White

Board Appointment - Southeast Brunswick Sanitary District

Issue/Action Requested:

Request that the Board of Commissioners approve the recommendation of the Southeast Brunswick Sanitary District Board of Commissioners to appoint Mr. Ed Burnett to fill an unexpired term in accordance with NCGS 130A-54.

Background/Purpose of Request:

A request was received from the Southeast Brunswick Sanitary District Board of Commissioners recommending the appointment of Mr. Ed Burnett to fill the unexpired term of Ms. Fran Pagliaro. Ms. Pagliaro recently moved out of the District and tendered her resignation effective August 19, 2020. Ms. Pagliaro's term was set to expire in 2021.

NCGS 130A-54 states "Any vacancy in a sanitary district board shall be filled by the county commissioners until the next election for sanitary district board members."

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 recommendation of the Southeast Brunswick Sanitary District Board of Commissioners to appoint Mr. Ed Burnett to fill an unexpired term in accordance with NCGS 130A-54.

ATTACHMENTS:

Description

- ☐ Recommendation Letter from the Southeast Brunswick Sanitary District Board of Commissioners



SOUTHEAST BRUNSWICK SANITARY DISTRICT
4240 COMMITTEE DRIVE
SOUTHPORT, NORTH CAROLINA 28461
910-457-0006

August 20, 2020

Mr. Frank Williams, Chairman
Brunswick County Board of Commissioners
P.O. Box 249
Bolivia, North Carolina 28422

Dear Chairman Williams and Commissioners:

I would like to notify you that Ms. Fran Pagliaro has relocated outside of the Sanitary District, and has therefore tendered her resignation from the Southeast Brunswick Sanitary District Board of Commissioners, effective August 19, 2020. Her term was set to expire in 2021. She has dedicated 19 years of service as Commissioner of the Southeast Brunswick Sanitary District.

NC GS 130A-54 states "Any vacancy in a sanitary district board shall be filled by the county commissioners until the next election for sanitary district board members."

On behalf of the Board of Commissioners of the Southeast Brunswick Sanitary District, we would like to offer to the Brunswick County Board of Commissioners, for their consideration, Mr. Ed Burnett as candidate that the Southeast Brunswick Sanitary District's Board endorses to fill the remaining term of Ms. Fran Pagliaro. The Brunswick County Board of Commissioners previously appointed Mr. Burnett to fill this role from 2012 until 2015, when another member of the Sanitary District Board relocated.

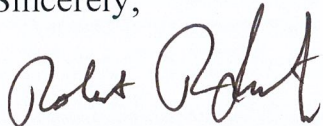
From Mr. Burnet...

"I was born on a potato farm in Eastern Long Island in 1950, graduated high school, and then went on to graduate from a liberal arts college, Roanoke, with a Bachelor of Arts Degree in 1972. I started my career with a southern advertising corporation in sales, and continued with them for several years working my way into management. I felt limited so I burned my suit and tie and went to work for myself in advertising and later into business and real estate, always educating myself from professional sources relative to those areas of knowledge needed for success. My career has spanned forty years and at present I am fifty percent retired and laying claim to BCCs oldest student, Horticulture. I am a business and real estate developer. I am married with three grown children.

I am presently on the Board of the Southport Christian School and have served as commissioner for the Sanitary District for approximately three and a half years from 2012 until 2015. I am honored and most happy to serve. Ed Burnett"

The Southeast Brunswick Sanitary District's Board proudly offers for your consideration and recommends that Ed Burnett of 4028 Barnes Bluff Drive, Southport, N.C, be appointed to fill the remaining term of Fran Pagliaro.

Sincerely,

A handwritten signature in dark ink, appearing to read "Robert R. Smith". The signature is fluid and cursive, with the first name "Robert" and last name "Smith" clearly distinguishable.

Robert R. Smith
Chairman
Southeast Brunswick Sanitary District

c/f: Commissioner Mr. Randy Thompson, Vice Chairman
Commissioner Mr. J. Martin Cooke
Commissioner Mrs. Pat Sykes
Commissioner Mr. Mike Forte



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
September 8, 2020

Action Item # V. - 4.

Clerk to the Board - Meeting Minutes

From:

Andrea White

Issue/Action Requested:

Request that the Board of Commissioners approve the draft minutes from the August 17, 2020 Regular meeting and the August 21, 2020 Recessed meeting.

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 minutes from the August 17, 2020 Regular meeting and the August 21, 2020 Recessed meeting.

ATTACHMENTS:

Description

- ☐ Draft Minutes - 2020-08-17 Regular Meeting
- ☐ Draft Minutes - 2020-08-21 Recessed Meeting

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
REGULAR MEETING
AUGUST 17, 2020
6:00 P.M.**

The Brunswick County Board of Commissioners met in Regular Session on the above date at 6:00 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 J. Martin Cooke
Commissioner Pat Sykes
Commissioner Mike Forte

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. Brian Chism, Sheriff's Office
Sgt. Tate Bond, 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 6:00 p.m.

II. INVOCATION/PLEDGE OF ALLEGIANCE

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

III. ADJUSTMENTS/APPROVAL OF AGENDA

Chairman Williams requested to amend the agenda to add, before the Consent Agenda, a brief hurricane recovery update from Mr. Ed Conrow, Emergency Services Director.

Commissioner Cooke moved to approve the agenda as amended. The motion was seconded by Vice-Chairman Thompson and passed unanimously.

IV. PUBLIC COMMENTS

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

DRAFT

1. Bob Seay, resident of Bolivia, spoke in reference to the noise ordinance, specifically noise/nuisance from excessive four-wheeler use in the Cox's Landing neighborhood. Mr. Seay asked for assistance from the County with this issue.
2. James Politis, resident of Leland, spoke in reference to debris in River Croft Estates. Mr. Politis requested assistance from the County with debris pick up.
3. Karen Richardson, resident of Bolivia, spoke in opposition to the content of a Facebook post made by Commissioner Forte which she felt was racist.
4. Becky Felton, resident of Southport, expressed her support of Mr. Carl Parker, representing the NAACP.
5. Carl L. Parker, resident of Leland and President of Brunswick County Chapter of the National Association for the Advancement of Colored People (NAACP), presented a petition as the result of remarks made by Commissioner Forte on Facebook. Mr. Parker also presented a letter for each Commissioner's consideration.
6. William Flythe, resident of Southport and official delegate to the Democratic National Convention, provided comments to address inaccuracies posted on Facebook by Commissioner Forte and in support of a resolution for reparations.
7. Teddy Altreuter, resident of Carolina Shores, spoke in opposition to the content of a Facebook post made by Commissioner Forte which she felt was racist.
8. Carol Dunham, resident of Ocean Isle Beach, spoke in reference to the NCDOT Carolina Bays Parkway. Ms. Dunham expressed concerns regarding the routes being considered and the negative impact those routes will have on the southwestern end of Brunswick County. She expressed support for proposed routes 1A and 4A.
9. Rev. Velda S. Bell, retired, resident of Calabash, thanked the Board for their service and spoke in opposition to the content of a Facebook post made by Commissioner Forte which she felt was racist. She requested that Commissioner Forte consider making an apology.
10. Carolee Morris, resident of Southport, spoke against prejudice and discrimination and in opposition to the content of a Facebook post made by Commissioner Forte which she felt was racist. She requested that Commissioner Forte apologize.
11. Eric Leazer, resident of Southport, spoke in reference to debris removal. Mr. Leazer requested assistance from the County with debris pick up in the Winding Creek community.
12. Vince McCluskey, Treasurer of the Jackey's Creek HOA and resident of Leland, presented a map and photos of some of the damage in Jackey's Creek. Mr. McCluskey requested assistance with storm debris as a result of a tornado.

Following public comments, Chairman Williams asked Ed Conrow, Emergency Services Director, to provide an update on hurricane recovery and response related to Hurricane Isaias. Mr. Conrow stressed the importance of heeding the information from the weather service prior to storms, and moving forward, would like to focus on collaborating with municipal partners in an effort to improve communications with the residents and on making decisions collectively. With regard to recovery, Mr. Conrow stated that preliminary damage assessment numbers currently met the threshold for an application for a federal disaster declaration and noted that the numbers will change as additional assessment information is submitted.

V. APPROVAL OF CONSENT AGENDA

DRAFT

Commissioner Cooke moved to approve the Consent Agenda. The motion was seconded by Commissioner Forte and passed unanimously.

The following items were approved:

1. **Administration - Surplus Property Offers for Upset Bid Process**

Accepted, subject to the upset bid process, the following offers that were submitted for surplus parcels that met the value parameters previously established by the Board:

Parcel	Location	Size	Tax Value	Acquired	Cost	Bid
156NF023	Jasmine Dr, BSL	.24 acre	\$4,000.00	11-5-1986	\$559.29	\$1,000.00
141HC02401	S. Chickadee St, SE	.34 acre	\$2,000.00	4-3-1985	\$573.07	\$775.00

2. **Board Appointment - Child Fatality Prevention Team**

Appointed Jeff Maidment to the Brunswick County Child Fatality Prevention Team.

3. **Board Appointment - Planning Board**

Appointed Eileene Shake to fill the unexpired term representing District 1 on the Planning Board. Ms. Shake's term will expire June 30, 2021.

4. **Board Appointment - Town of Oak Island Planning Board ETJ**

Approved the recommendation of the Oak Island Town Council to appoint Natasha Tatum to the Oak Island Planning Board as an ETJ member.

5. **Clerk to the Board - Meeting Minutes**

Approved the draft minutes from the August 3, 2020 Regular Meeting.

6. **Code Administration-Town of Caswell Beach Interlocal Agreement**

Approved an interlocal agreement for the County to provide Code Administration Services, Fire Code Administration Services, Floodplain Administration Services, and Plan Review Services to the Town of Caswell Beach.

7. **Computer Services - Courthouse Structured Cabling, Security, AV & Wireless Contract**

Approved a contract with North Carolina Sound of Goldsboro, LLC for the structured cabling, door and camera security, duress system, court system audio/video including video arraignment, and wireless network for the addition and remodel of the Brunswick County courthouse in the amount of \$1,559,168.43.

8. **County Attorney - Northern Lights Deed of Dedication**

Accepted the Deed of Dedication for water and sewer infrastructure in Northern Lights.

9. **County Attorney - Retreat at Ocean Isle Beach Deed of Dedication, Sec 1, Ph 4, Lots 198-203**

Accepted the Deed of Dedication for water and sewer infrastructure in the Retreat at Ocean Isle Beach, Sec 1, Ph 4, Lots 198-203.

10. **Emergency Services - FirstWatch Service Agreement**

Approved the User Service Agreement and purchase of the FirstWatch/First Pass Program to include the approval of a resolution authorizing the purchase under sole source exception to formal bidding requirements.

**RESOLUTION AUTHORIZING PURCHASE OF
FIRSTWATCH® EARLY EVENT DETECTION SYSTEM
UNDER SOLE SOURCE EXCEPTION TO FORMAL BIDDING REQUIREMENTS**

WHEREAS, N.C.G.S 143-129(e)(6), Procedure for Letting of Public Contracts, allows for the waiver of formal bidding requirements for purchases of apparatus, supplies, materials, or equipment when performance or price competition for a product are not available, or a needed product is available from only one source of supply, or standardization or compatibility is the overriding consideration; and

WHEREAS, Brunswick County desires to purchase and utilize the FirstWatch® Early Event Detection System (the “System”) for Brunswick County Emergency Services; and

WHEREAS, the System is only available from FirstWatch Solutions, Inc., as it is considered highly proprietary and a confidential intellectual property trade secret of FirstWatch Solutions, Inc. and its affiliate, Stout Solutions, LLC; and

WHEREAS, no third party has access to the proprietary FirstWatch IP source code; therefore, no other party is authorized to install or deploy the System or to perform support functions and/or ongoing maintenance responsibilities for the System; and

WHEREAS, the governing board must approve the purchase under this bidding exemption prior to awarding the contract.

NOW, THEREFORE BE IT RESOLVED, that the Brunswick County Board of Commissioners approves the purchases described herein utilizing the exception to formal bidding requirements contained in N.C.G.S. 143-129(e)(6) and finds that the conditions described in that statute have been met.

Adopted this the 17th day of August, 2020.

Frank L. Williams, Chairman
Brunswick County Board of Commissioners

ATTEST:
Andrea White, NCCCC
Clerk to the Board

11. Finance - Fiscal Items

Approved the following Budget Amendments, Capital Project Ordinances and Fiscal Items of a routine nature on the consent agenda:

- **74/76 Industrial Park Water Transmission Project Budget Amendment and CPO**
Transferred \$200,000 designated in the Water Capital Reserve to the 74/76 Industrial Park Water Transmission Project for the purchase of easements associated with the project.

12. Finance - NC Forest Service Agreement

DRAFT

Entered into an agreement with the North Carolina Department of Agriculture and Consumer Services for the protection, development and improvement of forest land in Brunswick County.

13. **Health and Human Services - Health Services - Contract for School Nursing FY 20-21**
Approved the FY 2020-2021 contract agreement with Brunswick County Schools for funding school nurses utilizing state-restricted funds.
14. **Health and Human Services - Health Services - NC DPH Agreement Addendum for 539 COVID-19 CARES Activities FY 20-21**
Approved the Division of Public Health Agreement Addendum for 539 COVID-19 CARES Activities and authorized the Health Director to sign the addendum form.
15. **Health and Human Services - Social Services: Subsidized Child Care Local Policy**
Approved the Subsidized Child Care Local Policy.
16. **Tax Administration - August 2020 Releases**
Approved the August 2020 releases.
17. **Tax Administration - FY 2019-2020 Settlement Report**
Received the FY 2019-2020 Annual Tax Collector's settlement report.
18. **Tax Administration - Relief from Collection September 2020 for 2009**
Granted Tax Collector relief from "charge of collections" for three specific instances: (1) on taxes after all collection remedies have been expired (10 years from due date); (2) on personal property insolvents that are five years past due; and (3) on classified motor vehicle taxes that are one year or more past due when it appears that they are uncollectible.
19. **Utilities - On-Call Engineering Services Contract, Notice of Award, and Associated Budget Amendment**
Approved a Notice of Award, authorized the County Attorney to negotiate final contract language, and authorized the Chairman and Clerk to the Board to execute the On-Call Engineering Services Contract with the following engineering firms: McKim & Creed, CDM Smith, Dewberry, McGill Associates, Cape Fear Engineering, Norris & Tunstall, ECS, Highfill, and WithersRavenel to perform on-call engineering services as defined in the On-Call Engineering Services Contract contingent on the County Attorney's review and approval of the contract. The contracts were awarded in the amount not to exceed \$150,000.00 to each firm, initiation of any work task to be approved by the Board of Commissioner and/or County Manager, and budget appropriations will be placed on the consent agenda for the task order amount.

VI. PRESENTATION

1. **Presentation - Courthouse Response to COVID-19 Presentation (Jim MacCallum, Clerk of Court)**
Request that the Board of Commissioners receive information on the Courthouse response to COVID-19.

Mr. MacCallum provided information relating to the COVID response at the courthouse to include information on the implementation of a software program routinely used in the restaurant industry which has allowed the courts to move hundreds of cases per day. Mr.

MacCallum expressed his appreciation of the uniformed officers; the Judges and staff; Cris Harrelson, Health Director; District Attorney Jon David and the DA's; and Michelle Caulk and Melanie Clark, Assistant Clerks.

Mr. MacCallum also provided information on the courthouse expansion project which began on April 2, 2020. The renovation/construction project is expected to be finished ahead of schedule.

No action was taken.

2. **Presentation - Planning - Thomas Reaves Tract Access Easement Requirement for Ocean Ridge PUD (Kirstie Dixon, Planning Director & Bryan Batton, Asst. County Attorney)**

Receive information regarding the Thomas Reaves Heirs Tract access easement requirement that is a condition of the Ocean Ridge PUD Master Plan approval.

Mr. Marc Pages, Senior Planner, and Mr. Bryan Batton, Assistant County Attorney presented information on the Thomas Reaves Heirs Tract. Staff's recommendation was to leave the current hold in place to prohibit any subdivision of property at this time until the requested information is received from the closing attorney or the title company. Information with a recommendation will be brought to the Board once received.

Ms. Lillian White, representing the family of the late Thomas Reaves presented information on the life of her grandfather and requested that this matter be resolved so that the property can be sold as the family wishes.

Mr. Auley Crouch, Attorney representing the Reaves family, asked that the County take appropriate steps to require the grantors to correct the deed of easement so that a proper deed of easement can be recorded, and the transaction can be completed.

No action was taken.

3. **Presentation - Wilmington MPO – "Cape Fear Moving Forward 2045" (Abby Lorenzo, Deputy Director WMPO)**

Request that the Board of Commissioners receive information from the Wilmington MPO regarding the "Cape Fear Moving Forward 2045" Metropolitan Transportation Plan.

Ms. Lorezo presented highlights from the "Cape Fear Moving Forward 2045" Metropolitan Transportation Plan which was approved by the WMPO Board in July. The WMPO will adopt the plan by November 18, 2020.

No action was taken.

VII. ADMINISTRATIVE REPORT

1. **Operation Services - Debris Management Discussion (Stephanie Lewis, Operation Services Director)**

Request that the Board of Commissioners enter into a discussion regarding the activation of the County's debris management and debris monitoring contracts for the unincorporated areas of Brunswick County.

DRAFT

Vice-Chairman Thompson requested that he be recused from discussion on this matter as he is a contract employee of Southern Disaster Recovery.

Commissioner Sykes moved to recuse Vice-Chairman Thompson from discussion on this item. The motion was seconded by Commissioner Cooke and passed unanimously 4 to 0.

Ms. Stephanie Lewis, Operation Services Director, announced that NCDOT has begun the removal of storm debris along state roads and reminded the Board that the County's obligation is to orphaned roads in unincorporated areas of the county. The County does not have authority to pick up debris on gated or private roads unless approved by FEMA, and the State has the responsibility for state roads.

Commissioner Sykes moved to activate the debris contract to remove vegetative storm debris. The motion was seconded by Chairman Williams.

Following a request for additional information and the possibility of further discussion on the matter at a later date, Commissioner Sykes withdrew her motion.

Mr. Shaver presented the option of calling a Special Meeting upon 48 hours' notice on a particular topic or recessing this meeting until a certain date with no further advertisement.

It was the consensus of the Board to consider recessing this meeting until Friday, August 21, 2020 at 3:00 p.m.

No action was taken.

Vice-Chairman Thompson returned to the meeting following the discussion on debris management.

Ms. Lewis provided an update on the Caw Caw project. For FY20, the project area was a 2-mile section of the Little Caw Caw off of Highway 17. The County has been working with Brunswick Plantation for approximately 2 years on a project they requested, and the County has submitted an application to the Army Corps of Engineers for approval. The project consists of excavating the sandbars from three different locations within the Brunswick Plantation subdivision, approximately 1900 feet of the Caw Caw, 600 feet of the Little Caw Caw and 300 feet at the Little Caw Caw entrance, to restore to the original depth of construction. Total sandbar excavation is expected to be approximately 2800 feet within a project area of approximately 2.6 acres. Staff expects to receive a response from the Army Corps of Engineers with regard to the application by the end of August.

No action was taken.

VIII. OTHER BUSINESS/INFORMAL DISCUSSION

1. Governing Body - NCACC Legislative Goals (Chairman Frank Williams)

Request that the Board of Commissioners discuss potential legislative goals for submission to NCACC for consideration.

Following a brief review of the previously submitted goals, Chairman Williams suggested presenting the same goals with the addition to ask the legislature to study and recommend

possible changes to the state of emergency structure to differentiate between a long-standing event like COVID-19 and short-term event like a hurricane.

Commissioner Forte suggested a goal related to workplace loans. Chairman Williams asked that proposed wording be shared with the County Attorney and County Manager and stated that all proposed goals would be reviewed for approval at the next meeting.

IX. CLOSED SESSION

1. Closed Session

Request that the Board of Commissioners enter in Closed Session pursuant to N.C.G.S.143-318.11(a)(1) to approve closed session minutes, 143-318.11(a)(3) to consult with the attorney, and 143-318.11(a)(4) to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body.

Mr. Shaver noted that the statutory requirements were included in the agenda with the purpose to approve closed session minutes, consult with the attorney, and to discuss matters related to the location or expansion of industries or other businesses.

Commissioner Cooke moved to enter Closed Session as stated at 8:24 p.m. The motion was seconded by Vice-Chairman Thompson and passed unanimously.

Chairman Williams called the Regular Session to order at 9:08 p.m. and asked the County Attorney if there was anything to report from Closed Session.

Mr. Shaver stated that as a result of the Closed Session discussion regarding the potential expansion of existing industry, Mr. Bill Early, Brunswick Business & Industry Development (BBID) Executive Director, asked that the Board adopt a resolution authorizing him to apply to the Department of Commerce on a project termed "Project Touchdown." The resolution requested that the Board support expanding an existing facility in Leland that would create a minimum of 17 new jobs with a formal application for infrastructure funds in the amount of \$100,000 which would require a 5% match.

Commissioner Cooke moved to approve the resolution authorizing the application and match as presented. The motion was seconded by Vice-Chairman Thompson and passed unanimously.

RESOLUTION AUTHORIZING APPLICATION FOR NC DEPARTMENT OF COMMERCE PROJECT TOUCHDOWN

WHEREAS, the Brunswick County Board of Commissioners has indicated its desire to assist in economic development efforts for business and industry within Brunswick County; and

WHEREAS, the Board fully supports the proposed Project Touchdown which will result in the expansion of an existing facility located in Leland, NC and will create a minimum of 17 new jobs for Brunswick County; and

WHEREAS, the Board wishes to pursue a formal application for Infrastructure funds in the amount of \$100,000 from the NC Department of Commerce; and

DRAFT

WHEREAS, the Board certifies it will provide the 5% match required and will meet all other requirements of the North Carolina Department of Commerce.

NOW, THEREFORE BE IT RESOLVED, by Brunswick County Board of Commissioners:

1. That Brunswick County is authorized to submit a formal application to the North Carolina Department of Commerce in order to provide assistance to benefit Project Touchdown.
2. That this Resolution shall take effect immediately upon its adoption.

Adopted this the 17th day of August, 2020.

Frank L. Williams, Chairman
Brunswick County Board of Commissioners

ATTEST:
Andrea White, NCCCC
Clerk to the Board

X. ADJOURNMENT

Commissioner Cooke moved to recess the meeting at 9:09 p.m. until Friday, August 21, 2020 at 3:00 p.m. The motion was seconded by Commissioner Sykes and passed unanimously.

Frank Williams, Chairman
Brunswick County Board of Commissioners

Attest:

Andrea White, NCCCC
Clerk to the Board

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
RECESSED MEETING
AUGUST 21, 2020
3:00 P.M.**

The Brunswick County Board of Commissioners met in Recessed 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 J. Martin Cooke
Commissioner Pat Sykes
Commissioner Mike Forte

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 Kascsak, Public Information Officer

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 recessed meeting to order at 3:00 p.m.

II. INVOCATION/PLEDGE OF ALLEGIANCE

Vice-Chairman Thompson gave the Invocation and led the Pledge of Allegiance.

Chairman Williams announced that the main order of business was to resume discussion of item *VII-1 Operation Services - Debris Management Discussion (Stephanie Lewis, Operation Services Director)* from the August 17, 2020 regular meeting.

Chairman Williams asked for an update from staff. Mr. Woodruff asked Stephanie Lewis, Operation Services Director, to provide the update.

Vice-Chairman Thompson requested that he be recused from any discussion/action as he is a contract employee of Southern Disaster Recovery.

Commissioner Cooke moved to recuse Vice-Chairman Thompson from discussion/action on this item. The motion was seconded by Commissioner Sykes and passed unanimously 4 to 0.

Ms. Lewis provided the following information requested by the Board on Monday, August 17, 2020:

DRAFT

- NCDOT will remove debris in the rights-of-way of state roads including those in municipal limits
- The timeline for debris removal will most likely take more than the initial two weeks
- NCDOT will not advertise the debris removal

Following a brief discussion on the information provided, Commissioner Sykes moved to activate the contract in the unincorporated areas for vegetation removal.

Ms. Lewis noted that, if the contract is activated, the monitoring contract would need to be activated as well to be eligible for FEMA reimbursement. The Board would also need to decide if gated communities will be included upon a health hazard designation from the Health Director. If activation occurs today, debris pick up would not begin for a couple of weeks as monitors would need to be mobilized, and leaners and hangers would need to be addressed if the Board chooses that option.

Following a discussion on the specifics of the debris contract, Commissioner Sykes amended her motion to activate the debris contract for vegetation only, the monitoring contract, include gated communities, and include hangers and leaners, for one pass.

The motion was seconded by Commissioner Cooke.

Mr. Stone clarified that if there was not enough debris in a gated community for the Health Director designation, the County could still pick up the vegetative debris, however, FEMA reimbursement would not apply.

Following discussion on the motion, Chairman Williams called for a vote. The motion passed 4 to 0, Vice-Chairman Thompson being recused.

Upon further discussion, Commissioner Sykes moved to authorize an amendment to the SDR contract to include the mileage rate to the final disposal site from the temporary debris site. Without objection, Chairman Williams considered the amendment as a unanimous consent request. There was no objection stated.

III. ADJOURNMENT

Commissioner Cooke moved to adjourn the meeting at 3:32 p.m. The motion was seconded by Commissioner Forte and passed unanimously.

Frank Williams, Chairman
Brunswick County Board of Commissioners

Attest:

Andrea White, NCCCC
Clerk to the Board



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
September 8, 2020

Action Item # V. - 5.

County Attorney - Driving Creek Hunting Club Lease

From:

Bryan Batton

Issue/Action Requested:

Request that the Board of Commissioners consider renewing the lease of the Driving Creek Hunting Club.

Background/Purpose of Request:

Driving Creek Hunting Club has been leasing property on NC Highway 211. The Club has requested to extend their current lease for another year at the rate of \$ 1.00 per acre.

Fiscal Impact:

Reviewed By Director of Fiscal Operations

\$ 1,222.00 for annual lease

Approved By County Attorney:

Yes

County Attorney's Recommendation:

To consider extending the lease.

County Manager's Recommendation:

Recommend the Board consider renewing the lease of the Driving Creek Hunting Club.

ATTACHMENTS:

Description

- ▣ Driving Creek Hunting Lease Request
- ▣ Driving Creek Hunting Club Lease

Allen Dale Tatum
President
Driving Creek Hunting Club
P.O. Box 11365
Southport, N.C. 28461

Brunswick Count Attorney
P.O. Box 249
Bolivia, NC 28422

Dear Sir,

In regards to our lease that Driving Creek Hunting Club has with the County of Brunswick on the property on NC Highway 211, otherwise known as Tax Parcels 13600011 and 13600022, we are seeking to renew the lease for another year starting on 10/1/2020 and ending on 9/30/2021. We are seeking the renewed lease so as to have legal access to Driving Creek Club House, which we do maintain and pay for electrical service to the club house. The renewed lease would also allow for the club members to have a legal presence on the lease and by having this presence on the lease it should help deter the illegal dumping of trash and debris on the land. Thank you for your time and consideration in this matter.

Sincerely,

Allen Dale Tatum
President
Driving Creek Hunting Club

910-307-2563

: CKW

received
8/26/20



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/30/2020

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 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 rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Outdoor Underwriters, Inc. 140 Stoneridge Drive, Suite 230 Columbia, SC 29210	CONTACT NAME: PHONE: 1-866-961-4101 A/C. No. Ext.: E-MAIL ADDRESS: support@outdoorund.com FAX A/C. No.: 1-803-451-5695																					
INSURED Quality Deer Management Association Hunting Clubs and Landowners P. O. Box 160 Bogart, GA 30622	<table border="1"><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A:</td><td>Certain Underwriters at Lloyds, London</td><td></td></tr><tr><td>INSURER B:</td><td></td><td></td></tr><tr><td>INSURER C:</td><td></td><td></td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Certain Underwriters at Lloyds, London		INSURER B:			INSURER C:			INSURER D:			INSURER E:			INSURER F:		
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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		
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC	X		HL0207591	Aug 01, 2020	Aug 01, 2021	EACH OCCURRENCE	\$ 1,000,000	
	DAMAGE TO RENTED PREMISES (Ea occurrence)						\$ 100,000		
	MED EXP (Any one person)						\$ 1,000		
	PERSONAL & ADV INJURY						\$ EXCLUDED		
	GENERAL AGGREGATE						\$ 2,000,000		
							PRODUCTS - COMP/OP AGG	\$ 1,000,000	
								\$	
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						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 \$ <input type="checkbox"/>						EACH OCCURRENCE	\$	
							AGGREGATE	\$	
								\$	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> N / A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						WC STATUTORY LIMITS	OTH-ER	
							E.L. EACH ACCIDENT	\$	
							E.L. DISEASE - EA EMPLOYEE	\$	
							E.L. DISEASE - POLICY LIMIT	\$	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

HUNT CLUB NO.: 20835
HUNT CLUB: Driving Creek Hunt Club
Allen Tatum
PO Box 435
Winnabow, NC 28479

NUMBER OF ACRES: 860
LEASED LAND LOCATION: Bolivia, Brunswick County, NC
LANDOWNER ADDITIONAL INSURED?: Yes

CERTIFICATE HOLDER

CANCELLATION

Brunswick County Atty
Mr. Marshall
PO Box 249
Bolivia, NC 28422

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

George C. Wills

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ACORD 25 (2010/05)

STATE OF NORTH CAROLINA

BRUNSWICK COUNTY

LEASE

This agreement is made this 1st day of October, 2020, between Brunswick County, a political subdivision of the State of North Carolina, as Lessor, and the Driving Creek Hunting Club, Lessee:

The Lessor leases to the Lessee the following described premise situated in the County of Brunswick, and State of North Carolina:

Property on NC Highway 211, otherwise known as Tax Parcel 13600026, vacant property.

To hold these premises unto the Lessee for a term beginning on the 1st day of October, 2020 and ending on the 30th day of September, 2021.

Lessee shall pay rent for the premises during the continuance of the lease at the rate of \$ 1222.00 per the term of the lease, payable in advance on the first day of the term to the office of the County Finance Office.

Lessor during the entire term of this lease shall keep in a condition of thorough repair and good order at Lessee's own expense, the demised premises and appurtenances, including pocosin terrain and other natural features.

Lessee shall not assign this lease or sublet the premises or any part of them without the written consent of the Lessor and upon the termination of this lease shall surrender the premises to the Lessor in as good condition as at the beginning of the term of this lease, loss by fire or other casualty, ordinary wear and repairs chargeable to the Lessor, excepted.

In case the premises shall be rendered untenable by fire or other casualty during the term, this lease thereby shall be terminated. In the event of termination of this lease, Lessee shall be chargeable with rent only to the date of the fire or other casualty.

In every instance where it shall be necessary or desirable for the Lessor to serve any notice or demand upon the Lessee, it shall be necessary to send a written or printed copy of the termination to the County Manager at the Governmental Center near Bolivia, NC.

In every instance where it shall be necessary or desirable for the Lessee to serve any notice or demand upon the Lessor, it shall be necessary to send a written or printed copy by United States registered or certified mail, postage-prepaid, addressed to the Lessor as follows:

Allen Tatum
P.O. Box 11365
Southport, NC 28461

Lessor and Lessee Responsibilities

Lessee under this lease shall:

Provide and maintain at all times public liability insurance in the amount of \$2,000,000.00 combined single limit with the County to receive a certificate of insurance for insurance prior to lease execution, and naming County as additionally insured. Should any of the above-described policies be cancelled before the expiration date, the Lessee shall provide to the Lessor at the location cited a copy of the cancellation notice immediately and in no event more than five days after receipt.

Comply at all times with the provisions of the County's Ordinances and State Law in the maintenance and enjoyment of the demised premises.

Have the right to enjoy, peacefully and quietly, the possession of the demised premises without any encumbrance or hindrance by, from or through Lessor.

Lessor under this lease shall:

Allow the Lessee the right to enjoy, peacefully and quietly, the possession of the demised premises without any encumbrance or hindrance by, from or through Lessor, its successors or assigns.

Use of Premises: Lessee shall use and occupy the premises for the use of a hunting site and for no other use or purpose.

Cancellation Option: Lessee reserves the right to terminate this lease upon ten days' prior written notice during the term of the lease.

This the _____ day of October, 2020.

President, Driving Creek Hunting Club

BRUNSWICK COUNTY

Chairman, Board of Commissioners

ATTEST:

Clerk



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
September 8, 2020

Action Item # V. - 6.

From:

Bryan Batton, Asst. County Attorney

County Attorney - Refund Request for Excise Tax

Issue/Action Requested:

Request that the Board of Commissioners authorize a refund requested for excise taxes paid in error in the amount of \$450.00.

Background/Purpose of Request:

Per North Carolina law, a tax is paid to the Register of Deeds on the transfer of property in the amount of \$1 for every \$500 of value. Pursuant to NCGS 105-228.37, The Shoaf Law Firm, P.A. has requested a refund in the amount of \$450.00. The firm recorded a deed twice and a \$450 excise tax was paid each time. A notice of the correction has been filed with the Register of Deeds.

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

County Attorney's Recommendation:

To authorize the refund payment of the requested refund.

Advisory Board Recommendation:

The Register of Deeds recommends approval of the refund.

County Manager's Recommendation:

Recommend the Board of Commissioners authorize a refund requested for excise taxes paid in error in the amount of \$450.00.

ATTACHMENTS:

Description

- ☐ Refund Request and Recorded Correction

The Shoaf Law Firm, PA
8414 Falls of Neuse Road, Suite 104
Raleigh, NC 27615
919.877.0009

August 14, 2020

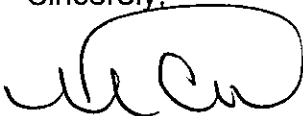
Brunswick County Commissioners

Re: Address: 298 Ocean Blvd. W. Holden Beach, NC 28462
Tax Parcel #: 232PJ00103

The above referenced property was transferred by Warranty Deed Book 4371, page 1217 of the Brunswick County, North Carolina Register of Deeds. This General warranty Deed was incorrectly recorded as it was recorded twice. The original and correct recording of this deed is in Book 4370, page 500 on June 2, 2020.) This Deed recorded on June 5, 2020 and Excise Tax in the amount of \$450.00 was remitted to the Brunswick County Register of Deeds. This calculation was incorrect as the \$450 was remitted to the Brunswick County Register of Deeds with the original and correct recording of the deed on June 2, 2020 in Book 4370, page. 500.

Please refund to The Shoaf Law Firm, P.A. the incorrectly paid amount of \$450.00. This "Correcting Instrument for Incorrectly Recorded Documents" has been recorded in Brunswick County Register of Deeds, Book 4419, Page 554 dated, 8/14/2020.

Sincerely,



Michelle R. Cole
Post-Closing Department
The Shoaf Law Firm, PA
mcole@shoafllaw.com

E-RECORDED

simplifile

No: 84419 P.554

County: Brunswick

Date: 8/14/20 Time: 16:25:04.000

CORRECTING INSTRUMENT FOR INCORRECTLY RECORDED DOCUMENTS

STATE OF NORTH CAROLINA
COUNTY OF BRUNSWICK

This instrument was prepared by: THE SHOAF LAW FIRM, P.A.
8414 FALLS OF NEUSE RD. SUITE 104
RALEIGH, NC 27615

Unit number 203 of Ocean Vilas Condominium (property address 298 Ocean Blvd. W, Holden Beach, NC 28462) Tax Parcel # 232PJ00103 was transferred by General Warranty Deed in Book 4371, Page 1215 of the Brunswick County, North Carolina Register of Deeds. This General Warranty Deed was incorrectly recorded as it was recorded twice. The original and correct recording of this General Warranty Deed is recorded in Book 4370, Page 500 on June 2, 2020. The General Warranty Deed recorded on June 5, 2020 in Book 4371, Page 1215 and Excise Tax in the amount of \$450.00 was remitted to the Brunswick County Register of Deeds. This calculation was incorrect as the \$450.00 was previously remitted to the Brunswick County Register of Deeds with the original and correct recording of the General Warranty Deed on June 2, 2020 in Book 4370, page. 500.

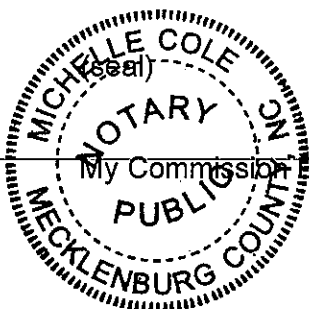
Andrew K. Coleman

Andrew K. Coleman, Esq.
The Shoaf Law Firm, P.A.

STATE OF NORTH CAROLINA
COUNTY OF MECKLENBURG

I, Michelle Cole, a Notary Public of said County and State do certify that Andrew K. Coleman personally appeared before me and acknowledged the due execution of the foregoing instrument.

Witness my hand and official stamp or seal this 14th day of August, 2020.



Michelle Cole

Notary Public

My Commission Expires: 8/8/2020



THIS INSTRUMENT PREPARED BY RYAN D. SHOAF,
A LICENSED NC ATTORNEY. DELINQUENT TAXES,
IF ANY, TO BE PAID BY THE CLOSING ATTORNEY
TO THE COUNTY TAX COLLECTOR UPON
DISBURSEMENT OF CLOSING PROCEEDS.

NORTH CAROLINA GENERAL WARRANTY DEED

Excise Tax: \$450.00

Parcel Identifier No. 232PJ00103 Verified by _____ County on the _____ day of _____, 20____
By: _____Mail/Box to: Shoaf Law Firm, P.A., 8414 Falls of Neuse Road, Suite 104, Raleigh, NC 27615This instrument was prepared by: Shoaf Law Firm, P.A., 8414 Falls of Neuse Road, Suite 104, Raleigh, NC 27615

Brief description for the Index: _____

THIS DEED made this 29 day of May, 2020 by and between

GRANTOR

GRANTEE

GEORGE DARIN FISHER, SingleRICHARD O. CALE AND JOSHUA MCGRATH, as joint tenants
with rights of survivorship
298 OCEAN BLVD W.
Holden Beach, NC 28462

Enter in appropriate block for each Grantor and Grantee: name, mailing address, and, if appropriate, character of entity, e.g.
corporation or partnership.

The designation Grantor and Grantee 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.

WITNESSETH, that the Grantor, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, has
and by these presents does grant, bargain, sell and convey unto the Grantee in fee simple, all that certain lot, parcel of land or
condominium unit situated in the City of Holden Beach, Brunswick County, North Carolina and more particularly described as
follows:

The property hereinabove described was acquired by Grantor by instrument recorded in Book 4138 page 0874.

All or a portion of the property herein conveyed X includes or _____ does not include the primary residence of a Grantor.

A map showing the above described property is recorded in Plat Book _____ page _____.



TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to the Grantee in fee simple.

And the Grantor covenants with the Grantee, that Grantor is seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances, and that Grantor will warrant and defend the title against the lawful claims of all persons whomsoever, other than the following exceptions:

See Exceptions Exhibit attached hereto.

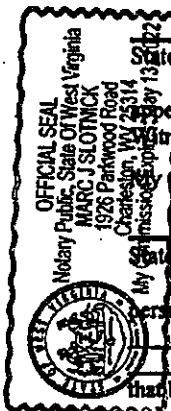
IN WITNESS WHEREOF, the Grantor has duly executed the foregoing as of the day and year first above written.

(Entity Name) Print/Type Name: GEORGE DARIN FISHER (SEAL)

By: _____
Print/Type Name & Title: _____ Print/Type Name: _____ (SEAL)

By: _____
Print/Type Name & Title: _____ Print/Type Name: _____ (SEAL)

By: _____
Print/Type Name & Title: _____ Print/Type Name: _____ (SEAL)



State of North Carolina - County of Kanawha
I, the undersigned Notary Public of the County and State aforesaid, certify that GEORGE DARIN FISHER personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed. Witness my hand and Notarial stamp or seal this 29th day of May, 2020.
Commission Expires: 5/13/2022

Notary Public

State of North Carolina - County of _____
I, the undersigned Notary Public of the County and State aforesaid, certify that _____ of _____ a North Carolina or _____ corporation/limited liability company/general partnership/limited partnership (strike through the inapplicable), and that by authority duly given and as the act of such entity, _____ he signed the foregoing instrument in its name on its behalf as its act and deed. Witness my hand and Notarial stamp or seal, this _____ day of _____, 20____.

My Commission Expires: _____

Notary Public

State of North Carolina - County of _____
I, the undersigned Notary Public of the County and State aforesaid, certify that _____

Witness my hand and Notarial stamp or seal, this _____ day of _____, 20____.

My Commission Expires: _____

Notary Public

The foregoing Certificate(s) of _____ is/are certified to be correct. This instrument and this certificate are duly registered at the date and time and in the Book and Page shown on the first page hereof.

Register of Deeds for _____ County
By: _____ Deputy/Assistant - Register of Deeds



Exhibit A

The Land referred to herein below is situated in the County of Brunswick, State of North Carolina, and is described as follows:

BEING known and designated as Unit No. 203 of Ocean Villas Condominium as shown on a plat thereof recorded in Condominium Plat Book 12 at Page 28 and 29 in the Office of the Register of Deeds of Brunswick County, North Carolina, reference to which is hereby made for a more particular description, and together with all rights and assessments appurtenant to said unit as specifically enumerated in the "Declaration of Condominium" dated December 1, 1974 and recorded in the Office of the Register of Deeds of Brunswick County in Book 323 at Pages 427-479 and pursuant thereto membership in Ocean Villas Association, a North Carolina Non-profit Association, and subject to the regular monthly assessments and special assessments, limitation, and rules stated or reserved in said Declaration of Condominium and the By-Laws annexed thereto. The Declaration of Condominium and all attachments thereto are incorporated herein as if set forth in their entirety. By way of illustration and not by way of limitation, said Declaration provided for: (1) .14285% as the percentage of undivided interest appurtenant to the above unit in the common area and facilities, (2) Said unit shall be used for residential and lodging accommodation purposes, (3) Property rights of said Purchaser as a unit owner and any guests or invitees of said Purchaser, in and to the common area, (4) Obligations and responsibility of the Purchaser for regular monthly assessments and special assessments and the effect of non-payment thereof as set forth in said Declaration and the By-Laws, for maintenance, and (7) Restrictions upon use of the Unit ownership in real property conveyed herewith.

For Informational Purposes Only:

PIN: 232PJ00103

Property Address: 298 Ocean Blvd W., Holden Beach, NC 28462

Chain of title: Being the identical property as conveyed to George Darin Fisher on 12/20/2018, in Book 4138, Page 874 in the Brunswick County Public Registry.



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
September 8, 2020

Action Item # V. - 7.

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.

-CARES Act Round 2 Budget Amendment

Appropriate \$54,603 of CARES Act round 2 funding in the Public Housing department for COVID-19 Grant Subsidy.

- Negative Pressure Room Budget Amendment

Appropriate and transfer fund balance of \$60,000 for the Negative Pressure Room in Family Health Personnel Repair and Maintenance building. This is a rollover from a FY20 identified pandemic related funded project.

-FEMA Debris Removal Budget Amendment

Appropriate FEMA revenue for storm related debris removal contract in the amount of \$1,074,399.

-Airport Grant 36244.58.12.2 Budget Amendment and CPO

Appropriate \$350,000 (100% State Aid) award for Airport Grant 36244.58.12.2 for the construction of the Corporate Hanger with no local match required. Return to the reserve \$350,000 advanced to the airport on June 1, 2020 Board of Commissioners meeting for this project awaiting award of the NC House Bill 966 General Airport Funding.

-Airport Grant 36244.58.11.1 and 46333.3.1 Closeout Budget Amendment

NCDOT has closed and processed final reimbursements for airport grants 46333.3.1 and 36244.58.11.1. This budget amendment closes both grants and returns \$3,361 of unexpended local match to the county capital reserve undesignated funds.

-Budget Amendment West Regional Capital and Replacement Reserve

Transfer \$384,757 to the West Regional Capital and Replacement Fund from the Wastewater Fund for the FY20 operating and maintenance surplus in the West Regional Facility as required by the participants agreement and appropriate interest earned in the wastewater reserve fund for West Regional Capital and Replacement Fund in the amount of \$12,835.

-Budget Amendment Northeast Regional Capital and Replacement Reserve

Transfer \$150,372 to the Northeast Regional Capital and Replacement Fund from the Wastewater Fund for the FY20 operating and maintenance surplus in the Northeast Regional Facility as required by the participants agreement and appropriate interest earned in the wastewater reserve fund for Northeast Regional Capital and Replacement Fund in the amount of \$2,193.

-Budget Amendment Ocean Isle Beach Regional Capital and Replacement Reserve

Transfer \$83,680 to the Ocean Isle Beach Regional Capital and Replacement Fund from the Wastewater Fund for the FY20 operating and maintenance surplus in the Ocean Isle Beach Regional Facility as required by the participants agreement and appropriate interest earned in the wastewater reserve fund for Ocean Isle Beach Regional Capital and Replacement Fund in the amount of \$1,030.

-Application for State Aid to Libraries

Request that the Board of Commissioners approve the Library application for funding for the Aid to Public Libraries Fund for FY2020/2021. The total County appropriations (excluding capital outlay and State Aid appropriations) is \$1,231,840. The deadline to apply is October 2, 2020.

-Financial Reports for June 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

- ❑ 20200908 Budget Amendment Public Housing CARES Act Round 2
- ❑ 20200908 Budget Amendment Care Act Funding Rollover GF
- ❑ 20200908 Budget Amendment Care Act Funding Rollover Health
- ❑ 20200908 Budget Amendment FEMA Debris Removal
- ❑ 20200908 Budget Amendment Airport Grant 36244.58.12.2
- ❑ 20200908 CPO Airport Grant
- ❑ SUT_Award Letter_8.24.2020_Airport Improvement_Debt Service_36244.58.12.2
- ❑ 20200908 Budget Amendment Airport Grant 3.1 and 11.1 Closeout
- ❑ 20200908 Budget Amendment West Cap and Replace Reserve Fund
- ❑ 20200908 Budget Amendment West Cap and Replace WW Side
- ❑ 20200908 Attach West Regional Capital and Replacement Backup
- ❑ 20200908 Budget Amendment NE Cap and Replace Reserve Fund
- ❑ 20200908 Budget Amendment NE Cap and Replace WW Side
- ❑ 20200908 Attach NE Regional Capital and Replacement Backup
- ❑ 20200908 Budget Amendment OIB Cap and Replace Reserve Fund
- ❑ 20200908 Budget Amendment OIB Cap and Replace WW Side
- ❑ 20200908 Attach OIB Regional Capital and Replacement Backup
- ❑ State Aid to Public Libraries Application
- ❑ June Monthly Financial Statements.pdf

Request Info	
Type	Budget Amendment
Description	PH CARES Act Round 2
Justification	Board Meeting 09/08/2020-Appropriate \$54,603 of CARES Act round 2 funding in the Public Housing department for COVID-19 Grant Subsidy.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
114971	331048	Public Housing-Section 8	Cares Act	54603	Increase	Credit
114971	465510	Public Housing-Section 8	Grant Subsidy-COVID-19	54603	Increase	Debit

Total	
Grand Total:	109206

Request Info	
Type	Budget Amendment
Description	CARES Act Funding Rollover
Justification	Board Meeting 09/08/2020-Appropriate and transfer fund balance of \$60,000 for the Negative Pressure Room in Family Health Personnel Repair and Maintenance building. This is a rollover from FY20 using CARES funding to assist with certain projects.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
100000	399100	General Revenues	Fund Balance Appropriated	60000	Increase	Credit
109800	498013	Interfund Trans General Fund	Trans To Health	60000	Increase	Debit

Total	
Grand Total:	120000

Request Info	
Type	Budget Amendment
Description	CARES Act Funding Rollover
Justification	Board Meeting 09/08/2020-Appropriate and transfer fund balance of \$60,000 for the Negative Pressure Room in Family Halth Personnel Repair and Maintenance building. This is a rollover from FY20 using CARES funding to assist with certain projects.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
139800	398110	Interfund Transfer Health	Trans Frm General Fund	60000	Increase	Credit
135100	435100	Family Health Personnel	Repair and Maint - Building	60000	Increase	Debit

Total	
Grand Total:	120000

Request Info	
Type	Budget Amendment
Description	FEMA Debris Removal
Justification	Board Meeting 09/08/2020-Appropriate FEMA revenue for storm related debris removal contract in the amount of \$1,074,399.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
104720	331015	Solid Waste	Fema Disaster Assistance	1074399	Increase	Credit
104720	449913	Solid Waste	CY FEMA Event 1	1074399	Increase	Debit

Total	
Grand Total:	2148798

Request Info	
Type	Budget Amendment
Description	36244.58.12.2 Airport Grant
Justification	Board Meeting 09/08/2020-Appropriate \$350,000 (100% State Aid) award for Airport Grant 36244.58.12.2 for the construction of the Corporate Hanger with no local match required. Return to the reserve \$350,000 advanced to the airport on June 1, 2020 Board of Commissioners meeting for this project awaiting award of the NC House Bill 966 General Airport Funding.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
438157	332122	Airport Grants	State Rev?36244.58.12.2	350000	Increase	Credit
438157	449844	Airport Grants	36244.58.12.2 Corporate Hanger	350000	Increase	Debit
438157	398110	Airport Grants	Trans Frm General Fund	-350000	Decrease	Debit
438157	449900	Airport Grants	Miscellaneous Expense	-350000	Decrease	Credit
439801	398110	Interfund Trans Co Cap Reserve	Trans Frm General Fund	350000	Increase	Credit
439801	464299	Interfund Trans Co Cap Reserve	Undesignated Funds	350000	Increase	Debit

Total	
Grand Total:	700000

COUNTY OF BRUNSWICK, NORTH CAROLINA
CAPITAL PROJECT ORDINANCE
Airport Grants Program
Amended (438157)

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 Airport Grants Capital Projects Fund:

Airport Grant Project Fund:

Revenues:

36237.45.13.2	3,031,885
36237.45.14.1	449,252
36237.45.15.2	899,841
36237.45.16.1	21,508
36244.58.4.1	62,000
36237.45.10.2	513,265
36237.45.10.3	409,235
36237.45.10.1	150,000
36244.58.5.1	2,853,811
36237.45.11.1	288,401
36244.58.6.1	2,814,516
36237.45.10.4	172,359
36237.45.13.1	229,592
36244.58.7.1	85,000
36237.45.15.1	201,656
46333.1.1	111,000
46333.2.1	251,281
36244.58.8.3	974,637
36244.58.10.1	1,276,182
36244.58.10.2	2,000,000
36244.58.10.3	1,168,447
36244.58.10.4	277,446
36244.58.9.1	1,105,950
36244.58.11.1	309,454
36244.58.11.2	1,492,259
36244.58.8.2	225,000
36244.58.12.1	297,810
36237.45.17.1	127,892
36237.45.18.1	403,713
36237.45.18.3	69,000
46333.3.1	192,646
36244.58.12.2	350,000
Transfer from General Fund	847,326

Total Airport Grant Capital Project Fund Revenues

\$ 23,662,364

Expenditures:

36237.45.13.2	3,031,885
36237.45.14.1	449,252
36237.45.15.2	899,911
36237.45.16.1	21,508
36244.58.4.1	62,000
36237.45.10.2	528,873
36237.45.10.3	409,235
36237.45.10.1	150,000
36244.58.5.1	2,853,811
36237.45.11.1	288,401
36244.58.6.1	2,814,516
36237.45.10.4	172,359
36237.45.13.1	229,592
36244.58.7.1	85,000
36237.45.15.1	209,467

46333.1.1	111,000
46333.2.1	251,281
36244.58.8.3	1,054,737
36244.58.10.1	1,345,248
36244.58.10.2	2,000,000
36244.58.9.1	1,326,412
36244.58.10.3	1,298,277
36244.58.10.4	308,273
36244.58.11.1	309,455
36244.58.8.2	250,000
36244.58.11.2	1,658,068
36244.58.12.1	330,901
36237.45.17.1	142,103
36237.45.18.1	448,570
36237.45.18.3	69,000
46333.3.1	192,646
36244.58.12.2	350,000
Miscellaneous Expense	10,583
Land	-
Total Airport Grant Capital Project Fund Expenditures	23,662,364

Section 2. It is estimated that the following revenues will be available in the Brunswick County General Fund:

Current Funds Appropriated	\$	847,326
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Section 3. The following amounts are hereby appropriated in the Brunswick County General Fund:

Contribution to Capital Project Fund	\$	847,326
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Section 4. This Capital Project Ordinance shall be entered into the minutes of the September 8, 2020 meeting of the Brunswick County Board of Commissioners.



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

J. ERIC BOYETTE
SECRETARY

8/24/2020

Ms. Ann Hardy, County Manager
Brunswick County and Brunswick County Airport Authority
30 Government Center Drive NE
Bolivia, NC 28422

RE: NOTIFICATION OF FUNDING ALLOCATION
§ Session Law 2019-231 Airport Improvement Program

Dear Ms. Hardy:

On behalf of the State of North Carolina, the Department of Transportation, and Transportation Secretary J. Eric Boyette, this Notification of Legislative Directive Funding serves as official verification that State funds have been allocated for **Cape Fear Regional Jetport**. Pursuant to the Authorizing Legislation, the Department of Transportation provides to the Authority funding outlined below for the purposes of funding improvements to the airport and paying debt service or related financing costs and expenses on revenue bonds or notes issued by the airport. The Authority hereby represents and warrants that all funds shall be utilized exclusively for the purposes listed in the Authorizing Legislation and in compliance with all other applicable laws, rules, regulations and requirements.

Any disbursement of funds described or contemplated herein is subject to appropriation by the General Assembly and appropriate approval or authorization from the Department and/or Board of Transportation.

The specific work elements and funding allocation is noted below:

Award ID	Description	State Funds
36244.58.12.2	Airport Improvement/Debt Service	\$350,000

The Department of Transportation shall not allocate funds prior to receiving a report (see Attachment I, Project Report) outlining their use in conformance with the purposes of the program. No later than 45 days from the date the Department receives the report the Department shall make a determination whether the intended use of the funds matches the purposes of the program and, if so, allocate funds under this section to the airport. An airport that receives funds under this section shall return the funds to the Department if the funds are in the possession or control of the airport and not expended or encumbered by August 31 of the year following the fiscal year in which the Department makes the allocation. All funds returned to the Department under this section, or retained by the Department for failure of an eligible airport to submit a report under this subsection, shall be credited to the fund from which they were appropriated and shall remain unexpended and unencumbered until appropriated by the General Assembly.

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
DIVISION OF AVIATION
1560 MAIL SERVICE CENTER
RALEIGH, NC 27699-1560

Telephone: 919-814-0550
Fax: 919-840-9267

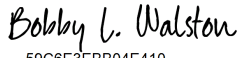
Website: www.ncdot.gov/aviation

Location:
RDU AIRPORT
1050 MERIDIAN DRIVE
MORRISVILLE, NC 27560

The application for the funding will be delivered through the NCDOT Enterprise Business System (EBS). Please contact your assigned Airport Project Manager, for further guidance.

The NCDOT Division of Aviation appreciates your commitment and contribution to our state aviation system and we are excited to partner with you on this grant.

Sincerely,

DocuSigned by:

59C6E3EBB04E410...

Bobby L. Walston, P.E.
Director of Aviation

BLW/sg

cc: Colonel Willie Gore, Chairman
Howard Franklin, Airport Manager
Ashley Lowery, NCDOT, Airport Project Manager

Request Info	
Type	Budget Amendment
Description	Grant Close 3.1 and 11.1
Justification	Board Meeting 09/08/2020-NCDOT has closed and processed final reimbursements for airport grants 46333.3.1 and 36244.58.11.1. This budget amendment closes both grants and returns \$3,361 of unexpended local match to the county capital reserve undesignated funds.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
438157	332107	Airport Grants	State Rev 46333.3.1	-13354	Decrease	Debit
438157	449840	Airport Grants	46333.3.1	-13354	Decrease	Credit
438157	449836	Airport Grants	36244.58.11.1	-3361	Decrease	Credit
438157	398110	Airport Grants	Trans Frm General Fund	-3361	Decrease	Debit
439801	398110	Interfund Trans Co Cap Reserve	Trans Frm General Fund	3361	Increase	Credit
438157	464299	Airport Grants	Undesignated Funds	3361	Increase	Debit

Total	
Grand Total:	-26708

Request Info	
Type	Budget Amendment
Description	West Cap and Replace 2020
Justification	Board Meeting 09/08/2020-Appropriate \$12,835 of interest and fund balance of \$384,757 for rollover of West Brunswick Regional Capital and Replacement funds transfer to reserve after year end reconciliation.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
449800	398662	Interfund Trans Wstwtr Cap Rsv	Trans Frm Wastewater Fund	384757	Increase	Credit
449800	464339	Interfund Trans Wstwtr Cap Rsv	Wes Reg Capital and Replacmt	384757	Increase	Debit
449800	383112	Interfund Trans Wstwtr Cap Rsv	West Reg C	12835	Increase	Credit
449800	464339	Interfund Trans Wstwtr Cap Rsv	Wes Reg Capital and Replacmt	12835	Increase	Debit

Total	
Grand Total:	795184

Request Info	
Type	Budget Amendment
Description	West Cap and Replace WW Side
Justification	Board Meeting 09/08/2020-Appropriate \$12,835 of interest and fund balance of \$384,757 for rollover of West Brunswick Regional Capital and Replacement funds transfer to reserve after year end reconciliation.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
629800	399200	Interfund Trans Wastewater Fnd	Expendable Net Assets Appropri	384757	Increase	Credit
629800	498044	Interfund Trans Wastewater Fnd	Trans to Wastewater Cap Proj	384757	Increase	Debit

Total	
Grand Total:	769514

West Regional Capital & Replacement

Reconciliation:

Balance in Reserve	885,540	
Operating Results	384,757	BA & JE
Subtotal	1,270,297	
Interest Approp.	12,835	BA
6/30/2020	1,283,133	

BA & JE

629800-399200	384,757
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629800-498044	384,757
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BA & JE

449800-398662	384,757
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449800-464339	384,757
---------------	---------

BA

449800-383112	12,835
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449800-464339	12,835
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West Regional Wastewater Facility
Year to Date 4th Qtr Analysis

For Fiscal Year 2019-2020

Audited

West Regional Flow:

		Combined Plant Flow	Acct.# 042195 Holden Beach	Acct. # 042169 Shallotte	Acct# 59258 Oak Island	County Flow
July	Flow	148,816,318	15,935,782	11,350,900	30,174,000	91,355,636
	Average Daily Flow	4,509,585	482,902	343,967	914,364	2,768,353
	% of Flow	100%	11%	8%	20%	61%
August	Flow	119,710,437	11,185,972	11,450,200	26,382,000	70,692,265
	Average Daily Flow	3,990,348	372,866	381,673	879,400	2,356,409
	% of Flow	100%	9%	10%	22%	59%
September	Flow	120,752,629	7,710,061	11,691,400	26,370,000	74,981,168
	Average Daily Flow	3,895,246	248,712	377,142	850,645	2,418,747
	% of Flow	100%	6%	10%	22%	62%
October	Flow	90,129,711	5,660,126	10,946,700	23,491,000	50,031,885
	Average Daily Flow	2,907,410	182,585	353,119	757,774	1,613,932
	% of Flow	100%	6%	12%	26%	56%
November	Flow	99,921,535	3,298,470	10,922,600	23,491,000	62,209,465
	Average Daily Flow	3,700,798	122,166	404,541	870,037	2,304,054
	% of Flow	100%	3%	11%	24%	62%
December	Flow	89,640,135	3,706,076	11,558,650	15,179,000	59,196,409
	Average Daily Flow	2,636,475	109,002	339,960	446,441	1,741,071
	% of Flow	100%	4%	13%	17%	66%
January	Flow	88,044,929	2,921,265	11,515,250	19,225,953	54,382,461
	Average Daily Flow	2,840,159	94,234	371,460	620,192	1,754,273
	% of Flow	100%	3%	13%	22%	62%
February	Flow	88,080,892	2,612,049	12,473,800	12,570,048	60,424,995
	Average Daily Flow	3,145,746	93,287	445,493	448,930	2,158,036
	% of Flow	100%	3%	14%	14%	69%
March	Flow	100,819,167	4,908,412	12,474,600	17,608,198	65,827,957
	Average Daily Flow	3,150,599	153,388	389,831	550,256	2,057,124
	% of Flow	100%	5%	12%	17%	65%
April	Flow	90,070,683	4,762,044	10,691,200	14,968,042	59,649,397
	Average Daily Flow	3,105,886	164,208	368,662	516,139	2,056,876
	% of Flow	100%	5%	12%	17%	66%
May	Flow	111,106,564	9,889,715	12,595,700	22,111,918	66,509,231
	Average Daily Flow	3,584,083	319,023	406,313	713,288	2,145,459
	% of Flow	100%	9%	11%	20%	60%
June	Flow	156,952,171	14,099,056	14,213,700	36,559,205	92,080,210
	Average Daily Flow	5,412,144	486,174	490,128	1,260,662	3,175,180
	% of Flow	100%	9%	9%	23%	59%

Total Flow		1,304,045,171	86,689,028	141,884,700	268,130,364	807,341,079
Revenues @ \$2.20/1000	\$	2,868,899	\$ 190,716	\$ 312,146	\$ 589,887	\$ 1,776,150.37 ①
Daily Average Flow		3,562,965	236,855	387,663	732,597	2,205,850
% of Flow		100%	7%	11%	21%	62%

Budget vs Actual:

	Budget	Actual	YTD %
Revenues:			
Plant Flow	\$ 3,083,378	\$ 2,868,899 ①	93.0%
Transfer from Capital & Replacement Fund	1,379,226	1,379,226 ✓	100.0%
Insurance Proceeds	-	5,053 ✓	na
Revenues from Septage	90,000	116,200 ✓	129.1%
Revenue from Timber Sales	180,000	302,718 ✓	168.2%
Expenditures:			
Transfer from Capital & Replacement Fund	1,379,226	1,188,287 ②	86.2%
Operating expenditures	3,353,378	3,099,052 ②	92.4%
Revenues over/(under) expenditures	\$ -	\$ 384,757	

Breakeven Analysis:

	Actual	Breakeven	Variance
Rate	\$ 2.20	\$ 2.05	\$ 0.15
Daily Flow	3,562,965	3,322,257	240,708

Capital & Replacement Fund:

Capital & Replacement Fund Balance (Current Balance)	\$ 885,540 ✓
YTD Interest	12,835 ✓
Revenue over Expenditures	384,757 ✓
Capital & Replacement Fund at 6/30/2020	\$ 1,283,133

② 4,287,338.81

Department Name: West Regional Wastewater
 Department Code: 627320
 Budget Manager: Director Of Public Utilities

Budget to Actual with Encumbrances

① 1,092,749.01
 1,776,150.37
2,868,899.38 ①

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 06/30/2020	% Received/ Expended @ 06/30/2020	2020 Encumbrances @ 06/30/2020	2020 Balance
		2018	2019						
371406	Wastewater Sales - Wholesale	1,283,286.85	1,464,887.92	989,355.00	989,355.00	1,092,749.01	110%	0	103,394.01
371414	Wastewater Sales - Septage	96,300.00	127,280.00	90,000.00	90,000.00	116,200.00	129%	0	26,200.00
383913	Insurance Refund	5,258.17	61,561.54	0	0	5,052.76	0%	0	5,052.76
383961	Other Sales And Services	0	201,603.78	180,000.00	150,000.00	302,718.06	168%	0	122,718.06
398444	Tran From Wstwater Cap Proj	1,440,635.00	1,086,018.00	114,526.00	904,000.00	114,526.00	100%	0	0
Total Revenues		2,825,480.02	2,941,351.24	1,373,881.00	2,133,355.00	1,631,245.83	118%	0	257,364.83
412100	Salary And Wages - Regular	419,641.34	488,495.94	520,680.00	545,680.00	514,344.76	98%	0	6,335.24
412200	Salary And Wages - Overtime	30,510.87	66,416.51	32,125.00	24,000.00	32,229.99	100%	0	(104.99)
412203	Salary And Wages - Pgr On Call	5,499.43	8,208.28	8,445.00	8,395.00	8,572.64	101%	0	(127.64)
412204	Salary And Wages - Call Back	0	337.20	4,000.00	14,000.00	1,131.73	28%	0	2,868.27
412700	Salary And Wages - Longevity	5,986.21	5,427.27	5,657.00	5,657.00	5,552.07	98%	0	104.93
418100	Fica	34,124.31	41,926.02	41,527.00	45,727.00	41,435.27	99%	0	91.73
418200	Retirement	57,993.70	72,400.01	79,542.00	83,742.00	78,370.25	98%	0	1,171.75
418300	Health Insurance	84,924.55	89,738.36	90,247.00	99,747.00	89,741.79	99%	0	505.21
418303	Workers Compensation	10,097.00	11,315.00	9,788.00	9,788.00	9,788.00	100%	0	0
418306	Life Insurance	754.60	638.89	1,205.00	1,205.00	650.72	54%	0	554.28
418310	Dental Insurance	0	3,416.25	3,470.00	3,470.00	3,189.09	91%	0	280.91
418400	Disability And Long - Term Ins	1,272.93	1,584.67	1,801.00	1,801.00	1,597.74	88%	0	203.26
419900	Prof Ser - Other	11,289.82	58,235.75	242,700.00	222,500.00	11,049.62	4%	0	231,650.38
419914	Drip Site Per	35,475.00	6,200.00	12,120.00	0	0	0%	0	12,120.00
421200	Uniforms	6,690.72	7,201.12	8,730.00	11,930.00	6,977.82	79%	0	1,752.18
421300	Chemicals	148,598.00	103,642.44	131,500.00	125,000.00	127,891.82	97%	0	3,608.18
423700	Laboratory Supplies	14,723.85	22,246.00	18,000.00	18,000.00	18,137.08	100%	0	(137.08)
423802	Drugs - Hbv	104.00	0	0	200.00	0	0%	0	0
425100	Motor Fuels	10,145.70	16,756.79	11,242.00	12,000.00	10,118.97	90%	0	1,123.03
425101	Fuel - Emergency Generator	6,088.80	6,145.17	4,500.00	4,500.00	2,457.54	54%	0	2,042.46
426000	Supplies And Materials	3,334.44	3,390.67	5,000.00	3,000.00	3,896.17	77%	0	1,103.83
426002	Departmental Supplies	6,465.53	6,588.57	8,000.00	5,000.00	5,999.84	75%	0	2,000.16
426200	Operating Equip \$500 - \$4,999	11,401.06	4,830.96	36,940.00	34,900.00	35,317.56	95%	0	1,622.44
431100	Travel - Mileage	169.25	137.44	60.00	0	193.71	322%	0	(133.71)
431200	Travel - Subsistence	2,547.87	3,256.95	3,325.00	4,550.00	2,321.80	69%	0	1,003.20
431500	Travel - Registrations	1,974.00	1,950.00	3,270.00	2,800.00	1,625.00	49%	0	1,645.00
432100	Telephone	3,618.84	4,431.47	6,750.00	3,300.00	6,499.45	96%	0	250.55
432150	Cell Phone Reimbursement	2,877.50	3,330.00	3,500.00	3,500.00	3,432.50	98%	0	67.50
432500	Postage	0	42.88	100.00	100.00	24.18	24%	0	75.82

Budget to Actual with Encumbrances

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 @ 06/30/2020	2020 % Received/ Expended @ 06/30/2020	2020 Encumbrances @ 06/30/2020	2020 Balance
		2018	2019						
433100	Electricity	627,980.63	742,894.39	663,287.00	575,000.00	680,737.63	102 %	0	(17,450.63)
433400	Water	23,031.53	21,464.83	23,725.00	20,000.00	25,640.90	108 %	0	(1,915.90)
435100	Repair And Maint - Building	343.11	1,278.13	1,320.00	1,500.00	741.47	56 %	0	578.53
435102	Repair And Maint - Grounds	12,470.49	29,578.92	14,540.00	20,000.00	10,238.49	70 %	0	4,301.51
435200	Repair And Maint - Equipment	512,507.02	314,975.12	437,666.00	332,000.00	347,740.81	79 %	0	89,925.19
435203	Repair And Maint - Instrument	65,385.19	97,845.21	92,424.00	70,000.00	89,504.73	96 %	0	2,919.27
435300	Repair And Maint - Vehicles	3,056.41	4,492.02	3,700.00	3,500.00	3,708.37	100 %	0	(8.37)
436000	Freight	0	1,143.95	240.00	1,000.00	0	0 %	0	240.00
439100	Advertising	90.00	398.75	500.00	500.00	78.37	15 %	0	421.63
439500	Training Expenses	1,295.75	606.00	1,115.00	0	1,090.00	97 %	0	25.00
439900	Contract Services	249,478.08	327,328.70	489,400.00	300,000.00	450,951.80	92 %	0	38,448.20
441400	Rent Of Equipment	8,657.73	18,518.71	8,155.00	3,400.00	8,003.33	98 %	0	151.67
444000	Service And Maint Contracts	1,083.74	943.75	0	6,200.00	0	0 %	0	0
445100	Property And General Liability	23,935.00	25,442.64	30,784.00	26,969.00	30,782.00	99 %	0	2.00
449100	Dues	4,710.00	4,860.00	5,518.00	3,250.00	5,417.50	98 %	0	100.50
449900	Miscellaneous Expense	90.00	632.77	60.00	0	59.75	99 %	0	.25
449912	Py Fema Event 1	0	75,082.95	0	0	0	0 %	0	0
449913	Cy Fema Event 1	0	0	173.00	0	172.42	99 %	0	.58
449925	Transmission System O And M	162,000.00	170,000.00	170,000.00	170,000.00	170,000.00	100 %	0	0
449929	Health Risk Event	0	0	150.00	0	135.77	90 %	0	14.23
454000	Cap Outlay - Vehicle On Road	0	0	63,580.00	63,000.00	63,578.97	100 %	0	1.03
455000	Cap Outlay - Equipment	124,061.47	147,187.83	119,668.00	68,200.00	68,224.50	57 %	0	51,443.50
459000	Cap Outlay - Improvements	0	973,627.56	1,312,375.00	1,130,000.00	1,307,984.69	99 %	0	4,390.31
<hr/>									
	Salary Expenses	650,804.94	789,904.40	798,487.00	843,212.00	786,604.05	98 %	0	11,882.95
	Operating Expenses	1,961,619.06	2,085,873.05	2,438,494.00	1,984,599.00	2,060,946.40	84 %	0	377,547.60
	Capital Expenses	124,061.47	1,120,815.39	1,495,623.00	1,261,200.00	1,439,788.16	96 %	0	55,834.84
	Total Expenses	2,736,485.47	3,996,592.84	4,732,604.00	4,089,011.00	4,287,338.61	90 %	0	445,265.39
<hr/>									
	Revenues Over(Under) Expenditures	88,994.55	(1,055,241.60)	(3,358,723.00)	(1,955,656.00)	(2,656,092.78)	0	0	702,630.22

Brunswick County
Grants and Capital Projects
Project To Date
Project Origination Through June 2020

Project:	449800	Interfund Trans Wstwr Cap Rsv	Project Ordinance			Actual Revenues/Expenditures			Project Balance	
			Ordinance	Amendments	Ordinance Final	Prior Period	Current Period	Encumbrance	Project To Date	-Actual Over (Under) Ordinance
edger: GL Status: A			6/30/2019	7/1/2019-6/30/2020	6/30/2020	6/30/2019	7/1/2019-6/30/2020	6/30/2020	6/30/2020	6/30/2020
Revenues:										
83100	Investment Earnings		81,105.00	0.00	81,105.00	123,547.48	4,851.65	0.00	128,399.13	47,294.13
83102	NE Reg CandR Investment Earn.		3,228.00	2,935.00	6,163.00	6,162.70	2,193.51	0.00	8,356.21	2,193.21
83112	West Reg C&R Invstmnt Earnings		13,129.00	5,623.00	18,752.00	18,752.29	12,835.34	0.00	31,587.63	12,835.63
83113	OIB Reg C&R Invstmnt Earnings		0.00	0.00	0.00	0.00	1,030.25	0.00	1,030.25	1,030.25
83214	Spec Assessmnt- SAD #19		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
83215	Spec Assessmnt - SAD #20		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
83221	Spec Assessment - SAD #21		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
83223	Spec Assessment - SAD #23		279,916.00	0.00	279,916.00	279,915.56	0.00	0.00	279,915.56	-0.44
83226	Spec Assess SAD SeaAir 26		277,137.00	0.00	277,137.00	277,136.76	0.00	0.00	277,136.76	-0.24
83229	Sp Assess Carolina Shores #29		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
83261	SAD 21 Interest & Penalty		98,136.00	0.00	98,136.00	98,136.15	0.00	0.00	98,136.15	0.15
83266	SAD 26 Sea Aire Int & Pen		881.00	0.00	881.00	4,375.37	0.00	0.00	4,375.37	3,494.37
98444	Tran From Wstwater Cap Proj		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
98661	Trans Frm Water Fund		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
98662	Trans Frm Wastewater Fund		4,209,321.00	1,239,512.00	5,448,833.00	4,209,325.29	1,239,512.00	0.00	5,448,837.29	4.29
99100	Fund Balance Appropriated		4,180,596.00	0.00	4,180,596.00	0.00	0.00	0.00	0.00	-4,180,596.00
Total Revenues			9,143,449.00	1,248,070.00	10,391,519.00	5,017,351.60	1,260,422.75	0.00	6,277,774.35	-4,113,744.65
Expenditures:										
54202	System Development Fee Reserve		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
54248	Car Shores Seatrail WWTP Upgrd		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
54299	Undesignated Funds		1,128,521.00	0.00	1,128,521.00	0.00	0.00	0.00	0.00	1,128,521.00
54310	Regional Pump Stations		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
54314	NE Regnal Capital and Replacmt		0.00	168,747.00	168,747.00	0.00	0.00	0.00	0.00	168,747.00

Brunswick County
Grants and Capital Projects

Project To Date

Project Origination Through June 2020

64333	County Share-NE Reg Plant Exp	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
64338	Hwy 211 Site	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
64339	Wes Reg Capital and Replacmt	0.00	885,540.00	885,540.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	885,540.00	0.00
64340	Brunswick River Boat Ramp	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
64342	Angels Trace	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
64343	Sandy Creek Bypass	75,000.00	0.00	75,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	75,000.00	0.00
64344	Enterprise funded Main Ext	700,000.00	-185,820.00	514,180.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	514,180.00	0.00
64345	Trans System Capital Improv	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
64346	OIB Reg Capital and Replacmt	0.00	79,257.00	79,257.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	79,257.00	0.00
64397	Miscellaneous Wastwtr Projects	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
64398	Dutchman Acres	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
64399	Ocean Ridge	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
64401	SAD Petition Project	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
64404	Southwest Area WWTP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
64408	System Imp Mains-Neighborhood	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
64411	Petition SAD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
64415	Residential Effluent Reuse	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
64416	BSL Collection SAD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
64417	Sunny Point Line	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
64422	Ocean Isle Beach Pump Station	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
64423	OIB Wastewater Plant Upgrades	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
98041	Transfer to Water Capital Proj	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
98044	Trans to Wastewater Cap Proj	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
98062	Trans To Wastewater Enterprise	7,239,928.00	300,346.00	7,540,274.00	7,239,928.00	300,346.00	7,540,274.00	7,239,928.00	300,346.00	7,540,274.00	7,239,928.00	300,346.00	7,540,274.00
Total Expenditures		9,143,449.00	1,248,070.00	10,391,519.00	7,239,928.00	300,346.00	7,540,274.00	7,239,928.00	300,346.00	7,540,274.00	7,239,928.00	300,346.00	2,851,245.00

let Revenues Over(Under) Exp:

-2,222,576.40

960,076.75

-1,262,499.65

-1,262,499.65

Request Info	
Type	Budget Amendment
Description	Northeast Cap and Replace 2020
Justification	Board Meeting 09/08/2020-Appropriate \$2,193 of interest and fund balance of \$150,372 for rollover of Northeast Brunswick Regional Capital and Replacement funds transfer to reserve after year end reconciliation.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
449800	398662	Interfund Trans Wstwtr Cap Rsv	Trans Frm Wastewater Fund	150372	Increase	Credit
449800	464314	Interfund Trans Wstwtr Cap Rsv	NE Regnal Capital and Replacmt	150372	Increase	Debit
449800	383102	Interfund Trans Wstwtr Cap Rsv	NE Reg CandR Investment Earn.	2193	Increase	Credit
449800	464314	Interfund Trans Wstwtr Cap Rsv	NE Regnal Capital and Replacmt	2193	Increase	Debit

Total	
Grand Total:	305130

Request Info	
Type	Budget Amendment
Description	Northeast Cap and Replace 2020
Justification	Board Meeting 09/08/2020-Appropriate \$2,193 of interest and fund balance of \$150,372 for rollover of Northeast Brunswick Regional Capital and Replacement funds transfer to reserve after year end reconciliation.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
629800	399200	Interfund Trans Wastewater Fnd	Expendable Net Assets Appropri	150372	Increase	Credit
629800	498044	Interfund Trans Wastewater Fnd	Trans to Wastewater Cap Proj	150372	Increase	Debit

Total	
Grand Total:	300744

NE Regional Capital & Replacement

Reconciliation:

Balance in Reserve	168,747	
Operating Results Transfer	150,372	BA & JE
Interest Appropriation FY 20	2,193	BA
Total C & R Fund 6/30/2020	<u>321,312</u>	

BA & JE

629800-399200	150,372
629800-498044	150,372

BA & JE

449800-398662	150,372
449800-464314	150,372

BA

449800-383102	2,193
449800-464314	2,193

Northeast Brunswick Regional Water Reclamation Facility
Year to Date 4th Qtr Analysis

For Fiscal Year 2019-2020

Audited

County Acquired
January 1, 2020

Northeast Regional Flow:		Combined	Leland	H2GO	Navassa	Northwest	Brunswick Cty
		Flow					
Allocation		2,475,000	1,160,115	684,970	169,940	125,000	334,975
Allocation %		100.0000%	46.8733%	27.6756%	6.8663%	5.0505%	13.5343%
July	Flow	64,597,956	30,107,681	26,048,823	2,728,725	600,744	5,111,983
	Average Daily Flow	1,957,514	912,354	789,358	82,689	18,204	154,909
	% of Flow	100%	47%	40%	4%	1%	8%
August	Flow	61,370,273	27,700,547	24,697,068	3,111,906	496,207	5,364,545
	Average Daily Flow	2,045,676	923,352	823,236	103,730	16,540	178,818
	% of Flow	100%	45%	40%	5%	1%	9%
September	Flow	63,399,576	24,691,972	26,149,173	6,554,286	559,352	5,444,793
	Average Daily Flow	2,045,148	796,515	843,522	211,429	18,044	175,638
	% of Flow	100%	39%	41%	10%	1%	9%
October	Flow	59,376,433	26,541,184	23,081,208	4,290,039	543,000	4,921,002
	Average Daily Flow	1,979,214	884,706	769,374	143,001	18,100	164,033
	% of Flow	100%	45%	39%	7%	1%	8%
November	Flow	57,863,817	25,430,591	23,091,919	4,024,085	476,000	4,841,222
	Average Daily Flow	2,143,104	941,874	855,256	149,040	17,630	179,305
	% of Flow	100%	44%	40%	7%	1%	8%
December	Flow	71,576,063	31,612,214	29,375,996	3,622,574	590,000	6,375,279
	Average Daily Flow	2,105,178	929,771	864,000	106,546	17,353	187,508
	% of Flow	100%	44%	41%	5%	1%	9%
January	Flow	63,594,268	28,277,840	25,750,361	3,775,901	-	5,790,166
	Average Daily Flow	2,051,428	912,188	830,657	121,803	-	186,780
	% of Flow	100%	44%	40%	6%	0%	9%
February	Flow	66,587,858	28,327,118	27,587,378	4,253,431	-	6,419,931
	Average Daily Flow	2,378,138	1,011,683	985,264	151,908	-	229,283
	% of Flow	100%	43%	41%	6%	0%	10%
March	Flow	76,497,414	32,572,995	31,977,628	4,999,076	-	6,947,715
	Average Daily Flow	2,390,544	1,017,906	999,301	156,221	-	217,116
	% of Flow	100%	43%	42%	7%	0%	9%
April	Flow	70,103,572	29,842,623	28,520,898	6,349,276	-	5,390,775
	Average Daily Flow	2,336,786	994,754	950,697	211,643	-	179,693
	% of Flow	100%	43%	41%	9%	0%	8%
May	Flow	77,136,963	32,162,056	32,414,543	6,028,444	-	6,531,920
	Average Daily Flow	2,410,530	1,005,064	1,012,954	188,389	-	204,123
	% of Flow	1	0.416947398	0.420220628	0.078152468	0	0.084679507
June	Flow	73,621,036	30,910,009	29,711,631	6,394,677	0%	6,604,719
	Average Daily Flow	2,454,035	1,030,334	990,388	213,156	-	220,157
	% of Flow	100%	42%	40%	9%	0%	9%
Total Flow		805,725,229	348,176,830	328,406,626	56,132,420	3,265,303	69,744,050
Revenues @ \$2.20/1000	\$	1,772,596	\$ 765,989	\$ 722,495	\$ 123,491	\$ 7,184	\$ 153,436.91 ①
Average Daily Flow		2,189,471	946,133	892,409	152,534	8,873	189,522
% of Flow		100%	43%	41%	7%	0%	9%

Budget Actual YTD %

Budget vs Actual:

Revenues:

Plant Flow \$ 1,747,967 \$ 1,772,596 ① 101.4%

Insurance Refund - 8,478 ✓ na

Expenditures:

Capital & Replacement Expenditures 479,000 438,241 ② 91.5%

Operating expenditures 1,268,967 1,192,460 ② 94.0%

Revenues over under expenditures \$ - \$ 150,372

② 1,630,701.21

Breakeven Analysis

	<u>Actual</u>	<u>Breakeven</u>	<u>Variance</u>
Rate	\$ 2.20	\$ 1.48	\$ 0.72
Daily Flow	2,189,471	1,472,900	716,570

Capital & Replacement Fund:

Capital & Replacement Fund Balance (Current Balance)	\$ 168,747 ✓
YTD Interest	2,193 ✓
Revenues over expenditures	150,372 ✓
Reserve Balance at 6/30/2020	\$ 321,312

① 1,619,154.22
 153,437.91 Per Anlys
 County Fld
 ① 1,772,596.13

Budget to Actual with Encumbrances

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 @ 06/30/2020	2020 % Received/ Expended @ 06/30/2020	2020 Encumbrances @ 06/30/2020	2020 Balance
		2018	2019						
371406	Wastewater Sales - Wholesale	1,000,586.54	1,643,407.74	1,666,667.00	1,666,667.00	1,619,159.22	97%	0	(47,507.78)
383913	Insurance Refund	0	1,612.72	0	0	8,477.79	0%	0	8,477.79
383935	Misc Rev - Refund	0	45,000.00	0	0	0	0%	0	0
398444	Tran From Wstwater Cap Proj	197,536.00	163,948.00	0	0	0	0%	0	0
Total Revenues		1,198,122.54	1,853,968.46	1,666,667.00	1,666,667.00	1,627,637.01	97%	0	(39,029.99)
412100	Salary And Wages - Regular	186,611.05	160,313.06	191,434.00	197,370.00	191,433.59	100%	0	.41
412200	Salary And Wages - Overtime	6,447.73	12,467.33	9,678.00	7,000.00	9,677.70	100%	0	.30
412203	Salary And Wages - Pgr On Call	6,277.12	6,807.78	8,135.00	7,000.00	8,131.83	99%	0	3.17
412204	Salary And Wages - Call Back	0	167.83	1,320.00	7,000.00	1,319.08	99%	0	.92
412700	Salary And Wages - Longevity	1,018.07	2,910.67	3,548.00	2,958.00	3,543.97	99%	0	4.03
418100	Fica	15,471.46	13,255.83	15,907.00	16,932.00	15,906.76	100%	0	.24
418200	Retirement	24,737.78	23,793.22	29,334.00	31,008.00	29,333.86	100%	0	.14
418300	Health Insurance	32,176.17	25,615.46	28,560.00	31,704.00	28,559.01	100%	0	.99
418303	Workers Compensation	4,158.00	4,659.00	4,030.00	4,030.00	4,030.00	100%	0	0
418306	Life Insurance	194.04	117.22	380.00	380.00	133.28	35%	0	246.72
418310	Dental Insurance	0	1,238.14	1,094.00	1,094.00	1,014.94	92%	0	79.06
418400	Disability And Long - Term Ins	592.80	530.52	651.00	651.00	601.75	92%	0	49.25
419900	Prof Ser - Other	3,535.68	0	5,692.00	2,500.00	1,595.20	28%	0	4,096.80
421200	Uniforms	2,573.16	2,339.19	3,610.00	3,610.00	2,610.54	72%	0	999.46
421300	Chemicals	32,472.50	31,798.80	37,000.00	25,000.00	35,817.68	96%	0	1,182.32
423700	Laboratory Supplies	14,613.54	15,267.37	22,600.00	15,000.00	18,475.78	81%	0	4,124.22
425100	Motor Fuels	2,217.81	2,620.35	2,050.00	1,800.00	1,506.66	73%	0	543.34
425101	Fuel - Emergency Generator	5,000.73	2,651.71	3,300.00	3,000.00	2,614.42	79%	0	685.58
426000	Supplies And Materials	1,089.02	1,540.15	2,850.00	900.00	2,411.93	84%	0	438.07
426002	Departmental Supplies	1,789.38	2,035.98	3,400.00	1,000.00	2,739.04	80%	0	660.96
426200	Operating Equip \$500 - \$4,999	4,301.00	10,529.88	420.00	11,600.00	8,986.35	2,139%	0	(8,566.35)
426205	Computers - \$500 - \$4,999	0	0	3,415.00	0	3,413.19	99%	0	1.81
431100	Travel - Mileage	3,140.51	3,598.32	5,700.00	3,500.00	5,726.63	100%	0	(26.63)
431200	Travel - Subsistence	0	0	350.00	650.00	0	0%	0	350.00
431500	Travel - Registrations	0	290.00	115.00	400.00	85.00	73%	0	30.00
432100	Telephone	2,044.89	2,632.67	3,200.00	2,100.00	3,149.37	98%	0	50.63
432150	Cell Phone Reimbursement	2,172.50	2,227.50	2,000.00	2,000.00	1,917.50	95%	0	82.50
433100	Electricity	168,443.86	190,816.12	208,200.00	180,000.00	206,232.17	99%	0	1,967.83
433400	Water	8,171.92	6,228.65	22,125.00	7,000.00	22,316.19	100%	0	(191.19)
435100	Repair And Maint - Building	30,819.00	0	4,000.00	4,000.00	2,404.35	60%	0	1,595.65

Budget to Actual with Encumbrances

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 @ 06/30/2020	2020 % Received/ Expended @ 06/30/2020	2020 Encumbrances @ 06/30/2020	2020 Balance
		2018	2019						
435102	Repair And Maint - Grounds	4,352.95	5,322.85	12,943.00	5,000.00	13,289.99	102 %	0	(346.99)
435200	Repair And Maint - Equipment	143,464.77	69,397.90	94,136.00	90,000.00	87,302.90	92 %	0	6,833.10
435201	Repair And Maint - Filters	0	0	15,000.00	15,000.00	13,977.91	93 %	0	1,022.09
435202	Repair And Maint - Pipe	0	0	100.00	0	85.88	85 %	0	14.12
435203	Repair And Maint - Instrument	46,964.94	97,027.86	16,565.00	50,000.00	27,132.70	163 %	0	(10,567.70)
435212	Repair And Maint - Pump Statio	27,209.73	0	2,088.00	0	2,088.00	100 %	0	0
435300	Repair And Maint - Vehicles	354.46	2,837.45	1,500.00	1,500.00	950.97	63 %	0	549.03
436000	Freight	153.13	0	0	0	0	0 %	0	0
439100	Advertising	90.00	1,253.45	150.00	0	78.38	52 %	0	71.62
439500	Training Expenses	647.50	148.00	0	0	0	0 %	0	0
439900	Contract Services	114,447.56	150,921.61	159,500.00	143,500.00	148,770.39	93 %	0	10,729.61
441400	Rent Of Equipment	337.50	153.81	2,050.00	0	2,095.34	102 %	0	(45.34)
444000	Service And Maint Contracts	1,266.24	1,123.57	1,200.00	5,000.00	766.00	63 %	0	434.00
445100	Property And General Liability	11,997.00	12,752.52	15,391.00	13,518.00	15,391.00	100 %	0	0
449100	Dues	8,599.00	8,499.00	9,144.00	9,000.00	9,143.34	99 %	0	.66
449300	Fines	2,380.00	0	1,638.00	0	1,637.75	99 %	0	.25
449900	Miscellaneous Expense	100.00	0	0	0	0	0 %	0	0
449912	Py Fema Event 1	0	59,581.05	0	0	0	0 %	0	0
449913	Cy Fema Event 1	0	0	246.00	0	245.77	99 %	0	.23
449925	Transmission System O And M	145,000.00	145,000.00	148,000.00	148,000.00	148,000.00	100 %	0	0
454000	Cap Outlay - Vehicle On Road	0	0	13,625.00	13,500.00	13,624.07	99 %	0	.93
455000	Cap Outlay - Equipment	36,773.85	77,536.17	85,390.00	80,400.00	85,325.94	99 %	0	64.06
459040	Cap Outlay - Col Wastewater Pr	63,771.70	546,976.30	445,108.00	0	445,107.11	100 %	0	.89
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	Salary Expenditures	277,684.22	251,876.06	294,071.00	307,127.00	293,685.77	99 %	0	385.23
	Operating Expenditures	789,750.28	828,595.76	809,678.00	744,578.00	792,958.32	97 %	0	16,719.68
	Capital Expenditures	100,545.55	624,512.47	544,123.00	93,900.00	544,057.12	99 %	0	65.88
	Total Expenditures	1,167,980.05	1,704,984.29	1,647,872.00	1,145,605.00	1,630,701.21 ✓	98 %	0	17,170.79
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	Revenues Over(Under) Expenditures	30,142.49	148,984.17	18,795.00	521,062.00	(3,064.20)	0	0	(21,859.20)

Brunswick County
Grants and Capital Projects
Project To Date
Project Origination Through June 2020

Project: 449800 Interfund Trans Wstwr Cap Rsv

Ledger: GL Status: A

	Project Ordinance			Actual Revenues/Expenditures			Project Balance	
	Ordinance	Amendments	Ordinance Final	Prior Period	Current Period	Encumbrance	Project To Date	Actual Over (Under) Ordinance
	6/30/2019	7/1/2019-6/30/2020	6/30/2020	6/30/2019	7/1/2019-6/30/2020	6/30/2020	6/30/2020	6/30/2020
Revenues:								
383100 Investment Earnings	81,105.00	0.00	81,105.00	123,547.48	4,851.65	0.00	128,399.13	47,294.13
383102 NE Reg CandR Investment Earn.	3,228.00	2,935.00	6,163.00	6,162.70	2,193.51	0.00	8,356.21	2,193.21
383112 West Reg C&R Investmnt Earnings	13,129.00	5,623.00	18,752.00	18,752.29	12,835.34	0.00	31,587.63	12,835.63
383113 OIB Reg C&R Investmnt Earnings	0.00	0.00	0.00	0.00	1,030.25	0.00	1,030.25	1,030.25
383214 Spec Assessmnt- SAD #19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
383215 Spec Assessmnt - SAD #20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
383221 Spec Assessment - SAD #21	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
383223 Spec Assessment - SAD #23	279,916.00	0.00	279,916.00	279,915.56	0.00	0.00	279,915.56	-0.44
383226 Spec Assess SAD SeaAir 26	277,137.00	0.00	277,137.00	277,136.76	0.00	0.00	277,136.76	-0.24
383229 Sp Assess Carolina Shores #29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
383261 SAD 21 Interest & Penalty	98,136.00	0.00	98,136.00	98,136.15	0.00	0.00	98,136.15	0.15
383266 SAD 26 Sea Aire Int & Pen	881.00	0.00	881.00	4,375.37	0.00	0.00	4,375.37	3,494.37
398444 Tran From Wstwater Cap Proj	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
398661 Trans Frm Water Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
398662 Trans Frm Wastewater Fund	4,209,321.00	1,239,512.00	5,448,833.00	4,209,325.29	1,239,512.00	0.00	5,448,837.29	4.29
399100 Fund Balance Appropriated	4,180,596.00	0.00	4,180,596.00	0.00	0.00	0.00	0.00	-4,180,596.00
Total Revenues	9,143,449.00	1,248,070.00	10,391,519.00	5,017,351.60	1,260,422.75	0.00	6,277,774.35	-4,113,744.65
Expenditures:								
464202 System Development Fee Reserve	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
464248 Car Shores Seatrail WWTP Upgrd	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
464299 Undesignated Funds	1,128,521.00	0.00	1,128,521.00	0.00	0.00	0.00	0.00	1,128,521.00
464310 Regional Pump Stations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
464314 NE Regnal Capital and Replacmt	0.00	168,747.00	168,747.00	0.00	0.00	0.00	0.00	168,747.00

Request Info	
Type	Budget Amendment
Description	OIB Cap and Replace 2020
Justification	Board Meeting 09/08/2020-Appropriate \$1,030 of interest and fund balance of \$83,680 for rollover of Ocean Isle Beach Regional Capital and Replacement funds transfer to reserve after year end reconciliation.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
449800	398662	Interfund Trans Wstwtr Cap Rsv	Trans Frm Wastewater Fund	83680	Increase	Credit
449800	464346	Interfund Trans Wstwtr Cap Rsv	OIB Reg Capital and Replacmt	83680	Increase	Debit
449800	383113	Interfund Trans Wstwtr Cap Rsv	OIB Reg C	1030	Increase	Credit
449800	464346	Interfund Trans Wstwtr Cap Rsv	OIB Reg Capital and Replacmt	1030	Increase	Debit

Total	
Grand Total:	169420

Request Info	
Type	Budget Amendment
Description	OIB Cap and Replace WW Side
Justification	Board Meeting 09/08/2020-Appropriate \$1,030 of interest and fund balance of \$83,680 for rollover of Ocean Isle Beach Regional Capital and Replacement funds transfer to reserve after year end reconciliation.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
629800	399200	Interfund Trans Wastewater Fnd	Expendable Net Assets Appropri	83680	Increase	Credit
629800	498044	Interfund Trans Wastewater Fnd	Trans to Wastewater Cap Proj	83680	Increase	Debit

Total	
Grand Total:	167360

Ocean Isle Beach Capital & Replacement
Reconciliation:

Balance in Reserve	79,257	
Operating Results	83,680	BA & JE
Subtotal	162,937	
Interest Approp.	1,030	BA
Total C&R Fund		
6/30/2020	163,967	

BA & JE	
629800-399200	83,680
629800-498044	83,680
BA & JE	
449800-398662	83,680
449800-464346	83,680
BA	
449800-383113	1,030
449800-464346	1,030

Ocean Isle Beach WWTP
Year to Date 4th Qtr Analysis
For Fiscal Year 2019-2020

Audited

Ocean Isle Beach Flow:

		Combined Flow	Ocean Isle Bch	County
July	Flow	28,173,234	26,513,202	1,660,032
	Average Daily Flow	853,734	803,430	50,304
	% of Flow	100%	94%	6%
August	Flow	22,059,553	20,544,000	1,515,553
	Average Daily Flow	735,318	684,800	50,518
	% of Flow	100%	93%	7%
September	Flow	13,897,697	12,678,830	1,218,867
	Average Daily Flow	448,313	408,995	39,318
	% of Flow	100%	91%	9%
October	Flow	11,370,612	10,236,823	1,133,789
	Average Daily Flow	366,794	330,220	36,574
	% of Flow	100%	90%	10%
November	Flow	7,795,659	6,447,755	1,347,904
	Average Daily Flow	288,728	238,806	49,922
	% of Flow	100%	83%	17%
December	Flow	9,520,769	7,535,752	1,985,017
	Average Daily Flow	280,023	221,640	58,383
	% of Flow	100%	79%	21%
January	Flow	7,352,877	5,535,777	1,817,100
	Average Daily Flow	237,190	178,573	58,616
	% of Flow	100%	75%	25%
February	Flow	6,959,254	5,501,390	1,457,864
	Average Daily Flow	248,545	196,478	52,067
	% of Flow	100%	79%	21%
March	Flow	9,441,940	7,972,102	1,469,838
	Average Daily Flow	295,061	249,128	45,932
	% of Flow	100%	84%	16%
April	Flow	9,040,508	7,560,015	1,480,493
	Average Daily Flow	311,742	260,690	51,051
	% of Flow	100%	84%	16%
May	Flow	17,330,530	15,179,293	2,151,237
	Average Daily Flow	559,049	489,655	69,395
	% of Flow	100%	88%	12%
June	Flow	24,096,904	21,281,983	2,814,921
	Average Daily Flow	830,928	733,861	97,066
	% of Flow	100%	88%	12%

Participant flow	167,039,537	146,986,922	20,052,615
Revenues @ \$3.80/1000	\$ 634,750	\$ 558,550	\$ 76,200 (1)
Daily average Flow	456,392	401,604	54,789
% of total flow	100.0%	88.0%	12.0%

Budget to Actual

	Budget	Actual	YTD %
Plant Flow	\$ 574,250	\$ 634,750 (1)	110.5%
Operating expenditures	574,250	551,070 (2)	96.0%
Revenues over/(under) expenditures	\$ -	\$ 83,680	

Breakeven Analysis:

	Actual	Breakeven	Variance
Rate	\$ 3.80	\$ 3.30	\$ 0.50
Daily Flow	456,392	396,225	60,167

Capital & Replacement Fund:

Capital & Replacement Fund Balance (Current Balance)	\$ 79,257 ✓
YTD Interest	1,030 ✓
Revenues over/(under) expenditures	83,680 ✓
Capital & Replacement Fund Balance 6/30/2020	\$ 162,937

Budget to Actual with Encumbrances

Department Name: Ocean Isle Beach Wwtp
 Department Code: 627340
 Budget Manager: Director Of Public Utilities

① 558,550.31
 76,200.94
 ① 634,750.24

Item #	Description	Prior Years Actuals		2020 Amended Budget	2020 Original Budget @ 07/01/2019	2020 Actual @ 06/30/2020	2020 % Received/ Expended @ 06/30/2020	2020 Encumbrances @ 06/30/2020	2020 Balance
		2018	2019	Budget	Budget @ 07/01/2019	@ 06/30/2020	% Received/ Expended @ 06/30/2020	@ 06/30/2020	Balance
371406	Wastewater Sales - Wholesale	344,049.14	543,792.03	475,000.00	475,000.00	558,550.31	117 %	0	83,550.31
	Total Revenues	344,049.14	543,792.03	475,000.00	475,000.00	558,550.31	117 %	0	83,550.31
412100	Salary And Wages - Regular	126,130.76	126,958.09	144,418.00	156,361.00	144,417.97	100 %	0	.03
412200	Salary And Wages - Overtime	4,965.16	10,100.87	8,758.00	4,000.00	8,757.81	100 %	0	.19
412203	Salary And Wages - Pgr On Call	3,208.72	3,038.06	3,010.00	3,200.00	3,002.38	99 %	0	7.62
412204	Salary And Wages - Call Back	0	461.93	1,863.00	4,500.00	1,862.26	99 %	0	.74
412700	Salary And Wages - Longevity	2,109.43	3,135.91	2,949.00	3,299.00	2,941.74	99 %	0	7.26
418100	Fica	10,405.08	10,935.55	12,689.00	13,109.00	12,686.81	99 %	0	2.19
418200	Retirement	17,038.18	18,295.47	22,084.00	24,008.00	22,083.48	100 %	0	.52
418300	Health Insurance	24,407.80	22,272.43	22,768.00	25,604.00	22,767.11	100 %	0	.89
418303	Workers Compensation	2,376.00	2,662.00	2,303.00	2,303.00	2,303.00	100 %	0	0
418306	Life Insurance	194.04	146.24	310.00	310.00	133.28	42 %	0	176.72
418310	Dental Insurance	0	887.08	893.00	893.00	808.99	90 %	0	84.01
418400	Disability And Long - Term Ins	404.47	424.04	516.00	516.00	471.39	91 %	0	44.61
419900	Prof Ser - Other	0	0	2,395.00	0	1,196.40	49 %	0	1,198.60
421200	Uniforms	1,846.60	1,254.59	2,945.00	2,945.00	1,895.81	64 %	0	1,049.19
421300	Chemicals	4,964.87	3,377.65	4,067.00	5,000.00	3,030.51	74 %	0	1,036.49
423700	Laboratory Supplies	10,738.46	11,525.22	13,700.00	11,000.00	12,938.19	94 %	0	761.81
425100	Motor Fuels	3,960.36	5,294.00	4,500.00	4,000.00	4,315.02	95 %	0	184.98
425101	Fuel - Emergency Generator	3,508.88	642.54	1,500.00	1,500.00	836.92	55 %	0	663.08
426000	Supplies And Materials	955.04	1,142.58	1,750.00	1,000.00	1,548.86	88 %	0	201.14
426002	Departmental Supplies	1,661.27	1,951.78	2,975.00	1,000.00	1,759.60	59 %	0	1,215.40
426010	Computer Software	17,004.00	14,613.00	0	0	0	0 %	0	0
426200	Operating Equip \$500 - \$4,999	5,927.50	5,704.20	4,500.00	4,500.00	6,816.47	151 %	0	(2,316.47)
431100	Travel - Mileage	1,256.01	1,176.60	1,325.00	1,000.00	1,376.18	103 %	0	(51.18)
431200	Travel - Subsistence	0	176.18	650.00	650.00	0	0 %	0	650.00
431500	Travel - Registrations	115.00	0	400.00	400.00	85.00	21 %	0	315.00
432100	Telephone	1,943.22	2,208.17	2,375.00	2,000.00	2,360.87	99 %	0	14.13
432150	Cell Phone Reimbursement	1,628.75	1,443.75	1,820.00	1,820.00	1,528.75	84 %	0	291.25
433100	Electricity	53,978.37	57,995.03	65,000.00	65,000.00	57,752.04	88 %	0	7,247.96
433400	Water	352.85	374.20	500.00	500.00	372.30	74 %	0	127.70
435100	Repair And Maint - Building	1,274.90	0	1,000.00	1,000.00	450.50	45 %	0	549.50
435102	Repair And Maint - Grounds	3,458.70	6,120.29	4,935.00	3,500.00	4,934.61	99 %	0	.39
435200	Repair And Maint - Equipment	16,883.57	25,202.95	31,215.00	17,000.00	28,286.12	90 %	0	2,928.88
435203	Repair And Maint - Instrument	20,341.48	8,894.64	27,770.00	20,000.00	26,678.56	96 %	0	1,091.44

Budget to Actual with Encumbrances

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 @ 06/30/2020	2020 % Received/ Expended @ 06/30/2020	2020 Encumbrances @ 06/30/2020	2020 Balance
		2018	2019						
435208	Repair And Maint - Roadways	3,874.86	3,825.10	4,000.00	4,000.00	2,651.64	66 %	0	1,348.36
435300	Repair And Maint - Vehicles	908.69	1,342.12	1,300.00	1,000.00	1,582.65	121 %	0	(282.65)
439100	Advertising	0	0	300.00	300.00	138.94	46 %	0	161.06
439500	Training Expenses	885.00	370.00	150.00	0	150.00	100 %	0	0
439900	Contract Services	36,433.37	29,210.41	39,836.00	50,000.00	37,962.79	95 %	0	1,873.21
441400	Rent Of Equipment	337.51	97.93	53.00	0	52.61	99 %	0	.39
444000	Service And Maint Contracts	216.74	188.74	1,937.00	4,000.00	1,717.00	88 %	0	220.00
445100	Property And General Liability	10,799.00	11,478.07	15,391.00	12,167.00	15,391.00	100 %	0	0
449100	Dues	2,255.00	2,125.00	2,275.00	1,800.00	2,275.00	100 %	0	0
449891	Ocean Isle Beach O And M	72,193.00	114,417.00	93,764.00	90,000.00	93,764.00	100 %	0	0
449900	Miscellaneous Expense	26.00	0	0	0	0	0 %	0	0
449912	Py Fema Event 1	0	5,414.54	0	0	0	0 %	0	0
454000	Cap Outlay - Vehicle On Road	0	0	6,813.00	6,750.00	6,812.03	99 %	0	.97
455000	Cap Outlay - Equipment	26,194.62	14,349.64	10,548.00	22,315.00	8,173.60	77 %	0	2,374.40
459040	Cap Outlay - Col Wastewater Pr	139,050.00	0	0	0	0	0 %	0	0
<hr/>									
	Salary Expenditures	191,239.64	199,317.67	222,561.00	238,103.00	222,236.22	99 %	0	324.78
	Operating Expenditures	279,729.00	317,566.28	334,328.00	307,082.00	313,848.34	93 %	0	20,479.66
	Capital Expenditures	165,244.62	14,349.64	17,361.00	29,065.00	14,985.63	86 %	0	2,375.37
	Total Expenditures	636,213.26	531,233.59	574,250.00	574,250.00	551,070.19 ✓	95 %	0	23,179.81
<hr/>									
	Revenues Over(Under) Expenditures	(292,164.12)	12,558.44	(99,250.00)	(99,250.00)	7,480.12 ✓	0	0	106,730.12

Brunswick County
Grants and Capital Projects
Project To Date
Project Origination Through June 2020

Project: 449800 Interfund Trans Wstwr Cap Rsv		Project Ordinance			Actual Revenues/Expenditures			Project Balance	
Ledger: GL Status: A		Ordinance	Amendments	Ordinance Final	Prior Period	Current Period	Encumbrance	Project To Date	Actual Over (Under) Ordinance
		6/30/2019	7/1/2019-6/30/2020	6/30/2020	6/30/2019	7/1/2019-6/30/2020	6/30/2020	6/30/2020	6/30/2020
Revenues:									
383100	Investment Earnings	81,105.00	0.00	81,105.00	123,547.48	4,851.65	0.00	128,399.13	47,294.13
383102	NE Reg CandR Investment Earn.	3,228.00	2,935.00	6,163.00	6,162.70	2,193.51	0.00	8,356.21	2,193.21
383112	West Reg C&R Investmnt Earnings	13,129.00	5,623.00	18,752.00	18,752.29	12,835.34	0.00	31,587.63	12,835.63
383113	OIB Reg C&R Investmnt Earnings	0.00	0.00	0.00	0.00	1,030.25	0.00	1,030.25	1,030.25
383214	Spec Assessmnt- SAD #19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
383215	Spec Assessmnt - SAD #20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
383221	Spec Assessment - SAD #21	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
383223	Spec Assessment - SAD #23	279,916.00	0.00	279,916.00	279,915.56	0.00	0.00	279,915.56	-0.44
383226	Spec Assess SAD SeaAir 26	277,137.00	0.00	277,137.00	277,136.76	0.00	0.00	277,136.76	-0.24
383229	Sp Assess Carolina Shores #29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
383261	SAD 21 Interest & Penalty	98,136.00	0.00	98,136.00	98,136.15	0.00	0.00	98,136.15	0.15
383266	SAD 26 Sea Aire Int & Pen	881.00	0.00	881.00	4,375.37	0.00	0.00	4,375.37	3,494.37
398444	Tran From Wstwater Cap Proj	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
398661	Trans Frm Water Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
398662	Trans Frm Wastewater Fund	4,209,321.00	1,239,512.00	5,448,833.00	4,209,325.29	1,239,512.00	0.00	5,448,837.29	4.29
399100	Fund Balance Appropriated	4,180,596.00	0.00	4,180,596.00	0.00	0.00	0.00	0.00	-4,180,596.00
Total Revenues		9,143,449.00	1,248,070.00	10,391,519.00	5,017,351.60	1,260,422.75	0.00	6,277,774.35	-4,113,744.65
Expenditures:									
464202	System Development Fee Reserve	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
464248	Car Shores Seatrail WWTP Upgrd	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
464299	Undesignated Funds	1,128,521.00	0.00	1,128,521.00	0.00	0.00	0.00	0.00	1,128,521.00
464310	Regional Pump Stations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
464314	NE Regnal Capital and Replacmt	0.00	168,747.00	168,747.00	0.00	0.00	0.00	0.00	168,747.00

Brunswick County
Grants and Capital Projects

Project To Date

Project Origination Through June 2020

464333	County Share-NE Reg Plant Exp	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
464338	Hwy 211 Site	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
464339	Wes Reg Capital and Replacmt	0.00	885,540.00	885,540.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	885,540.00	0.00
464340	Brunswick River Boat Ramp	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
464342	Angels Trace	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
464343	Sandy Creek Bypass	75,000.00	0.00	75,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	75,000.00	0.00
464344	Enterprise funded Main Ext	700,000.00	-185,820.00	514,180.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	514,180.00	0.00
464345	Trans System Capital Improv	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
464346	OIB Reg Capital and Replacmt	0.00	79,257.00	79,257.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	79,257.00	0.00
464397	Miscellaneous Wastwtr Projects	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
464398	Dutchman Acres	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
464399	Ocean Ridge	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
464401	SAD Petition Project	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
464404	Southwest Area WWTP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
464408	System Imp Mains-Neighborhood	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
464411	Petition SAD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
464415	Residential Effluent Reuse	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
464416	BSL Collection SAD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
464417	Sunny Point Line	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
464422	Ocean Isle Beach Pump Station	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
464423	OIB Wastewater Plant Upgrades	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
498041	Transfer to Water Capital Proj	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
498044	Trans to Wastewater Cap Proj	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
498062	Trans To Wastewater Enterprise	7,239,928.00	300,346.00	7,540,274.00	7,239,928.00	300,346.00	0.00	0.00	0.00	0.00	0.00	0.00	7,540,274.00	0.00
Total Expenditures		9,143,449.00	1,248,070.00	10,391,519.00	7,239,928.00	300,346.00	0.00	0.00	0.00	0.00	0.00	0.00	2,851,245.00	0.00

Net Revenues Over(Under) Exp:

-2,222,576.40 960,076.75 -1,262,499.65 -1,262,499.65

APPLICATION FOR STATE AID TO PUBLIC LIBRARIES - SIGNATURE FORM

State Fiscal Year 2020 - 2021

(Submit one form only)

The type of library and its governance determine the signature required on this document:

☒ **County Library:** Chair of County Commissioners

Regional Library: Chair of Regional Board of Trustees

Municipal Library: Chair of Town/City Council

Independent County Library: Chair of Board of Trustees

☒ I, _____

Print Name

☒ _____

Signature

Chair, County Commissioners
Print Title

certify that

Brunswick County Library
Name of Library

meets the following requirements and hereby applies for funding from the Aid to Public Libraries Fund.

07 NCAC 021 .0201

QUALIFICATIONS FOR GRANT ELIGIBILITY

Libraries requesting funding from the Aid to Public Libraries Fund shall submit annually to the State Library of North Carolina an application for State Aid and supporting documentation including financial and statistical reports as required by this Rule and shall meet the following eligibility requirements:

- ☒ (1) Be established pursuant to Article 14, Chapter 153A of the North Carolina General Statutes;
- ☒ (2) Provide library services in compliance with applicable State and federal law to all residents of the political subdivision(s) supporting the library. Public library services shall be provided from at least one designated facility with a cataloged collection that is open to the public a minimum of 40 hours per week;
- ☒ (3) Employ a full-time library director having or eligible for North Carolina public librarian certification. For the purpose of this Rule, "full-time" means working a minimum of 35 hours per week;
- ☒ (4) Secure operational funds from local government sources at least equal to the average amount budgeted and available for expenditure for the previous three years. A grant to a local library system from the Aid to Public Libraries Fund shall not be terminated but shall be reduced proportionately by the Department if the amount budgeted and available for expenditure by local government is below the average of the previous three fiscal years. State funds shall not replace local funds budgeted and available for expenditure for public library operations;
- N/A (5) Secure aggregate operational funds from local sources that are at least equal to State aid;
- ☒ (6) Expend funds as authorized in the budget adopted by the Board of Trustees of a Regional Library, a County, or a Municipality. Any library having an unencumbered operational balance of more than 17 percent of the previous year's operating receipts shall have the difference deducted from its State allocation;
- ☒ (7) Pay salaries for professional positions funded from the Aid to Public Libraries Fund at least at the minimum rate of a salary grade of GN10, or equivalent, as established by the Office of State Human Resources;
- ☒ (8) Provide to the State Library of North Carolina an annual audit of the political subdivision(s) funding the library consistent with generally accepted accounting principles;
- ☒ (9) Submit to the State Library of North Carolina a copy of the bylaws of the library system's Board(s) of Trustees;
- ☒ (10) Submit a current long-range plan of service to the State Library of North Carolina. For the purpose of this Rule, a "long-range plan of service" is a plan of at least five years. Upon request, the library shall submit an assessment of a community's library needs to the State Library of North Carolina;
- N/A (11) Submit a copy of the agreement establishing the library system, if composed of more than one local governmental unit; and
- N/A (12) Meet the following when establishing a new library or re-establishing eligibility for the Aid to Public Libraries Fund:
 - (a) meet all requirements of this Rule on July 1 of the year prior to the fiscal year that the library plans to receive State aid;
 - (b) continue to meet all requirements of this Rule from July 1 to June 30 of that year, which shall be known as the "demonstration year";
 - (c) file a full application for State Aid by the June 30 deadline at the close of the demonstration year in order to receive State aid in the next fiscal year.

Application Reviewed and Accepted: _____

Date: _____

Submit application to
sladmin@ncdcr.gov

Subject: State Aid

Please retain originals for your files.

Deadline for submission of
FY July 1, 2020 - June 30, 2021
State Aid application

October 2, 2020



LOCAL FUNDER MAINTENANCE OF EFFORT REPORT AND DECLARATION
State Fiscal Year 2020 - 2021

(Submit one form for each city/county local funder)

The Brunswick County Library
Name of Library

will maintain its local governmental support in order to receive State Aid funds in accordance with North Carolina Administrative Code, Chapter 7, Subchapter 2I, Section .0200.

Budgeted and Available for Expenditure **FY 2020-2021**

TOTAL County or City Appropriations (Excluding capital outlay and State Aid appropriations)

Total \$ 1,231,840.

✓ Date the budget was approved by the Board of Commissioners / City Council

June 15, 2020

Brunswick County
Name of County / City

✓ I certify that the appropriation for FY 2020-2021 has been approved by _____
Board of Commissioners / City Council

is supported by official records, and is available for expenditure by the Library.

✓ Signed: _____
County / City Manager

Date: _____

for: Brunswick County
County / City

Signed: Maurice Tate
Library Director

Date: 9/1/2020

Submit application to
sladmin@ncdcr.gov

Subject: State Aid

Please retain original for your files.

Deadline for submission of
FY July 1, 2020 - June 30, 2021
State Aid application

October 2, 2020



COUNTY OF BRUNSWICK NORTH CAROLINA

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

FOR THE PERIOD ENDED JUNE 30, 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 June 30, 2020:

General Fund:

- Total revenues for the General Fund are \$231.6 million for an increase of \$26.5 million or 12.9% 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 \$2.0 million increase in Local Option Sales Tax revenues, \$5.6 million of CARES Act and \$6.4 million of FEMA revenue from prior year storms. Total revenues collected are 108.6% of the amended budget for the fiscal year.
- Total expenditures for the General Fund are \$200.5 million and are 93.9% of the current budget. Total expenditures are more than the expenditures of the same period in the prior year by \$5.5 million or 2.8% or 6% after netting the increases for \$3.0 million in education current expense \$3.0 million, Debt Service payments \$5.1 million related to phase 1 of the school bond, \$1.2 million for hurricane Dorian, \$.025 million for hurricane Florence and \$.04 million for COVID-19 offset by the one-time expenditures for hurricane Florence and Michael in the prior year of \$11.5 million.
- Net transfers to other funds of \$14.8 million compared to \$5.2 million in the prior year. Transfers were to fund various county capital projects.
- Revenues are more than expenditures and net transfers by \$16.3 million for the current period end compared to more than by \$4.8 million at the end of the same period of the prior year.

Water Fund:

- Total revenues for the Water Fund increased \$5.2 million over the same period in the prior year to \$30.8 million. This is a result of irrigation sales increase of 49.4% or \$1.1 million, an increase in wholesale revenues of 10.0% or \$0.6 million, an increase in retail sales revenues of 8.8% or \$0.4 million and FEMA revenue of \$2.6 million for prior year expenditures and over the same period in the prior year. Total revenues are 115.3% of the amended budget for the fiscal year.
- Total expenditures for the Water Fund are \$23.8 million and are 87.0% of current budget. Expenditures increased 9.5% or \$2.1 million mainly due to a \$0.8 million meter repair and maintenance project and a \$1.5 million one-time capital outlay purchase partially offset with prior year expenditures associated with Hurricane Florence.
- Net transfers to water capital projects of \$2.5 million increased compared to transfers of \$0.5 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 \$3.4 million in the same period of the prior year.

Wastewater Fund:

- Total revenues for the Wastewater Fund increased \$2.0 million over the same period in the prior year to \$31.7 million. This is a result of retail wastewater sales increased \$1.4 million in comparison with the prior year of \$10.6 million while wholesale revenues decreased by \$0.4 million or 2.7%, and FEMA revenue of \$0.7 million for prior year expenditures. Total revenues are 122.8% of the amended budget for the fiscal year.
- Total expenditures for the Wastewater Fund are \$29.6 million and are 91.8% of the current budget. Expenditures increased 8.3% or \$2.3 million over the same period in the prior year mainly due to one-time capital outlay purchases and increase in debt service.
- Net transfers from wastewater capital projects of \$0.8 million decreased compared to transfers to wastewater capital projects of \$0.8 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 \$1.4 million compared to more than by \$3.2 million in the same period of the prior year.

COUNTY OF BRUNSWICK, NORTH CAROLINA

BALANCE SHEET - GOVERNMENTAL FUNDS

JUNE 30, 2020

	Major Funds				
	General	County Capital Project	Education Capital Project	Non Major Governmental Funds	Total Governmental Funds
Assets:					
Cash and cash equivalents/investments	\$ 89,726,362	\$ 29,700,822	\$ 15,182,988	\$ 2,276,627	\$ 136,886,799
Restricted cash and investments	1,651,278	-	8,467,379	-	10,118,657
Interest receivable	26,272	6,993	1,769	516	35,550
Taxes receivable - net	2,211,846	-	-	-	2,211,846
Receivables - net	2,600,382	-	-	-	2,600,382
Other governmental agencies	14,933,519	645,666	422,520	391,196	16,392,901
Due from other funds	258,584	-	1,064,321	-	1,322,905
Prepaid expenditures	64,000	-	-	-	64,000
Total assets	<u>\$ 111,472,243</u>	<u>\$ 30,353,481</u>	<u>\$ 25,138,977</u>	<u>\$ 2,668,339</u>	<u>\$ 169,633,040</u>
Liabilities:					
Accounts payable and other liabilities	\$ 6,919,811	\$ 694,458	\$ 2,490,616	\$ 118,838	\$ 10,223,723
Due to other funds	1,064,321	-	-	258,584	1,322,905
Total liabilities	<u>7,984,132</u>	<u>694,458</u>	<u>2,490,616</u>	<u>377,422</u>	<u>11,546,628</u>
Deferred Inflows of Resources:	<u>6,461,112</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,461,112</u>
Fund Balances:					
Nonspendable	64,000	-	-	-	64,000
Restricted:					
Stabilization by State Statute	13,814,469	-	-	391,712	14,206,181
Restricted - other	4,408,797	-	8,467,379	2,227,242	15,103,418
Committed	214,566	29,659,023	14,180,982	-	44,054,571
Assigned	2,346,999	-	-	-	2,346,999
Unassigned	76,178,168	-	-	(328,037)	75,850,131
Total fund balances	<u>97,026,999</u>	<u>29,659,023</u>	<u>22,648,361</u>	<u>2,290,917</u>	<u>151,625,300</u>
Total liabilities, deferred inflow of resources and fund balances	<u>\$ 111,472,243</u>	<u>\$ 30,353,481</u>	<u>\$ 25,138,977</u>	<u>\$ 2,668,339</u>	<u>\$ 169,633,040</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCES - GOVERNMENTAL FUNDS
FOR THE PERIOD ENDED JUNE 30, 2020

	Major Funds			Non Major	Total
	General	County Capital Project	Education Capital Project	Governmental Funds	Governmental Funds
Revenues:					
Ad valorem taxes	\$ 142,572,371	\$ -	\$ -	\$ -	\$ 142,572,371
Local option sales taxes	28,320,802	-	-	-	28,320,802
Other taxes and licenses	6,350,878	-	-	-	6,350,878
Unrestricted intergovernmental revenues	5,431,459	-	-	-	5,431,459
Restricted intergovernmental revenues	27,052,347	3,835,237	-	1,344,096	32,231,680
Permits and fees	5,116,656	-	-	189,658	5,306,314
Sales and services	13,230,183	-	-	-	13,230,183
Investment earnings	1,003,025	276,651	415,964	20,193	1,715,833
Other	2,554,942	-	-	-	2,554,942
Total revenues	<u>231,632,663</u>	<u>4,111,888</u>	<u>415,964</u>	<u>1,553,947</u>	<u>237,714,462</u>
Expenditures:					
Current:					
General government	13,093,127	2,294,004	-	736,193	16,123,324
Public safety	48,205,401	-	-	426,304	48,631,705
Central services	17,766,579	-	-	-	17,766,579
Human services	25,639,275	-	-	-	25,639,275
Transportation	441,020	3,061,090	-	-	3,502,110
Environmental protection	18,172,224	189,259	-	-	18,361,483
Culture and recreation	4,167,557	228,397	-	-	4,395,954
Economic and physical development	6,233,255	-	-	-	6,233,255
Education	48,228,674	-	26,911,507	-	75,140,181
Debt Service:					
Principal retirement	13,623,305	-	-	-	13,623,305
Interest and fiscal charges	4,975,026	-	-	-	4,975,026
Total expenditures	<u>200,545,443</u>	<u>5,772,750</u>	<u>26,911,507</u>	<u>1,162,497</u>	<u>234,392,197</u>
Revenues over (under) expenditures	<u>31,087,220</u>	<u>(1,660,862)</u>	<u>(26,495,543)</u>	<u>391,450</u>	<u>3,322,265</u>
Other Financing Sources (Uses):					
Transfers from other funds	3,783,998	9,575,021	9,021,922	-	22,380,941
Transfers to other funds	(18,596,943)	(2,304,445)	-	-	(20,901,388)
Total other financing sources (uses)	<u>(14,812,945)</u>	<u>7,270,576</u>	<u>9,021,922</u>	<u>-</u>	<u>1,479,553</u>
Net change in fund balance	16,274,275	5,609,714	(17,473,621)	391,450	4,801,818
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>\$ 97,026,999</u>	<u>\$ 29,659,023</u>	<u>\$ 22,648,361</u>	<u>\$ 2,290,917</u>	<u>\$ 151,625,300</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -
BUDGET AND ACTUAL - GENERAL FUND
FOR THE PERIOD ENDED JUNE 30, 2020

	Original Budget	Final Budget	Actual	Variance Positive (Negative)
Revenues:				
Ad valorem taxes	\$ 138,091,466	\$ 139,457,544	\$ 142,572,371	\$ 3,114,827
Local option sales taxes	25,765,298	26,336,115	28,320,802	1,984,687
Other taxes and licenses	4,823,000	5,723,000	6,350,878	627,878
Unrestricted intergovernmental revenues	3,123,000	3,288,000	5,431,459	2,143,459
Restricted intergovernmental revenues	15,414,818	19,875,091	27,052,347	7,177,256
Permits and fees	4,210,982	4,209,611	5,116,656	907,045
Sales and services	11,924,347	12,081,677	13,230,183	1,148,506
Investment earnings	300,650	490,650	1,003,025	512,375
Other	1,050,120	1,837,620	2,554,942	717,322
Total revenues	<u>204,703,681</u>	<u>213,299,308</u>	<u>231,632,663</u>	<u>18,333,355</u>
Expenditures:				
Current:				
General government	13,338,323	14,391,753	13,093,127	1,298,626
Central services	17,877,823	19,302,358	17,766,579	1,535,779
Public safety	49,074,086	51,224,785	48,205,401	3,019,384
Transportation	170,572	441,023	441,020	3
Environmental protection	18,083,019	18,785,259	18,172,224	613,035
Economic and physical development	8,199,637	8,813,928	6,233,255	2,580,673
Human services	27,173,559	28,572,411	25,639,275	2,933,136
Education	48,271,296	48,457,232	48,228,674	228,558
Culture and recreation	4,698,358	4,899,074	4,167,557	731,517
Debt Service:				
Principal retirement	13,623,306	13,623,306	13,623,305	1
Interest and fiscal charges	4,976,909	4,976,909	4,975,026	1,883
Total expenditures	<u>205,486,888</u>	<u>213,488,038</u>	<u>200,545,443</u>	<u>12,942,595</u>
Revenues over (under) expenditures	<u>(783,207)</u>	<u>(188,730)</u>	<u>31,087,220</u>	<u>31,275,950</u>
Other Financing Sources (Uses):				
Transfers from other funds	-	3,783,997	3,783,998	1
Transfers to other funds	(4,780,582)	(18,681,821)	(18,596,943)	84,878
Appropriated fund balance	<u>5,563,789</u>	<u>15,086,554</u>	<u>-</u>	<u>(15,086,554)</u>
Total other financing sources (uses)	<u>783,207</u>	<u>188,730</u>	<u>(14,812,945)</u>	<u>(15,001,675)</u>
Net change in fund balances	<u>\$ -</u>	<u>\$ -</u>	<u>16,274,275</u>	<u>\$ 16,274,275</u>
Fund balance, beginning of year			<u>80,752,724</u>	
Fund balance, end of year			<u>\$ 97,026,999</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 JUNE 30, 2020 AND THE YEAR ENDED JUNE 30, 2019
WITH COMPARATIVE ACTUAL AMOUNTS FOR PRIOR YEAR

	Original Budget	Current Budget	June 30, 2020	Variance Positive (Negative)	% of Budget	June 30, 2019
Revenues:						
Ad Valorem Taxes:						
Current year taxes	\$135,091,466	\$136,457,544	\$138,972,892	\$ 2,515,348	102%	\$ 123,945,212
Prior year taxes	2,300,000	2,300,000	2,653,422	353,422	115%	3,220,830
Penalties and interest	700,000	700,000	946,057	246,057	135%	1,067,844
	<u>138,091,466</u>	<u>139,457,544</u>	<u>142,572,371</u>	<u>3,114,827</u>	<u>102%</u>	<u>128,233,886</u>
Local Option Sales Taxes:						
Article 39 (1%)	10,507,770	10,507,770	11,776,406	1,268,636	112%	10,848,845
Article 40 (1/2%)	7,943,242	8,100,645	8,456,612	355,967	104%	7,963,614
Article 42 (1/2%)	7,314,286	7,727,700	8,087,784	360,084	105%	7,476,514
	<u>25,765,298</u>	<u>26,336,115</u>	<u>28,320,802</u>	<u>1,984,687</u>	<u>108%</u>	<u>26,288,973</u>
Other Taxes and Licenses:						
Scrap tire disposal fee	160,000	160,000	190,436	30,436	119%	183,492
Deed stamp excise tax	2,920,000	3,820,000	4,363,659	543,659	114%	3,744,657
Solid waste tax	48,000	48,000	66,412	18,412	138%	62,922
White goods disposal tax	45,000	45,000	62,110	17,110	138%	54,157
1% Occupancy Tax	1,650,000	1,650,000	1,668,261	18,261	101%	1,728,904
	<u>4,823,000</u>	<u>5,723,000</u>	<u>6,350,878</u>	<u>627,878</u>	<u>111%</u>	<u>5,774,132</u>
Unrestricted Intergovernmental:						
Medicaid hold harmless	2,500,000	2,500,000	4,560,730	2,060,730	182%	3,996,393
Beer and wine tax	248,000	248,000	300,885	52,885	121%	292,723
Jail fees	375,000	540,000	569,844	29,844	106%	479,987
	<u>3,123,000</u>	<u>3,288,000</u>	<u>5,431,459</u>	<u>2,143,459</u>	<u>165%</u>	<u>4,769,103</u>
Restricted Intergovernmental:						
State and federal grant	15,281,787	19,742,060	26,879,552	7,137,492	136%	18,344,018
ARRA federal grant	1,531	1,531	1,533	2	100%	3,055
Court facility fees	120,000	120,000	114,354	(5,646)	95%	126,095
Payments in lieu of taxes	-	-	4,362	4,362	na	4,169
ABC education requirement	-	-	7,500	7,500	na	10,501
ABC law enforcement service:	4,000	4,000	12,099	8,099	302%	8,519
State drug tax	7,500	7,500	32,947	25,447	439%	53,150
	<u>15,414,818</u>	<u>19,875,091</u>	<u>27,052,347</u>	<u>7,177,256</u>	<u>136%</u>	<u>18,549,507</u>
Permits and Fees:						
Bldg inspections and permit:	2,250,000	2,250,000	2,829,396	579,396	126%	2,791,372
Recording fees	775,000	775,000	919,861	144,861	119%	763,516
Fire inspection fees	100,000	100,000	216,153	116,153	216%	116,119
Concealed handgun permit	180,000	180,000	210,700	30,700	117%	212,170
Other permit and fees	905,982	904,611	940,546	35,935	104%	877,151
	<u>4,210,982</u>	<u>4,209,611</u>	<u>5,116,656</u>	<u>907,045</u>	<u>122%</u>	<u>4,760,328</u>
Sales and Services:						
Solid waste fees	2,600,000	2,900,000	3,358,572	458,572	116%	4,384,324
School resource officer reimb.	1,476,726	1,476,726	1,476,726	-	100%	1,447,763
Rents	13,930	13,930	16,399	2,469	118%	15,260
EMS Charges	4,576,000	4,576,000	5,109,900	533,900	112%	4,088,650
Public health user fees	835,050	835,050	945,678	110,628	113%	800,121
Sheriff animal prot. serv. fees	103,500	103,500	90,833	(12,667)	88%	96,101
Social services fees	70,500	70,500	63,582	(6,918)	90%	68,678
Public housing fees	38,991	38,991	16,979	(22,012)	44%	15,590
Tax collection fees	230,000	230,000	293,402	63,402	128%	265,586
Other sales and services	1,278,050	1,135,380	1,307,072	171,692	115%	1,530,423
Register of deeds	338,750	338,750	350,547	11,797	103%	331,673

COUNTY OF BRUNSWICK, NORTH CAROLINA

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

	Original Budget	Current Budget	June 30, 2020	Variance Positive (Negative)	% of Budget	June 30, 2019
Sales and Services (continued):						
Marriage licenses	55,500	55,500	42,444	(13,056)	76%	50,103
Recreation services	307,350	307,350	158,049	(149,301)	51%	258,926
	<u>11,924,347</u>	<u>12,081,677</u>	<u>13,230,183</u>	<u>1,148,506</u>	110%	<u>13,353,198</u>
Investment earnings	<u>300,650</u>	<u>490,650</u>	<u>1,003,025</u>	<u>512,375</u>	204%	<u>835,673</u>
Other:						
Tax refunds - sales and gas tax	1,100	1,100	-	(1,100)	0%	-
ABC bottles taxes	45,000	45,000	75,432	30,432	168%	67,267
Cnty Brd of Alcohol Control	24,000	24,000	22,500	(1,500)	94%	28,500
Contributions	9,000	9,000	142,252	133,252	1581%	89,796
Other revenues	971,020	1,758,520	2,314,758	556,238	132%	2,385,290
	<u>1,050,120</u>	<u>1,837,620</u>	<u>2,554,942</u>	<u>717,322</u>	139%	<u>2,570,853</u>
Total revenues	<u>204,703,681</u>	<u>213,299,308</u>	<u>231,632,663</u>	<u>18,333,355</u>	109%	<u>205,135,653</u>
Expenditures:						
General Government:						
Governing Body:						
Salaries	178,520	181,520	181,380	140	100%	171,670
Fringe benefits	71,938	68,938	44,976	23,962	65%	43,808
Operating costs	72,130	72,130	51,402	20,728	71%	68,961
	<u>322,588</u>	<u>322,588</u>	<u>277,758</u>	<u>44,830</u>	86%	<u>284,439</u>
County Administration:						
Salaries	640,071	676,071	673,694	2,377	100%	666,634
Fringe benefits	191,397	191,397	187,399	3,998	98%	184,359
Operating costs	46,630	46,630	28,340	18,290	61%	17,174
	<u>878,098</u>	<u>914,098</u>	<u>889,433</u>	<u>24,665</u>	97%	<u>868,167</u>
Human Resources:						
Salaries	326,174	327,192	326,743	449	100%	313,173
Fringe benefits	113,977	113,977	112,928	1,049	99%	102,908
Operating costs	11,900	10,882	6,455	4,427	59%	6,004
	<u>452,051</u>	<u>452,051</u>	<u>446,126</u>	<u>5,925</u>	99%	<u>422,085</u>
Finance:						
Salaries	854,960	864,278	864,271	7	100%	825,139
Fringe benefits	289,386	288,044	287,913	131	100%	273,593
Operating costs	447,040	460,399	420,555	39,844	91%	424,847
	<u>1,591,386</u>	<u>1,612,721</u>	<u>1,572,739</u>	<u>39,982</u>	98%	<u>1,523,579</u>
Tax Administration:						
Salaries	2,550,065	2,550,065	2,427,417	122,648	95%	2,288,792
Fringe benefits	971,317	971,317	933,146	38,171	96%	843,676
Operating costs	1,044,135	1,044,135	862,550	181,585	83%	856,470
	<u>4,565,517</u>	<u>4,565,517</u>	<u>4,223,113</u>	<u>342,404</u>	93%	<u>3,988,938</u>
County Attorney:						
Salaries	395,036	395,036	394,724	312	100%	379,107
Fringe benefits	120,657	120,657	118,033	2,624	98%	107,408
Operating costs	193,450	193,450	49,493	143,957	26%	44,559
	<u>709,143</u>	<u>709,143</u>	<u>562,250</u>	<u>146,893</u>	79%	<u>531,074</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 JUNE 30, 2020 AND THE YEAR ENDED JUNE 30, 2019
WITH COMPARATIVE ACTUAL AMOUNTS FOR PRIOR YEAR

	Original Budget	Current Budget	June 30, 2020	Variance Positive (Negative)	% of Budget	June 30, 2019
Court Facilities:						
Operating costs	262,724	262,724	179,887	82,837	68%	197,290
Board of Elections:						
Salaries	604,838	621,878	577,197	44,681	93%	478,570
Fringe benefits	141,854	141,854	120,559	21,295	85%	117,888
Operating costs	243,557	471,041	430,868	40,173	91%	161,636
Capital outlay	-	305,571	305,103	468	100%	-
	990,249	1,540,344	1,433,727	106,617	93%	758,094
Register of Deeds:						
Salaries	720,609	720,609	685,283	35,326	95%	652,951
Fringe benefits	310,237	310,237	295,472	14,765	95%	278,118
Operating costs	1,835,721	2,581,721	2,527,339	54,382	98%	2,203,989
	2,866,567	3,612,567	3,508,094	104,473	97%	3,135,058
Contingency:						
Operating Costs	700,000	400,000	-	400,000	0%	-
Total general government	13,338,323	14,391,753	13,093,127	1,298,626	91%	11,708,724
Central Services:						
Management Information Systems:						
Salaries	1,142,561	1,142,561	1,122,310	20,251	98%	1,132,217
Fringe benefits	386,420	386,420	373,427	12,993	97%	364,123
Operating costs	1,307,700	1,672,827	1,384,291	288,536	83%	1,047,490
Capital outlay	36,000	37,750	37,747	3	100%	127,542
	2,872,681	3,239,558	2,917,775	321,783	90%	2,671,372
Fleet Services:						
Salaries	684,543	684,543	620,559	63,984	91%	612,114
Fringe benefits	268,744	268,744	241,201	27,543	90%	227,228
Operating costs	363,600	386,756	341,104	45,652	88%	283,322
Capital outlay	377,000	394,773	29,590	365,183	7%	51,667
	1,693,887	1,734,816	1,232,454	502,362	71%	1,174,331
Engineering:						
Salaries	447,982	447,982	436,153	11,829	97%	411,650
Fringe benefits	149,204	149,204	142,157	7,047	95%	130,231
Operating costs	40,750	40,750	22,788	17,962	56%	27,768
Capital outlay	-	-	-	-	na	29,594
	637,936	637,936	601,098	36,838	94%	599,243
Operation Services:						
Salaries	2,337,175	2,337,175	2,282,080	55,095	98%	2,255,410
Fringe benefits	977,428	977,428	931,616	45,812	95%	893,566
Operating costs	3,214,332	3,657,956	3,453,252	204,704	94%	10,820,183
Capital outlay	499,500	479,500	478,054	1,446	100%	303,662
	7,028,435	7,452,059	7,145,002	307,057	96%	14,272,821
Non-departmental:						
Fringe benefits	5,371,665	5,666,917	5,476,889	190,028	97%	5,168,930
Operating costs	273,219	534,596	356,886	177,710	67%	836,724
Capital outlay	-	36,476	36,475	1	100%	-
	5,644,884	6,237,989	5,870,250	367,739	94%	6,005,654
Total central services	17,877,823	19,302,358	17,766,579	1,535,779	92%	24,723,421

COUNTY OF BRUNSWICK, NORTH CAROLINA

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

	Original Budget	Current Budget	June 30, 2020	Variance Positive (Negative)	% of Budget	June 30, 2019
Public Safety:						
District Attorney:						
Operating costs	53,000	53,000	30,951	22,049	58%	19,412
Sheriff:						
Salaries	10,640,762	10,868,407	10,810,258	58,149	99%	11,078,018
Fringe benefits	3,835,042	3,841,042	3,779,568	61,474	98%	3,699,863
Operating costs	2,791,252	3,388,310	2,911,596	476,714	86%	3,634,459
Capital outlay	1,306,506	1,328,246	941,545	386,701	71%	932,734
	18,573,562	19,426,005	18,442,967	983,038	95%	19,345,074
Detention Center:						
Salaries	4,889,007	4,764,007	4,751,389	12,618	100%	4,552,769
Fringe benefits	1,882,729	1,776,729	1,754,460	22,269	99%	1,599,087
Operating costs	2,912,780	3,013,984	2,662,445	351,539	88%	2,576,068
Capital outlay	200,430	646,747	645,387	1,360	100%	472,344
	9,884,946	10,201,467	9,813,681	387,786	96%	9,200,268
Emergency Medical:						
Salaries	5,867,157	6,263,360	6,263,213	147	100%	5,742,476
Fringe benefits	2,091,209	2,074,362	2,065,937	8,425	100%	1,849,724
Operating costs	1,699,942	1,928,448	1,914,800	13,648	99%	1,523,755
Capital outlay	1,571,242	1,897,995	1,785,485	112,510	94%	1,233,100
	11,229,550	12,164,165	12,029,435	134,730	99%	10,349,055
Emergency Management:						
Salaries	299,165	264,787	264,171	616	100%	239,661
Fringe benefits	99,577	74,599	74,259	340	100%	64,796
Operating costs	412,035	586,452	413,327	173,125	70%	706,535
Capital outlay	1,140,730	973,313	54,132	919,181	6%	71,700
	1,951,507	1,899,151	805,889	1,093,262	42%	1,082,692
Other Agencies:						
Fire districts	60,000	60,000	60,000	-	100%	60,000
Rescue Squads	331,800	331,800	331,800	-	100%	332,800
	391,800	391,800	391,800	-	100%	392,800
Building Inspections and Central Permitting						
Salaries	1,572,169	1,630,677	1,623,490	7,187	100%	1,758,298
Fringe benefits	546,526	567,476	566,298	1,178	100%	556,986
Operating costs	132,014	132,014	123,265	8,749	93%	198,332
Capital outlay	60,000	58,831	55,917	2,914	95%	144,854
	2,310,709	2,388,998	2,368,970	20,028	99%	2,658,470
Fire Inspections						
Salaries	351,342	351,342	337,442	13,900	96%	-
Fringe benefits	117,503	117,503	99,310	18,193	85%	-
Operating costs	58,700	58,700	48,631	10,069	83%	-
Capital outlay	60,000	61,169	61,168	1	100%	-
	587,545	588,714	546,551	42,163	93%	-
Central Communications:						
Salaries	1,827,531	1,762,866	1,706,295	56,571	97%	1,714,905
Fringe benefits	692,092	692,182	635,319	56,863	92%	598,577
Operating costs	310,994	320,320	224,299	96,021	70%	145,264
Capital outlay	93,096	112,096	66,296	45,800	59%	110,753
	2,923,713	2,887,464	2,632,209	255,255	91%	2,569,499

COUNTY OF BRUNSWICK, NORTH CAROLINA

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

	Original Budget	Current Budget	June 30, 2020	Variance Positive (Negative)	% of Budget	June 30, 2019
Animal Protective Services:						
Salaries	599,348	599,348	595,236	4,112	99%	638,513
Fringe benefits	231,306	233,636	231,408	2,228	99%	233,068
Operating costs	305,100	357,353	282,620	74,733	79%	297,175
Capital outlay	32,000	33,684	33,684	-	100%	-
	<u>1,167,754</u>	<u>1,224,021</u>	<u>1,142,948</u>	<u>81,073</u>	<u>93%</u>	<u>1,168,756</u>
Total public safety	<u>49,074,086</u>	<u>51,224,785</u>	<u>48,205,401</u>	<u>3,019,384</u>	<u>94%</u>	<u>46,786,026</u>
Transportation:						
Cape Fear Regional Jetport	111,000	111,000	111,000	-	100%	97,000
Odell Williamson Mun. Air.	27,500	27,500	27,500	-	100%	27,500
Cape Fear Transp. Authority	32,072	32,072	32,072	-	100%	31,138
Brunswick Transit System	-	270,451	270,448	3	100%	292,315
Total transportation	<u>170,572</u>	<u>441,023</u>	<u>441,020</u>	<u>3</u>	<u>100%</u>	<u>447,953</u>
Environmental Protection:						
Solid Waste:						
Salaries	376,996	376,996	361,656	15,340	96%	335,562
Fringe benefits	150,385	150,385	142,070	8,315	94%	124,930
Operating costs	16,686,895	17,389,135	16,848,084	541,051	97%	16,545,228
Capital outlay	627,000	627,000	626,147	853	100%	212,590
	<u>17,841,276</u>	<u>18,543,516</u>	<u>17,977,957</u>	<u>565,559</u>	<u>97%</u>	<u>17,218,310</u>
Other:						
Forestry services	241,743	241,743	194,267	47,476	80%	203,391
	<u>241,743</u>	<u>241,743</u>	<u>194,267</u>	<u>47,476</u>	<u>80%</u>	<u>203,391</u>
Total environmental protection	<u>18,083,019</u>	<u>18,785,259</u>	<u>18,172,224</u>	<u>613,035</u>	<u>97%</u>	<u>17,421,701</u>
Economic Development:						
Community Enforcement:						
Salaries	187,816	187,816	123,746	64,070	66%	154,354
Fringe benefits	75,102	75,102	49,417	25,685	66%	58,902
Operating costs	20,115	17,915	6,971	10,944	39%	13,262
Capital outlay	32,000	32,000	23,717	8,283	74%	29,705
	<u>315,033</u>	<u>312,833</u>	<u>203,851</u>	<u>108,982</u>	<u>65%</u>	<u>256,223</u>
Planning:						
Salaries	464,379	472,489	472,414	75	100%	426,308
Fringe benefits	169,705	159,749	159,495	254	100%	139,467
Operating costs	398,700	415,146	114,559	300,587	28%	115,344
Capital outlay	-	-	-	-	na	23,939
	<u>1,032,784</u>	<u>1,047,384</u>	<u>746,468</u>	<u>300,916</u>	<u>71%</u>	<u>705,058</u>
Cooperative Extension:						
Salaries	308,110	322,348	261,161	61,187	81%	302,039
Fringe benefits	147,782	150,845	92,617	58,228	61%	118,133
Operating costs	124,983	133,759	98,023	35,736	73%	122,603
Capital outlay	-	5,350	5,350	-	100%	36,053
	<u>580,875</u>	<u>612,302</u>	<u>457,151</u>	<u>155,151</u>	<u>75%</u>	<u>578,828</u>
Soil and Water Conservation:						
Salaries	165,517	167,079	167,077	2	100%	159,085
Fringe benefits	61,737	61,785	61,762	23	100%	58,171
Operating costs	17,350	17,035	12,009	5,026	70%	16,949
	<u>244,604</u>	<u>245,899</u>	<u>240,848</u>	<u>5,051</u>	<u>98%</u>	<u>234,205</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 JUNE 30, 2020 AND THE YEAR ENDED JUNE 30, 2019
WITH COMPARATIVE ACTUAL AMOUNTS FOR PRIOR YEAR

	Original Budget	Current Budget	June 30, 2020	Variance Positive (Negative)	% of Budget	June 30, 2019
Public Housing Section 8:						
Salaries	131,246	125,721	118,163	7,558	94%	106,826
Fringe benefits	55,565	55,565	48,821	6,744	88%	42,330
Operating costs	2,168,330	2,226,223	1,918,935	307,288	86%	1,916,764
	<u>2,355,141</u>	<u>2,407,509</u>	<u>2,085,919</u>	<u>321,590</u>	<u>87%</u>	<u>2,065,920</u>
1% Occupancy Tax:						
Operating costs	<u>1,650,000</u>	<u>1,669,600</u>	<u>1,668,261</u>	<u>1,339</u>	<u>100%</u>	<u>1,728,904</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
Dredging	200,000	291,444	-	291,444	0%	7,799
Reserve for shoreline	425,000	425,000	425,000	-	100%	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>
Total economic development	<u>8,199,637</u>	<u>8,813,928</u>	<u>6,233,255</u>	<u>2,580,673</u>	<u>71%</u>	<u>6,191,937</u>
Human Services:						
Health:						
Administration:						
Salaries	2,406,010	2,401,648	2,346,649	54,999	98%	2,382,456
Fringe benefits	1,263,557	1,268,050	1,239,013	29,037	98%	1,202,433
Operating costs	285,325	277,225	197,669	79,556	71%	214,808
Capital outlay	82,200	85,069	85,068	1	100%	29,449
	<u>4,037,092</u>	<u>4,031,992</u>	<u>3,868,399</u>	<u>163,593</u>	<u>96%</u>	<u>3,829,146</u>
Communicable Diseases:						
Operating costs	<u>420,137</u>	<u>420,137</u>	<u>340,391</u>	<u>79,746</u>	<u>81%</u>	<u>302,020</u>
Adult Health Maintenance:						
Operating costs	<u>476,075</u>	<u>1,353,614</u>	<u>1,012,361</u>	<u>341,253</u>	<u>75%</u>	<u>160,784</u>
Senior Health						
Salaries	56,283	56,283	40,611	15,672	72%	52,954
Fringe benefits	22,252	22,252	13,838	8,414	62%	20,830
Operating costs	3,835	3,835	1,972	1,863	51%	3,311
	<u>82,370</u>	<u>82,370</u>	<u>56,421</u>	<u>25,949</u>	<u>68%</u>	<u>77,095</u>
Maternal and Child Health:						
Salaries	383,578	383,578	294,091	89,487	77%	322,066
Fringe benefits	168,858	168,858	128,497	40,361	76%	133,138
Operating costs	593,025	673,147	455,512	217,635	68%	529,692
Capital outlay	-	-	-	-	na	6,222
	<u>1,145,461</u>	<u>1,225,583</u>	<u>878,100</u>	<u>347,483</u>	<u>72%</u>	<u>991,118</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 JUNE 30, 2020 AND THE YEAR ENDED JUNE 30, 2019
WITH COMPARATIVE ACTUAL AMOUNTS FOR PRIOR YEAR

	Original Budget	Current Budget	June 30, 2020	Variance Positive (Negative)	% of Budget	June 30, 2019
Environmental Health:						
Salaries	1,158,046	1,171,187	1,156,005	15,182	99%	1,086,498
Fringe benefits	415,172	414,807	403,912	10,895	97%	364,134
Operating costs	192,126	310,832	283,365	27,467	91%	366,434
Capital outlay	28,000	26,063	26,063	-	100%	78,010
	<u>1,793,344</u>	<u>1,922,889</u>	<u>1,869,345</u>	<u>53,544</u>	<u>97%</u>	<u>1,895,076</u>
Total health	<u>7,954,479</u>	<u>9,036,585</u>	<u>8,025,017</u>	<u>1,011,568</u>	<u>89%</u>	<u>7,255,239</u>
Veterans' Services:						
Salaries	139,150	139,154	132,797	6,357	95%	137,542
Fringe benefits	55,433	55,433	52,767	2,666	95%	51,114
Operating costs	15,637	15,633	10,462	5,171	67%	13,484
Total veterans' services	<u>210,220</u>	<u>210,220</u>	<u>196,026</u>	<u>14,194</u>	<u>93%</u>	<u>202,140</u>
Social Services:						
Administration:						
Salaries	7,459,072	7,459,072	7,064,534	394,538	95%	6,898,625
Fringe benefits	3,658,637	3,658,637	3,341,257	317,380	91%	3,183,572
Operating costs	2,940,115	3,013,781	2,317,819	695,962	77%	2,320,407
Capital outlay	-	-	-	-	na	56,475
	<u>14,057,824</u>	<u>14,131,490</u>	<u>12,723,610</u>	<u>1,407,880</u>	<u>90%</u>	<u>12,459,079</u>
Other Operating Costs:						
Medical assistance	20,000	20,000	2,793	17,207	14%	3,078
Aid to the blind	8,153	8,153	8,153	-	100%	7,845
Adoption assistance	280,000	280,000	219,705	60,295	78%	231,539
Special assistance	470,000	470,000	291,508	178,492	62%	357,920
Foster care	950,000	710,000	557,267	152,733	78%	612,755
State foster home	335,000	575,000	572,449	2,551	100%	403,299
Special assistance	25,121	25,121	25,121	-	100%	22,320
Day care	23,000	23,000	-	23,000	0%	-
Special child adopt. assistance	-	82,683	19,787	62,896	24%	70,648
	<u>2,111,274</u>	<u>2,193,957</u>	<u>1,696,783</u>	<u>497,174</u>	<u>77%</u>	<u>1,709,404</u>
Total social services	<u>16,169,098</u>	<u>16,325,447</u>	<u>14,420,393</u>	<u>1,905,054</u>	<u>88%</u>	<u>14,168,483</u>
Other Human Services:						
Trillium Health Resources	250,443	250,443	250,443	-	100%	250,443
Brunswick Senior Resources	2,589,319	2,589,319	2,589,319	-	100%	2,482,419
Other human services	-	160,397	158,077	2,320	99%	127,095
	<u>2,839,762</u>	<u>3,000,159</u>	<u>2,997,839</u>	<u>2,320</u>	<u>100%</u>	<u>2,859,957</u>
Total human services	<u>27,173,559</u>	<u>28,572,411</u>	<u>25,639,275</u>	<u>2,933,136</u>	<u>90%</u>	<u>24,485,819</u>
Education:						
Public schools	42,840,126	42,840,126	42,840,126	-	100%	39,918,820
Public schools - capital outlay	898,744	898,744	898,744	-	100%	837,458
Community college	4,209,426	4,395,362	4,166,804	228,558	95%	4,096,380
Community college - cap. out.	323,000	323,000	323,000	-	100%	365,000
Total education	<u>48,271,296</u>	<u>48,457,232</u>	<u>48,228,674</u>	<u>228,558</u>	<u>100%</u>	<u>45,217,658</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 JUNE 30, 2020 AND THE YEAR ENDED JUNE 30, 2019
WITH COMPARATIVE ACTUAL AMOUNTS FOR PRIOR YEAR

	Original Budget	Current Budget	June 30, 2020	Variance Positive (Negative)	% of Budget	June 30, 2019
Culture and Recreation:						
Parks and Recreation:						
Administration:						
Salaries	694,475	692,475	639,744	52,731	92%	652,255
Fringe benefits	200,270	200,270	194,964	5,306	97%	188,537
Operating costs	683,310	690,310	486,470	203,840	70%	667,725
Capital outlay	32,000	194,810	28,649	166,161	15%	202,680
	<u>1,610,055</u>	<u>1,777,865</u>	<u>1,349,827</u>	<u>428,038</u>	<u>76%</u>	<u>1,711,197</u>
Maintenance:						
Salaries	806,855	806,855	720,837	86,018	89%	778,658
Fringe benefits	320,810	320,810	293,721	27,089	92%	300,669
Operating costs	412,470	451,437	429,663	21,774	95%	392,098
Capital outlay	157,500	138,201	138,081	120	100%	133,792
	<u>1,697,635</u>	<u>1,717,303</u>	<u>1,582,302</u>	<u>135,001</u>	<u>92%</u>	<u>1,605,217</u>
Total Parks and Recreation	<u>3,307,690</u>	<u>3,495,168</u>	<u>2,932,129</u>	<u>563,039</u>	<u>84%</u>	<u>3,316,414</u>
Brunswick County Library:						
Salaries	811,285	811,285	733,339	77,946	90%	777,553
Fringe benefits	330,483	330,483	302,215	28,268	91%	304,260
Operating costs	248,900	262,138	199,874	62,264	76%	210,590
	<u>1,390,668</u>	<u>1,403,906</u>	<u>1,235,428</u>	<u>168,478</u>	<u>88%</u>	<u>1,292,403</u>
Total culture and recreation	<u>4,698,358</u>	<u>4,899,074</u>	<u>4,167,557</u>	<u>731,517</u>	<u>85%</u>	<u>4,608,817</u>
Debt Service:						
Principal retirement	13,623,306	13,623,306	13,623,305	1	100%	11,233,460
Interest and fees	4,976,909	4,976,909	4,975,026	1,883	100%	2,224,964
Total debt service	<u>18,600,215</u>	<u>18,600,215</u>	<u>18,598,331</u>	<u>1,884</u>	<u>100%</u>	<u>13,458,424</u>
Total expenditures	<u>205,486,888</u>	<u>213,488,038</u>	<u>200,545,443</u>	<u>12,942,595</u>	<u>94%</u>	<u>195,050,480</u>
Revenues over (under) expenditures	<u>(783,207)</u>	<u>(188,730)</u>	<u>31,087,220</u>	<u>31,275,950</u>		<u>10,085,173</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	-	1,479,552	1,479,553	1	100%	-
Transfer from health ins. internal service fund	-	-	-	-	na	3,172,028
	<u>-</u>	<u>3,783,997</u>	<u>3,783,998</u>	<u>1</u>	<u>100%</u>	<u>3,172,028</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 JUNE 30, 2020 AND THE YEAR ENDED JUNE 30, 2019
WITH COMPARATIVE ACTUAL AMOUNTS FOR PRIOR YEAR

	<u>Original Budget</u>	<u>Current Budget</u>	<u>June 30, 2020</u>	<u>Variance Positive (Negative)</u>	<u>% of Budget</u>	<u>June 30, 2019</u>
Transfers To Other Funds:						
Transfer to county capital projects fund	-	(9,575,021)	(9,575,021)	-	100%	(2,550,000)
Transfer to emergency telephone system fund	-	(84,878)	-	84,878	0%	-
Transfer to school capital projects fund	(4,780,582)	(9,021,922)	(9,021,922)	-	100%	(5,859,022)
	(4,780,582)	(18,681,821)	(18,596,943)	84,878	100%	(8,409,022)
Budgetary Financing Sources (Uses):						
Appropriated fund balance	5,563,789	15,086,554	-	(15,086,554)	0%	-
Total other financing sources (uses)	783,207	188,730	(14,812,945)	(15,001,675)	-7849%	(5,236,994)
Net change in fund balance	<u>\$ -</u>	<u>\$ -</u>	16,274,275	<u>\$ 16,274,275</u>		4,848,179
Fund balance, beginning of year			<u>80,752,724</u>			<u>75,904,545</u>
Fund balance, end of year			<u>\$ 97,026,999</u>			<u>\$ 80,752,724</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 JUNE 30, 2020

		Actual		
	Project Budget	Prior Years	Current Year	Total to Date
Revenues:				
Restricted intergovernmental-NC Dept. of Transportation	\$ 26,485,472	\$ 21,885,669	\$ 3,835,237	\$ 25,720,906
Restricted intergovernmental-NC Parks & Rec. Trust Fund	750,500	-	-	-
Investment earnings	128,008	549,928	276,651	826,579
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>4,111,888</u>	<u>27,403,948</u>
Expenditures:				
General Government:				
Court House Renovation	11,971,860	491,830	1,429,208	1,921,038
Court House Parking Lot	1,147,892	283,096	864,796	1,147,892
Future Capital Projects	1,600,000	-	-	-
	<u>14,719,752</u>	<u>774,926</u>	<u>2,294,004</u>	<u>3,068,930</u>
Environmental protection:				
Landfill Transfer Station	337,000	-	189,259	189,259
Future Capital Projects	15,303,994	-	-	-
	<u>15,640,994</u>	<u>-</u>	<u>189,259</u>	<u>189,259</u>
Economic Development:				
Springlake at Maritime Shores	274,585	-	-	-
Cultural and recreation:				
OIB Park Improvements	5,850,000	5,684,466	78,552	5,763,018
Smithville Park Improvements	6,189,666	5,936,008	31,156	5,967,164
Brunswick Waterway Park Improvements	644,083	111,137	89,984	201,121
Waccamaw Multiuse Building	311,000	-	28,705	28,705
	<u>12,994,749</u>	<u>11,731,611</u>	<u>228,397</u>	<u>11,960,008</u>
Transportation:				
Airport Improvements	28,141,645	23,617,148	3,061,090	26,678,238
Other:				
Future Capital Projects	637,276	-	-	-
Total expenditures	<u>72,409,001</u>	<u>36,123,685</u>	<u>5,772,750</u>	<u>41,896,435</u>
Revenues over (under) expenditures	(44,132,645)	(12,831,625)	(1,660,862)	(14,492,487)
Other Financing Sources (Uses):				
Appropriated fund balance	4,805,618	-	-	-
Transfer from general fund	43,620,911	34,045,893	9,575,021	43,620,914
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>7,270,576</u>	<u>39,327,030</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ 19,224,829</u>	<u>5,609,714</u>	<u>\$ 24,834,543</u>
Fund balance, beginning of year			24,049,309	
Fund balance, end of year			<u>\$ 29,659,023</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 JUNE 30, 2020

	Project Budget	Prior Years	Actual 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	84,906	1,609,368
Investment earnings-debt proceeds	5,301	960,322	331,058	1,291,380
Total revenues	<u>8,299,277</u>	<u>9,577,581</u>	<u>415,964</u>	<u>9,993,545</u>
Expenditures:				
Brunswick County Schools	135,129,903	85,673,430	24,736,343	110,409,773
Brunswick Community College	33,998,159	31,523,490	2,175,164	33,698,654
Total expenditures	<u>169,128,062</u>	<u>117,196,920</u>	<u>26,911,507</u>	<u>144,108,427</u>
Revenues over (under) expenditures	(160,828,785)	(107,619,339)	(26,495,543)	(134,114,882)
Other Financing Sources (Uses):				
Transfer from general fund	67,098,183	58,076,260	9,021,922	67,098,182
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>160,828,785</u>	<u>141,188,907</u>	<u>9,021,922</u>	<u>150,210,829</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ 33,569,568</u>	(17,473,621)	<u>\$ 16,095,947</u>
Fund balance, beginning of year			<u>40,121,982</u>	
Fund balance, end of year			<u>\$ 22,648,361</u>	

COUNTY OF BRUNSWICK, NORTH CAROLINA

COMBINING BALANCE SHEET - NON MAJOR SPECIAL REVENUE GOVERNMENTAL FUNDS
FOR THE PERIOD ENDED JUNE 30, 2020

	Emergency Telephone System Fund	Grant Project	ROD- Technology Enhancement Fund	Total
Assets:				
Cash and cash equivalents/investments	\$ 1,334,533	\$ -	\$ 942,094	\$ 2,276,627
Interest receivable	297	-	219	516
Other governmental agencies	63,159	328,037	-	391,196
Total assets	<u>1,397,989</u>	<u>328,037</u>	<u>942,313</u>	<u>2,668,339</u>
Liabilities:				
Accounts payable and other liabilities	9,983	69,453	39,402	118,838
Due to other funds	-	258,584	-	258,584
Total liabilities	<u>9,983</u>	<u>328,037</u>	<u>39,402</u>	<u>377,422</u>
Fund Balance:				
Stabilization by State Statute	63,456	328,037	219	391,712
Restricted - other	1,324,550	-	902,692	2,227,242
Unassigned	-	(328,037)	-	(328,037)
Total fund balances	<u>1,388,006</u>	<u>-</u>	<u>902,911</u>	<u>2,290,917</u>
Total liabilities, deferred inflow of resources and fund balances	<u>\$ 1,397,989</u>	<u>\$ 328,037</u>	<u>\$ 942,313</u>	<u>\$ 2,668,339</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 JUNE 30, 2020

	Emergency Telephone System Fund	Grant Project	ROD- Technology Enhancement Fund	Total
Revenues:				
Restricted intergovernmental	\$ 757,913	\$ 586,183	\$ -	\$ 1,344,096
Permits and fees	-	-	189,658	189,658
Investment earnings	11,292	-	8,901	20,193
Total revenues	<u>769,205</u>	<u>586,183</u>	<u>198,559</u>	<u>1,553,947</u>
Expenditures:				
General government	-	586,183	150,010	736,193
Public safety	426,304	-	-	426,304
Total expenditures	<u>426,304</u>	<u>586,183</u>	<u>150,010</u>	<u>1,162,497</u>
Revenues over (under) expenditures	342,901	-	48,549	391,450
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>\$ 1,388,006</u>	<u>\$ -</u>	<u>\$ 902,911</u>	<u>\$ 2,290,917</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 JUNE 30, 2020 AND THE YEAR ENDED JUNE 30, 2019**

	Budget	June 30, 2020	Variance Positive (Negative)	June 30, 2019
Revenues:				
Restricted intergovernmental	\$ 757,913	\$ 757,913	\$ -	\$ 548,007
Investment earnings	-	11,292	11,292	10,129
Total revenues	<u>757,913</u>	<u>769,205</u>	<u>11,292</u>	<u>558,136</u>
Expenditures:				
Operating costs	896,556	426,304	470,252	572,264
Capital outlay	<u>59,872</u>	<u>-</u>	<u>59,872</u>	<u>-</u>
Total expenditures	<u>956,428</u>	<u>426,304</u>	<u>530,124</u>	<u>572,264</u>
Revenues over (under) expenditures	(198,515)	342,901	541,416	(14,128)
Other Financing Sources (Uses):				
Transfers from general fund	84,878	-	(84,878)	-
Appropriated fund balance	<u>113,637</u>	<u>-</u>	<u>(113,637)</u>	<u>-</u>
Total other financing sources (uses)	<u>198,515</u>	<u>-</u>	<u>(198,515)</u>	<u>-</u>
Net change in fund balance	<u>\$ -</u>	342,901	<u>\$ 342,901</u>	(14,128)
Fund balance, beginning of year		<u>1,045,105</u>		<u>1,059,233</u>
Fund balance, end of year		<u>\$ 1,388,006</u>		<u>\$ 1,045,105</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET TO
ACTUAL - GRANT PROJECT FUND
FROM INCEPTION AND FOR THE PERIOD ENDED JUNE 30, 2020**

		Actual		
	Project Authorization	Prior Years	Current Year	Total to Date
Revenues:				
Restricted intergovernmental	\$ 2,180,527	\$ 224,060	\$ 586,183	\$ 810,243
Total revenues	<u>2,180,527</u>	<u>224,060</u>	<u>586,183</u>	<u>810,243</u>
Expenditures:				
SAMHSA Expansion Grant FY 19-24	800,000	-	343,336	343,336
SAMHSA	<u>1,380,527</u>	<u>224,060</u>	<u>242,847</u>	<u>466,907</u>
Total expenditures	<u>2,180,527</u>	<u>224,060</u>	<u>586,183</u>	<u>810,243</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ -</u>	-	<u>\$ -</u>
Fund balance, beginning of year			-	
Fund balance, end of year			<u>\$ -</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 JUNE 30, 2020 AND THE YEAR ENDED JUNE 30, 2019**

	<u>Budget</u>	<u>June 30, 2020</u>	<u>Variance Positive (Negative)</u>	<u>June 30, 2019</u>
Revenues:				
Permits and fees	\$ 165,500	\$ 189,658	\$ 24,158	\$ 148,446
Investment earnings	6,000	8,901	2,901	8,097
Total revenues	<u>171,500</u>	<u>198,559</u>	<u>27,059</u>	<u>156,543</u>
Expenditures:				
General government	<u>201,276</u>	<u>150,010</u>	<u>51,266</u>	<u>154,335</u>
Revenues over (under) expenditures	(29,776)	48,549	78,325	2,208
Other Financing Sources (Uses):				
Appropriated fund balance	<u>29,776</u>	<u>-</u>	<u>(29,776)</u>	<u>-</u>
Net change in fund balance	<u>\$ -</u>	48,549	<u>\$ 48,549</u>	2,208
Fund balance, beginning of year		<u>854,362</u>		<u>852,154</u>
Fund balance, end of year		<u>\$ 902,911</u>		<u>\$ 854,362</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

COMBINING BALANCE SHEET - WATER FUND (NON-GAAP)
JUNE 30, 2020

	Water Fund	Water Capital Projects	Total
Current Assets:			
Cash, cash equivalents and investments	\$ 33,580,913	\$ 8,230,182	\$ 41,811,095
Restricted cash	2,475,060	178,150,947	180,626,007
Interest receivable	7,328	-	7,328
Receivables and special assessments, net	3,355,357	-	3,355,357
Due from other governmental agencies	971,051	614	971,665
Inventories	1,716,404	-	1,716,404
Total current assets	<u>42,106,113</u>	<u>186,381,743</u>	<u>228,487,856</u>
Current Liabilities:			
Accounts payable and other liabilities	1,414,042	2,324,641	3,738,683
Customer deposits	2,035,331	-	2,035,331
Interest payable	236,472	-	236,472
Current portion of debt	1,544,059	-	1,544,059
Total current liabilities	<u>5,229,904</u>	<u>2,324,641</u>	<u>7,554,545</u>
Expendable net position	36,876,209	184,057,102	220,933,311
Noncurrent Items:			
Non-depreciable capital assets	21,767,867	-	21,767,867
Depreciable capital assets, net	151,371,045	-	151,371,045
Deferred outflow	1,966,660	-	1,966,660
Net pension liability	(1,672,796)	-	(1,672,796)
Compensated absences	(477,710)	-	(477,710)
Total other post-employment liability	(11,637,039)	-	(11,637,039)
Non-current portion of debt	(214,933,089)	-	(214,933,089)
Deferred inflow	(1,605,303)	-	(1,605,303)
Total net position	<u>\$ (18,344,156)</u>	<u>\$ 184,057,102</u>	<u>\$ 165,712,946</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL - WATER SYSTEM
OPERATING FUND (NON-GAAP)
FOR THE PERIOD ENDED JUNE 30, 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>June 30, 2020</u>	<u>Variance Positive (Negative)</u>	<u>% of Budget</u>	<u>June 30, 2019</u>
Revenues:						
User charges	\$ 23,874,280	\$ 25,508,140	\$ 26,938,083	\$ 1,429,943	106%	\$ 24,609,641
Restricted intergovernmental	-	-	2,647,094	2,647,094	na	-
Investment earnings	130,000	255,000	319,835	64,835	125%	287,874
Other	622,985	952,304	895,434	(56,870)	94%	687,391
Total revenues	<u>24,627,265</u>	<u>26,715,444</u>	<u>30,800,446</u>	<u>4,085,002</u>	<u>115%</u>	<u>25,584,906</u>
Expenditures:						
Salaries	5,231,310	5,232,686	4,980,849	251,837	95%	5,011,538
Fringe benefits	2,421,427	2,400,030	2,292,685	107,345	96%	2,192,381
Operating expenditures	7,271,573	9,193,645	7,694,860	1,498,785	84%	9,156,206
Repairs and maintenance	1,823,751	3,093,572	2,605,060	488,512	84%	1,315,564
Capital outlay	2,791,000	5,180,050	3,970,615	1,209,435	77%	1,788,696
Debt Service:						
Principal	1,280,113	1,284,176	1,278,276	5,900	100%	1,220,859
Interest	956,203	952,141	952,138	3	100%	1,021,066
Total expenditures	<u>21,775,377</u>	<u>27,336,300</u>	<u>23,774,483</u>	<u>3,561,817</u>	<u>87%</u>	<u>21,706,310</u>
Revenues over (under) expenditures	2,851,888	(620,856)	7,025,963	7,646,819	-1132%	3,878,596
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)	(778,023)	635	100%	-
Transfer to water capital project fund	(2,851,888)	(2,780,000)	(2,780,000)	-	100%	(790,000)
Transfer from workers comp. internal service fund	-	246,850	246,850	-	100%	-
Transfer from health ins. internal service fund	-	-	-	-	na	298,091
Appropriated net positon	-	3,148,740	-	(3,148,740)	0%	-
Total other fin. sources (uses)	<u>(2,851,888)</u>	<u>620,856</u>	<u>(2,527,249)</u>	<u>(3,148,105)</u>	<u>-407%</u>	<u>(491,909)</u>
Revenues and other financing sources over (under) expenditures and other financing uses	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,498,714</u>	<u>\$ 4,498,714</u>		<u>\$ 3,386,687</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 JUNE 30, 2020**

		Actual		
	Project Budget	Prior Year	Current Year	Total to Date
Revenues:				
Restricted intergovernmental revenue	\$ 381,655	\$ 381,655	\$ -	\$ 381,655
Investment earnings	120,276	154,618	15,760	170,378
Investment earnings-debt proceeds	-	-	233,056	233,056
Assessments	52,724	39,495	-	39,495
Penalties and interest assessments	-	13,229	-	13,229
Total revenues	<u>554,655</u>	<u>588,997</u>	<u>248,816</u>	<u>837,813</u>
Expenditures:				
Southeast Water Tank	50,550	50,550	-	50,550
NCDOT Hwy 211 Expansion	391,155	391,155	-	391,155
FY16 Water Mains Top 7 and Apollo	1,773,285	1,731,758	-	1,731,758
Raw Water Mains Project	28,683,127	587,293	8,268,148	8,855,441
Sunset Harbor	496,623	496,622	-	496,622
Shallotte Transmission Main	308,500	91,498	168,813	260,311
NW Plant Treatment Expansion 12MGD	167,345,190	7,371,483	4,241,641	11,613,124
74-76 Industrial Park Water Main	308,400	39,006	160,304	199,310
74-76 Mintz Dr. to Old Maco	85,000	-	28,993	28,993
Total expenditures	<u>199,441,830</u>	<u>10,759,365</u>	<u>12,867,899</u>	<u>23,627,264</u>
Revenues over (under) expenditures	(198,887,175)	(10,170,368)	(12,619,083)	(22,789,451)
Other Financing Sources (Uses):				
Long term debt issued	178,600,000	-	178,600,000	178,600,000
Bond premium	17,428,317	-	17,428,317	17,428,317
Transfers from water fund	10,016,513	7,236,524	2,780,000	10,016,524
Transfers to water fund	(985,770)	(985,770)	-	(985,770)
Future capital projects	(7,955,382)	-	-	-
Appropriated fund balance	1,783,497	-	-	-
Total other financing sources (uses)	<u>198,887,175</u>	<u>6,250,754</u>	<u>198,808,317</u>	<u>205,059,071</u>
Revenues and other financing sources over (under) expenditures and other financing uses	<u>\$ -</u>	<u>\$ (3,919,614)</u>	<u>\$ 186,189,234</u>	<u>\$ 182,269,620</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

COMBINING BALANCE SHEET - WASTEWATER FUND (NON-GAAP)
JUNE 30, 2020

	Wastewater Fund	Wastewater Capital Projects	Total
Current Assets:			
Cash and cash equivalents/investments	\$ 28,255,982	\$ 8,730,249	\$ 36,986,231
Restricted cash	2,462,009	34,485,603	36,947,612
Interest receivable	6,205	-	6,205
Receivables and special assessments, net	4,400,232	-	4,400,232
Due from other governmental agencies	511,459	172,029	683,488
Inventories	491,722	-	491,722
Total current assets	<u>36,127,609</u>	<u>43,387,881</u>	<u>79,515,490</u>
Current Liabilities:			
Accounts payable and other liabilities	819,454	5,626,870	6,446,324
Interest payable	1,124,988	-	1,124,988
Prepaid fees	389,133	-	389,133
Current portion of debt	<u>13,543,463</u>	<u>-</u>	<u>13,543,463</u>
Total current liabilities	<u>15,877,038</u>	<u>5,626,870</u>	<u>21,503,908</u>
Expendable net position	20,250,571	37,761,011	58,011,582
Noncurrent Items:			
Non-depreciable capital assets	20,319,683	-	20,319,683
Depreciable capital assets, net	217,503,489	-	217,503,489
Deferred outflow	2,164,578	-	2,164,578
Net pension liability	(908,181)	-	(908,181)
Compensated absences	(211,099)	-	(211,099)
Total other post-employment liability	(6,737,820)	-	(6,737,820)
Non-current portion of debt	(117,308,781)	-	(117,308,781)
Deferred inflow	(956,069)	-	(956,069)
Total net position	<u>\$ 134,116,371</u>	<u>\$ 37,761,011</u>	<u>\$ 171,877,382</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND
ACTUAL - WASTEWATER FUND (NON-GAAP)
FOR THE PERIOD ENDED JUNE 30, 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>June 30, 2020</u>	<u>Variance Positive (Negative)</u>	<u>% of Budget</u>	<u>June 30, 2019</u>
Revenues:						
User charges	\$ 23,813,772	\$ 25,034,788	\$ 29,958,550	\$ 4,923,762	120%	\$ 28,510,502
ARRA interest subsidy	63,550	63,550	31,775	(31,775)	50%	92,726
Special assessments	-	-	-	-	na	106,146
Investment earnings	75,000	175,000	293,843	118,843	168%	290,021
Restricted intergovernmental	-	226,649	702,748	476,099	310%	288,260
Other	267,400	314,007	706,090	392,083	225%	367,793
Total revenues	<u>24,219,722</u>	<u>25,813,994</u>	<u>31,693,006</u>	<u>5,879,012</u>	123%	<u>29,655,448</u>
Expenditures:						
Salaries	2,983,766	3,048,594	2,883,904	164,690	95%	2,749,336
Fringe benefits	1,304,300	1,329,002	1,271,696	57,306	96%	1,163,007
Operating expenditures	4,114,151	5,262,744	4,195,006	1,067,738	80%	4,769,594
Repairs and maintenance	1,935,000	2,069,563	1,901,835	167,728	92%	1,636,061
Capital outlay	3,516,915	5,986,545	4,919,454	1,067,091	82%	3,265,498
Debt Service:						
Principal	10,366,460	10,499,229	10,499,224	5	100%	10,014,489
Interest	3,323,858	3,993,824	3,889,717	104,107	97%	3,688,908
Total expenditures	<u>27,544,450</u>	<u>32,189,501</u>	<u>29,560,836</u>	<u>2,628,665</u>	91.8%	<u>27,286,893</u>
Revenues over (under) expenditures	(3,324,728)	(6,375,507)	2,132,170	8,507,677	-33%	2,368,555
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%	-
Paments 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)
Transfer from wastewater capital project	904,000	300,346	300,346	-	100%	1,690,694
Transfer from workers comp. internal service fund	-	91,951	91,951	-	100%	-
Transfer from health ins. internal service fund	-	-	-	-	na	167,890
Appropriated net positon	3,170,728	7,106,049	-	(7,106,049)	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>
Revenues and other financing sources over (under) expenditures and other financing uses	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,401,628</u>	<u>\$ 1,401,628</u>		<u>\$ 3,151,581</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 JUNE 30, 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	20,911	169,373
Investment earnings-debt proceeds	-	-	450,884	450,884
West Brunswick Regional WWTP Southport Contribution	2,630,000	-	-	-
Total revenues	3,489,392	854,302	522,821	1,377,123
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	11,673,906	12,998,628
NEBRWWTP East Transmission Main	3,616,997	4,122	1,905,430	1,909,552
NEBRWWTP WestTransmission Main	2,891,839	-	2,231,350	2,231,350
Total expenditures	54,975,989	2,489,000	15,810,686	18,299,686
Revenues over (under) expenditures	(51,486,597)	(1,634,698)	(15,287,865)	(16,922,563)
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	(7,640,369)	(7,239,928)	(300,346)	(7,540,274)
Future capital projects	(2,751,150)	-	-	-
Appropriated fund balance	4,180,596	-	-	-
Total other financing sources (uses)	51,486,597	(3,005,723)	53,162,972	50,157,249
Revenues and other financing sources over (under) expenditures and other financing uses	\$ -	\$ (4,640,421)	\$ 37,875,107	\$ 33,234,686

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 JUNE 30, 2020 AND THE YEAR ENDED JUNE 30, 2019
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE PRIOR YEAR**

	Budget	June 30, 2020	Variance Positive (Negative)	June 30, 2019
Revenues:				
Charges for services	\$ -	\$ -	\$ -	\$ 1,098,200
Investment earnings	-	22,716	22,716	21,619
Total revenues	-	22,716	22,716	1,119,819
Expenditures:				
Premiums	415,674	254,350	161,324	47,755
Revenues over (under) expenditures	(415,674)	(231,634)	184,040	1,072,064
Other financing sources (uses):				
Transfer to general fund	(1,479,553)	(1,479,553)	-	(1,479,553)
Transfer to water fund	(246,850)	(246,850)	-	(1,479,553)
Transfer to wastewater fund	(91,951)	(91,951)	-	-
Appropriated net position	2,234,028	-	(2,234,028)	-
Total other financing sources (uses)	415,674	(1,818,354)	(2,234,028)	(2,959,106)
Increase (decrease) in net position	\$ -	(2,049,988)	\$ (2,049,988)	1,072,064
Net position, beginning of year		2,049,988		977,924
Net position, end of year		\$ -		\$ 2,049,988

Cash and Investments

A Summary of Cash and Investments is presented on the Brunswick County Government website as of June 30, 2020. It reports that the County had \$212.3 million of unrestricted cash and investments in all funds including those accruing for outside agencies that the county performs collections plus \$72.0 million of capital project restricted cash from debt proceeds. All cash and investments are earning an average yield of 0.20%.

BRUNSWICK COUNTY
SUMMARY OF CASH AND INVESTMENTS
AS OF JUNE 30, 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			124,370,143			0.20%
Total Checking & Petty Cash				\$ 124,376,343	44%	
Money Markets / Savings						
SunTrust Money Market			5,061,460			0.30%
Total Money Markets / Savings				\$ 5,061,460	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				\$ 58,297,192	21%	0.08%
NC Capital Management Trust - Term Portfolio				\$ 3,474,537	1%	0.24%
Total Unrestricted Cash and Investments				\$ 212,316,323		
Restricted Cash and Investments						
Bond Proceeds & Debt Reserve Fund						
NC Capital Management Trust-Government Portfolio			\$ 70,430,998		25%	0.08%
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				\$ 72,041,764		
Grand Total All Cash and Investments				\$ 284,358,087	100%	0.20%

Cash Balances:

General Fund	\$ 89,758,347
County Capital Reserve Fund	18,370,215
School Capital Projects Fund	12,473,673
Water Fund	35,616,241
Water Capital Reserve Fund	7,993,638
Wastewater Fund	28,255,993
Wastewater Capital Reserve Fund	3,263,827

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		155,982	-39%	
Total	4,406,880	4,498,641	3,504,916	3,552,078	3,220,830	2,300,000	2,653,422		115%

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		387,011	48%	
Total	102,486,610	104,456,823	108,474,174	112,539,242	116,267,267	129,182,544	130,946,671		101%

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		600,272	-11%	
May	459,542	547,365	595,819	634,860	709,996		640,499	-10%	
June	453,013	570,403	627,536	651,911	709,693		691,320	-3%	
Total	5,118,117	6,030,941	6,721,343	7,024,669	7,677,946	7,275,000	8,026,221		110%

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

ARTICLE 39 SALES TAX REVENUE 1% (POINT OF DELIVERY) (100000-323100)									
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	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		910,261		-1%
May	708,546	756,471	837,814	794,102	966,306		892,802		-8%
June	759,421	778,076	833,600	910,785	1,041,564		1,186,228		14%
Total	8,253,706	8,727,014	9,302,639	9,874,229	10,852,434	10,507,770	11,776,122		112%
ARTICLE 40 SALES TAX REVENUE 1/2% (PER CAPITA) 30% RESTRICTED FOR SCHOOL CAPITAL OUTLAY OR DEBT SERVICE (100000-323201,323202)									
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	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		636,198		10%
Apr	457,599	564,837	625,842	658,044	749,898		721,696		-4%
May	488,986	560,378	588,735	607,640	697,346		625,357		-10%
June	526,413	547,458	550,848	660,846	722,096		717,955		-1%
Total	5,898,786	6,319,219	6,791,631	7,304,257	7,963,614	8,100,645	8,456,612		104%
ARTICLE 42 SALES TAX REVENUE 1/2% (POINT OF DELIVERY) (APPROXIMATELY 60% RESTRICTED FOR SCHOOL CAPITAL OUTLAY OR DEBT SERVICE) (100000-323301, 323302)									
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	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		650,981		-1%
May	469,765	515,232	566,462	554,566	661,360		608,865		-8%
June	504,945	519,548	551,091	622,799	701,865		769,351		10%
Total	5,538,538	5,896,609	6,367,362	6,808,632	7,476,514	7,727,700	8,087,784		105%

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
Month	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2019-20		BUDGET
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		457,978	-21%	
Total	4,332,447	4,682,610	4,957,731	5,094,958	5,090,716	5,370,660	5,537,731		103%

IRRIGATION REVENUE (617110-371319)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	YTD actual % change of prior YTD actual	% of ANNUAL
Month	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2019-20		BUDGET
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		179,548	-67%	
Total	1,445,433	1,908,962	2,164,010	2,103,414	2,185,642	3,214,000	3,264,530		102%

WATER WHOLESALE REVENUE (617110-371317)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	YTD actual % change of prior YTD actual	% of ANNUAL
Month	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2019-20		BUDGET
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		582,778	-27%	
Total	4,701,123	4,783,570	5,162,541	5,556,710	5,795,469	6,227,600	6,377,327		102%

**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
Month	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2019-20		BUDGET
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		187,056	12%	
Total	2,493,355	2,189,109	1,854,124	2,395,583	2,104,894	2,200,000	2,244,961		102%

WATER BASE SERVICE CHARGE REVENUE (617110-371308)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	YTD actual % change of prior YTD actual	% of ANNUAL
Month	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2019-20		BUDGET
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		565,179	4%	
Total	5,345,667	5,557,289	5,771,605	5,976,343	6,188,355	6,321,600	6,400,153		101%

WATER TAPS AND CONNECTION REVENUE (617180-371305)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	YTD actual % change of prior YTD actual	% of ANNUAL
Month	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2019-20		BUDGET
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		64,804	-39%	
Prior Year's Adj							(160,000)	na	
Total	715,903	826,853	912,743	1,064,000	1,097,730	850,000	840,669		99%

**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
Month	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2019-20		BUDGET
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		173,356	54%	
Total	880,218	1,126,735	1,109,276	1,108,107	1,279,536	688,000	1,425,057		207%

WATER TRANSMISSION LINE REVENUE (619800-371309)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	YTD actual % change of prior YTD actual	% of ANNUAL
Month	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2019-20		BUDGET
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		63,536	56%	
Total	331,619	358,629	362,263	445,181	461,055	232,000	535,272		231%

**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		1,126,957	-3%	
Total	8,103,496	8,836,132	9,336,805	9,890,851	10,587,367	11,647,794	12,049,761		103%

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		109,800	-51%	
Total	1,219,240	1,138,720	1,442,895	1,744,695	2,011,658	-	2,110,229		#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		168,990	-39%	
Total	1,659,338	2,469,793	2,406,319	3,414,344	3,239,268	600,000	3,264,515		544%

**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		60,775	-31%	
Total	554,814	732,212	767,455	1,044,056	1,058,844	200,000	1,143,481		572%

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	44,443	98
June	37,112	38,760	40,101	41,557	42,934	44,583	140
Average	36,639	38,072	39,511	40,913	42,292	43,773	1,649

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	19,785	64
June	14,514	15,847	16,579	17,719	18,816	19,825	40
Average	14,225	15,220	16,204	17,213	18,273	19,328	1,009



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
September 8, 2020

Action Item # V. - 8.

From: Health and Human Services - BSRI - FY 2021 HCCBG County
David Stanley, Health and Human Services Funding Plan
Executive Director

Issue/Action Requested:

Request that the Board of Commissioners approve the 2020-2021 Home and Community Care Block Grant for Older Adults County Funding Plan

Background/Purpose of Request:

The Home and Community Care Block Grant (HCCBG) Allocation Page, and the 2020-2021 HCCBG Funding Plan for Brunswick County and its lead agency, Brunswick Senior Resources, Inc.(BSRI) is attached for review and approval. Local match is provided through funds committed to BRSI as the Lead HCCBG agency for Brunswick County by approval of the 2020-2021 Budget Ordinance. No additional County funding is required.

Staff recommends approval of the 2020-2021 HCCBG for Older Adults County Funding Plan.

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 2020-2021 Home and Community Care Block Grant for Older Adults County Funding Plan

ATTACHMENTS:

Description

- ▣ FY2021 HCCBG For Older Adults County Funding Plan

Mailed 08/12/2020

Addressee:

Mr. David Stanley, Executive Director Health & Human Services.

Re:

1. SFY 2020/2021 HCCBG Allocation Letter May 21, 2020
2. HCCBG Committee allocation of award
3. 2020-2021 Home and Community Care Block Grant Budget to Brunswick County and its lead agency, BSRI, 4 copies.

Message:

Please review and forward as appropriate. Budget requires the signature of the County Finance Officer and the Chairman of the Board of Commissioners in various places. There are four originals, please have all sets signed.

As you know, any matching fund requests that occur with this AAA / HCCBG program services budget are covered by the concurrent year's County Allocation to BSRI.

Once signed, please forward 3 sets of executed documents to the attention of
Ms. Jane Jones
Region O AAA Director
1480 Harbour Drive
Wilmington, NC 28401

Alternatively, email me at jbenson@bsrinc.org and I will pick them up.

Thank you for your assistance with this 2020/2021 budget signing.

Judith Gainey Benson, CPA, CFO
Brunswick Senior Resources, Inc.
jbenson@bsrinc.org



Brunswick Senior Resources, Inc.
Making a Difference

(910) 754-2300 x 1009
(910) 754-9269 (fax)
(910) 512-1301 (mobile)

J. BENSON



Area Agency On Aging

Cape Fear Council of Governments

IMPORTANT INFORMATION: HCCBG ALLOCATIONS SFY 2020/2021

TO: Jim Fish, Executive Director
Brunswick Senior Resources, Inc.

FROM: Jane Jones, Region O AAA Director

Jane Jones

DATE: May 21, 2020

RE: SFY 2020/2021 HCCBG Allocations

NC Division of Aging & Adult Services (DAAS) has notified the Area Agency on Aging of the preliminary **SFY 2019/2020 Home & Community Care Block Grant (HCCBG) allocations** for our region. Please see attachment for your county's HCCBG & Title III-D Health Promotion/Disease Prevention allocation.

It is advisable to keep in mind that the NC General Assembly still must pass a budget and be signed by Governor Cooper. As you recall, several years ago, the General Assembly reduced the state funds for HCCBG funds to the counties by \$969,549 and reinstated those non-recurring funds the following year until 6/30/19. Because there is no approved state budget at this point, the SFY 20/21 HCCBG allocation does not include the state non-recurring funds for counties in the state. We are unsure at this time when/if those funds will be restored by the NC General Assembly considering the current pandemic.

Since BSRI was notified of the preliminary funding allocation a few weeks ago for planning purposes, your HCCBG Committee meeting was scheduled by Debra Marlow by virtual platform on **May 28, 2020 at 9 am**. The AAA will be on the videoconference for the meeting.

The SFY 2020/2021 HCCBG Budget Instructions are available through the NC DAAS website. <https://www.ncdhhs.gov/documents/home-and-community-care-block-grant-hccbg-county-budget-instructions-documents>. Although the forms that you have used traditionally remain on the website, DAAS created new budget forms last year that will autofill and hopefully be more efficient & accurate for all. In addition, they created a webinar last year as a tutorial for the new forms. Please click on the first file HCCBG Provider Packet-Final Updated 4/05/19 to view the information on using the forms and accessing the webinar. You are encouraged to view this webinar as soon as possible if unfamiliar with formats.

Please contact me if you have any questions. Many thanks to you and staff for your commitment of innovative programming to serve the older adult population in your county.

CC: Allen Serkin, COG Director
Dawn Tucker, COG Finance Officer
Randell Woodruff, County Manager
Steve Stone, Assistant County Manager
Ginny Brinson, AAA/COG
Yvette Gosline, BSRI
Jennifer Sherman, BSRI
Judy Benson, BSRI

Serving Brunswick, Columbus, New Hanover and Pender Counties

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An Equal Opportunity/Affirmative Action/ADA Employer/Program

Brunswick County Home & Community Care Block Grant Allocation
SFY 2020/2021

COUNTY/REGION	SFY 2020/2021 HCCBG	Local Match	Total Allocation Plus Local Match	Minimum Budget Requirement Access 30%	Minimum Budget Requirement In-Home 25%	Minimum Budget Requirement Congregate 33%
BRUNSWICK	\$1,083,449	\$120,383	\$1,203,832	\$48,951	\$40,793	\$72,601

2020/2021 Title III-D Health Promotion/Disease Prevention Allocation

<u>County</u>	<u>Allocation</u>	<u>Match</u>	<u>Total</u>
Brunswick Co.	\$15,673	\$1,741	\$17,414

****Please note that proposal packets for III-D will be emailed to you at a later date****

COUNTY: Brunswick
DATE: 5/28/2020
SFY: 2021

HOME & COMMUNITY CARE BLOCK GRANT MEET
2019-2020 WORKSHEET DECISIONS

Is this a budget revision? ____ Yes X No

If yes, revision date

Federal/State Home & Community Care Block Grant Funding:

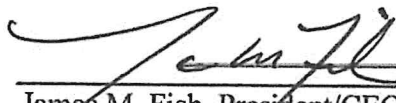
What services are to receive monies? \$ **1,083,449**

- | | |
|----------------------------------|--------------------------|
| 1. <u>Access Services</u> | 6. <u>Other Services</u> |
| 2. <u>Congregate Nutrition</u> | 7. _____ |
| 3. <u>Home Delivered Meals</u> | 8. _____ |
| 4. <u>Senior Center Operator</u> | 9. _____ |
| 5. <u>In-Home Services</u> | 10. _____ |

What providers should receive these monies?

Service	Provider	Approved Allocation	Committee Adjustments 5/28/2020	Lead Agency 2021 Proposal
1. Access Services	Brunswick Transit Syst	\$ 80,000		\$ 80,000
2. Congregate Nutrition	BSRI	\$ 250,000		\$ 250,000
3. Home Delivered Meals	BSRI	\$ 250,000		\$ 250,000
4. Senior Center Operations	BSRI	\$ 293,449		\$ 293,449
5. In-Home Services	BAYADA	\$ 210,000		\$ 210,000
6. Other Services				
7. -		\$ -		
8. -		\$ -		
9. -		\$ -		
10. -		\$ -		

HCCBG TOTAL: \$ 1,083,449 \$ - \$ 1,083,449


James M. Fish, President/CEO
Brunswick Senior Resources, Inc.
Lead Agency for Brunswick County

5/28/2020

Home and Community Care Block Grant for Older Adults

DAAS-731 (Rev. 2/16)

County Funding Plan

County BRUNSWICK
July 1, 2020 through June 30, 2021

County Services Summary

	A				B	C	D	E	F	G	H	I
Services	Block Grant Funding				Required Local Match	Net Service Cost	NSIP Subsidy	Total Funding	Projected HCCBG Units	Projected Reimbursement Rate	Projected HCCBG Clients	Projected Total Units
	Access	In-Home	Other	Total								
Congregate Nutrition			250000		27778	277778	62625	340403	40332	6.8873	354	83500
Home Delivered Meals		250000			27778	277778	64500	342278	32755	8.4806	118	86000
Senior Center Operation			293449		32605	326054		326054		0		0
Transportation (General)	80000				8889	88889		88889	6200	14.3362	20	12000
In-Home Aide-Level I - Home Management		41990			4666	46656		46656	2600	17.9446	7	2600
In-Home Aide-Level II - Personal Care		126000			14000	140000		140000	7535	18.58	30	7535
In-Home Aide-Level III - Personal Care		42010			4668	46678		46678	2512	18.582	8	2512
					0	0		0				
					0	0		0				
					0	0		0				
					0	0		0				
					0	0		0				
					0	0		0				
					0	0		0				
					0	0		0				
Total	80000	460000	543449	1083449	120383	1203833	127125	1330958	91934	 	537	194147

Signature, Chairman, Board of Commissioners

Date

BRUNSWICK SENIOR RESOURCES, INC.

PO Box 2470

Shallotte, NC 28459

Home and Community Care Block Grant for Older Adults

County Funding Plan

Provider Services Summary

DAAS-732

County:

BRUNSWICK

Budget Period:

July 2020 through June 2021

Revision #:

Date:

Services	Serv. Delivery (Check One)		A				B	C	D	E	F	G	H	I
	Direct	Purchase	Block Grant Funding				Required Local Match	Net Service Cost	NSIP Subsidy	Total Funding	Projected HCCBG Units	Projected Reimburse Rate*	Projected HCCBG Clients	Projected Total Units
			Access	In-Home	Other	Total								
Congregate Nutrition	X		\$ -	\$ -	\$ 250,000	\$ 250,000	\$ 27,778	\$ 277,778	\$ 62,625	\$ 340,403	40,332	\$ 6.8873	354	83,500
Home Delivered Meals	X		\$ -	\$ 250,000	\$ -	\$ 250,000	\$ 27,778	\$ 277,778	\$ 64,500	\$ 342,278	32,755	\$ 8.4806	118	86,000
Senior Center Operation	X		\$ -	\$ -	\$ 293,449	\$ 293,449	\$ 32,605	\$ 326,054	\$ -	\$ 326,054	-	\$ -		-
Transportation (General)		X	\$ 80,000	\$ -	\$ -	\$ 80,000	\$ 8,889	\$ 88,889	\$ -	\$ 88,889	6,200	\$ 14.3362	20	12,000
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
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0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
Total			\$ 80,000	\$ 250,000	\$ 543,449	\$ 873,449	\$ 97,050	\$ 970,499	\$ 127,125	\$ 1,097,624	79,287		492	181,500

*Adult Day Care & Adult Day Health Care Proj. Service Cost/Rate

ADC

ADHC

Daily Care

\$33.07

\$ 40.00

Administrative

Proj. Reimbursement Rate

\$33.07

\$ 40.00

Administrative %

0.00%

0.00%

Certification of required minimum local match availability.
Required local match will be expended simultaneously
with Block Grant Funding.



President/CEO 07/07/2020

Authorized Signature, Title
Community Service Provider

Date

Signature, County Finance Officer

Date

Signature, Chairman, Board of Commissioners

Date

**North Carolina Division of Aging and Adult Services
Service Cost Computation Worksheet**

DAAS-732A

Provider: BRUNSWICK SENIOR RESOURCES, INC.
County: BRUNSWICK
Report Period: July 2020 through June 2021

			Service	Service	Service	Service
			Congregate Nutrition	Home Delivered Meals	Senior Center Operation	Transportation (General)
			180	020	170	250
I. Projected Revenues	Grand Total					
A. Fed/State Funding From the Div. of Aging	\$ 873,449		\$ 250,000	\$ 250,000	\$ 293,449	\$ 80,000
Required Minimum Match - Cash						
1)	\$ 97,050		\$ 27,778	\$ 27,778	\$ 32,605	\$ 8,889
2)	\$ -					
3)	\$ -					
Total Required Minimum Match - Cash	\$ 97,050		\$ 27,778	\$ 27,778	\$ 32,605	\$ 8,889
Required Minimum Match - In-Kind						
1)	\$ -					
2)	\$ -					
3)	\$ -					
Total Required Minimum Match - In-Kind	\$ -		\$ -	\$ -	\$ -	\$ -
B. Total Required Minimum Match (cash + i	\$ 97,050		\$ 27,778	\$ 27,778	\$ 32,605	\$ 8,889
C. Subtotal, Fed/State/Required Match Re	\$ 970,499		\$ 277,778	\$ 277,778	\$ 326,054	\$ 88,889
D. NSIP Cash Subsidy/Commodity Valuation	\$ 127,125		\$ 62,625	\$ 64,500	\$ -	\$ -
E. OAA Title V Worker Wages, Fringe Ben	\$ -					
Local Cash, Non-Match						
1) Brunswick County	\$ 1,933,765		\$ 297,309	\$ 451,551	\$ 1,101,760	\$ 83,145
2)	\$ -					
3)	\$ -					
4)	\$ -					
F. Subtotal, Local Cash, Non-Match	\$ 1,933,765		\$ 297,309	\$ 451,551	\$ 1,101,760	\$ 83,145
Other Revenues, Non-Match						
1)	\$ -					
2)	\$ -					
3)	\$ -					
G. Subtotal, Other Revenues, Non-Match	\$ -		\$ -	\$ -	\$ -	\$ -
Local In-Kind Resources (Includes Volunteer						
1)	\$ -					
2)	\$ -					
H. Subtotal, Local In-kind Resources, Non	\$ -		\$ -	\$ -	\$ -	\$ -
I. Client Cost Sharing	\$ -					
J. Total Projected Revenues (Sum I.C,D,E	\$ 3,031,389		\$ 637,712	\$ 793,829	\$ 1,427,814	\$ 172,034

Division of Aging and Adult Services
Service Cost Computation Worksheet

II. Line Item Expenses	Grand Total	Admin. Cost	Service	Service	Service	Service
			Congregate Nutrition 180	Home Delivered Meals 020	Senior Center Operation 170	Transportation (General) 250
Staff Salary From Labor Distribution Schedule						
1) Full-time Staff (do not include Title V wages)	\$ 927,744	\$ 97,071	\$ 195,381	\$ 244,182	\$ 370,228	\$ 20,882
2) Part-time staff (do not include Title V wages)	\$ 53,684	\$ 5,460	\$ 18,652	\$ 18,652	\$ 16,380	\$ -
A. Subtotal, Staff Salary	\$ 986,888	\$ 102,531	\$ 214,033	\$ 262,834	\$ 386,608	\$ 20,882
Fringe Benefits						
1) FICA @ 7.65 %	\$ 75,497	\$ 7,844	\$ 16,374	\$ 20,107	\$ 29,576	\$ 1,597
2) Health Insurance	\$ 195,899	\$ 8,517	\$ 59,622	\$ 51,104	\$ 76,656	
3) Retirement	\$ 59,213	\$ 6,152	\$ 12,842	\$ 15,770	\$ 23,196	\$ 1,253
4) Unemployment Insurance	\$ 4,766	\$ 419	\$ 1,159	\$ 1,467	\$ 1,664	\$ 57
5) Worker's Compensation	\$ 13,466	\$ 1,288	\$ 2,863	\$ 3,610	\$ 5,413	\$ 292
6) Other	\$ -					
B. Subtotal, Fringe Benefits	\$ 348,841	\$ 24,220	\$ 92,860	\$ 92,058	\$ 136,505	\$ 3,199
Local In-Kind Resources Non-Match						
1)	\$ -					
2)	\$ -					
C. Subtotal, Local In-Kind Resources Non-Match	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
D. OAA Title V Worker Wages, Fringe Benefits	\$ -					
Travel						
1) Per Diem	\$ -					
2) Mileage Reimbursement	\$ -					
3) Other Travel Cost	\$ -					
E. Subtotal, Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Operating Expenses						
1) Non-Staff Program Cost (inc Food and related)	\$ 844,660		\$ 244,154	\$ 284,746	\$ 175,000	\$ 140,760
2) Meal Delivery Cost	\$ 83,000			\$ 83,000		
3) Repairs & Maintenance - Equipment	\$ 119,000		\$ 15,000	\$ 4,000	\$ 100,000	
4) Facility Rental, Repairs, & Maintenance	\$ 309,000		\$ 15,000	\$ 4,000	\$ 290,000	
5) Staff Training	\$ 38,000		\$ 9,000	\$ 9,000	\$ 20,000	
6) Outreach, Advertising, Supplies	\$ 100,000		\$ 5,000	\$ 5,000	\$ 90,000	
7) Utilities	\$ 179,000		\$ 12,000	\$ 12,000	\$ 155,000	
8) Property and General Liability Insurance	\$ 23,000		\$ 4,000	\$ 4,000	\$ 15,000	
F. Subtotal, General Operating Expenses	\$ 1,695,660	\$ -	\$ 304,154	\$ 405,746	\$ 845,000	\$ 140,760
G. Subtotal, Other Administrative Cost	\$ -					
H. Total Proj. Expenses Prior to Administrative Distribution	\$ 3,031,389	\$ 126,751	\$ 611,047	\$ 760,638	\$ 1,368,113	\$ 164,841
I. Distribution of Administrative Cost	\$ (126,751)		\$ (26,665)	\$ (33,191)	\$ (59,701)	\$ (7,193)
J. Total Proj. Expenses After Administrative Distribution	\$ 3,031,389		\$ 637,712	\$ 793,829	\$ 1,427,814	\$ 172,034

	Grand Total	Service Congregate Nutrition 180	Service Home Delivered Meals 020	Service Senior Center Operation 170	Service Transportation (General) 250
III. Computation of Rates					
A. Computation of Unit Cost Rate:					
1. Total Expenses (equals line II.J)	\$ 3,031,389	\$ 637,712	\$ 793,829	\$ 1,427,814	\$ 172,034
2. Total Projected Units		83,500	86,000		12,000
3. Total Unit Cost Rate		\$ 7.6373	\$ 9.2306	\$ -	\$ 14.3362
B. Computation of Reimbursement Rate:					
1. Total Revenues (equals line I.J)	\$ 3,031,389	\$ 637,712	\$ 793,829	\$ 1,427,814	\$ 172,034
2. Less: NSIP (equals line I.D)	\$ 127,125	\$ 62,625	\$ 64,500	\$ -	\$ -
Title V (equals line I.E less I)	\$ -	\$ -	\$ -	\$ -	\$ -
Non Match In-Kind (equals I)	\$ -	\$ -	\$ -	\$ -	\$ -
3. Revenues Subject to Unit Reimbursement	\$ 2,904,264	\$ 575,087	\$ 729,329	\$ 1,427,814	\$ 172,034
4. Total Projected Units (equals line III.A)		83,500	86,000	-	12,000
5. Total Reimbursement Rate		\$ 6.8873	\$ 8.4806	\$ -	\$ 14.3362
C. Units Reimbursed Through HCCBG		40,332	32,755	-	6,200
D. Units Reimbursed Through Program		-	-	-	-
E. Units Reimbursed Through Remainder		43,168	53,245	-	5,800
F. Total Units Reimbursed/Total Projected		83,500	86,000	-	12,000

* The Division of Aging ARMS deducts reported program income from reimbursement paid to providers. Line III.D indicates the number of units that will have to be produced in addition to those stated on line III.C in order to earn the net revenues stated on line I.C.

Certification:

I certify to the best of my knowledge and belief that the information included in the cost computation above is accurate and complies with all laws and regulations. I also understand that material deviations in reported cost information could limit funding, and also result in return of funds if the error or omission results in a higher than actual reported cost.


Authorized Signature

President/CEO 7/7/2020
Title Date

Information on this form (DAAS-732A) corresponds to the information stated on the Provider Services Statement (DAAS-732) as follows:

	DAAS-732A	DAAS-732
Block Grant Funding	Line I.A	Col. A
Required Local Match-Cash & In-Kind	Line I.B	Col. B
Net Service Cost	Line I.C	Col. C
NSIP Subsidy	Line I.D	Col. D
Total Funding	Line I.C+I.D	Col. E
Projected HCCBG Reimbursed Units	Line III.C	Col. F
Total Reimbursement Rate	Line III.B.5	Col. G
Projected Total Service Units	Line III.F	Col. I

NC DIVISION OF AGING AND ADULT SERVICES COST OF SERVICES - LABOR DISTRIBUTION SCHEDULE DAAS-732A1

AGENCY NAME: BRUNSWICK SENIOR RESOURCES, INC.

Fiscal Period: July 2020 through June 2021

State Fiscal Year: SFY 2020-2021

STAFF NAME	POSITION	TOTAL SALARY	FTE Equivalent	FULL TIME PART TIME	Assignable Salary	ADMIN. SALARY	SERVICE	SERVICE	SERVICE	SERVICE
							Congregate Nutrition	Home Delivered Meals	Senior Center Operation	Transportation (General)
Caldara, Carol	SR CTR Nutrit Co-ord	\$ 25,941	1	FULL TIME	\$ 25,941	\$ -	\$ 14,051	\$ 11,890	\$ -	\$ -
Hardy, Tyler S	SR CTR Cook	\$ 27,300	1	FULL TIME	\$ 27,300	\$ -	\$ 14,787	\$ 12,513	\$ -	\$ -
Cooper , Shelly	SR CTR Nutrit Co-ord	\$ 29,500	1	FULL TIME	\$ 29,500	\$ -	\$ 13,162	\$ 16,338	\$ -	\$ -
Russel, Doug	SR CTR Cook	\$ 29,500	1	FULL TIME	\$ 29,500	\$ -	\$ 13,162	\$ 16,338	\$ -	\$ -
Replacement	SR CTR Nutrit Co-ord	\$ 28,500	1	FULL TIME	\$ 28,500	\$ -	\$ 10,059	\$ 18,441	\$ -	\$ -
Baughman, Brett	SR CTR Cook	\$ 28,500	1	FULL TIME	\$ 28,500	\$ -	\$ 10,059	\$ 18,441	\$ -	\$ -
Bridgers , Beverly	SR CTR Nutrit Co-ord	\$ 31,297	1	FULL TIME	\$ 31,297	\$ -	\$ 14,605	\$ 16,692	\$ -	\$ -
Ramsey, Amber	SR CTR Cook	\$ 28,500	1	FULL TIME	\$ 28,500	\$ -	\$ 13,300	\$ 15,200	\$ -	\$ -
Francisco, Dean	Food Transporter	\$ 22,900	0.5	PART TIME	\$ 11,450	\$ -	\$ 5,725	\$ 5,725	\$ -	\$ -
Pieczarka, Gloria	SR CTR Nutrit Co-ord	\$ 24,500	1	FULL TIME	\$ 24,500	\$ -	\$ 7,686	\$ 16,814	\$ -	\$ -
Todd, Kathy	Food Transporter	\$ 22,880	0.65	PART TIME	\$ 14,872	\$ -	\$ 7,437	\$ 7,435	\$ -	\$ -
Norris, Holley	SR Center Asst Dir	\$ 34,510	1	FULL TIME	\$ 34,510	\$ 1,726	\$ 3,451	\$ 3,451	\$ 25,882	\$ -
Bledsoe, Courtney	SR Center Director	\$ 49,157	1	FULL TIME	\$ 49,157	\$ 4,916	\$ 2,458	\$ 2,458	\$ 39,325	\$ -
Robinson, Jade	SR Center Asst Dir	\$ 29,154	1	FULL TIME	\$ 29,154	\$ 2,915	\$ 2,915	\$ 2,915	\$ 17,494	\$ 2,915
Lett-McGee, Veronica	SR Center Director	\$ 54,822	1	FULL TIME	\$ 54,822	\$ 13,706	\$ 2,741	\$ 2,741	\$ 32,893	\$ 2,741
Stanley, M Blair	SR Center Asst Dir	\$ 27,500	1	FULL TIME	\$ 27,500	\$ -	\$ 2,750	\$ 2,750	\$ 22,000	\$ -
Nelson, Teresa L	SR Center Director	\$ 47,500	1	FULL TIME	\$ 47,500	\$ 4,750	\$ 2,375	\$ 2,375	\$ 38,000	\$ -
Knott , Jackie	SR Center Asst Dir	\$ 30,225	1	FULL TIME	\$ 30,225	\$ -	\$ 3,023	\$ 3,023	\$ 24,179	\$ -
Catlett, Melissa	SR Center Director	\$ 48,000	1	FULL TIME	\$ 48,000	\$ 4,800	\$ 2,400	\$ 2,400	\$ 38,400	\$ -
Starr, Melissa	SR Center Director	\$ 50,500	1	FULL TIME	\$ 50,500	\$ 4,040	\$ 2,525	\$ 2,525	\$ 40,400	\$ 1,010
Hardin, Jillian	SR Center Asst Dir	\$ 30,225	1	FULL TIME	\$ 30,225	\$ 1,511	\$ 3,023	\$ 3,023	\$ 22,668	\$ -
Balice, Mallory	Prog Specialist-Health&Wellness	\$ 49,157	1	FULL TIME	\$ 49,157	\$ 4,916	\$ 9,831	\$ 9,831	\$ 24,579	\$ -
Mullis , Tammie	Program Specialist - Nutrition	\$ 49,157	1	FULL TIME	\$ 49,157	\$ -	\$ 24,087	\$ 25,070	\$ -	\$ -
Gore, Derissa	Program Support Specialist	\$ 43,080	1	FULL TIME	\$ 43,080	\$ 5,170	\$ 11,545	\$ 12,149	\$ -	\$ 14,216
Hine, Victoria	Program Services Associate	\$ 31,200	1	FULL TIME	\$ 31,200	\$ 18,720	\$ -	\$ 12,480	\$ -	\$ -
Jackson , Chauvet	Center Services Associate	\$ 37,724	1	FULL TIME	\$ 37,724	\$ 754	\$ 1,886	\$ -	\$ 35,084	\$ -
Powell, Sarah	Volunteer Coordinator	\$ 37,295	1	FULL TIME	\$ 37,295	\$ 18,647	\$ -	\$ 9,324	\$ 9,324	\$ -
Jackson, Eddie	Technology Coord	\$ 31,200	0.7	PART TIME	\$ 21,840	\$ 5,460	\$ -	\$ -	\$ 16,380	\$ -
MacDonald, Sheryl	Food Transporter	\$ 22,880	0.48	PART TIME	\$ 10,982	\$ -	\$ 5,490	\$ 5,492	\$ -	\$ -
McLeod, Caroline	Program Services Associate	\$ 25,000	1	FULL TIME	\$ 25,000	\$ 10,500	\$ 9,500	\$ 5,000	\$ -	\$ -
		\$ -			\$ -					
SUBTOTAL FT:					\$ 927,744	\$ 97,071	\$ 195,381	\$ 244,182	\$ 370,228	\$ 20,882
SUBTOTAL PT:					\$ 59,144	\$ 5,460	\$ 18,652	\$ 18,652	\$ 16,380	\$ -
TOTAL					\$ 986,888	\$ 102,531	\$ 214,033	\$ 262,834	\$ 386,608	\$ 20,882
PERCENT FT:					94.01%	94.67%	91.29%	92.90%	95.76%	100.00%
PERCENT PT:					5.99%	5.33%	8.71%	7.10%	4.24%	0.00%

**Home and Community Care Block Grant for Older Adults
Outreach Methodology**

July 2020 through June 2021

Methodology to Address Service Needs of Low Income (Including Low-Income Minority Elderly), Rural Elderly and Elderly with Limited English Proficiency (Older Americans Act, Section 305(a)(2)(E))

Community Service Provider: BRUNSWICK SENIOR RESOURCES, INC.

County: BRUNSWICK

The Older Americans Act requires that the service provider attempt to provide services to low-income minority individuals in accordance to their need for aging services. The community service provider shall specify how the service needs of low income, low-income (including low income minority elderly), rural elderly and elderly with limited English proficiency will be met through the services identified on the Provider Services Summary (DAAS-732). This narrative shall address outreach and service delivery methodologies that will ensure that this target population is adequately served and conform with specific objectives established by the Area Agency on Aging, for providing services to low income minority individuals. Additional pages may be used as necessary.

Home and Community Care Block Grant for Older Adults Outreach Methodology

Brunswick Senior Resources, Inc. operates five Senior Centers of Excellence and three satellite nutrition sites across Brunswick County. The five Centers, located in Southport, Leland, Shallotte, Supply and Calabash, operate five days per week offering weekday Congregate dining. The satellite nutrition sites in Ash, Boiling Spring Lakes and Oak Island offer Congregate dining on different days of the week

Outreach to the senior population in Brunswick County is facilitated through several outlets which include: events and programs at the Senior Centers and Nutrition Sites, a BSRI monthly magazine, "The Buzz," which is distributed to local physicians, public buildings, and area businesses, the BSRI website and the utilization of social media platforms, ie: FaceBook and Instagram. The website, as with all BSRI publications, contains information on center and site locations, activity calendars, county wide activities, and directives for accessing services. In June 2019, BSRI worked with WWAY to develop a BSRI commercial, depicting our mission, programs, and services, which airs at times throughout the day, targeted to the 50+ demographic. In addition to publications, BSRI participates in public venues promoting outreach programs to identify and encourage seniors with limited income and limited English proficiency to access services. BSRI makes every effort, within budget guidelines, to provide seniors with general transportation to access their local Senior Center or Nutrition Site. Staff at all BSRI locations are trained to make seniors feel welcomed and respected, regardless of their racial, cultural or financial status.

The vast majority of new attendees to our centers and nutrition sites continues to be single, lower income seniors, with limited family support. For Brunswick County, with over 50,000 residents over the age of 60, it is clear this trend will increase at an expedited rate and as more seniors find themselves in need of services and resources.

Meal counts within the Home Delivered Meals program have increased about 15% and Congregate and Nutrition Site meals served have increased by about 13% over the previous year.

July 2020 through June 2021

**Home and Community Care Block Grant for Older Adults
Community Service Provider
Standard Assurances**

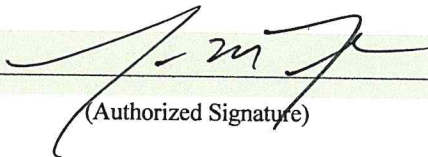
BRUNSWICK SENIOR RESOURCES, INC. agrees to provide services through the Home and Community Care Block Grant, as specified on the Provider Services Summary (DAAS-732) in accordance with the following:

1. Services shall be provided in accordance with requirements set forth in:
 - a) The County Funding Plan;
 - b) The Division of Aging and Adult Services Home and Community Care Block Grant Procedures Manual for Community Service Providers; and
 - c) The Division of Aging and Adult Services Standards Manual, Volumes I through IV or at <http://www.ncdhhs.gov/aging/monitor/mpolicy.htm>.

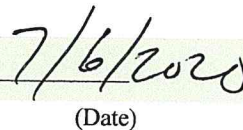
Community service providers shall monitor any subcontracts with providers of Block Grant services and take appropriate measures to ensure that services are provided in accordance with the aforementioned documents.

2. Priority shall be given to providing services to those older persons with the greatest economic or social needs. The service needs of low-income minority elderly will be addressed in the manner specified on the Methodology to Address Service Needs of Low-Income (Including Low Income Minority Elderly), Rural Elderly and Elderly with Limited English Proficiency format, (DAAS-733).
3. The following service authorization activities will be carried out in conjunction with all services provided through the Block Grant:
 - a) Eligibility determination;
 - b) Client intake/registration;
 - c) Client assessment/reassessments and quarterly visits, as appropriate;
 - d) Determining the amount of services to be received by the client; and
 - e) Reviewing consumer contributions policies with eligible clients.
4. All licenses, permits, bonds, and insurance necessary for carrying out Block Grant Services will be maintained by the community service provider and any contracted providers.
5. As specified in 45 CFR 75, Subpart D-Post Federal Award Requirements, Procurement Standards, community service providers shall have procedures for settling all contractual and administrative issues arising out of procurement of services through the Block Grant. Community service providers shall have procedures governing the evaluation of bids for services and procedures through which bidders and contracted providers may appeal or dispute a decision made by the community service provider.
6. Applicant/Client appeals shall be addressed as specified in Section 7 of the Division of Aging and Adult Services Home and Community Care Block Grant Manual for Community Service Providers, dated February 17, 1997.
7. Community service providers are responsible for providing or arranging for the provision of required local match, as specified on the Provider Services Summary, (DAAS-732). Local match shall be expended simultaneously with Block Grant funding.
8. Community service providers agree to comply with audit and fiscal reporting requirements as specified in the Agreement for the Provision of County-Based Aging Services (DAAS-735).

9. Compliance with Equal Employment Opportunity and Americans with Disabilities Act requirements, as specified in paragraph fourteen (14) of the Agreement for the Provision of County-Based Aging Services (DAAS-735) shall be maintained.
10. Providers of In-Home Aide, Home Health, Housing and Home Improvement, and Adult Day Care or Adult Day Health Care shall sign and return the attached assurance to the area agency on aging indicating that recipients of these services have been informed of their client rights, as required in Section 314 of the 2006 Amendments to the Older Americans Act.
11. Subcontracting – All HCCBG community service providers must assure that subcontractors (for-profit and non-profit entities only) meet the following requirements:
- a. The subcontractor has not been suspended or debarred. (N.C.G.S. §143C-6-23, 09 NCAC 03M)
 - b. The subcontractor has not been barred from doing business at the federal level.
 - c. The subcontractor is able to produce a notarized "State Grant Certification of No Overdue Tax Debts."
 - d. All licenses, permits, bonds and insurance necessary for carrying out Home and Community Care Block Grant services will be maintained by both the community service provider and any subcontractors.
 - e. The subcontractor is registered as a charitable, tax-exempt (501c3) organization with the Internal Revenue Service (non-profit subcontractors only).
12. Confidentiality and Security. Per the requirements in 10A NCAC 05J and Section 6 of the Home and Community Care Block Grant Procedures Manual, client information in any format and whether recorded or not shall be kept confidential and not disclosed in a form that identifies the person without the informed consent of the person or legal representative. Community service providers, including subcontractors and vendors, must adhere to all applicable federal, state and departmental requirements for protecting the security and confidentiality of client information including but not limited to appropriately restricting access, establishing procedures to reduce the risk of accidental disclosures from data processing systems, and developing a process by which the Division of Adult Aging Services is notified of suspected or confirmed security incidents and data breaches.
13. Record Retention and Disposition. All community service providers are responsible for maintaining custody of records and documentation to support the allowable expenditure of funds, service provision, and the reimbursement of services. Service providers must adhere to the approved record retention and disposition schedule posted semiannually on the website of the NC Department of Health and Human Services Controller at <http://www.ncdhhs.gov/control/retention/retention.htm>.
- Service providers are not authorized to destroy records related to the provision of services under this Agreement except in compliance with the approved DHHS retention and disposition schedule, which allows for the proper destruction of records based on a schedule by funding source and fiscal year. The agency agrees to comply with 07 NCAC 04M .0510 when deciding on a method of record destruction. Confidential records will be destroyed in such a manner that the records cannot be practically read or reconstructed.



(Authorized Signature)



(Date)

[illegible]

AGENCY NAME: BAYADA Home Health Care, Inc.
State Fiscal Year: SFY 2020-2021

Fiscal Period: July 2020 through June 2021

[illegible]

North Carolina Division of Aging and Adult Services
Service Cost Computation Worksheet

DAAS-732A

Provider: BAYADA Home Health Care, Inc.
County: BRUNSWICK
Budget Period: July 2020 through June 2021

	Grand Total	Service In-Home Aide-Level I - Home Management 041	Service In-Home Aide-Level II - Personal Care 042	Service In-Home Aide-Level III - Personal Care 045	Service 0 #N/A	Service 0 #N/A	Service 0 #N/A
I. Projected Revenues							
A. Fed/State Funding From the Div. of Aging & Adult Svcs.	\$ 210,000	\$ 41,990	\$ 126,000	\$ 42,010	\$ -	\$ -	\$ -
Required Minimum Match - Cash							
1)	\$ -						
2)	\$ -						
3)	\$ -						
Total Required Minimum Match - Cash	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Required Minimum Match - In-Kind							
1) Administrative Match In-Kind	\$ 23,334	\$ 4,666	\$ 14,000	\$ 4,668	\$ -	\$ -	\$ -
2)	\$ -						
3)	\$ -						
Total Required Minimum Match - In-Kind	\$ 23,334	\$ 4,666	\$ 14,000	\$ 4,668	\$ -	\$ -	\$ -
B. Total Required Minimum Match (cash + in-kind)	\$ 23,334	\$ 4,666	\$ 14,000	\$ 4,668	\$ -	\$ -	\$ -
C. Subtotal, Fed/State/Required Match Revenues	\$ 233,334	\$ 46,656	\$ 140,000	\$ 46,678	\$ -	\$ -	\$ -
D. NSIP Cash Subsidy/Commodity Valuation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
E. OAA Title V Worker Wages, Fringe Benefits and Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local Cash, Non-Match							
1)	\$ -						
2)	\$ -						
3)	\$ -						
4)	\$ -						
F. Subtotal, Local Cash, Non-Match	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Revenues, Non-Match							
1)	\$ -						
2)	\$ -						
3)	\$ -						
G. Subtotal, Other Revenues, Non-Match	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local In-Kind Resources (Includes Volunteer Resources)							
1)	\$ -						
2)	\$ -						
3)	\$ -						
H. Subtotal, Local In-kind Resources, Non-Match	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
I. Client Cost Sharing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
J. Total Projected Revenues (Sum I.C,D,E,F,G,H, & I)	\$ 233,334	\$ 46,656	\$ 140,000	\$ 46,678	\$ -	\$ -	\$ -

Division of Aging and Adult Services
Service Cost Computation Worksheet

	Grand Total	Admin. Cost	Service In-Home Aide-Level I - Home Management 041	Service In-Home Aide-Level II - Personal Care 042	Service In-Home Aide-Level III - Personal Care 045	Service 0 #N/A	Service 0 #N/A	Service 0 #N/A
II. Line Item Expenses								

Staff Salary From Labor Distribution Schedule

- 1) Full-time Staff (do not include Title V workers)
2) Part-time staff (do not include Title V workers)

A. Subtotal, Staff Salary

Fringe Benefits

- 1) FICA @ 7.65 %
2) Health Insurance
3) Retirement
4) Unemployment Insurance
5) Worker's Compensation
6) Other

B. Subtotal, Fringe Benefits

Local In-Kind Resources Non-Match

- 1)
2)
3)

C. Subtotal, Local In-Kind Resources Non-Match

D. OAA Title V Worker Wages, Fringe Benefits and Costs

Travel

- 1) Per Diem
2) Mileage Reimbursement
3) Other Travel Cost

E. Subtotal, Travel

General Operating Expenses

- 1) Rent
2) Utilities
3) Insurance
4) Supplies
5) MIS
6) Training
7) Postage
8)

F. Subtotal, General Operating Expenses

G. Subtotal, Other Administrative Cost Not Allocated in

Lines II.A through E

H. Total Proj. Expenses Prior to Admin. Distribution

I. Distribution of Administrative Cost

J. Total Proj. Expenses After Admin. Distribution

\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 151,200	\$ 4,000	\$ 30,240	\$ 90,720	\$ 30,240	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 155,200	\$ 4,000	\$ 30,240	\$ 90,720	\$ 30,240	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 11,873	\$ 306	\$ 2,313	\$ 6,940	\$ 2,313	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 21,000		\$ 4,200	\$ 12,600	\$ 4,200					
\$ -									
\$ 1,118	\$ 29	\$ 218	\$ 653	\$ 218					
\$ 10,864	\$ 280	\$ 2,117	\$ 6,350	\$ 2,117					
\$ -									
\$ 44,855	\$ 615	\$ 8,848	\$ 26,543	\$ 8,848	\$ -	\$ -	\$ -	\$ -	\$ -
\$ -									
\$ -									
\$ -									
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ -									
\$ -									
\$ 2,130		\$ 426	\$ 1,278	\$ 426					
\$ -									
\$ 2,130	\$ -	\$ 426	\$ 1,278	\$ 426	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 12,361		\$ 2,472	\$ 7,416	\$ 2,473					
\$ 2,900		\$ 569	\$ 1,740	\$ 591					
\$ 5,000		\$ 1,000	\$ 3,000	\$ 1,000					
\$ 4,000		\$ 800	\$ 2,400	\$ 800					
\$ 6,000		\$ 1,200	\$ 3,600	\$ 1,200					
\$ 5,000		\$ 1,000	\$ 3,000	\$ 1,000					
\$ 503		\$ 100	\$ 303	\$ 100					
\$ -									
\$ 35,764	\$ -	\$ 7,141	\$ 21,459	\$ 7,164	\$ -	\$ -	\$ -	\$ -	\$ -
\$ -									
\$ 237,949	\$ 4,615	\$ 46,655	\$ 140,000	\$ 46,678	\$ -	\$ -	\$ -	\$ -	\$ -
\$ (0)		\$ (1)	\$ 0	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 233,334		\$ 46,656	\$ 140,000	\$ 46,678	\$ -	\$ -	\$ -	\$ -	\$ -

II. Computation of Rates

A. Computation of Unit Cost Rate:

1. Total Expenses (equals line II.J)
2. Total Projected Units
3. Total Unit Cost Rate

B. Computation of Reimbursement Rate:

1. Total Revenues (equals line I.J)
2. Less: NSIP (equals line I.D)
Title V (equals line I.E less II.D)
Non Match In-Kind (equals line I.H less II.C)
3. Revenues Subject to Unit Reimbursement
4. Total Projected Units (equals line III.A.2)
5. Total Reimbursement Rate

C. Units Reimbursed Through HCCBG

Grand Total	Service 041 In-Home Aide-Level I - Home Management	Service 042 Home Aide-Level II - Personal Care	Service 045 Home Aide-Level III - Personal Care	Service 0 #N/A	Service 0 #N/A	Service 0 #N/A
\$ 233,334	\$ 46,656	\$ 140,000	\$ 46,678	\$ -	\$ -	\$ -
	2,600	7,535	2,512			
	17.9446	18.5800	18.5820	\$ -	\$ -	\$ -
\$ 233,334	\$ 46,656	\$ 140,000	\$ 46,678	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 233,334	\$ 46,656	\$ 140,000	\$ 46,678	\$ -	\$ -	\$ -
	2,600	7,535	2,512			
	17.9446	18.5800	18.5820	\$ -	\$ -	\$ -
	2,600	7,535	2,512			


D. Units Reimbursed Through Program Income*
 E. Units Reimbursed Through Remaining Revenues
 F. Total Units Reimbursed/Total Projected Units

	-	-	-	-	-
	-	-	-	-	-
	2,600	7,535	2,512	-	-

* The Division of Aging ARMS deducts reported program income from reimbursement paid to providers. Line III.D indicates the number of units that will have to be produced in addition to those stated on line III.C in order to earn the net revenues stated on line I.C.

Certification:

I certify to the best of my knowledge and belief that the information included in the cost computation above is accurate and complies with all laws and regulations. I also understand that material deviations in reported cost information could limit funding, and also result in return of funds if the error or omission results in a higher than actual reported cost.


 Authorized Signature

Director of Strategic Growth
 Title

7-6-20
 Date

Information on this form (DAAS-732A) corresponds with information stated on the Provider Services Summary (DAAS-732) as follows:

DAAS-732A	DAAS-732
Block Grant Funding	Line I.A Col. A
Required Local Match-Cash & In-Kind	Line I.B Col. B
Net Service Cost	Line I.C Col. C
NSIP Subsidy	Line I.D Col. D
Total Funding	Line I.C+I.D Col. E
Projected HCCBG Reimbursed Units	Line III.C Col. F
Total Reimbursement Rate	Line III.B.S Col. G
Projected Total Service Units	Line III.F Col. I

**Standard Assurance To Comply with Older Americans Act
Requirements Regarding Clients Rights
For
Agencies Providing In-Home Services through the
Home and Community Care Block Grant for Older Adults**

As a provider of one or more of the services listed below, our agency agrees to notify all Home and Community Care Block Grant clients receiving any of the below listed services provided by this agency of their rights as a service recipient. Services in this assurance include:

- In-Home Aide
- Home Care (home health)
- Housing and Home Improvement
- Adult Day Care or Adult Day Health Care

Notification will include, at a minimum, an oral review of the information outlined below as well as providing each service recipient with a copy of the information in written form. In addition, providers of in-home services will establish a procedure to document that client rights information has been discussed with in-home services clients (e.g. copy of signed Client Bill of Rights statement).

Clients Rights information to be communicated to service recipients will include, at a minimum, the right to:

- be fully informed, in advance, about each in-home service to be provided and any change and any change in service(s) that may affect the wellbeing of the participant;
- participate in planning and changing any in-home service provided unless the client is adjudicated incompetent;
- voice a grievance with respect to service that is or fails to be provided, without discrimination or reprisal as a result of voicing a grievance;
- confidentiality of records relating to the individual;
- have property treated with respect; and
- be fully informed both orally and in writing, in advance of receiving an in-home service, of the individual's rights and obligations.

Client Rights will be distributed to, and discussed with, each new client receiving one or more of the above listed services prior to the onset of service. For all existing clients, the above information will be provided no later than the next regularly scheduled service reassessment.

Agency Name: BAYADA Home Health Care, Inc.

Name of Agency Administrator: Bobby Shoemake

Signature: 

(Please return this form to your Area Agency on Aging and retain a copy for your files.)

CLIENT/PATIENT RIGHTS

1. You have the right to be fully informed of all your rights and responsibilities as a client/patient of the program.
2. You have the right to appropriate and professional care relating to your needs.
3. You have the right to be fully informed in advance about the care to be provided by the program.
4. You have the right to be fully informed in advance of any changes in the care that you may be receiving and to give informed consent to the provision of the amended care.
5. You have the right to participate in determining the care that you will receive and in altering the nature of the care as your needs change.
6. You have the right to voice your grievances with respect to care that is provided and to expect that there will be no reprisal for the grievance expressed.
7. You have the right to expect that the information you share with the agency will be respected and held in strict confidence, to be shared only with your written consent and as it relates to the obtaining of other needed community services.
8. You have the right to expect the preservation of your privacy and respect for your property.
9. You have the right to receive a timely response to your request for service.
10. You shall be admitted for service only if the agency has the ability to provide safe and professional care at the level of intensity needed.
11. You have the right to be informed of agency policies, changes, and costs for services.
12. If you are denied service solely on your inability to pay, you have the right to be referred elsewhere.
13. You have the right to honest, accurate information regarding the industry, agency and of the program in particular.
14. You have the right to be fully informed about other services provided by this agency.

**Home and Community Care Block Grant for Older Adults
Community Service Provider
Standard Assurances**

BAYADA Home Health Care, Inc. agrees to provide services through the Home and Community Care Block Grant, as specified on the Provider Services Summary (DAAS-732) in accordance with the following:

1. Services shall be provided in accordance with requirements set forth in:
 - a) The County Funding Plan;
 - b) The Division of Aging and Adult Services Home and Community Care Block Grant Procedures Manual for Community Service Providers; and
 - c) The Division of Aging and Adult Services Standards Manual, Volumes I through IV or at <http://www.ncdhhs.gov/aging/monitor/mpolicy.htm>.

Community service providers shall monitor any subcontracts with providers of Block Grant services and take appropriate measures to ensure that services are provided in accordance with the aforementioned documents.

2. Priority shall be given to providing services to those older persons with the greatest economic or social needs. The service needs of low-income minority elderly will be addressed in the manner specified on the Methodology to Address Service Needs of Low-Income (Including Low Income Minority Elderly), Rural Elderly and Elderly with Limited English Proficiency format, (DAAS-733).
3. The following service authorization activities will be carried out in conjunction with all services provided through the Block Grant:
 - a) Eligibility determination;
 - b) Client intake/registration;
 - c) Client assessment/reassessments and quarterly visits, as appropriate;
 - d) Determining the amount of services to be received by the client; and
 - e) Reviewing consumer contributions policies with eligible clients.
4. All licenses, permits, bonds, and insurance necessary for carrying out Block Grant Services will be maintained by the community service provider and any contracted providers.
5. As specified in 45 CFR 75, Subpart D-Post Federal Award Requirements, Procurement Standards, community service providers shall have procedures for settling all contractual and administrative issues arising out of procurement of services through the Block Grant. Community service providers shall have procedures governing the evaluation of bids for services and procedures through which bidders and contracted providers may appeal or dispute a decision made by the community service provider.
6. Applicant/Client appeals shall be addressed as specified in Section 7 of the Division of Aging and Adult Services Home and Community Care Block Grant Manual for Community Service Providers, dated February 17, 1997.
7. Community service providers are responsible for providing or arranging for the provision of required local match, as specified on the Provider Services Summary, (DAAS-732). Local match shall be expended simultaneously with Block Grant funding.
8. Community service providers agree to comply with audit and fiscal reporting requirements as specified in the Agreement for the Provision of County-Based Aging Services (DAAS-735).
9. Compliance with Equal Employment Opportunity and Americans with Disabilities Act requirements, as specified in paragraph fourteen (14) of the Agreement for the Provision of County-Based Aging Services (DAAS-735) shall be maintained.

10.

Providers of In-Home Aide, Home Health, Housing and Home Improvement, and Adult Day Care or Adult Day Health Care shall sign and return the attached assurance to the area agency on aging indicating that recipients of these services have been informed of their client rights, as required in Section 314 of the 2006 Amendments to the Older Americans Act.

11. Subcontracting – All HCCBG community service providers must assure that subcontractors (for-profit and non-profit entities only) meet the following requirements:

- a. The subcontractor has not been suspended or debarred. (N.C.G.S. §143C-6-23, 09 NCAC 03M)
- b. The subcontractor has not been barred from doing business at the federal level.
- c. The subcontractor is able to produce a notarized "State Grant Certification of No Overdue Tax Debts."
- d. All licenses, permits, bonds and insurance necessary for carrying out Home and Community Care Block Grant services will be maintained by both the community service provider and any subcontractors.
- e. The subcontractor is registered as a charitable, tax-exempt (501c3) organization with the Internal Revenue Service (non-profit subcontractors only).

12. Confidentiality and Security. Per the requirements in 10A NCAC 05J and Section 6 of the Home and Community Care Block Grant Procedures Manual, client information in any format and whether recorded or not shall be kept confidential and not disclosed in a form that identifies the person without the informed consent of the person or legal representative. Community service providers, including subcontractors and vendors, must adhere to all applicable federal, state and departmental requirements for protecting the security and confidentiality of client information including but not limited to appropriately restricting access, establishing procedures to reduce the risk of accidental disclosures from data processing systems, and developing a process by which the Division of Adult Aging Services is notified of suspected or confirmed security incidents and data breaches.

13.

Record Retention and Disposition. All community service providers are responsible for maintaining custody of records and documentation to support the allowable expenditure of funds, service provision, and the reimbursement of services. Service providers must adhere to the approved record retention and disposition schedule posted semiannually on the website of the NC Department of Health and Human Services Controller at <http://www.ncdhhs.gov/control/retention/retention.htm>

Service providers are not authorized to destroy records related to the provision of services under this Agreement except in compliance with the approved DHHS retention and disposition schedule, which allows for the proper destruction of records based on a schedule by funding source and fiscal year. The agency agrees to comply with 07 NCAC 04M .0510 when deciding on a method of record destruction. Confidential records will be destroyed in such a manner that the records cannot be practically read or reconstructed.


(Authorized Signature)

7-6-20
(Date)

**Home and Community Care Block Grant for Older Adults
Outreach Methodology**

July 2020 through June 2021

Methodology to Address Service Needs of Low Income (Including Low-Income Minority Elderly), Rural Elderly and Elderly with Limited English Proficiency (Older Americans Act, Section 305(a)(2)(E))

Community Service Provider: BAYADA Home Health Care, Inc.
County: BRUNSWICK

The Older Americans Act requires that the service provider attempt to provide services to low-income minority individuals in accordance to their need for aging services. The community service provider shall specify how the service needs of low income, low-income (including low income minority elderly), rural elderly and elderly with limited English proficiency will be met through the services identified on the Provider Services Summary (DAAS-732). This narrative shall address outreach and service delivery methodologies that will ensure that this target population is adequately served and conform with specific objectives established by the Area Agency on Aging, for providing services to low income minority individuals. Additional pages may be used as necessary.

BAYADA Home Health Care, Inc. shall provide In-Home Aide Level I, Level II, and Level III services to qualified consumers in Brunswick County as outlined in the Home and Community Care Block Grant for Older Adults. Those determined to be in need of In-Home Aide services will be eligible for services regardless of their income, although some recipients will be asked to voluntarily participate in the consumer contributions program. BAYADA will share information about the In-Home Aide program with local doctors, hospital discharge planners, hospice agencies, skilled agencies, senior advocacy groups, Adult Protective Services (APS) and Community Alternative Program (CAP). Information regarding the In-Home Aide program will be disseminated via written and oral education as well as through weekly marketing visits and phone calls made by BAYADA. BAYADA will admit low-income, including low-income minority elderly consumers, rural elderly, and rural elderly with limited English proficiency, and well older adults (age 60 and over) using the following priorities: Older adults for whom the need for Adult Protective Services has been substantiated by the Department of Social Services and the service is needed as part of the Adult Protective Services Plan. Older adults who are at risk of abuse, neglect, and/or exploitation. Older adults with extensive impairments in activities of daily living (ADL's), or instrumental activities of daily living (IADL's), who are at risk of placement or substitute care. Older adults with extensive ADL or IADL impairments. Older adults with less extensive (1-2) ADL or IADL impairments. Well older adults. BAYADA Home Health Care complies with Title VI of the Civil Rights Act of 1964, the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990.

Wilmington, NC 28403

Provider Services Summary

Revision #: _____ Date: _____

Administrative %	0.00%	0.00%
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Signature, Chairman, Board of Commissioners _____ Date _____



Brunswick County Board of Commissioners

ACTION AGENDA ITEM

September 8, 2020

Action Item # V. - 9.

From:
Catherine Lytch

Health and Human Services - Public Housing - Administrative
Plan Updates

Issue/Action Requested:

Request that the Board of County Commissioners approve the recommended policy changes to the Housing Choice Voucher (Section 8) Administrative Plan.

Background/Purpose of Request:

Each Public Housing Agency (PHA) is required to have an Administrative Plan by The U.S. Department of Housing and Urban Development (HUD). The purpose of the administrative plan is to establish policies for carrying out the program in a manner consistent with HUD requirements and local goals and objectives contained in the PHA's agency plan.

The administrative plan is set forth to define the PHA's local policies for operation of the housing program. In accordance with federal laws and regulations. The PHA is responsible for updating and complying with all changes in HUD regulations pertaining to the HCV program.

The attached document outlines HUD required changes as well as staff recommended changes to the administrative plan. Many of the changes include electronic means for receiving information. Included are two local policy changes recommended by staff that have been approved by the Health and Human Services Advisory Board.

Currently, the agency's local preference policy only allows staff to assist a family that has been terminated from the program due to insufficient funding. Staff recommends including preferences for families that have been involuntarily displaced, victims of domestic violence, families involved with child welfare, homeless veterans, and qualified applicants who no longer qualify for an approved targeted housing program. Updating the local preference policy to include these situations and keeping the waiting list open for the preference group will allow the agency to assist families in their time of need.

The second local policy change is Section 5.II.B – Determining Family Unit Voucher Size. The recommended changes provided clarity to the current policy.

The recommended changes have been reviewed and approved by the Health and Human Services Advisory Board at the February 2020 meeting.

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

Advisory Board Recommendation:

The Health and Human Services Advisory Board reviewed the policy changes on February 24, 2020 and

recommends that the revised policy be approved by the Board of Commissioners.

County Manager's Recommendation:

Recommend the Board of County Commissioners approve the recommended policy changes to the Housing Choice Voucher (Section 8) Administrative Plan.

ATTACHMENTS:

Description

- ▣ PH Administrative Plan Changes

**Public Housing
Admin Plan Recommended Changes
August 2020**

1. Section 1-I.A pg. 1-1 Overview

Recommended Policy: *Updated language to reflect current organizational structure.*

The department is responsible for the operations of the Section 8 Housing Choice Voucher Program. The department is headed by the **Social Service/Section 8 Director**, who is responsible for administration of the Section 8 program and staff. **The Public Housing supervisor** is responsible for the day to day program operations and staff oversight.

2. Section 1-I.A pg. 1-1 Overview

Recommended Policy: *Updated language to reflect current organizational structure.*

The principal staff member of the PHA is the Health and Human Services Executive Director (ED), hired and appointed by the board of commissioners. The ED is responsible for ensuring that the policies established by the commissioners are carried out and is delegated the responsibilities of recommending for hire PHA staff. The **Section 8 Program Supervisor** is responsible for carrying out the day-to-day operations of the PHA to ensure compliance with federal and state laws and directive for the program managed. The **Section 8 Director** is responsible for assisting in recruitment, training an operation of the PHA staff. In addition, the **Section 8 Director** duties include budgeting and financial planning for the agency

3. Section 1-I.C pg. 1-3: PHA Mission

Current Mission:

The PHA's mission is to promote adequate and affordable housing, economic opportunity, and a suitable living environment free from discrimination for very low and extremely low-income families.

Recommended Mission:

The PHA's mission is to provide safe, decent and sanitary housing conditions for very low-income families and to manage resources efficiently. The PHA is to promote personal, economic and social upward mobility to provide families the opportunity to make the transition from subsidized to non-subsidized housing.

4. Section 1-I.E. pg. 1-4: The PHA's Commitment to Ethics and Service

Recommended Policy: *Include language to support and encourage self-sufficiency*

As a public service agency, the PHA is committed to providing excellent service to HCV program participants, owners, and to the community. The PHA's standards include:

- Administer applicable federal and state laws and regulations to achieve high ratings in performance measurement indicators while maintaining efficiency in program operation to ensure fair and consistent treatment of clients served.
- Provide decent, safe, and sanitary housing – in compliance with program housing quality standards – for very low income families while ensuring that family rents are fair, reasonable, and affordable.
- **Encourage self-sufficiency of participant families and assist in the expansion of family opportunities which address educational, socio-economic, recreational and other human service needs.**
- Promote fair housing and the equal opportunity for very low-income families of all ethnic backgrounds to experience freedom of housing choice.
- Promote a housing program which maintains quality service and integrity while providing an incentive to private property owners to rent to very low-income families.
- Promote a market-driven housing program that will help qualified low-income families be successful in obtaining affordable housing and increase the supply of housing choices for such families.
- Create positive public awareness and expand the level of family, owner, and community support in accomplishing the PHA's mission.
- Attain and maintain a high level of standards and professionalism in day-to-day management of all program components.

**Public Housing
Admin Plan Recommended Changes
August 2020**

- Administer an efficient, high-performing agency through continuous improvement of the PHA's support systems and a high level of commitment to our employees and their development.

The PHA will make every effort to keep program participants informed of HCV program rules and regulations, and to advise participants of how the program rules affect them.

5. Section 2-II.E pg. 2-1: Approval/Denial of a Requested Accommodation

Current Policy:

After a request for an accommodation is presented, the PHA will respond, in writing, within 14 business days.

If the PHA denies a request for an accommodation because it is not reasonable (it would impose an undue financial and administrative burden or fundamentally alter the nature of the PHA's operations), the PHA will discuss with the family whether an alternative accommodation could effectively address the family's disability-related needs without a fundamental alteration to the HCV program and without imposing an undue financial and administrative burden.

If the PHA believes that the family has failed to identify a reasonable alternative accommodation after interactive discussion and negotiation, the PHA will notify the family, in writing, of its determination within 10 business days from the date of the most recent discussion or communication with the family.

Recommended Policy:

After a request for an accommodation is presented, the PHA will respond, in writing, **within 10 business days**.

If the PHA denies a request for an accommodation because it is not reasonable (it would impose an undue financial and administrative burden or fundamentally alter the nature of the PHA's operations), the PHA will discuss with the family whether an alternative accommodation could effectively address the family's disability-related needs without a fundamental alteration to the HCV program and without imposing an undue financial and administrative burden.

If the PHA believes that the family has failed to identify a reasonable alternative accommodation after interactive discussion and negotiation, the PHA will notify the family, in writing, of its determination within 10 business days from the date of the most recent discussion or communication with the family.

6. Section 2-II.F pg. 2-12

Recommended Policy: *Includes language in bold below*

To meet the needs of persons with hearing impairments, TTD/TTY (text telephone display / teletype) communication will be available.

To meet the needs of persons with vision impairments, large-print and **audio versions of key program documents will be made available upon request**. When visual aids are used in public meetings or presentations, or in meetings with PHA staff, one-on-one assistance will be provided upon request.

Additional examples of alternative forms of communication are sign language interpretation; having material explained orally by staff; or having a third party representative (a friend, relative or advocate, named by the **applicant in writing**) to receive, interpret and explain housing materials and be present at all meetings.

**Public Housing
Admin Plan Recommended Changes
August 2020**

7. Section 4.I.B pg. 4-3 Applying for Assistance

Recommended Policy: *Updates policy allowing the acceptance of application electronically.*

Depending upon the length of time that applicants may need to wait to receive assistance, the PHA may use a one- or two-step application process.

A one-step process will be used when it is expected that a family will be selected from the waiting list within 60 days of the date of application. At application, the family must provide all of the information necessary to establish family eligibility and level of assistance.

A two-step process will be used when it is expected that a family will not be selected from the waiting list for at least 60 days from the date of application. Under the two-step application process, the PHA initially will require families to provide only the information needed to make an initial assessment of the family's eligibility, and to determine the family's placement on the waiting list. The family will be required to provide all of the information necessary to establish family eligibility and level of assistance when the family is selected from the waiting list.

Families may obtain application forms from the PHA's office during normal business hours. Families may also request – by telephone or by mail – that an application be mailed to them via first class mail.

Completed applications must be returned to the PHA by mail, **electronically**, by fax, or submitted in person during normal business hours. Applications must be complete in order to be accepted by the PHA for processing. If an application is incomplete, the PHA will notify the family of the additional information required.

8. Section 4.II.F pg. 4-10: Updating the Waiting List

Recommended Policy: *Updates policy to include that family can submit request by email.*

The waiting list will be updated annually to ensure that all applicants and applicant information is current and timely.

To update the waiting list, the PHA will send an update request via first class mail to each family on the waiting list to determine whether the family continues to be interested in, and to qualify for, the program. This update request will be sent to the last address that the PHA has on record for the family. The update request will provide a deadline by which the family must respond and will state that failure to respond will result in the applicant's name being removed from the waiting list.

The family's response must be in writing and may be delivered in person, by mail, **by email**, or by fax. Responses should be postmarked or received by the PHA not later than 15 business days from the date of the PHA letter.

If the family fails to respond within 15 business days, the family will be removed from the waiting list without further notice.

If the notice is returned by the post office with no forwarding address, the applicant will be removed from the waiting list without further notice.

If the notice is returned by the post office with a forwarding address, the notice will be re-sent to the address indicated. The family will have 15 business days to respond from the date the letter was re-sent.

If a family is removed from the waiting list for failure to respond, the PHA may reinstate the family if it is determined that the lack of response was due to PHA error, or to circumstances beyond the family's control.

**Public Housing
Admin Plan Recommended Changes
August 2020**

9. Section 4.III.C pg. 4-14: Local Preferences

HUD allows PHA's to identify Local Preferences which in turn allows PHA's to address the needs of the communities they serve. If someone is on the waiting list and meets the criteria for one of the local preferences, the individual can be moved up to the front of the waiting list.

Current Policy:

The PHA will only offer a preference to any family that has been terminated from its HCV program due to insufficient funding.

Recommended Policy:

The PHA will offer a preference to any family that meets one of the following criteria:

1. Terminated from its HCV program due to insufficient program funding
2. Involuntary Displacement. Families/Individuals are considered involuntarily displaced if they are required to vacate housing as a result of:
 - a. A disaster (flood, fire, hurricane, etc.) that has caused the unit to be uninhabitable. Verification required, such as fire report, Red Cross verification, FEMA verification, or notice from code enforcement.
 - b. Federal, state or local government action related to code enforcement, public improvement or development.
 - c. Families will not be considered for the preference group if they caused the damage to the home.

In order to verify that an applicant is involuntarily displaced the BCPHA will require the following within 14 days from the date the request is received by the family:

- Copy of Fire or flood report
- Verification letter from Code Enforcement or other governing entity

3. Victims of Domestic Violence

The term domestic violence includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with the victim as a spouse or has cohabitated with the victim as a spouse.

To verify that the applicant is a victim of domestic violence the BCPHA must receive the following verifications within 14 days from the date that request is received by the family:

- Police reports or court records documenting the domestic violence act(s).
- Verification of a current order of protection.
- Statement from a professional with expertise in working with victims of domestic violence who is/was working with the applicant.

4. Child Welfare families when housing is the only barrier to prevent foster care placement or when housing is the only barrier to family reunification. The following verification is required within 14 days from the date the request is received by the family:

- The applicant must present a written statement from a Brunswick County CPS Social Worker and Social Work Program Administrator or Director verifying the household composition and attaining that housing is the only barrier to prevent foster care placement or family re-unification.

5. Homeless Veterans

Any veteran discharged except for dishonorable. The following verification is required within 14 days from the date the request is received by the family:

- Verifiable DD214

**Public Housing
Admin Plan Recommended Changes
August 2020**

6. Qualified applicants who no longer qualify for a targeted housing funding program, but still qualify for HVC assistance and without the assistance would be at risk of becoming homeless.

10. Section 5.II.B pg. 5-12 Determining Family Unit Voucher Size

Current Policy:

The PHA will assign one bedroom for each two persons in the household within the following guidelines:

- Adults of the same sex, regardless of age, will be issued a one-bedroom voucher
- Persons of the opposite sex, other than spouses and children under the age of 9, will be allocated separate bedrooms
- Foster children will be included in determining the voucher size
- A child who is temporarily away from home because of placement in foster care will be included in the voucher size
- Space will not be provided for a family member who will be absent from the unit most of the time, such as a member who is away in the military or away at school
- Live-in aides will be allocated a separate bedroom. No additional bedrooms will be provided for the attendant's family
- Single persons will be allocated one bedroom

Recommended Policy:

The PHA will assign one bedroom for each two persons in the household within the following guidelines:

- Adults of the same sex, regardless of age will share a **room other than head of household and his/her spouse or significant other.**
- Persons of the opposite sex, other than spouses/**significant others** and children under the age of 11, will be allocated separate bedrooms.
- Foster children will be included in determining the voucher size
- A child who is temporarily away from home because of placement in foster care will be included in the voucher size
- Space will not be provided for a family member who will be absent from the unit most of the time, such as a member who is away in the military, **unless their income is counted (removed or away at school)** *this recommended change is to align the policy with the Temporarily Absent Family Member policy (p. 6-4)*
- Live-in aides will be allocated a separate bedroom. No additional bedrooms will be provided for the attendant's family
- Single persons will be allocated one bedroom
- **Single pregnant woman will be considered a household size of two**

11. Section 6-I.M pg. 6-33 Additional Exclusions from Annual Income

The following exclusion has been added:

(aa) Distributions from an ABLE account, and actual or imputed interest on the ABLE account balance

**Public Housing
Admin Plan Recommended Changes
August 2020**

12. 7-I.C pg 7-4 Up-Front Income Verification (UIV)

Recommended Policy: *Updates policy to include income validation tool language.*

The data shown on income **and income validation tool (IVT)** reports is updated quarterly. Data may be between 3 and 6 months old at the time reports are generated.

PHA Policy

The PHA will obtain income **and IVT** reports for annual reexaminations on a monthly basis. Reports will be generated as part of the regular reexamination process.

Income **and IVT** reports will be compared to family-provided information as part of the annual reexamination process. Income reports may be used in the calculation of annual income, as described in Chapter 6-I.C. Income reports may also be used to meet the regulatory requirement for third party verification, as described above. Policies for resolving discrepancies between income reports and family-provided information will be resolved as described in Chapter 6-I.C. and in this chapter. Income **and IVT** reports will be used in interim reexaminations to identify any discrepancies between reported income and income shown in the EIV system, and as necessary to verify earned income, and to verify and calculate unemployment benefits, Social Security and/or SSI benefits. EIV will also be used to verify that families claiming zero income are not receiving income from any of these sources.

Income **and IVT** reports will be retained in participant files with the applicable annual or interim reexamination documents. When the PHA determines through **EIV** reports and third-party verification that a family has concealed or under-reported income, corrective action will be taken pursuant to the policies in Chapter 14, Program Integrity.

13. Section 9-I.B Requesting Tenancy Approval

Recommended Policy: *Change to include email as a method by which information can be submitted to the agency.*

The RTA must be signed by both the family and the owner.

The owner may submit the RTA on behalf of the family.

Completed RTA (including the proposed dwelling lease) must be submitted as hard copies, in-person, by mail, **by email** or by fax.

The family may not submit, and the PHA will not process, more than one (1) RTA at a time.

When the family submits the RTA the PHA will review the RTA for completeness.

If the RTA is incomplete (including lack of signature by family, owner, or both), or if the dwelling lease is not submitted with the RTA, the PHA will notify the family and the owner of the deficiencies.

Missing information and/or missing documents will only be accepted as hard copies, in-person, by mail, **by email** or by fax. The PHA will not accept missing information over the phone.

When the family submits the RTA and proposed lease, the PHA will also review the terms of the RTA for consistency with the terms of the proposed lease.

If the terms of the RTA are not consistent with the terms of the proposed lease, the PHA will notify the family and the owner of the discrepancies.

Corrections to the terms of the RTA and/or the proposed lease will only be accepted as hard copies, in-person, by mail, **by email** or by fax. The PHA will not accept corrections by phone.

**Public Housing
Admin Plan Recommended Changes
August 2020**

14. Section 9-I.E pg. 9-11 PHA Review of Lease

Recommended Policy: *Change to include email as a method by which information can be submitted to the agency.*

If the dwelling lease is incomplete or incorrect, the PHA will notify the family and the owner of the deficiencies. Missing and corrected lease information will only be accepted as hard copies, in-person, by mail, **by email**, or by fax. The PHA will not accept missing and corrected information over the phone.

15. Section 9-I.F pg. 9-12 Tenancy Approvals

Recommended Policy: *Change to include email as a method by which information can be submitted to the agency.*

The PHA will complete its determination within 10 business days of receiving all required information.

If the terms of the RTA/proposed lease are changed for any reason, including but not limited to negotiation with the PHA, the PHA will obtain corrected copies of the RTA and proposed lease, signed by the family and the owner.

Corrections to the RTA/proposed lease will only be accepted as hard copies, in-person, by mail, by email, or by fax. The PHA will not accept corrections over the phone.

16. Section 10-I.C pg. 10-6 Moving Process

Recommended Policy: *Includes language to address Zero HAP families who wish to move. Policy provides clarity for PHA. The entire section is new and ensures agency is complying with 24 CFR 982.455*

Zero HAP Families Who Wish to Move [24 CFR 982.455]

A participant who is not receiving any subsidy, but whose HAP contract is still in force, may request a voucher to move to a different unit. The PHA must issue a voucher to move unless it has grounds to deny assistance under the program regulations. However, if the PHA determines no subsidy would be paid at the new unit, the PHA may refuse to enter into a HAP contract on behalf of the family.

PHA Policy

If a zero HAP family requests to move to a new unit, the family may request a voucher to move. However, if no subsidy will be paid at the unit to which the family requests to move, the PHA will not enter into a HAP contract on behalf of the family for the new unit.

17. Section 10-II-B pg. 10-8 Allowable Moves under Portability

Current Policy:

If neither the head of household nor the spouse/co-head of an applicant family had a domicile (legal residence) in the PHA's jurisdiction at the time that the family's initial application for assistance was submitted, the family must lease a unit with the initial PHA's jurisdiction for at least 12 months before requesting portability.

The PHA will consider exceptions to this policy for purposes of reasonable accommodation (see Chapter 2) or reasons related to domestic violence, dating violence, sexual assault, or stalking. However, any exception to this policy is subject to the approval of the receiving PHA [24 CFR 982.35(c)(3)].

**Public Housing
Admin Plan Recommended Changes
August 2020**

Recommended Policy:

If neither the head of household nor the spouse/co-head of an applicant family had a domicile (legal residence) in the PHA's jurisdiction at the time that the family's initial application for assistance was submitted, the family must lease a unit with the initial PHA's jurisdiction for at least 12 months before requesting portability.

The PHA will consider exceptions to this policy for purposes of reasonable accommodation (see Chapter 2), reasons related to domestic violence, dating violence, sexual assault, or stalking **or special circumstances if the family is a recipient of targeted housing voucher, VASH voucher, or HUD approved PHA waiver**. However, any exception to this policy is subject to the approval of the receiving PHA [24 CFR 982.35(c)(3)]

18. Section 11-II.D pg. 11-14 Processing Interim Reexaminations

Recommended Policy: *Change to include email as a method by which information can be submitted to the agency.*

Method of Reporting

PHA Policy

The family may notify the PHA of changes either orally or in writing. If the family provides oral notice, the PHA may also require the family to submit the changes in writing.

Generally, the family will not be required to attend an interview for an interim reexamination. However, if the PHA determines that an interview is warranted, the family may be required to attend.

Based on the type of change reported, the PHA will determine the documentation the family will be required to submit. The family must submit any required information or documents within 10 business days of receiving a request from the PHA. This time frame may be extended for good cause with PHA approval. The PHA will accept required documentation by mail, **by email**, by fax, or in person.

19. Section 12-III.D pg 12-23 Deciding Whether to Terminate Tenancy

Recommended Change: *Policy clarification to assist PHA when trying to determine in a family has committed a serious crime and information that can be used to make the determination.*

The family must not commit any serious or repeated violation of the lease.

The PHA will determine if a family has committed serious or repeated violations of the lease based on available evidence, including but not limited to, a court-ordered eviction or an owner's notice to evict, **police reports, and affidavits from the owner, neighbors, or other credible parties with direct knowledge**.

Serious and repeated lease violations will include, but not be limited to, nonpayment of rent, disturbance of neighbors, destruction of property, living or housekeeping habits that cause damage to the unit or premises, and criminal activity. Generally, the criterion to be used will be whether or not the reason for the eviction was the fault of the tenant or guests. Any incidents of, or criminal activity related to, domestic violence, dating violence, sexual assault or stalking will not be construed as serious or repeated lease violations by the victim [24 CFR 5.2005(c)(1)].

**Public Housing
Admin Plan Recommended Changes
August 2020**

20. Section 14-II.C. pg. 14-10 Owner Caused Errors or Program Abuse

Recommended Policy: *Adds language to address retaliation and committing sexual or other harassment.*

Any of the following will be considered evidence of owner program abuse:

- Charging the family rent above or below the amount specified by the PHA
- Charging a security deposit other than that specified in the family's lease
- Charging the family for services that are provided to unassisted tenants at no extra charge
- Knowingly accepting housing assistance payments for any month(s) after the family has vacated the unit
- Knowingly accepting incorrect or excess housing assistance payments
- Offering bribes or illegal gratuities to the PHA Board of Commissioners, employees, contractors, or other PHA representatives
- Offering payments or other incentives to an HCV family as an inducement for the family to make false or misleading statements to the PHA
- Residing in the unit with an assisted family
- Committing sexual or other harassment, either quid pro quo or hostile environment, based on the protected classes defined in Chapter 2**
- Retaliating against any applicant or participant reporting/alleging sexual or other harassment, either quid pro quo or hostile environment, based on the protected classes defined in Chapter 2**

21. Section 16-I.B. pg. 16-7 Payment Standards – Exception Payment Standard

Recommended Policy: *Update policy to include Voluntary Use of Small Area FMR as required by 24 CFR 982.503*

PHAs that administer vouchers in a metropolitan area where the adoption of small area FMRs (SAFMRs) is not required may request approval from HUD to voluntarily adopt SAFMRs. SAFMRs may be voluntarily adopted for one or more zip code areas.

PHA Policy

The PHA will not voluntarily adopt the use of SAFMRs.



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
September 8, 2020

Action Item # V. - 10.

From:

Donald Dixon

Utilities - Ocean Ridge Reclaimed Water Main

Issue/Action Requested:

Request that the Board of Commissioners approve an adjustment to the Capital Improvement Plan (CIP) schedule for design and construction of the Ocean Ridge Reclaimed Water Main.

Background/Purpose of Request:

This project was originally scheduled for design in FY21 and construction in FY22 but was delayed due to concerns with COVID-19. Current wastewater disposal needs have accelerated the necessity of moving forward with this project as originally scheduled.

Wastewater flows at both our West Brunswick Regional and Southwest (Ocean Isle Beach, Sea Trail, and Carolina Shores) Wastewater Treatment Plants (WWTP) have increased significantly in the past year. The wastewater flows at the West Regional facility approached 90% in both June and July of this year. A portion of that flow is attributed to transferred flow from the Southwest WWTPs as these facilities are all interconnected. The largest of these facilities is the Ocean Isle Beach WWTP, a non-discharge facility which is permitted to treat up to 1,050,000 gpd. Although permitted to treat 1,050,000 gpd, we are often limited by weather, permit considerations, etc., to irrigate the existing spray fields. As incoming flows exceed our on-site storage and disposal capacity, excess flows are transferred to the West Brunswick Regional facility. Additionally, as the Ocean Isle Beach facility flows vary greatly due to seasonal flow variations, with increased disposal capacity, we would have the ability to treat and dispose of excess flows from the other Southwest facilities' during non-peak times. The ability to dispose of the flows generated within the treatment facilities collection area greatly reduces the cost of transfer pumping and lessens the impacts of treatment and disposal at the receiving facility (West Brunswick Regional WWTP).

Brunswick County has an existing Reuse Water Agreement with MAS Properties to provide up to 900,000 gpd of reuse water to the golf courses located within Ocean Ridge Plantation. As requested, design and subsequent construction of this project will allow more wastewater to be treated at the Ocean Isle Beach WWTP and provide up to 900,000 gpd of additional disposal capacity at the Ocean Ridge golf courses. The feasibility of the project will be based on negotiations with MAS Properties, cost projections, and constructability. County staff has also received approval in the current Ocean Isle Beach WWTP budget to evaluate the viability of converting portions of the existing Ocean Isle Beach WWTP spray fields to infiltration basins. County staff will utilize the information gathered from both prospective projects to determine the most cost-effective method of providing the needed additional disposal capacity.

County staff requests the Board of Commissioners approve staff to utilize our on-call engineering services contract to select a firm for evaluation and design of the Ocean Ridge Reclaimed Water Main in FY21. Based on evaluation of the Ocean Ridge Reclaimed Water Main, in conjunction with the Ocean Isle Beach spray field conversion evaluation, authorize staff to select the most cost-effective project to move forward with construction in FY22.

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Budget amendment will be required upon work task approval.

Approved By County Attorney:

Yes

Advisory Board Recommendation:

Not Applicable

County Manager's Recommendation:

Recommend the Board of Commissioners approve an adjustment to the Capital Improvement Plan (CIP) schedule for design and construction of the Ocean Ridge Reclaimed Water Main.



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
September 8, 2020

From:
Andrea White

Action Item # VI. - 1.

Administration - Proclamation in Recognition of the 100th Anniversary of the 19th Amendment and the 55th Anniversary of the Voting Rights Act (Commissioner Pat Sykes)

Issue/Action Requested:

Request that the Board of Commissioners adopt a Proclamation in Recognition of the 100th Anniversary of the 19th Amendment to the United States Constitution and the 55th Anniversary of the Voting Rights Act.

Background/Purpose of Request:

A request was received from the Lower Cape Fear League of Women Voters for the adoption of a proclamation in recognition of the 100th anniversary of the 19th Amendment to the United States Constitution and the 55th anniversary of the voting rights act.

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend that the Board of Commissioners adopt a Proclamation in Recognition of the 100th Anniversary of the 19th Amendment to the United States Constitution and the 55th Anniversary of the Voting Rights Act.

ATTACHMENTS:

Description

- ▣ 2020-09-08 Proclamation in Recognition of the 100th Anniversary of the 19th Amendment and the 55th Anniversary of the Voting Rights Act

County of Brunswick
Office of the County Commissioners



**PROCLAMATION IN RECOGNITION OF THE 100TH ANNIVERSARY OF THE
19TH AMENDMENT TO THE UNITED STATES CONSTITUTION AND
THE 55TH ANNIVERSARY OF THE VOTING RIGHTS ACT**

WHEREAS, an organized movement to enfranchise women joined the abolitionist and suffrage movements in the mid-1840's and met in a convention at Seneca Falls, New York in 1848; and

WHEREAS, through the efforts of brave and courageous women referred to as suffragists who sacrificed family, personal life and financial resources for over seventy years to win the right to vote; and

WHEREAS, women and men, black and white supported the woman's suffrage movement for women to gain the constitutional right to have a voice in making the laws that govern them; and

WHEREAS, the woman's suffrage movement led to the passage of the 19th Amendment to the Constitution of the United States in 1919 and its ratification by the states by the summer of 1920; and

WHEREAS, more than 120,000 women were registered to vote in North Carolina by the election of 1920; and

WHEREAS, the passage of the Voting Rights Act of 1965 extended suffrage to all women and men regardless of race or ethnicity; and

WHEREAS, women today constitute a majority of North Carolina voters and are running for office in higher numbers and are more active in the election process than ever before in history.

NOW, THEREFORE, the Brunswick County Board of Commissioners does hereby proclaim that the 100th anniversary of ratification of the 19th Amendment and the 55th anniversary of the Voting Rights Act be recognized for the impact these historic accomplishments have on citizen engagement and the civic life of Brunswick County, the state and the nation.

*The Constitution of the United States of America, Amendment XIX
Women's Suffrage*

*The right of the citizens of the United States to vote shall not be denied or abridged by the United States or by any
State on account of sex.*

Congress shall have the power to enforce this article by appropriate legislation.

This 8th day of September, 2020.

Frank Williams, Chair
Brunswick County Commissioners

Attest:

Andrea White, NCCCC
Clerk to the Board



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
September 8, 2020

Action Item # VII. - 1.

From:

Andrea White

Administration - Adoption of 2020-2021 Legislative Goals
(Randell Woodruff, County Manager)

Issue/Action Requested:

Request that the Board of Commissioners consider approval of legislative goal priorities to transmit to the North Carolina Association of County Commissioners.

Background/Purpose of Request:

Every two years, the North Carolina Association of County Commissioners (NCACC) engages in a process to determine legislative goals that are in the best interest of the counties. The process is designed to allow for input from as many county commissioners and other county officials as possible.

At its August 3, 2020 meeting, the Board of Commissioners began discussing potential legislative goals to submit to the NCACC. Attached is a resolution that incorporates the goals discussed and addresses additional issues.

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend that the Board of Commissioners consider approval of legislative goal priorities to transmit to the North Carolina Association of County Commissioners.

ATTACHMENTS:

Description

- Legislative Goals Resolution

County of Brunswick
Office of the County Commissioners



RESOLUTION APPROVING LEGISLATIVE GOALS FOR 2020-2021

WHEREAS, the North Carolina Association of County Commissioners (NCACC) regularly provides the North Carolina General Assembly with information necessary for the passage of legislation which is beneficial to the administration of county government affairs, and opposes legislation that is detrimental to counties; and

WHEREAS, the NCACC seeks goals from all 100 counties regarding issues of importance to the counties and the state that require legislative attention.

NOW THEREFORE, BE IT RESOLVED that the Brunswick County Board of Commissioners does hereby adopt the following legislative goals and directs staff to submit them for consideration to the NCACC:

- 1) Seek legislation for State funding to offset the cost of School Resource Officers for each school in North Carolina.
- 2) Support legislation to increase State funding for treatment of substance abuse and addiction, including increased funding for court programs dedicated to these issues.
- 3) Seek legislation to repeal the statutory authority under N.C.G.S. 115C-431(c) that allows local school boards to file suit against a county board of commissioners over county appropriations for education.
- 4) Support legislation that provides resources for state agencies to develop health advisory levels for emerging contaminants.
- 5) Support legislation for State funding of the costs of legislation mandating class size reductions in schools, including capital needs, maintenance and operation, and teacher pay.
- 6) Oppose unfunded mandates and shifts of state responsibilities to counties.
- 7) Seek legislation to form a study committee to review North Carolina's State of Emergency laws and recommend changes to differentiate between short-term emergencies like a hurricane and long-term crises like a pandemic.

- 8) Support legislation to regulate payday lenders and protect consumers by capping payday loan interest rates and enacting other consumer protections.

This the 8th day of September, 2020.

Frank L. Williams, Chair
Brunswick County Board of Commissioners

ATTEST:

Andrea White, NCCCC
Clerk to the Board



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
September 8, 2020

Action Item # IX. - 1.
Closed Session

From:
Bob Shaver, County Attorney

Issue/Action Requested:
Request the Board enter into closed session pursuant to G.S. 143-318.11(a)(1) to approve closed session minutes, and 143-318.11(a)(3) to consult with its attorney to protect the attorney-client privilege.

Background/Purpose of Request:

Fiscal Impact:
Reviewed By Director of Fiscal Operations

Approved By County Attorney:
Yes

County Manager's Recommendation:
Recommend the Board enter into closed session pursuant to G.S. 143-318.11(a)(1) to approve closed session minutes, and 143-318.11(a)(3) to consult with its attorney to protect the attorney-client privilege.