

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

**April 18, 2022
6:00 PM**

I. Call to Order

II. Invocation/Pledge of Allegiance

III. Adjustments/Approval of Agenda

IV. Public Comments

V. Approval of Consent Agenda

1. Administration - Brunswick County Schools Contract with Stonehenge Building and Timeless Properties for Various Bathroom Renovations

Request that the Board of Commissioners approve and authorize the Chairman to sign the Stonehenge Building Contract in the amount of \$362,559 and the Timeless Properties in the amount of \$361,530 for various bathroom renovations .

2. Clerk to the Board - Meeting Minutes

Request the Board of Commissioners approve the draft minutes from the Regular Meeting of April 4, 2022.

3. County Attorney - Declaration of Surplus Property

Request that the Board of Commissioners declare property obtained by the County through tax foreclosure as surplus property to be placed on the County's website for possible future purchase.

4. EMS - Sunny Point Fire & Emergency Services Mutual Aid Agreement

Request that the Board of Commissioners approve Memorandum of Mutual Aid Agreement between Brunswick County and Sunny Point Fire & Emergency Services.

5. EMS - Transfer of Unneeded Fixed Asset to Winnabow Fire Department

Request the Board of Commissioners approve the transfer of one Scott Air Systems mobile breathing air refill station to the Winnabow Fire Department.

6. 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.

-Environmental Health Services Additional State Funding Budget Amendment

Appropriate \$4,777 of additional state revenues for the purchase of supplies and materials needed to support the environmental health food and lodging program activities.

-Financial Reports for March 2022 (unaudited)

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

7. Governing Body - NACo Voting Delegate

Request the Board approve Commissioner Frank Williams as the Voting Delegate for the NACo National Conference 2022

8. Health and Human Services - Brunswick Senior Resources Inc. Additional Funding

and Budget Revision #1 to HCCBG

Request that the Board of Commissioners approve the attached additional 2022 funding allocation and Revision #1 budget document for the Fiscal Year 2021-2022 Home and Community Care Block Grant for Older Adults.

9. Health and Human Services - Health Services – Environmental Health Positions
Request the Board of Commissioners review and approve Health Services' request for (2) additional Environmental Health positions to be hired immediately.
10. Sheriff's Office - Sole Source Resolution & Agreement
Request the Board of Commissioners approve a Resolution authorizing the purchase of an item under a sole source exception and its associated agreement. The product, known as a Heliwagon, is valued at \$40,050 and is needed for the Sheriff's Office Aviation Unit. Grant funds are being utilized to facilitate this purchase.
11. Tax Admin - April 2022 Releases
Request that the Board of Commissioners approve the April 2022 releases.
12. Utilities - ARPA Grant Application Resolution Longwood Road (John Nichols, PE - Director of Public Utilities)
Request that the Board of Commissioners approve the resolution and authorize the County Manager to sign the application to the North Carolina Department of Environmental Quality American Rescue Plan Act (ARPA) Grant Program.

VI. Presentation

1. Clerk to the Board - Presentation - Resolution Recognizing Honor Flight of the Cape Fear Area
Request the Board of Commissioners adopt a Resolution Recognizing Honor Flight of the Cape Fear Area.
2. Human Resources - Presentation - Classification and Total Compensation Study Update from Piedmont Triad Regional Council (David Hill)
Request that the Board of Commissioners receive a presentation from David Hill, Project Manager from Piedmont Triad Regional Council (PTRC), regarding the Classification and Total Compensation Study project and associated recommendations. Request that the Board approve implementation of PTRC's recommendations effective April 18, 2022 (pay adjustments would be effective in paycheck dated May 5, 2022).

VII. Administrative Report

1. Utilities - 2022 Drinking Water Week Resolution (John Nichols, PE - Director of Public Utilities)
Request that the Board of Commissioners resolve to recognize May 1-7, 2022, as Drinking Water Week.

VIII. Other Business/Informal Discussion

IX. Adjournment



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
April 18, 2022

From:
Aaron Smith

Action Item # V. - 1.

Administration - Brunswick County Schools Contract with Stonehenge Building and Timeless Properties for Various Bathroom Renovations

Issue/Action Requested:

Request that the Board of Commissioners approve and authorize the Chairman to sign the Stonehenge Building Contract in the amount of \$362,559 and the Timeless Properties in the amount of \$361,530 for various bathroom renovations .

Background/Purpose of Request:

Brunswick County Board of Education approved the contracts on April 1, 2022 and staff recommends the contracts with Stonehenge Building in the amount of \$362,559 and Timeless Properties in the amount of \$361,530 be executed by the Board of Commissioners. The contract is fully funded by bond proceeds.

Fiscal Impact:

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

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend that the Board of Commissioners approve and authorize the Chairman to sign the Stonehenge Building Contract in the amount of \$362,559 and the Timeless Properties in the amount of \$361,530 for various bathroom renovations .

ATTACHMENTS:

Description

- ☐ Stonehenge Building Owner-Contractor Agreement
- ☐ Timeless Properties Owner-Contractor Agreement

OWNER-CONTRACTOR AGREEMENT

THIS AGREEMENT is made this ____ day of April 2022 by and between the County of Brunswick, North Carolina by and through its authorized agent, Brunswick County Board of Education (herein referred to as the "Owner"), whose mailing address is 35 Referendum Dr., Bolivia, NC 28422 and Stonehenge Building Inc. (herein referred to as the "Contractor"), whose mailing address is 6733 Market St., Wilmington, NC 28405. Correspondence, submittals, and notices relating to or required under this Agreement shall be sent in writing to the above addresses unless either party is notified in writing by the other of a change in address.

WITNESSETH:

WHEREAS, it is the intent of the Owner to obtain the services of the Contractor in connection with IBR 153.VAR.22.BOND.183 South Various Restroom Renovations; and

WHEREAS, the Contractor desires to perform such construction in accordance with the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the promises made herein and other good and valuable consideration, the following terms and conditions are hereby mutually agreed to, by and between the Owner and Contractor:

1. Scope of Services. The Contractor shall perform the Work in accordance with the terms of this Agreement, any plans and specifications prepared for this Project, and the description of services attached to this Agreement as Exhibit A, all of which are incorporated into and made a part of this Agreement. The Contractor agrees that any general terms and conditions that are attached to Exhibit A that are inconsistent with this Agreement shall not be applicable to this Agreement, and any such provisions shall be deemed null and void.
 - a. The Contractor shall provide and pay for all materials, tools, equipment, and labor, and shall perform all other acts and supply all other services and things necessary to fully and properly perform and complete the Work as required by this Agreement.
 - b. The Contractor shall perform the Work in compliance with all governmental laws and regulations, including all applicable local, state and federal rules and regulations.
 - c. The Contractor shall, unless otherwise specified, supply and pay for all labor, transportation, materials, tools, apparatus, lights, power, fuel, sanitary facilities, and incidentals necessary for the completion of his work, and shall install, maintain and remove all equipment of the construction, other utensils or things, and be responsible for the safe, proper and lawful construction, maintenance and use of same, and shall construct in the best and most workmanlike manner, a complete job and everything incidental thereto, as shown on the plans, stated in the specifications, or reasonably implied therefrom, all in accordance with the Agreement documents.
 - d. All materials shall be new and of quality specified, except where reclaimed material is authorized herein and approved for use. Workmanship shall at all times be of a grade

accepted as the best practice of the particular trade involved, and as stipulated in written standards of recognized organizations or institutes of the respective trades except as exceeded or qualified by the specifications.

- e. Products are generally specified by ASTM or other reference standard and/or by manufacturer's name and model number or trade name. When specified only by reference standard, the Contractor may select any product meeting this standard, by any manufacturer. When several products or manufacturers are specified as being equally acceptable, the Contractor has the option of using any product and manufacturer combination listed. However, the Contractor shall be aware that the cited examples are used only to denote the quality standard of product desired and that they do not restrict Contractor to a specific brand, make, manufacturer or specific name; that they are used only to set forth and convey to Contractor the general style, type, character and quality of product desired; and that equivalent products will be acceptable. Substitution of materials, items or equipment of equal or equivalent design shall be submitted to the architect or engineer for approval or disapproval; such approval or disapproval shall be made by the architect or engineer prior to the opening of bids.
 - f. The Contractor shall designate a foreman/superintendent who shall direct the work.
 - g. If at any time during the construction and completion of the work covered by this Agreement, the conduct of any workman be adjudged a nuisance to the Owner or considered detrimental to the work, the Contractor shall order such parties removed immediately from the Owner's property.
 - h. The Contractor shall keep the sites and surrounding area reasonably free from rubbish at all times and shall remove debris from the site from time to time or when directed to do so by the Owner. Before final inspection and acceptance of the Project, the Contractor shall thoroughly clean the sites, and completely prepare the Project and site for use by the Owner.
 - i. Temporary electricity and water shall be arranged by the Contractor at the Contractor's expense.
2. Compensation. Provided that the Contractor shall strictly and completely perform all of its obligations under this Agreement, the Owner shall pay the Contractor the amount of Three Hundred Sixty-Two Thousand, Five Hundred Fifty-Nine and no/100 Dollars (\$362,559.00) (herein referred to as the "Contract Sum"). No compensation shall be paid for any additional work that is not approved in advance by the Owner. One progress payment, if any, may be made by the Owner to the Contractor only after certification that the Work is complete and will be based upon the completion of the identified interim work agreed to by the Owner. Under no circumstances will the Owner make more than one interim payment. The Owner will retain five percent (5%) of the amount of any progress payment and/or the Contract Sum until all of the Work is finally completed and accepted, whether or not the Owner has occupied any or all of the Project before such time. Final payment will be withheld until the Contractor's North Carolina sales and use tax report is

received. The report shall accurately list any and all sales and use tax paid on materials for the entire Project.

3. Non-appropriation. If the Board of County Commissioners does not appropriate the funding needed by the Owner to make payments under this Agreement for a given fiscal year, the Owner will not be obligated to pay amounts due beyond the end of the last fiscal year for which funds were appropriated. In such event, the Owner will promptly notify the Contractor of the non-appropriation and this Agreement will be terminated at the end of the last fiscal year for which funds were appropriated. No act or omission by the Owner which is attributable to non-appropriation of funds shall constitute a breach of or default under this Agreement.
4. Time. The Contractor shall commence the Work promptly upon the date established in the Notice to Proceed, the date of this Agreement, or such other date as may be established by the Owner. Time is of the essence. The Contractor shall perform work in a timely manner.
5. Codes, Permits and Inspections.
 - a. The Contractor shall obtain the required permits, give all notice and comply with all laws, ordinances, codes, rules and regulations bearing on the conduct of the work under this Agreement. If the Contractor observes that the drawings and specifications are at variance therewith, he shall promptly notify the architect or engineer in writing. If the Contractor performs any work knowing it to be contrary to such laws, ordinances, codes, rules and regulations, and without such notice to the Owner, he shall bear all cost arising therefrom.
 - b. All work under this Agreement shall conform to the North Carolina State Building Codes and other local, state and national codes as are applicable.
6. Safety Requirements.
 - a. The Contractor shall be responsible for the entire site and the construction of the same and provide all the necessary protections as required by laws or ordinances governing such conditions and as required by the Owner, architect or engineer. Contractor shall be responsible for any damage to the Owner's property or that of others on the job, whether caused by Contractor, its personnel or its subcontractors, and shall make good such damages. Contractor shall be responsible for and pay for any claims against the Owner arising from such damages.
 - b. The Contractor shall adhere to the rules, regulations and interpretations of the North Carolina Department of Labor relating to Occupational Safety and Health Standards for the Construction Industry (Title 29, Code of Federal Regulations, Part 1926 Construction and Part 1910 General Industry).
 - c. The Contractor shall provide all necessary safety measures for the protection of all persons on the work, including the requirements of the AGC Accident Prevention Manual in Construction as amended, and shall fully comply with all state laws or

regulations and North Carolina State Building Code requirements to prevent accident or injury to persons on or about the location of the work. He shall clearly mark or post signs warning of hazards existing, and shall barricade excavations and similar hazards. He shall protect against damage or injury resulting from falling materials and he shall maintain all protective devices and signs throughout the progress of the work.

7. Warranties. The Contractor guarantees and warrants to the Owner all Work as follows: that all materials and equipment furnished under this Agreement will be new and the best of its respective kind unless otherwise specified; that all Work will be of good quality in accordance with the industry standards for reputable contractors; that the Work will be free of omissions and faulty, poor quality, imperfect and defective material or workmanship; that the Work, including but not limited to, mechanical and electrical machines, devices and equipment, shall be fit and fully usable for its intended and specified purpose and shall operate satisfactorily with ordinary care; that the products or materials incorporated in the Work will not contain asbestos; and that all agents or employees of Contractor who will provide services under this Agreement will be fully qualified, possess any requisite licenses, and otherwise be legally entitled to perform the services provided; and that the person(s) executing this Agreement on behalf of Contractor have authority to do so as an official, binding act of Contractor.

If, within one (1) year after the Date of Substantial Completion of the Work or designated portion thereof or within one (1) year after acceptance by the Owner of designated equipment or within such longer period of time as may be prescribed by law or by the terms of any applicable special warranty required by this Agreement, any of the Work is found to be defective, not in accordance with this Agreement, or not in accordance with the guarantees and warranties specified in this Agreement, the Contractor shall correct it within five (5) working days or such other period as mutually agreed, after receipt of a written notice from the Owner to do so. For items which remain incomplete or uncorrected on the date of Substantial Completion, the one (1) year warranty shall begin on the date of Final Completion of the Work.

8. Contractor-Subcontractor Relationships. The Contractor agrees that the terms of these Agreement documents shall apply equally to any subcontractor as to the Contractor, and that any subcontractor is bound by those terms as an agent of the Contractor.
9. Hold Harmless. The Contractor shall indemnify and hold the Owner harmless from and against any and all losses, liabilities, claims, lawsuits, judgments, and demands whatsoever, including costs of investigation (including reimbursement of reasonable legal fees and all costs) caused solely by any negligent act or omission or intentional wrongdoing of the Contractor or its agents, employees or subcontractors, or caused solely by the maintenance, presence, use, location or removal of any equipment or other property owned or operated by the Contractor or its agents, employees or subcontractors. The parties agree that this indemnification clause is an “evidence of indebtedness” for purpose of N. C. Gen. Stat. § 6-21.2. The Owner shall not be responsible for any damage to the Contractor’s property, business, agents or employees, unless said damage is due solely to the negligence of Owner.

10. Insurance. The Contractor shall obtain and maintain in effect during the term of this Agreement, general liability and automobile liability insurance in which the Owner and the Contractor shall each be named as insured parties, which insurance shall protect the Owner and the Contractor from claims in an amount not less than \$1,000,000 for personal injury, including death, to any one person and in an amount not less than \$1,000,000 for any one occurrence, and from claims for property damages in an amount of not less than \$1,000,000 for each occurrence arising from any act or omission of Contractor, its agents, employees or subcontractors. The Contractor shall obtain and maintain in effect during the term of this Agreement, a policy of workers compensation liability insurance in which the policy shall protect the Owner and the Contractor from claims in an amount not less than the statutory amount.

The Contractor shall promptly furnish to the Owner certificates of insurance evidencing such insurance coverage. Insurance required hereunder shall be maintained by insurance companies properly licensed by the Insurance Department of the State of North Carolina and rated A or better by Best Insurance Guide.

11. Termination for Convenience. The Owner may terminate this Agreement at any time in its complete discretion upon twenty (20) days written notice. In the event of a termination for convenience, all finished or unfinished work and materials pursuant to this Agreement shall be turned over to the Owner and become its property. If the Agreement is terminated by the Owner in accordance with this section, the Owner shall only be responsible for paying Contractor for all Work performed and accepted and all materials delivered to the site as of the date of termination.
12. Termination by the Owner for Cause. The Owner may terminate the Agreement upon five (5) days written notice if the Owner is dissatisfied with the quality or timeliness of the Work performed. If the Owner becomes dissatisfied with the Work, the Owner may without prejudice to any other rights or remedies of the Owner and after giving the Contractor five days' written notice, terminate employment of the Contractor and may:
1. Exclude the Contractor from the site and take possession of all materials, equipment, tools, and construction equipment and machinery thereon owned by the Contractor;
 2. Accept assignment of any subcontracts; and
 3. Finish the Work by whatever reasonable method the Owner may deem expedient. Upon written request of the Contractor, the Owner shall furnish to the Contractor a detailed accounting of the costs incurred by the Owner in finishing the Work.

If the Owner terminates the whole or any part of the Work, the Owner may procure, upon such terms and in such manner as the Owner may deem appropriate, supplies or services similar to those so terminated, and the Contractor shall be liable to the Owner for any excess costs for such similar supplies or services. The Contractor shall continue the performance of the Agreement to the extent not terminated hereunder.

When the Owner terminates the Agreement, the Contractor shall not be entitled to receive further payment until the Work is finished. If the unpaid balance of the Contract Sum exceeds costs of finishing the Work, including compensation for the Architect's and legal services and expenses made necessary thereby, and other damages incurred by the Owner and not expressly waived, such excess shall be paid to the Contractor. If such costs and damages exceed the unpaid balance, the Contractor shall pay the difference to the Owner. The amount to be paid to the Contractor or Owner, as the case may be, shall be certified by the Architect and this obligation for payment shall survive this Agreement.

13. Lunsford Act/Criminal Background Checks. The Contractor shall conduct or arrange to have conducted at its own expense sexual offender registry checks on each of its owners, employees, agents, or subcontractors ("contractual personnel") who will engage in any service on or delivery of goods to school system property or at a school-system sponsored event, except checks shall not be required for individuals who are solely delivering or picking up equipment, materials, or supplies at: (1) the administrative office, provided that such administrative office is not located at a school site; (2) non-school sites; (3) schools closed for renovation; or (4) school construction sites where no students are present. The checks shall include at a minimum checks of the State Sex Offender and Public Protection Registration Program, the State Sexually Violent Predator Registration Program, and the National Sex Offender Registry ("the Registries"). For the Contractor's convenience only, all of the required registry checks may be completed at no cost by accessing the United States Department of Justice Sex Offender Public Website at <http://www.nsopw.gov/>. The Contractor shall provide certification that the registry checks were conducted on each of its contractual personnel providing services or delivering goods under this Agreement prior to the commencement of such services or the delivery of such goods (Registry Check Certification Form – Exhibit B). The Contractor shall conduct a current initial check of the registries (a check done more than 30 days prior to the date of this Agreement shall not satisfy this contractual obligation). In addition, Contractor agrees to conduct the registry checks and provide a supplemental certification before any additional contractual personnel are used to deliver goods or provide services pursuant to this Agreement. Contractor further agrees to conduct annual registry checks of all contractual personnel and provide annual certifications at each anniversary date of this Agreement. Contractor shall not assign any individual to deliver goods or provide services pursuant to this Agreement if said individual appears on any of the listed registries. Contractor agrees that it will maintain all records and documents necessary to demonstrate that it has conducted a thorough check of the registries as to each contractual personnel, and agrees to provide such records and documents to the school system upon request. Contractor specifically acknowledges that the school system retains the right to audit these records to ensure compliance with this section at any time in the school system's sole discretion. Failure to comply with the terms of this provision shall be grounds for immediate termination of the Agreement. In addition, the Owner may conduct additional criminal records checks at the Owner's expense. If the school system exercises this right to conduct additional criminal records checks, Contractor agrees to provide within seven (7) days of request the full name, date of birth, state of residency for the past ten years, and any additional information requested by the school system for all contractual personnel who may deliver goods or perform services under this Agreement. Contractor further agrees that it has an ongoing obligation to provide the school system with the name of any

new contractual personnel who may deliver goods or provide services under the Agreement. The Owner reserves the right to prohibit any contractual personnel of Contractor from delivering goods or providing services under this Agreement if the Owner determines, in its sole discretion, that such contractual personnel may pose a threat to the safety or well-being of students, school personnel or others.

14. Governing Law. This Agreement and the relationship of the parties shall be governed by applicable federal laws and the laws of the state of North Carolina without regard for its choice of law provisions. All actions relating in any way to this Agreement shall be brought in the General Court of Justice of the State of North Carolina in Brunswick County or in the Federal District Court for the Eastern District of North Carolina, Wilmington division.
15. Entire Agreement. All of the representations and obligations of the parties are contained herein, and no modification, waiver or amendment of this Agreement or of any of its conditions or provisions shall be binding upon a party unless in writing signed by that party. The waiver by any party of a breach of any provision of this Agreement shall not operate or be construed as a waiver of any subsequent breach of that provision by the same party, or of any other provision or condition of the Agreement.
16. Severability. If any section, subsection, term or provision of this Agreement or the application thereof to any party or circumstance shall, to any extent, be invalid or unenforceable, the remainder of said section, subsection, term or provision of the Agreement or the application of the same to parties or circumstances other than those to which it was held invalid or unenforceable, shall not be affected thereby and each remaining section, subsection, term or provision of this Agreement shall be valid or enforceable to the fullest extent permitted by law.
17. Compliance with Applicable Laws. Contractor shall comply with all applicable laws and regulations in providing services under this Agreement. In particular, Contractor shall not employ any individuals to provide services to the Owner who are not authorized by federal law to work in the United States. Contractor represents and warrants that it is aware of and in compliance with the Immigration Reform and Control Act and North Carolina law (Article 2 of Chapter 64 of the North Carolina General Statutes) requiring use of the E-Verify system for employers who employ twenty-five (25) or more employees and that it is and will remain in compliance with these laws at all times while providing services pursuant to this Agreement. Contractor shall also ensure that any of its subcontractors (of any tier) will remain in compliance with these laws at all times while providing subcontracted services in connection with this Agreement. Contractor is responsible for providing affordable health care coverage to all of its full-time employees providing services to the School System. The definitions of “affordable coverage” and “full-time employee” are governed by the Affordable Care Act and accompanying IRS and Treasury Department regulations.
18. Restricted Companies List. Contractor represents that as of the date of this Agreement, Contractor is not included on the Final Divestment List created by the North Carolina State Treasurer pursuant to N.C. Gen. Stat. § 147-86.58. Contractor also represents that as of the date of this Agreement, Contractor is not included on the list of restricted companies

determined to be engaged in a boycott of Israel created by the North Carolina State Treasurer pursuant to N.C. Gen. Stat. § 147-86.81.

19. Anti-Nepotism. Contractor warrants that, to the best of its knowledge and in the exercise of due diligence, none of its corporate officers, directors, or trustees and none of its employees who will directly provide services under this Agreement are immediate family members of any member of the Brunswick County Board of Education or of any principal or central office staff administrator employed by the Board. For purposes of this provision, "immediate family" means spouse, parent, child, brother, sister, grandparent, or grandchild, and includes step, half, and in-law relationships. Should Contractor become aware of any family relationship covered by this provision or should such a family relationship arise at any time during the term of this Agreement, Contractor shall immediately disclose the family relationship in writing to the Superintendent of the Schools. Unless formally waived by the Board, the existence of a family relationship covered by this Agreement is grounds for immediate termination by Owner without further financial liability to Contractor.
20. Non-Discrimination. Contractor agrees, as part of the consideration for the granting of funds by Owner, that for itself, its agents, officials, employees and servants, it will not discriminate in any manner on the basis of race, ethnicity, gender, gender identity, sexual orientation, age, religion, national origin, disability, color, ancestry, citizenship, genetic information, political affiliation or military/veteran status, or any other status protected by federal, state or local law or other unlawful form of discrimination. Contractor shall take affirmative action to ensure that applicants are employed and that employees are treated fairly during employment. In the event Contractor is determined by the final order of an appropriate agency or court of competent jurisdiction to be in violation of any non-discrimination provision of federal, state or local law or this provision, this Agreement may be cancelled, terminated or suspended in whole or in part by the Owner, and Contractor may be declared ineligible for further agreements with Owner.
21. Dispute Resolution. Should a dispute arise as to the terms of this Agreement, both parties agree that neither may initiate binding arbitration. The parties may agree to non-binding mediation of any dispute prior to the bringing of any suit or action.
22. Governmental Immunity. Owner, to the extent applicable, does not waive its governmental immunity by entering into this Agreement and fully retains all immunities and defenses provide by law with regard to any action based on this Agreement.
23. Debarment. Contractor hereby certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this Agreement by any governmental department or agency. Contractor must notify the Owner within thirty (30) days if debarred by any governmental entity during this Agreement.
24. Applicable School Board of Education Policies. Contractor acknowledges that the Brunswick County Board of Education has adopted policies governing conduct on School

System property and agrees to abide by any and all relevant Board policies while on School System property. The Contractor acknowledges that Board's policies are available on the School System's website.

25. Signatures. This Agreement, together with any amendments or modifications, may be executed in one or more counterparts, each of which shall be deemed an original and all of which shall be considered one and the same agreement. This Agreement may also be executed electronically. By signing electronically, the parties indicate their intent to comply with the Electronic Commerce in Government Act (N.C.G.S § 66-58.1 et seq.) and the Uniform Electronic Transactions Act (N.C.G.S § 66-311 et seq.). Delivery of an executed counterpart of this Agreement by either electronic means or by facsimile shall be as effective as a manually executed counterpart.

26. Exhibits.

Exhibit A: Scope of Work

Exhibit B: Sexual Registry Check Certification Form

[REMAINDER OF PAGE LEFT INTENTIONALLY BLANK]

IN WITNESS WHEREOF, the Owner has caused these presents to be signed and the Contractor has caused these presents to be signed by a person with the authority to enter this Agreement, as hereinafter attested.

COUNTY OF BRUNSWICK, NORTH CAROLINA

By: _____(Seal)
Chairman, Board of Commissioners

Attest: _____(Seal)
Clerk to the Board of Commissioners

STONEHENGE BUILDING INC.

By: Jennifer B. Lancaster _____(Seal)
Jennifer Lancaster, President

Attest: Bob Lancaster _____(Seal)

“This instrument has been preaudited in the manner required by the School Budget and Fiscal Control Act.”

Freyja Cahill

Freyja Cahill, Chief Finance Officer
Brunswick County Board of Education

Date: 4/6/2022

BUDGET CODE: 4.9002.695.529.000.541.00

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

Aaron C. Smith, Director of Fiscal Operations
Brunswick County, NC

Date: _____

APPROVED AS TO FORM

Robert V. Shaver, Jr., County Attorney /
Bryan W. Batton, Asst. County Attorney
Brunswick County, NC

EXHIBIT A

SCOPE OF WORK

The Contractor is responsible for all items required to complete the Scope of Work; those items being included in the Scope of Work even if not listed below. The subcontractor's workmanship shall be equal to or exceed the workmanship of reputable contractors performing similar work in the Wilmington Metropolitan Service Area.

Contractor shall perform the following scope of work in compliance with all federal, state, and local codes and in accordance with any plans, specifications and engineered drawings, design, or criteria.

- The general scope involves demolition and renovation of specified Restrooms. Work to include but not limited to **Demolition of tile, epoxy and VCT flooring, Installation of new Quarry Tile Flooring and Base/Plumbing fixture replacement/Electrical fixture replacement/Paint/Stain/Drywall repair/Door hardware replacement/Toilet Partition removal/replacement/re-use/HVAC grill replacement** and all incidental work relating to the project in order to provide complete and fully functional operating restroom facilities. Contractor is responsible for scope and to verify all dimensions and sizes.
- Contractor should estimate water to restrooms may not be able to be isolated with a cutoff in all restrooms and should estimate capping of all water lines after removal of fixtures, then turn water back on until new fixtures are installed.

GENERAL

- Brunswick County Schools has a policy of No Contact, Socialization, Or Fraternization between Contractor personnel and students or school staff. All Brunswick County Board of Education property is designated as non-smoking non-tobacco use areas. All employees must sign a Policy Compliance Form prior to mobilization to the site.
- Lump Sum Bid to include all applicable taxes, shipping costs, and delivery lead time once selections made.
- Any contract over \$300,00 must have a performance and payment bond.
- The Contractor shall provide Brunswick County Schools with a list of subcontractors along with subcontractor's contact information that will be performing work for the Contractor.
- The Contractor shall supply submittals, shop drawings, color selections samples, schedule of construction, and a schedule of values prior to commencement of the work.
- The Contractor shall schedule and perform the work without impeding or interfering with day-to-day school activities, functions, classes, etc. This may include installing temporary routes, barricades, etc. for the protection of the public where the work is to be performed
- The Contractor shall obtain all required permits and pay all fees associated with this work.
- The Contractor will be responsible for having all utilities, power lines, water lines, sewer lines, gas lines, telephone lines, data lines, communication lines, etc. located by locating service as necessary.
- The Contractor shall maintain a safe and clean work environment. Contractor shall maintain a dumpster on site for duration of the project with periodic hauling off trash and construction debris. Contractor is responsible for daily cleanup of any trash and construction debris to maintain a safe and clean job site.

- The Contractor shall provide its employees and subcontractors with a portable restroom facility to be maintained, cleaned, and emptied weekly.
- Work area is to be left safe at the close of each workday. Leave no unfilled/protected holes. Remove all aluminum cuttings/waste immediately. Do not interrupt power, telephone, or communication systems. Coordinate work with Capital Projects Office.
- Safety: The Contractor shall erect barriers as needed, to prevent pedestrians and vehicles from entering the work area. The Contractor to provide and use any and all equipment needed to complete the work following all OSHA guidelines and requirements.
- Contractor shall complete Architect's, Engineer's, or Owner's punch list before final payments and release of retainage will be issued.
- Upon completion of the work the Contractor is to perform a final construction cleaning of all surfaces and areas associated with this project.

Scope:

The Scope of work includes but is not limited to the following Scope Sheets and Scope Sheet items for each Restroom as listed below:

South Brunswick High School:

- 400 Hall-Boys 401
- 400 Hall-Girls 403_

South Brunswick Middle School:

- 600 Pod-Boys
- 600 Pod-Girls_

Southport Elementary School:

- B Pod-Boys
- B Pod-Girls

Supply Elementary School:

- B-52 Girls
- C-17 Boys
- C-27 Girls

Virginia Williamson Elementary School:

- 3rd Grade Hall Boys
- 3rd Grade Hal Girls
- 3rd Grade Hall Lavatory Area

TOILET PARTITIONS

Field Measurements: Verify actual locations of toilet fixtures, walls, columns, ceilings, and other construction contiguous with toilet compartments by field measurements before fabrication.

PERFORMANCE REQUIREMENTS

- A. Surface-Burning Characteristics: Comply with ASTM E 84; testing by a qualified testing agency. Identify products with appropriate markings of applicable testing agency.
 - 1. Flame-Spread Index: 25 or less.
 - 2. Smoke-Developed Index: 450 or less.
- B. Regulatory Requirements: Comply with applicable provisions in the U.S. Architectural & Transportation Barriers Compliance Board's ADA-ABA Accessibility Guidelines for Buildings and Facilities and ICC A117.1 for toilet compartments designated as accessible.

MANUFACTURERS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - 1. Accurate Partitions Corporation.
 - 2. Ampco, Inc.
 - 3. Bradley Corporation; Mills Partitions
 - 4. Comtec Industries/Capitol Partitions
 - 5. General Partitions Mfg. Corp.
 - 6. Global Partitions
 - 7. Hadrian Manufacturing Inc.
 - 8. Hiny Hiders; Division of Scranton Products
 - 9. Metpar Corp.
 - 10. Partition Systems Incorporated of South Carolina
 - 11. Rockville Partitions Incorporated.
 - 12. Santana Products, Inc.
 - 13. Weis-Robart Partitions, Inc.

SOLID-PLASTIC TOILET COMPARTMENTS

- A. Door, Panel, and Pilaster Construction: Solid, high-density polyethylene (HDPE) panel material, not less than 1 inch thick, seamless, with eased edges, and with homogenous color and pattern throughout thickness of material.
 - 1. Heat-Sink Strip: Manufacturer's standard continuous, stainless-steel strip fastened to exposed bottom edges of solid-polymer components to prevent burning.
 - 2. Color and Pattern: As indicated on Finish Legend or as selected by Architect from manufacturer's full range.
- B. Urinal-Screen Construction: Flat-panel urinal screen matching panel construction.
- C. Pilaster Shoes: Stainless-steel sheet, not less than 0.031-inch nominal thickness and 3 inches high, finished to match hardware.
- D. Urinal-Screen Post: Manufacturer's standard post design of material matching the thickness and construction of pilasters; with shoe matching that on the pilaster.
- E. Brackets (Fittings): Full-height (continuous) type of manufacturer's standard design; stainless steel.

HARDWARE AND ACCESSORIES

- A. Hardware and Accessories: Manufacturer's standard design, heavy-duty operating hardware and accessories.
 - 1. Material: Stainless Steel.
 - 2. Hinges: Manufacturer's premium grade paired, self-closing type that can be adjusted to hold doors open at any angle up to 90 degrees.
 - 3. Latch and Keeper: Manufacturer's premium grade surface-mounted latch unit designed for emergency access and with combination rubber-faced door strike and keeper. Provide units that comply with regulatory requirements for accessibility at compartments designated as accessible.
 - 4. Coat Hook: Manufacturer's premium grade combination hook and rubber-tipped bumper, sized to prevent in-swinging door from hitting compartment-mounted accessories.
 - 5. Door Bumper: Manufacturer's premium grade rubber-tipped bumper at out-swinging doors.

6. Door Pull: Manufacturer's premium grade unit at out-swinging doors that complies with regulatory requirements for accessibility. Provide units on both sides of doors at compartments designated as accessible.
- B. Overhead Bracing: Manufacturer's standard continuous, extruded-aluminum head rail with antigrip profile and in manufacturer's standard finish.
- C. Anchorages and Fasteners: Manufacturer's standard exposed fasteners of stainless steel, finished to match the items they are securing, with theft-resistant-type heads. Provide sex-type bolts for through-bolt applications. For concealed anchors, use stainless steel, hot-dip galvanized steel, or other rust-resistant, protective-coated steel.

MATERIALS

- A. Stainless-Steel Sheet: ASTM A 666, Type 304, stretcher-leveled standard of flatness.
- B. Stainless-Steel Castings: ASTM A 743/A 743M.
- C. Aluminum Extrusions: ASTM B221.

FABRICATION

- A. Fabrication, General: Fabricate toilet compartment components to sizes indicated. Coordinate requirements and provide cutouts for through-partition toilet accessories where required for attachment of toilet accessories.
- B. Overhead-Braced Units: Provide manufacturer's standard corrosion-resistant supports, leveling mechanism, and anchors at pilasters to suit floor conditions. Provide shoes at pilasters to conceal supports and leveling mechanism.
- C. Floor-Anchored Units: Provide manufacturer's standard corrosion-resistant anchoring assemblies with leveling adjustment nuts at pilasters for structural connection to floor. Provide shoes at pilasters to conceal anchorage.
- D. Urinal-Screen Posts: Provide manufacturer's standard corrosion-resistant anchoring assemblies with leveling adjustment at bottoms of posts. Provide shoes at posts to conceal anchorage.
- E. Door Size and Swings:
 1. Standard Compartments: Provide 24-inch clear opening with door swing.
 2. Wheelchair and Ambulatory Accessible Compartments: Provide 32-inch clear opening with Door swing.

EXECUTION

EXAMINATION

- A. Examine areas and conditions, with Installer present, for compliance with requirements for fastening, support, alignment, operating clearances, and other conditions affecting performance of the Work.
 - 1. Confirm location and adequacy of blocking and supports required for installation.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

INSTALLATION

- A. General: Comply with manufacturer's written installation instructions. Install units rigid, straight, level, and plumb. Secure units in position with manufacturer's recommended anchoring devices.
 - 1. Maximum Clearances:
 - a. Pilasters and Panels: 1/2 inch.
 - b. Panels and Walls: 1 inch.
 - 2. Full-Height (Continuous) Brackets: Secure panels to walls and to pilasters with full-height brackets.
 - a. Locate bracket fasteners so holes for wall anchors occur in masonry or tile joints.
 - b. Align brackets at pilasters with brackets at walls.
- B. Overhead-Braced Units: Secure pilasters to floor and level, plumb, and tighten. Set pilasters with anchors penetrating not less than 1-3/4 inches into structural floor unless otherwise indicated in manufacturer's written instructions. Secure continuous head rail to each pilaster with no fewer than two fasteners. Hang doors to align tops of doors with tops of panels, and adjust so tops of doors are parallel with overhead brace when doors are in closed position.
- C. Floor-Anchored Units: Set pilasters with anchors penetrating not less than 2 inches into structural floor unless otherwise indicated in manufacturer's written instructions. Level, plumb, and tighten pilasters. Hang doors and adjust so tops of doors are level with tops of pilasters when doors are in closed position.
- D. Urinal Screens: Attach with anchoring devices to suit supporting structure. Set units level and plumb, rigid, and secured to resist lateral impact.

ADJUSTING

- A. Hardware Adjustment: Adjust and lubricate hardware according to hardware manufacturer's written instructions for proper operation. Set hinges on in-swinging doors to hold doors open approximately 30 degrees from closed position when unlatched. Set hinges on out-swinging doors to return doors to fully closed position.

Restroom Renovations Scope Sheet

1/24/2022

School: South Brunswick High School

Rest Room Location: 400 HALL-GIRLS

Item:	Quantity	Sqft.	Inft.	Existing Description	Action
Signage	1			On Wall at Entrance	Leave In Place
Door 3070	1			WOOD	Leave In Place
Door Frame	1			Metal	Paint (Color Selected By Owner)
Door Hardware	1			Kickplate	Remove/Furnish and Install New Kick Plate
Floors		239		Epoxy	Prep Epoxy Floor with Multi Purpose Bonding Primer (MAPEI-Eco Prim Grip or Equal) -Install 6 x6 Quarry Tile and 6" Base/Floor Tile and Grout to be Sealed/Install New Threshold / (Color selection by Owner)
Walls		650	65	CMU/Painted	Prep/Point Up, Mortar Cracks,Holes,Joints,Caulk as needed/Scrape Flaking Paint/ Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy. (Color selection by Owner)
Ceilings 10'-0"		239		Drywall	Prep/Patch, Sand, Caulk as needed/Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy, (semi gloss) (Color selection by Owner)
Lavatory	1			Wall hung Electric Sensor with (3) Faucets (1) Sensor Not Working	Leave in Place/Clean/Polish/Protect NOTE: Contractor to make sure Sensors are working properly. Fix if not functioning.
Lavatory Drain Lines					N/A
Water Closet	6			Floor Mount (2) Short Pipe to Flush Valve (4) Long Pipe to Flush Valve	Remove/Replace new with American Standard 3461.001 16-1/2" high, floor mounted, vitreous china, elongated siphon jet water saver 1.6 GPF bowl with 1-1/2" top spud, china caps or approved equal Kohler or Zurn. Provide new open front, elongated plastic seat with concealed stainless steel check hinge Church, Bemis or approved equal. Installation to include but not limited to fittings,escutheons,gaskets, etc... for fully functional and properly operational water closet. (Color to be White)
Flush Valves (Water Closet)	6				Remove/Replace with new 1.6 GPF Flush valve with 1" screwdriver angle check stop, vandal resistant stop cap, ADA flush handle, vacuum breaker, 1" chrome plated wall supply cover pipe, chrome plated cast brass escutcheon with set screw, 1-1/2" chrome plated flush pipe, Zurn Z-6000XL-WSI-YBYCYK, Sloan No. 111-1.6YK or Delany F-414-1.6-T42-T36, or approved equal by American Standard. Finish to be Chrome.
Urinal & Flush Valve					
Faucets	N/A				
Hose Bib					N/A
Floor Drain Grate	1				Install New Brass Grate/Floor Drain Grate Finish Floor Elevation to be even with Tile and not more than an 1/8" Lower than Tile Finish Floor Elevation
Clean Out Covers	8			(7) 6" wall cleanout (Painted) (1) 12" wall cleanout (Painted)	Remove/Furnish and Install New Stainless Steel Wall Cleanout Cover
Toilet Partitions	6			(6) HDPE Stalls 1- 61" x 60" with 33" Door 1- 38" x 60" with 32" Door 1- 35" x 60" with 24" Door 3- 33" x 60" with 24" Door	Remove HDPE Stalls and Doors/Furnish and Install New HDPE Toilet Partitions with Doors and Hardware Furnish After Painting is Complete.
Mirror	1			Stainless Steel Edge 24" x 72"	Furnish and Install (1) new 24" x 60" mirror with stainless steel edge after Painting is complete
Soap Dispenser	2				Remove/Install New Owner Supplied Soap Dispensers after painting in different location chosen by Owner
Sanitary Napkin Receptacle	6			Stainless Steel Wall/Stall Mounted	Remove/Furnish and Install New Sanitary Napkin Receptacles
Toilet Paper Dispenser	6			Stall/wall hung	Remove/Install New Owner Supplied Toilet Paper Dispensers after painting is complete
Paper Towel Dispenser					
Trash Receptacle	1			Stainless Steel Recessed in CMU Wall 17-1/2" x 56"	Remove/Fill in Trash Receptacle Opening with CMU
Access Panel/Door					N/A
Toilet Seat Cover Dispenser					
Grab Bars	4			Wall Mounted	Remove/Install New Grab Bars and Add Any Necessary Grab Bars to Meet Most Recent ADA Code
HVAC	1			HVAC	Remove and Replace with New HVAC Grille (Color WHITE)
Exhaust	2			HVAC Exhaust	Remove and Replace with New HVAC Grille (Color WHITE)
Electrical					
Receptacles					N/A
Receptacle Cover Plate					N/A

Switches					N/A
Switch Cover Plate					N/A
Lights	4			12" x 48" Recessed	Leave in Place/Clean Lens NOTE: One Light Fixture Has Frame that needs to be Fastened back to Ceiling

Restroom Renovations Scope Sheet

1/24/2022

School: South Brunswick High School

Rest Room Location: 400 HALL-BOYS

Item:	Quantity	Sqft.	Inft.	Existing Description	Action
Signage	1			On Wall at Entrance	Leave In Place
Door 3070	1			WOOD	Leave In Place
Door Frame	1			Metal	Paint (Color Selected By Owner)
Door Hardware	1			Kickplate	Remove/Furnish and Install New Kick Plate
Floors		168		Epoxy	Prep Epoxy Floor with Multi Purpose Bonding Primer (MAPEI-Eco Prim Grip or Equal) -Install 6 x6 Quarry Tile and 6" Base/Floor Tile and Grout to be Sealed/Install New Threshold / (Color selection by Owner)
Walls		530	53	CMU/Painted	Prep/Point Up, Mortar Cracks,Holes,Joints,Caulk as needed/Scrape Flaking Paint/ Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy. (Color selection by Owner)
Ceilings 10'-0"		168		Drywall	Prep/Patch, Sand, Caulk as needed/Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy, (semi gloss) (Color selection by Owner)
Lavatory	1			Wall hung Electric Sensor with (2) Faucets	Leave in Place/Clean/Polish/Protect NOTE: Contractor to make sure Sensors are working properly. Fix if not functioning.
Lavatory Drain Lines					N/A
Water Closet	2			Floor Mount (1) Short Pipe to Flush Valve (1) Long Pipe to Flush Valve	Remove/Replace new with American Standard 3461.001 16-1/2" high, floor mounted, vitreous china, elongated siphon jet water saver 1.6 GPF bowl with 1-1/2" top spud, china caps or approved equal Kohler or Zurn. Provide new open front, elongated plastic seat with concealed stainless steel check hinge Church, Bemis or approved equal. Installation to include but not limited to fittings,escutheons,gaskets, etc... for fully functional and properly operational water closet. (Color to be White)
Flush Valves (Water Closet)	2				Remove/Replace with new 1.6 GPF Flush valve with 1" screwdriver angle check stop, vandal resistant stop cap, ADA flush handle, vacuum breaker, 1" chrome plated wall supply cover pipe, chrome plated cast brass escutcheon with set screw, 1-1/2" chrome plated flush pipe, Zurn Z-6000XL-WSI-YBYCYK, Sloan No. 111-1.6YK or Delany F-414-1.6-T42-T36, or approved equal by American Standard. Finish to be Chrome.
Urinal & Flush Valve	2			Wall hung/2 are In Place, 1 has already been taken off of wall	Remove 2/Furnish and Install (3) New Urinals/ Replace with 0.125 GPF American Standard 6002.001 or Zurn, Kohler approved equal. (Color to be White) Flush Valve to be .0125 GPF American Standard, Zurn, Sloan
Faucets	N/A				
Hose Bib					N/A
Floor Drain Grate	1				Install New Brass Grate/Floor Drain Grate Finish Floor Elevation to be even with Tile and not more than an 1/8" Lower than Tile Finish Floor Elevation
Clean Out Covers	1			6" wall cleanout (Painted)	Remove/Furnish and Install New Stainless Steel Wall Cleanout Cover
Toilet Partitions	2/2			(2) HDPE Stalls 1- 34" x 63" with 24" Door 1- 60" x 60" with 34" Door (2) HDPE Urinal Screens 2- 24" x 43"	Remove HDPE Stalls, Doors, Urinal Screens/Furnish and Install New HDPE Toilet Partitions with Doors and Hardware Furnish and Install 2 New HDPE Urinal Screens After Painting is Complete.
Mirror	1			Stainless Steel Edge 24" x 72"	Furnish and Install (1) new 24" x 60" mirror with stainless steel edge after Painting is complete
Soap Dispenser					Install (1) New Owner Supplied Soap Dispensers after painting in different location chosen by Owner
Sanitary Napkin Receptacle					N/A
Toilet Paper Dispenser	2			Stall/wall hung	Remove/Install New Owner Supplied Toilet Paper Dispensers after painting is complete
Paper Towel Dispenser					
Trash Receptacle	1			Stainless Steel Recessed in CMU Wall 17-1/2" x 56"	Remove/Fill in Trash Receptacle Opening with CMU
Access Panel/Door					N/A
Toilet Seat Cover Dispenser					
Grab Bars	2			Wall Mounted	Remove/Install New Grab Bars and Add Any Necessary Grab Bars to Meet Most Recent ADA Code
HVAC	1			HVAC	Remove and Replace with New HVAC Grille (Color WHITE)
Exhaust	1			HVAC Exhaust	Remove and Replace with New HVAC Grille (Color WHITE)
Electrical					
Receptacles					N/A
Receptacle Cover Plate					N/A

Switches					N/A
Switch Cover Plate					N/A
Lights	4			12" x 48" Recessed	Leave in Place/Clean Lens
2 x 4 Blank coverplate at Ceiling	1			2 x 4 Blank coverplate at Ceiling (Almond)	Remove/Furnish and Install White 2 x 4 Coverplate

Restroom Renovations Scope Sheet

1/24/2022

School: South Brunswick Middle School

Rest Room Location: 600 HALL-BOYS

Item:	Quantity	Sqft.	Inft.	Existing Description	Action
Signage	2			On Wall at Entrance	Remove/Furnish and Install Code Compliant Signage
Door 3068	2			Wood (Painted)	Remove/Furnish and Install New Wood Doors (Birch)/Prep/Stain One Coat/Seal 2 Coats
Door Frame	2			Metal	Paint
Door Hardware	1			Hinges (3)/Push Plate/Pull Handle/Kickplate/Kick Down Door Stop/Closer/Wall Bumper	Remove/Furnish and Install New Door Hardware (Finish Selected by Owner)
Floors		167		Ceramic Tile	Remove Existing Tile Floor/Install 6 x6 Quarry Tile and 6" Base /Floors and Grout to be Sealed/Install New Threshold (Color selection by Owner)
Walls		528	66	CMU/Painted	Prep/Point Up, Mortar Cracks,Holes,Joints,Caulk as needed/Scrape Flaking Paint/ Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy. (Color selection by Owner)
Ceilings 8'-0"		167		Drywall	Prep/Patch, Sand, Caulk as needed/Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy, (semi gloss) (Color selection by Owner)
Lavatory	2			Wall hung/Cold Water Only	Remove/Replace with 20" by 18" enameled cast iron with 1 deck holes for Cold Water, back ledge, wall hanger, front overflow by Zurn Z5840, American Standard, Kohler or approved equal. Installation To Include but not limited to new supply line, fittings, escutcheons, etc... for the fully functional and properly operating lavatory. Wrap waterlines with Lav Guard or approved equal. (Color to be White)
Lavatory Drain Lines	2				Remove/Replace with new Chrome finish drain line including escutcheons at wall. Wrap with Lav Guard or equal pipe protection.
Water Closet	2			Wall Hung (2) Has Long Pipe at Flush Valve	Remove/Replace with new wall mounted, vitreous china, elongated bowl, 1.6 GPF American Standard or Zurn, Kohler approved equal. Contractor to verify bolt pattern of new toilet match existing wall bracket. Provide new open front, elongated plastic seat with concealed stainless steel check hinges Church 9500CT, Bemis 1955SSCT or approved equal. Installation to include but not limited to fittings, escutcheons, gaskets, etc... for fully functional and properly operational water closet. (Color to be White)
Flush Valves (Water Closet)	2				Remove/Replace with new 1.6 GPF Flush valve with 1" screwdriver angle check stop, vandal resistant stop cap, ADA flush handle, vacuum breaker, 1" chrome plated wall supply cover pipe, chrome plated cast brass escutcheon with set screw, 1-1/2" chrome plated flush pipe, Zurn Z-6000XL-WSI-YBYCYK, Sloan No. 111-1.6YK or Delany F-414-1.6-T42-T36, or approved equal by American Standard. Finish to be Chrome.
Urinal & Flush Valve	3			Wall hung	Remove/Replace with .0125 GPF American Standard 6590.001EC or Zurn, Kohler approved equal. (Color to be White) Flush Valve to be .0125 GPF American Standard, Zurn, Sloan
Faucets	2			Push Down Metered/Cold Water Only	Remove/Replace with new single hole, single supply Zurn Z 86100-XL, Chicago or approved equal self-closing metered push down faucet. Installation to include all associated fitting, gaskets, escutcheons, etc... for fully functioning properly operating faucets. (Chrome Finish)
Hose Bib	1				N/A
Floor Drain Grate	1				Install New Brass Grate/Floor Drain Grate Finish Floor Elevation to be even with Tile and not more than an 1/8" Lower than Tile Finish Floor Elevation
Clean Out Covers	1			Painted 6"	Remove/Furnish and Install New clean out cover /Stainless Steel.
Toilet Partitions	2			(2) Part CMU wall, Part HDPE Stall with Doors CMU Partition 4'-0" Long x 5'-0" High STALL MEASUREMENTS 1- 27" x 60" with 25" Door 1- 38" x 60" with 25" Door	Remove (2) CMU-HDPE Stall Walls/Repair CMU where stall walls tie into main CMU walls/Replace with new HDPE toilet partitions, doors, and hardware/Furnish and Install (2) New Urinal Screens. (Color Selected By Owner)
Mirror					Furnish and Install (2) new 24" x 36" mirror with stainless steel edge at Lavatories after Painting is complete
Soap Dispenser	1			Wall Hung	Remove/Install New Owner Supplied Soap Dispensers after painting in different location chosen by Owner
Sanitary Napkin Receptacle					N/A
Toilet Paper Dispenser	2			Stall/wall hung	Remove/Install New Owner Supplied Toilet Paper Dispensers after painting is complete
Paper Towel Dispenser					N/A
Trash Receptacle					N/A
Access Panel/Door					N/A
Shelving					N/A
Grab Bars	1			Wall Mounted	Remove/Install New Grab Bars and Add Any Necessary Grab Bars to Meet Most Recent ADA Code
HVAC	1			HVAC	Remove and Replace with New HVAC Grille (Color WHITE)
Exhaust	1			HVAC Exhaust	Remove and Replace with New HVAC Grille (Color WHITE)
Electrical					
Receptacles	1			GFCI (White)	Remove/Furnish and Install New GFCI Receptacle 120 volt 20 amp (Gray Color)
Receptacle Cover Plate	1			Switch Cover Plate (White)	Remove/Furnish and Install New Stainless Steel Switch Cover Plate

Switches	2			Singlr Pole (Gray) slotted switch	N/A
Switch Cover Plate	2			Stainless Steel	N/A
Lights	2			12" x 48" Surface Mount	Leave in Place/Clean Lens

Restroom Renovations Scope Sheet

1/24/2022

School: South Brunswick Middle School

Rest Room Location: 600 HALL-GIRLS

Item:	Quantity	Sqft.	Inf.	Existing Description	Action
Signage	2			On Wall at Entrance	Remove/Furnish and Install Code Compliant Signage
Door 3068	2			Wood (Painted)	Remove/Furnish and Install New Wood Doors (Birch)/Prep/Stain One Coat/Seal 2 Coats
Door Frame	2			Metal	Paint
Door Hardware	1			Hinges (3)/Push Plate/Pull Handle/Kickplate/Kick Down Door Stop/Closer/Wall Bumper	Remove/Furnish and Install New Door Hardware (Finish Selected by Owner)
Floors		167		Ceramic Tile	Remove Existing Tile Floor/Install 6 x6 Quarry Tile and 6" Base /Floors and Grout to be Sealed/Install New Threshold (Color selection by Owner)
Walls		528	66	CMU/Painted	Prep/Point Up, Mortar Cracks,Holes,Joints,Caulk as needed/Scrape Flaking Paint/ Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy. (Color selection by Owner) NOTE: Remove metal plate at CMU wall Under Paper Towel Dispenser and Repair CMU wall (2-8" x 16" CMU) If a cut off is behind Metal Plate Install Locking Metals Access Door.
Ceilings 8'-0"		167		Drywall	Prep/Patch, Sand, Caulk as needed/Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy, (semi gloss) (Color selection by Owner)
Lavatory	2			Wall hung/Cold Water Only	Remove/Replace with 20" by 18" enameled cast iron with 1 deck holes for Cold Water, back ledge, wall hanger, front overflow by Zurn Z5840, American Standard, Kohler or approved equal. Installation To Include but not limited to new supply line, fittings, escutcheons, etc... for the fully functional and properly operating lavatory. Wrap waterlines with Lav Guard or approved equal. (Color to be White)
Lavatory Drain Lines	2				Remove/Replace with new Chrome finish drain line including escutcheons at wall. Wrap with Lav Guard or equal pipe protection.
Water Closet	3			Wall Hung (3) Long Pipe to Flush Valve	Remove/Replace with new wall mounted, vitreous china, elongated bowl, 1.6 GPF American Standard or Zurn, Kohler approved equal. Contractor to verify bolt pattern of new toilet match existing wall bracket. Provide new open front, elongated plastic seat with concealed stainless steel check hinges Church 9500CT, Bemis 1955SSCT or approved equal. Installation to include but not limited to fittings, escutcheons, gaskets, etc... for fully functional and properly operational water closet. (Color to be White)
Flush Valves (Water Closet)	3				Remove/Replace with new 1.6 GPF Flush valve with 1" screwdriver angle check stop, vandal resistant stop cap, ADA flush handle, vacuum breaker, 1" chrome plated wall supply cover pipe, chrome plated cast brass escutcheon with set screw, 1-1/2" chrome plated flush pipe, Zurn Z-6000XL-WSI-YBYCYK, Sloan No. 111-1.6YK or Delany F-414-1.6-T42-T36, or approved equal by American Standard. Finish to be Chrome.
Urinal & Flush Valve	3			Wall hung	Remove/Replace with 0.125 GPF American Standard 6590.001EC or Zurn, Kohler approved equal. (Color to be White) Flush Valve to be .0125 GPF American Standard, Zurn, Sloan
Faucets	2			Twist Metered/Cold Water Only	Remove/Replace with new single hole, single supply Zurn Z 86100-XL, Chicago or approved equal self-closing metered push down faucet. Installation to include all associated fitting, gaskets, escutcheons, etc... for fully functioning properly operating faucets. (Chrome Finish)
Hose Bib	1				N/A
Floor Drain Grate	1				Install New Brass Grate/Floor Drain Grate Finish Floor Elevation to be even with Tile and not more than an 1/8" Lower than Tile Finish Floor Elevation
Clean Out Covers	3			(2)Painted Wall Cleanout Cover 1-6" 1-8" (1) Brass Floor Cleanout Cover	-Remove/Furnish and Install New Wall Cleanout Covers /Stainless Steel. -Remove/Furnish and Install New Brass Floor Cleanout Cover to Finish Floor Elevation/To be even with Tile and not more than an 1/8" Lower than Tile Finish Floor Elevation.
Toilet Partitions	3			(3) Part CMU wall, Part HDPE Stall with Doors CMU Partition 4'-0" Long x 5'-0" High STALL MEASUREMENTS 1- 26" x 60" with 25" Door 1- 27" x 60" with 25" Door 1- 38" x 60" with 25" Door	Remove (3) CMU-HDPE Stall Walls/Repair CMU where stall walls tie into main CMU walls/Replace with new HDPE toilet partitions, doors, and hardware/ (Color SelectedBy Owner)
Mirror					Furnish and Install (2) new 24" x 36" mirror with stainless steel edge at Lavatories after Painting is complete
Soap Dispenser	1			Wall Hung	Remove/Install New Owner Supplied Soap Dispensers after painting in different location chosen by Owner
Sanitary Napkin Receptacle	3			Sanitary Napkin Receptacles (Plastic)	Remove/Furnish and Install New Stainless Steel Sanitary Napkin Receptacles
Toilet Paper Dispenser	3			Stall/wall hung	Remove/Install New Owner Supplied Toilet Paper Dispensers after painting is complete
Paper Towel Dispenser	1			Wall Hung	Remove/Install New Owner Supplied Paper Towel Dispenser after painting is complete
Trash Receptacle					N/A
Access Panel/Door					N/A
Shelving					N/A
Grab Bars	1			Wall Mounted	Remove/Install New Grab Bars and Add Any Necessary Grab Bars to Meet Most Recent ADA Code
HVAC	1			HVAC	Remove and Replace with New HVAC Grille (Color WHITE)
Exhaust	1			HVAC Exhaust	Remove and Replace with New HVAC Grille (Color WHITE)
Electrical					
Receptacles	1			GFCI (White)	Remove/Furnish and Install New GFCI Receptacle 120 volt 20 amp (Gray Color)
Receptacle Cover Plate	1			Switch Cover Plate (White)	Remove/Furnish and Install New Stainless Steel Switch Cover Plate

Switches	2			Singlr Pole (Gray) slotted switch	N/A
Switch Cover Plate	2			Stainless Steel	N/A
Lights	2			12" x 48" Surface Mount	Leave in Place/Clean Lens

Restroom Renovations Scope Sheet

1/27/2022

School: Supply Elementary School

Rest Room Location: 2/3 Hall B-52 GIRLS

Item:	Quantity	Sqft.	Inft.	Existing Description	Action
Signage	1			One wall at entrance	Leave In Place
Door					N/A
Door Frame					N/A
Door Hardware					N/A
Floors		383		Ceramic Tile	Remove Tile/Prep/ Install 6 x6 Quarry Tile and 6" Base/Floors and Grout to be Sealed/Install New Threshold at Entrances/ (Color selection by Owner)
Walls		740	74	CMU/Painted 990 sqft-99 Lnft of CMU (Perimeter Walls) 110 Sqft-7'-8" of Screen Wall (LEAVE IN PLACE) 480 Sqft-.33'4"Lnft. CMU Stall Wall (REMOVE)	Prep/Point Up, Mortar Cracks,Holes,Joints,Caulk as needed/Scrape Flaking Paint/ Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy. (Color selection by Owner) *Remove 480 Sft./33'-4" Lnft of CMU Stall Wall (Verify With Owner) *Repair and Infill CMU Walls Where CMU Stall Walls are Removed
Ceilings 10'-0"		383		Drywall	Prep/Patch, Sand, Caulk as needed/Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy, (semi gloss) (Color selection by Owner)
Lavatory	4			Wall hung	Remove/Replace with 20" by 18" enameled cast iron with 3 deck holes for Hot, Cold Water and Faucet with 4" center set, back ledge, wall hanger, front overflow by Zurn Z5840, American Standard, Kohler or approved equal. Installation To Include but not limited to new supply line, fittings, escutcheons, etc... for the fully functional and properly operating lavatory. Wrap waterlines with Lav Guard or approved equal. (Color to be White)
Lavatory Drain Lines	4				Remove/Replace with new Chrome finish drain line including escutcheons at wall. Wrap with Lav Guard or equal pipe protection.
Water Closet	6			Wall Hung	Remove/Replace with new wall mounted, vitreous china, elongated bowl, 1.6 GPF American Standard or Zurn, Kohler approved equal. Contractor to verify bolt pattern of new toilet match existing wall bracket. Provide new open front, elongated plastic seat with concealed stainless steel check hinges Church 9500CT, Bemis 1955SCT or approved equal. Installation to include but not limited to fittings, escutcheons, gaskets, etc... for fully functional and properly operational water closet. (Color to be White)
Urinal & Flush Valve					
Faucets	4			Lever Handle (Hot and Cold)	Remove/Replace with new 4" center, Hot and Cold water supply Zurn Z86500-XL, Chicago, or approved equal self-closing metered push down faucet. Installation to include all associated fitting, gaskets, escutcheons, etc... for fully functioning properly operating faucets. (Chrome Finish)
Hose Bib	1				N/A
Flush Valves(Water Closet)	6				Remove/Replace with new 1.6 GPF Flush valve with 1" screwdriver angle check stop, vandal resistant stop cap, ADA flush handle, vacuum breaker, 1" chrome plated wall supply cover pipe, chrome plated cast brass escutcheon with set screw, 1-1/2" chrome plated flush pipe, Zurn Z-6000XL-WSI-YBYCYK, Sloan No. 111-1.6YK or Delany F-414-1.6-T42-T36, or approved equal by American Standard. Finish to be Chrome.
Floor Drain Grate	1			brass	Install New Brass Grate/Floor Drain Grate Finish Floor Elevation to be even with Tile and not more than an 1/8" Lower than Tile Finish Floor Elevation
Clean Out Covers	1			Painted Square Metal	Remove/Furnish and Install New Stainless Steel Wall Cleanout Cover
Toilet Partitions	6			(6) CMU Stalls 6'-8" Long x 7'-2" high (with Hollow Metal Frames and Wood Doors and with Lever Handle Privacy Lock Sets) (5) With 24" Doors (1) With 34" Door	Remove (6) Stalls with 8" CMU Walls,Wood Doors, Hollow Metal Frames repair Masonry Walls Where CMU Tied into other CMU Walls/Return Privacy Door Lock Sets to Owner When Removed/Furnish and Install new HDPE toilet partition with doors, and hardware. (Owner to Select Color)
Mirror	1			24" x 48" stainless steel edge	Remove/Furnish and Install New 24" x 60" Mirror with Stainless Steel edging over sinks.
Soap Dispenser	2			wall hung	Remove/Install New Owner Supplied Soap Dispensers after painting.
Sanitary Napkin Receptacle	6			wall/stall hung	Remove/Furnish and Install New Stainless Steel Sanitary Napkin Receptacles
Toilet Paper Dispenser	6			wall/stall Hung	Remove/Install New Owner Supplied Toilet Paper Dispensers after painting is complete
Paper Towel Dispenser	2			wall hung	Remove/Install New Owner Supplied Paper Towel Dispensers after painting is complete
Trash Receptacle	1			Recessed Stainless Steel	Leave in Place/Clean/Protect
Access Panel/Door					
Shelving					
Grab Bars	2			Wall Mounted	Remove/Install new grab bars and add any necessary grab bars to meet most recent ADA code
HVAC	1			HVAC	Remove and Replace with New HVAC Grille (Color WHITE)
EXHAUST	1			HVAC Exhaust	Remove and Replace with New HVAC Grille (Color WHITE)
Electrical					
Receptacles					N/A
Receptacle Cover Plate					N/A
Switches	1			Single Pole Slotted Switch (Gray)	Leave In Place

Switch Cover Plate	1			Slotted Switch Cover Plate (Stainless Steel)	Leave In Place
Lights	4/1			4-Recessed 12" x 48" 1-Can Light	Leave In Place/Clean Lens

Restroom Renovations Scope Sheet

1/31/2022

School: Supply Elementary School

Rest Room Location: C 27 GIRLS

Item:	Quantity	Sqft.	Inft.	Existing Description	Action
Signage	1			One wall at entrance	Leave In Place
Door					N/A
Door Frame					N/A
Door Hardware					N/A
Floors		378		Ceramic Tile	Remove Tile/Prep/ Install 6 x6 Quarry Tile and 6" Base/Floors and Grout to be Sealed/Install New Threshold at Entrances/ (Color selection by Owner)
Walls		930	93	CMU/Painted 930 sqft-93 Lnft of CMU (Perimeter Walls) 110 Sqft-7'-8" of CMU stall Wall closest to entrance (LEAVE IN PLACE) to be used as a screen wall 440 Sqft-.33'4"Lnft. CMU Stall Wall (REMOVE)	Prep/Point Up, Mortar Cracks,Holes,Joints,Caulk as needed/Scrape Flaking Paint/ Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy. (Color selection by Owner) *Remove 440 Sft./33'-4" Lnft of CMU Stall Wall (Verify With Owner) *Leave in Place 110 sqft-7'-8" of CMU Stall Wall closet to entrance to be used as a screen wall *Repair and Infill CMU Walls Where CMU Stall Walls are Removed
Ceilings 10'-0"		378		Drywall	Prep/Patch, Sand, Caulk as needed/Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy, (semi gloss) (Color selection by Owner)
Lavatory	3			Wall hung	Remove/Replace with 20" by 18" enameled cast iron with 3 deck holes for Hot, Cold Water and Faucet with 4" center set, back ledge, wall hanger, front overflow by Zurn Z5840, American Standard, Kohler or approved equal. Installation To Include but not limited to new supply line, fittings, escutcheons, etc... for the fully functional and properly operating lavatory. Wrap waterlines with Lav Guard or approved equal. (Color to be White)
Lavatory Drain Lines	3				Remove/Replace with new Chrome finish drain line including escutcheons at wall. Wrap with Lav Guard or equal pipe protection.
Water Closet	6			Wall Hung	Remove/Replace with new wall mounted, vitreous china, elongated bowl, 1.6 GPF American Standard or Zurn, Kohler approved equal. Contractor to verify bolt pattern of new toilet match existing wall bracket. Provide new open front, elongated plastic seat with concealed stainless steel check hinges Church 9500CT, Bemis 1955SCT or approved equal. Installation to include but not limited to fittings, escutcheons, gaskets, etc... for fully functional and properly operational water closet. (Color to be White)
Urinal & Flush Valve					
Faucets	3			Lever Handle (Hot and Cold)	Remove/Replace with new 4" center, Hot and Cold water supply Zurn Z86500-XL, Chicago, or approved equal self-closing metered push down faucet. Installation to include all associated fitting, gaskets, escutcheons, etc... for fully functioning properly operating faucets. (Chrome Finish)
Hose Bib	1				N/A
Flush Valves(Water Closet)	6				Remove/Replace with new 1.6 GPF Flush valve with 1" screwdriver angle check stop, vandal resistant stop cap, ADA flush handle, vacuum breaker, 1" chrome plated wall supply cover pipe, chrome plated cast brass escutcheon with set screw, 1-1/2" chrome plated flush pipe, Zurn Z-6000XL-WSI-YBYCYK, Sloan No. 111-1.6YK or Delany F-414-1.6-T42-T36, or approved equal by American Standard. Finish to be Chrome.
Floor Drain Grate	1			brass	Install New Brass Grate/Floor Drain Grate Finish Floor Elevation to be even with Tile and not more than an 1/8" Lower than Tile Finish Floor Elevation
Clean Out Covers	3			Painted (1) 8" (2) 6"	Remove/Furnish and Install New Stainless Steel Wall Cleanout Covers
Toilet Partitions	6			(6) CMU Stalls 6'-8" Long x 7'-2" high (with Hollow Metal Frames and Wood Doors and with Lever Handle Privacy Lock Sets) (5) With 30" Doors (1) With 38" Door	Remove (6) Stalls with 8" CMU Walls,Wood Doors, Hollow Metal Frames repair Masonry Walls Where CMU Tied into other CMU Walls/Return Privacy Door Lock Sets to Owner When Removed/Furnish and Install new HDPE toilet partition with doors, and hardware. (Owner to Select Color)
Mirror	1			18" x 48" stainless steel edge	Remove/Furnish and Install New 24" x 60" Mirror with Stainless Steel edging over sinks.
Soap Dispenser	2			wall hung	Remove/Install New Owner Supplied Soap Dispensers after painting.
Sanitary Napkin Receptacle	6			wall/stall hung (Plastic)	Remove/Furnish and Install New Stainless Steel Sanitary Napkin Receptacles
Toilet Paper Dispenser	6			wall/stall Hung	Remove/Install New Owner Supplied Toilet Paper Dispensers after painting is complete
Paper Towel Dispenser	2			wall hung	Remove/Install New Owner Supplied Paper Towel Dispensers after painting is complete
Trash Receptacle	1			Recessed Stainless Steel	Leave in Place/Clean/Protect
Access Panel/Door					
Shelving					
Grab Bars	2			Wall Mounted	Remove/Install new grab bars and add any necessary grab bars to meet most recent ADA code
HVAC	1			HVAC	Remove and Replace with New HVAC Grille (Color WHITE)
EXHAUST	1			HVAC Exhaust	Remove and Replace with New HVAC Grille (Color WHITE)
Electrical					
Receptacles					N/A
Receptacle Cover Plate					N/A
Switches	1			Single Pole Slotted Switch (Gray)	Leave In Place

Switch Cover Plate	1			Slotted Switch Cover Plate (Stainless Steel)	Leave In Place
Lights	4/1			4-Recessed 12" x 48" 1-Can Light	Leave In Place/Clean Lens

Restroom Renovations Scope Sheet

1/27/2022

School: Supply Elementary School

Rest Room Location: C 17 BOYS

Item:	Quantity	Sqft.	Inft.	Existing Description	Action
Signage	1			One wall at entrance	Leave In Place
Door					N/A
Door Frame					N/A
Door Hardware					N/A
Floors		300		Ceramic Tile	Remove Tile/Prep/ Install 6 x6 Quarry Tile and 6" Base/Floors and Grout to be Sealed/Install New Threshold at Entrances/ (Color selection by Owner)
Walls		680	68	CMU/Painted 680 sqft-68 Lnft of CMU (Perimeter Walls) 116 Sqft-8' of Screen Wall (LEAVE IN PLACE) 192 Sqft.-13'-4"Lnft. CMU Stall Wall (REMOVE) 58 Sqft.- 4 Lnft. CMU Urinal Screen Wall (LEAVE IN PLACE)	Prep/Point Up, Mortar Cracks,Holes,Joints,Caulk as needed/Scrape Flaking Paint/ Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy. (Color selection by Owner) *Remove 192 Sft./13'-4" Lnft of CMU Stall Wall (Verify With Owner) *Repair and Infill CMU Walls Where CMU Stall Walls are Removed
Ceilings 10'-0"		300		Drywall	Prep/Patch, Sand, Caulk as needed/Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy, (semi gloss) (Color selection by Owner)
Lavatory	3			Wall hung	Remove/Replace with 20" by 18" enameled cast iron with 3 deck holes for Hot, Cold Water and Faucet with 4" center set, back ledge, wall hanger, front overflow by Zurn Z5840, American Standard, Kohler or approved equal. Installation To Include but not limited to new supply line, fittings, escutcheons, etc... for the fully functional and properly operating lavatory. Wrap waterlines with Lav Guard or approvedequal. (Color to be White)
Lavatory Drain Lines	4				Remove/Replace with new Chrome finish drain line including escutcheons at wall. Wrap with Lav Guard or equal pipe protection.
Water Closet	2			Wall Hung	Remove/Replace with new wall mounted, vitreous china, elongated bowl, 1.6 GPF American Standard or Zurn, Kohler approved equal. Contractor to verify bolt pattern of new toilet match existing wall bracket. Provide new open front, elongated plastic seat with concealed stainless steel check hinges Church 9500CT, Bemis 1955SCT or approved equal. Installation to include but not limited to fittings, escutcheons, gaskets, etc... for fully functional and properly operational water closet. (Color to be White)
Urinal & Flush Valve	3			Wall hung	Remove/Replace with 0.125 GPF American Standard 6002.001 or Zurn, Kohler approved equal. (Color to be White) Flush Valve to be .0125 GPF American Standard, Zurn, Sloan
Faucets	4			Lever Handle (Hot and Cold)	Remove/Replace with new 4" center, Hot and Cold water supply Zurn Z86500-XL, Chicago, or approved equal self-closing metered push down faucet. Installation to include all associated fitting, gaskets, escutcheons, etc... for fully functioning properly operating faucets. (Chrome Finish)
Hose Bib	1				N/A
Flush Valves(Water Closet)	3				Remove/Replace with new 1.6 GPF Flush valve with 1" screwdriver angle check stop, vandal resistant stop cap, ADA flush handle, vacuum breaker, 1" chrome plated wall supply cover pipe, chrome plated cast brass escutcheon with set screw, 1-1/2" chrome plated flush pipe, Zurn Z-6000XL-WSI-YBYCYK, Sloan No. 111-1.6YK or Delany F-414-1.6-T42-T36, or approved equal by American Standard. Finish to be Chrome.
Floor Drain Grate	1			brass	Install New Brass Grate/Floor Drain Grate Finish Floor Elevation to be even with Tile and not more than an 1/8" Lower than Tile Finish Floor Elevation
Clean Out Covers	2			6" Painted	Remove/Furnish and Install New Stainless Steel Wall Cleanout Covers
Toilet Partitions	2/2			(2) CMU Stalls 6'-8" Long x 7'-2" high (with Hollow Metal Frames and Wood Doors and with Lever Handle Privacy Lock Sets) (2) With 24" Doors (2) CMU Urinal Screens 24" x 6'-6" (Leave in Place)	Remove (2) Stalls with 8" CMU Walls,Wood Doors, Hollow Metal Frames repair Masonry Walls Where CMU Tied into other CMU Walls/Return Privacy Door Lock Sets to Owner When Removed/Leave in place CMU Urinal Screens/Furnish and Install new HDPE toilet partition with doors, and hardware. (Owner to Select Color)
Mirror	1			24" x 48" stainless steel edge	Remove/Furnish and Install New 24" x 60" Mirror with Stainless Steel edging over sinks.
Soap Dispenser	2			wall hung	Remove/Install New Owner Supplied Soap Dispensers after painting.
Sanitary Napkin Receptacle					
Toilet Paper Dispenser	2			wall/stall Hung	Remove/Install New Owner Supplied Toilet Paper Dispensers after painting is complete
Paper Towel Dispenser	2			wall hung	Remove/Install New Owner Supplied Paper Towel Dispensers after painting is complete
Trash Receptacle	1			Recessed Stainless Steel	Leave in Place/Clean/Protect
Access Panel/Door					
Shelving					
Grab Bars	2			Wall Mounted	Remove/Install new grab bars and add any necessary grab bars to meet most recent ADA code
HVAC	1			HVAC	Remove and Replace with New HVAC Grille (Color WHITE)
EXHAUST	1			HVAC Exhaust	Remove and Replace with New HVAC Grille (Color WHITE)
Electrical					
Receptacles					N/A
Receptacle Cover Plate					N/A

Switches	1			Single Pole Slotted Switch (Gray)	Leave In Place
Switch Cover Plate	1			Slotted Switch Cover Plate (Stainless Steel)	Leave In Place
Lights	4/2			4-Recessed 12" x 48" 2-Can Light	Leave In Place/Clean Lens

Restroom Renovations Scope Sheet

2/1/2022

School: Virginia Williamson Elementary School

Rest Room Location: 3RD GRADE HALL RR COMMON AREA

Item:	Quantity	Sqft.	Inft.	Existing Description	Action
Signage					
Door					
Door Frame					
Door Hardware					
Floors		100		Welded Seam Sheet Vinyl	Remove Welded Seam Sheet Vinyl/Prep/ Furnish and Install 6 x6 Quarry Tile and 6" Base/Floors and Grout to be Sealed/Install New Threshold at Entrances/ (Color selection by Owner)
Walls		189	21	CMU/Painted	Prep/Point Up, Mortar Cracks,Holes,Joints,Caulk as needed/Scrape Flaking Paint/ Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy. (Color selection by Owner)
Ceilings 9'-0"		100		ACT	Leave In Place
Lavatory					
Lavatory Drain Lines					
Water Closet					
Urinal & Flush Valve					
Faucets					
Hose Bib					
Flush Valves(Water Closet)					
Floor Drain Grate					
Clean Out Covers	2			Wall Cleanout Cover 1-6" Painted 1-6" Stainless Steel	Remove/Furnish and Install New Stainless Steel Wall Cleanout Covers
Toilet Partitions					
Mirror					
Soap Dispenser					
Sanitary Napkin Receptacle					
Toilet Paper Dispenser					
Paper Towel Dispenser					
Trash Receptacle					
Access Panel/Door					
Shelving					
Grab Bars					
HVAC					
EXHAUST					
Electrical					
Receptacles				GFCI -Duplex- White at Water Cooler	Remove/Furnish and Install New GFCI Receptacle 120 volt 20 amp (Gray Color)

Receptacle Cover Plate				GFCI White Cover Plate	Remove/Furnish and Install New Stainless Steel Cleanout Cover
Switches					
Switch Cover Plate					
Lights	3			24" x 48" Lay In	Leave In Place/Clean Lens

Restroom Renovations Scope Sheet

1/31/2022

School: Virginia Williamson Elementary School

Rest Room Location: 3RD GRADE HALL BOYS

Item:	Quantity	Sqft.	Inft.	Existing Description	Action
Signage	1			One wall at entrance	Leave In Place
Door					N/A
Door Frame					N/A
Door Hardware					N/A
Floors		214		Welded Seam Sheet Vinyl	Remove Welded Seam Sheet Vinyl/Prep/ Furnish and Install 6 x6 Quarry Tile and 6" Base/Floors and Grout to be Sealed/Install New Threshold at Entrances/ (Color selection by Owner)
Walls		621	69	CMU/Painted	Prep/Point Up, Mortar Cracks,Holes,Joints,Caulk as needed/Scrape Flaking Paint/ Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy. (Color selection by Owner)
Ceilings	9'-0"	214		ACT	Leave In Place
Lavatory	2			Wall hung	Remove/Replace with 20" by 18" enameled cast iron with 3 deck holes for Hot, Cold Water and Faucet with 4" center set, back ledge, wall hanger, front overflow by Zurn Z5840, American Standard, Kohler or approved equal. Installation To Include but not limited to new supply line, fittings, escutcheons, etc... for the fully functional and properly operating lavatory. Wrap waterlines with Lav Guard or approvedequal. (Color to be White)
Lavatory Drain Lines	2				Remove/Replace with new Chrome finish drain line including escutcheons at wall. Wrap with Lav Guard or equal pipe protection.
Water Closet	2			Floor Mount Short Pipe to Flush Valve	Remove/Replace new with American Standard 3461.001 16-1/2" high, floor mounted, vitreous china, elongated siphon jet water saver 1.6 GPF bowl with 1-1/2" top spud, china caps or approved equal Kohler or Zurn. Provide new open front, elongated plastic seat with concealed stainless steel check hinge Church, Bemis or approved equal. Installation to include but not limited to fittings,escutheons,gaskets, etc... for fully functional and properly operational water closet. (Color to be White)
Urinal & Flush Valve	2			Wall hung	Remove/Replace with 0.125 GPF American Standard 6590.001EC or Zurn, Kohler approved equal. (Color to be White) Flush Valve to be .0125 GPF American Standard, Zurn, Sloan
Faucets	2			Lever Handle (Hot and Cold)	Remove/Replace with new 4" center, Hot and Cold water supply Zurn Z86500-XL, Chicago, or approved equal self-closing metered push down faucet. Installation to include all associated fitting, gaskets, escutcheons, etc... for fully functioning properly operating faucets. (Chrome Finish)
Hose Bib	1				N/A
Flush Valves(Water Closet)	2				Remove/Replace with new 1.6 GPF Flush valve with 1" screwdriver angle check stop, vandal resistant stop cap, ADA flush handle, vacuum breaker, 1" chrome plated wall supply cover pipe, chrome plated cast brass escutcheon with set screw, 1-1/2" chrome plated flush pipe, Zurn Z-6000XL-WSI-YBYCYK, Sloan No. 111-1.6YK or Delany F-414-1.6-T42-T36, or approved equal by American Standard. Finish to be Chrome.
Floor Drain Grate	2			brass	Install New Brass Grate/Floor Drain Grate Finish Floor Elevation to be even with Tile and not more than an 1/8" Lower than Tile Finish Floor Elevation
Clean Out Covers					
Toilet Partitions	2/1			(2) HDPE Stalls 1-36" x 60" with 25" Door 1-60" x 60" with 37" Door (1) Urinal Screens 24" x 48"	Remove HDPE Stalls, Doors,Hardware and Urinal Screens/Furnish and Install new HDPE toilet partition with doors, and hardware/Furnish and Install New HDPE Urinal Screen after Painting is complete. (Owner to Select Color)
Mirror	1			18" x 36" stainless steel edge	Remove/Furnish and Install New 24" x 36" Mirror with Stainless Steel edging over sinks.
Soap Dispenser	2			wall hung	Remove/Install New Owner Supplied Soap Dispensers after painting.
Sanitary Napkin Receptacle					
Toilet Paper Dispenser	2			wall/stall Hung	Remove/Install New Owner Supplied Toilet Paper Dispensers after painting is complete
Paper Towel Dispenser	2			wall hung	Remove/Install New Owner Supplied Paper Towel Dispensers after painting is complete
Trash Receptacle					
Access Panel/Door					
Shelving					
Grab Bars	2			Wall Mounted	Remove/Install new grab bars and add any necessary grab bars to meet most recent ADA code
HVAC					
EXHAUST	1			HVAC Exhaust	Leave in Place/Clean
Electrical					
Receptacles				GFCI -Duplex- Gray with Stainless Steel Cover Plate	N/A
Receptacle Cover Plate				GFCI Stainless Steel Cover Plate	Leave In Place/Clean

Switches					
Switch Cover Plate					
Lights	2			24" x 48" Lay In	Leave In Place/Clean Lens

Restroom Renovations Scope Sheet

2/1/2022

School: Virginia Williamson Elementary School

Rest Room Location: 3RD GRADE HALL GIRLS

Item:	Quantity	Sqft.	Inft.	Existing Description	Action
Signage	1			One wall at entrance	Leave In Place
Door					N/A
Door Frame					N/A
Door Hardware					N/A
Floors		214		Welded Seam Sheet Vinyl	Remove Welded Seam Sheet Vinyl/Prep/ Furnish and Install 6 x6 Quarry Tile and 6" Base/Floors and Grout to be Sealed/Install New Threshold at Entrances/ (Color selection by Owner)
Walls		621	69	CMU/Painted	Prep/Point Up, Mortar Cracks,Holes,Joints,Caulk as needed/Scrape Flaking Paint/ Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy. (Color selection by Owner)
Ceilings	9'-0"	214		ACT	Leave In Place
Lavatory	2			Wall hung	Remove/Replace with 20" by 18" enameled cast iron with 3 deck holes for Hot, Cold Water and Faucet with 4" center set, back ledge, wall hanger, front overflow by Zurn Z5840, American Standard, Kohler or approved equal. Installation To Include but not limited to new supply line, fittings, escutcheons, etc... for the fully functional and properly operating lavatory. Wrap waterlines with Lav Guard or approvedequal. (Color to be White)
Lavatory Drain Lines	2				Remove/Replace with new Chrome finish drain line including escutcheons at wall. Wrap with Lav Guard or equal pipe protection.
Water Closet	4			Floor Mount Short Pipe to Flush Valve	Remove/Replace new with American Standard 3461.001 16-1/2" high, floor mounted, vitreous china, elongated siphon jet water saver 1.6 GPF bowl with 1-1/2" top spud, china caps or approved equal Kohler or Zurn. Provide new open front, elongated plastic seat with concealed stainless steel check hinge Church, Bemis or approved equal. Installation to include but not limited to fittings,escutheons,gaskets, etc... for fully functional and properly operational water closet. (Color to be White)
Urinal & Flush Valve					
Faucets	4			Lever Handle (Hot and Cold)	Remove/Replace with new 4" center, Hot and Cold water supply Zurn Z86500-XL, Chicago, or approved equal self-closing metered push down faucet. Installation to include all associated fitting, gaskets, escutcheons, etc... for fully functioning properly operating faucets. (Chrome Finish)
Hose Bib	1				N/A
Flush Valves(Water Closet)	4				Remove/Replace with new 1.6 GPF Flush valve with 1" screwdriver angle check stop, vandal resistant stop cap, ADA flush handle, vacuum breaker, 1" chrome plated wall supply cover pipe, chrome plated cast brass escutcheon with set screw, 1-1/2" chrome plated flush pipe, Zurn Z-6000XL-WSI-YBYCYK, Sloan No. 111-1.6YK or Delany F-414-1.6-T42-T36, or approved equal by American Standard. Finish to be Chrome.
Floor Drain Grate	1			brass	Install New Brass Grate/Floor Drain Grate Finish Floor Elevation to be even with Tile and not more than an 1/8" Lower than Tile Finish Floor Elevation
Clean Out Covers					
Toilet Partitions	4			(4) HDPE Stalls 3-32" x 60" with 25" Door 1-60" x 60" with 37" Door	Remove HDPE Stalls, Doors,Hardware and Urinal Screens/Furnish and Install new HDPE toilet partition with doors, and hardware/Furnish and Install New HDPE Urinal Screen after Painting is complete. (Owner to Select Color)
Mirror	1			18" x 36" stainless steel edge	Remove/Furnish and Install New 24" x 60" Mirror with Stainless Steel edging over sinks.
Soap Dispenser	2			wall hung	Remove/Install New Owner Supplied Soap Dispensers after painting.
Sanitary Napkin Receptacle					
Toilet Paper Dispenser	4			wall/stall Hung	Remove/Install New Owner Supplied Toilet Paper Dispensers after painting is complete
Paper Towel Dispenser	1			wall hung	Remove/Install New Owner Supplied Paper Towel Dispensers after painting is complete
Trash Receptacle					
Access Panel/Door					
Shelving					
Grab Bars	2			Wall Mounted	Remove/Install new grab bars and add any necessary grab bars to meet most recent ADA code
HVAC					
EXHAUST	1			HVAC Exhaust	Leave in Place/Clean
Electrical					
Receptacles				GFCI -Duplex- Gray with Stainless Steel Cover Plate	N/A
Receptacle Cover Plate				GFCI Stainless Steel Cover Plate	Leave In Place/Clean

Switches					
Switch Cover Plate					
Lights	2			24" x 48" Lay In	Leave In Place/Clean Lens

ALTERNATE 1

Restroom Renovations Scope Sheet

1/25/2022

School: Southport Elementary School**Rest Room Location:** B POD-BOYS

Item:	Quantity	Sqft.	Inf.	Existing Description	Action
Signage	1			On Wall at Entrance	Leave in Place
Door 36" x 7'-8"	1			Wood (Painted)	Paint (Match Existing Colors)
Door Frame	1			Metal	Paint (Match Existing Colors)
Door Hardware	1			Hinges (3)/Push Plate/Pull Handle/Kickplate/Kick Down Door Stop/Closer/Wall Bumper	Remove/Furnish and Install New Door Hardware (Finish Selected by Owner)
Floors		86		Ceramic Tile	Remove Existing Tile Floor/Install 6 x6 Quarry Tile and 6" Base /Floors and Grout to be Sealed/Install New Threshold (Color selection by Owner)
Walls		328	41	CMU/Painted	Prep/Point Up, Mortar Cracks,Holes,Joints,Caulk as needed/Scrape Flaking Paint/ Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy. (Color selection by Owner)
Ceilings 8'-0"		86		ACT	Remove/Furnish and Install New Vinyl Coated Gypsum Ceiling Tiles
Lavatory	2			Wall hung/Cold Water Only	Remove/Replace with 20" by 18" enameled cast iron with 1 deck holes for Cold Water, back ledge, wall hanger, front overflow by Zurn Z5840, American Standard, Kohler or approved equal. Installation To Include but not limited to new supply line, fittings, escutcheons, etc... for the fully functional and properly operating lavatory. Wrap waterlines with Lav Guard or approved equal. (Color to be White)
Lavatory Drain Lines	2				Remove/Replace with new Chrome finish drain line including escutcheons at wall. Wrap with Lav Guard or equal pipe protection.
Water Closet	2			Floor Mounted (2) Has Long Pipe at Flush Valve	Remove/Replace new with American Standard 3461.001 16-1/2" high, floor mounted, vitreous china, elongated siphon jet water saver 1.6 GPF bowl with 1-1/2" top spud, china caps or approved equal Kohler or Zurn. Provide new open front, elongated plastic seat with concealed stainless steel check hinge Church, Bemis or approved equal. Installation to include but not limited to fittings,escutheons,gaskets, etc... for fully functional and properly operational water closet. (Color to be White)
Flush Valves (Water Closet)	2				Remove/Replace with new 1.6 GPF Flush valve with 1" screwdriver angle check stop, vandal resistant stop cap, ADA flush handle, vacuum breaker, 1" chrome plated wall supply cover pipe, chrome plated cast brass escutcheon with set screw, 1-1/2" chrome plated flush pipe, Zurn Z-6000XL-WSI-YBYCYK, Sloan No. 111-1.6YK or Delany F-414-1.6-T42-T36, or approved equal by American Standard. Finish to be Chrome.
Urinal & Flush Valve	2			Wall hung	Remove/Replace with 0.125 GPF American Standard 6590.001EC or Zurn, Kohler approved equal. (Color to be White) Flush Valve to be .0125 GPF American Standard, Zurn, Sloan
Faucets	2			Push Down Metered/Cold Water Only	Remove/Replace with new single hole, single supply self-closing metered push down faucet by Chicago, Zurn, or approved equal. Installation to include all associated fitting, gaskets, escutcheons, etc... for fully functioning properly operating faucets. (Chrome Finish)
Hose Bib	1				N/A
Floor Drain Grate	1				Install New Brass Grate/Floor Drain Grate Finish Floor Elevation to be even with Tile and not more than an 1/8" Lower than Tile Finish Floor Elevation
Clean Out Covers					
Toilet Partitions	2			CMU/HDPE (2) Stalls- Each has 2 CMU Walls (Side and Back) with HDPE Divider Wall in between them. Each has HDPE Door 1- 35" x 56" with 32" Door 1- 32" x 56" with 24" Door	Remove (2) CMU-HDPE Stall Walls/Replace with new HDPE toilet partitions, doors, and hardware/Furnish and Install (1) New Urinal Screens after Painting is Complete. (Color Selected By Owner)
Mirror	2			14" x 21 " @ Lavatories	Furnish and Install (2) new 24" x 36" mirror with stainless steel edge at Lavatories after Painting is complete
Soap Dispenser	2			Wall Hung	Remove/Install (1) New Owner Supplied Soap Dispensers after painting in different location chosen by Owner
Sanitary Napkin Receptacle					N/A
Toilet Paper Dispenser	2			Stall/wall hung	Remove/Install New Owner Supplied Toilet Paper Dispensers after painting is complete
Paper Towel Dispenser	1			Wall Hung	Remove/Install New Owner Supplied Paper Towel Dispensers after painting is complete
Trash Receptacle					N/A
Access Panel/Door					N/A
Shelving					N/A
Grab Bars	1			Wall Mounted	Remove/Install New Grab Bars and Add Any Necessary Grab Bars to Meet Most Recent ADA Code
HVAC					
Exhaust	1			HVAC Exhaust	Remove and Replace with New HVAC Grille (Color WHITE)
Electrical					
Receptacles					
Receptacle Cover Plate					Remove/Furnish and Install New Stainless Steel Switch Cover Plate
Switches	1			Light Switch/Sensor	N/A

Switch Cover Plate	1			Almond Color Cover Plate	Remove/Furnish and Install New Stainless Steel Switch Cover Plate
Lights	2			24" x 48" Lay In	Leave in Place/Clean Lens

ALTERNATE 2

Restroom Renovations Scope Sheet

1/25/2022

School: Southport Elementary School**Rest Room Location:** B POD-GIRLS

Item:	Quantity	Sqft.	Inf.	Existing Description	Action
Signage	1			On Wall at Entrance	Leave in Place
Door 36" x 7'-8"	1			Wood (Painted)	Paint (Match Existing Colors)
Door Frame	1			Metal	Paint (Match Existing Colors)
Door Hardware	1			Hinges (3)/Push Plate/Pull Handle/Kickplate/Kick Down Door Stop/Closer/Wall Bumper	Remove/Furnish and Install New Door Hardware (Finish Selected by Owner)
Floors		86		Ceramic Tile	Remove Existing Tile Floor/Install 6 x6 Quarry Tile and 6" Base /Floors and Grout to be Sealed/Install New Threshold (Color selection by Owner)
Walls		328	41	CMU/Painted	Prep/Point Up, Mortar Cracks,Holes,Joints,Caulk as needed/Scrape Flaking Paint/ Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy. (Color selection by Owner)
Ceilings 8'-0"		86		ACT	Remove/Furnish and Install New Vinyl Coated Gypsum Ceiling Tiles
Lavatory	2			Wall hung/Cold Water Only	Remove/Replace with 20" by 18" enameled cast iron with 1 deck holes for Cold Water, back ledge, wall hanger, front overflow by Zurn Z5840, American Standard, Kohler or approved equal. Installation To Include but not limited to new supply line, fittings, escutcheons, etc... for the fully functional and properly operating lavatory. Wrap waterlines with Lav Guard or approved equal. (Color to be White)
Lavatory Drain Lines	2				Remove/Replace with new Chrome finish drain line including escutcheons at wall. Wrap with Lav Guard or equal pipe protection.
Water Closet	2			Floor Mounted (2) Has Long Pipe at Flush Valve	Remove/Replace new with American Standard 3461.001 16-1/2" high, floor mounted, vitreous china, elongated siphon jet water saver 1.6 GPF bowl with 1-1/2" top spud, china caps or approved equal Kohler or Zurn. Provide new open front, elongated plastic seat with concealed stainless steel check hinge Church, Bemis or approved equal. Installation to include but not limited to fittings,escutheons,gaskets, etc... for fully functional and properly operational water closet. (Color to be White)
Flush Valves (Water Closet)	2				Remove/Replace with new 1.6 GPF Flush valve with 1" screwdriver angle check stop, vandal resistant stop cap, ADA flush handle, vacuum breaker, 1" chrome plated wall supply cover pipe, chrome plated cast brass escutcheon with set screw, 1-1/2" chrome plated flush pipe, Zurn Z-6000XL-WSI-YBYCYK, Sloan No. 111-1.6YK or Delany F-414-1.6-T42-T36, or approved equal by American Standard. Finish to be Chrome.
Urinal & Flush Valve					N/A
Faucets	2			Push Down Metered/Cold Water Only	Remove/Replace with new single hole, single supply self-closing metered push down faucet by Chicago, Zurn, or approved equal. Installation to include all associated fitting, gaskets, escutcheons, etc... for fully functioning properly operating faucets. (Chrome Finish)
Hose Bib	1				N/A
Floor Drain Grate	1				Install New Brass Grate/Floor Drain Grate Finish Floor Elevation to be even with Tile and not more than an 1/8" Lower than Tile Finish Floor Elevation
Clean Out Covers					
Toilet Partitions	2			CMU/HDPE (2) Stalls- Each has 2 CMU Walls (Side and Back) with HDPE Divider Wall in between them. Each has HDPE Door 1- 36" x 56" with 35" Door 1- 32" x 56" with 24" Door	Remove (2) CMU-HDPE Stall Walls/Replace with new HDPE toilet partitions, doors, and hardware/Furnish and Install (1) New Urinal Screens after Painting is Complete. (Color Selected By Owner)
Mirror	3			(2) 14" x 21" @ Lavatories (1) 15" x 60" at Wall	Furnish and Install (2) new 24" x 36" mirror with stainless steel edge at Lavatories /Furnish and Install (1) 24" x 60" mirror with stainless steel edge after Painting is complete
Soap Dispenser	3			Wall Hung	Remove/Install (1) New Owner Supplied Soap Dispensers after painting in different location chosen by Owner
Sanitary Napkin Receptacle					N/A
Toilet Paper Dispenser	2			Stall/wall hung	Remove/Install New Owner Supplied Toilet Paper Dispensers after painting is complete
Paper Towel Dispenser	1			Wall Hung	Remove/Install New Owner Supplied Paper Towel Dispensers after painting is complete
Trash Receptacle					N/A
Access Panel/Door					N/A
Shelving					N/A
Grab Bars	1			Wall Mounted	Remove/Install New Grab Bars and Add Any Necessary Grab Bars to Meet Most Recent ADA Code
HVAC					
Exhaust	1			HVAC Exhaust	Remove and Replace with New HVAC Grille (Color WHITE)
Electrical					
Receptacles					
Receptacle Cover Plate					Remove/Furnish and Install New Stainless Steel Switch Cover Plate
Switches	1			Light Switch/Sensor	N/A

Switch Cover Plate	1			Stainless Steel Cover Plate	Remove/Furnish and Install New Stainless Steel Switch Cover Plate
Lights	2			24" x 48" Lay In	Leave in Place/Clean Lens

EXHIBIT B

Exhibit 2.1**Sexual Offender Registry Check Certification Form**

Check the appropriate box to indicate the type of check:

- ☐ Initial
☐ Supplemental
☐ Annual

I, Jennifer Lancaster, President (insert name), Stonehenge Building Inc. (insert title) of _____ (insert company name) hereby certify that I have performed all of the required sexual offender registry checks required under this Agreement for all contractual personnel (employees, agents, ownership personnel, or contractors) who may be used to deliver goods or provide services under this Agreement, including the North Carolina Sex Offender and Public Protection Registration Program, the North Carolina Sexually Violent Predator Registration Program, and the National Sex Offender Registry. I further certify that none of the individuals listed below appears on any of the above-named registries and that I will not assign any individual to deliver goods or perform services under this Agreement if said individual appears on any of the sex offender registries. I agree to maintain all records and documents associated with these registry checks, and that I will provide such records and documents to the school system upon request. I specifically acknowledge that the school system retains the right to audit these records to ensure compliance with this section at any time in the school system's sole discretion. I acknowledge that I am required to perform these checks and provide this certification form before any work is performed under the Agreement (initial check), any time additional contractual personnel may perform work under the Agreement (supplemental check), and at each anniversary date of the Agreement (annual check).

Contractual Personnel Names

1. Jennifer Lancaster
2. Eckie Allen
3. Jacob Allen
4. _____
5. _____

(attach additional page(s) if needed)

Job Title

Owner/operator
Plumber
Plumber

I attest that the forgoing information is true and accurate to the best of my knowledge.

Jennifer Lancaster (print name)
President (title)

Jennifer Lancaster (signature)
3/10/22 (date)

OWNER-CONTRACTOR AGREEMENT

THIS AGREEMENT is made this _____ day of April 2022 by and between the County of Brunswick, North Carolina by and through its authorized agent, Brunswick County Board of Education (herein referred to as the “Owner”), whose mailing address is 35 Referendum Dr., Bolivia, NC 28422 and Timeless Properties Inc. (herein referred to as the “Contractor”), whose mailing address is 3019-3 Hall Watters Dr., Wilmington, NC 28405. Correspondence, submittals, and notices relating to or required under this Agreement shall be sent in writing to the above addresses unless either party is notified in writing by the other of a change in address.

WITNESSETH:

WHEREAS, it is the intent of the Owner to obtain the services of the Contractor in connection with IBR 153.VAR.22.BOND.184 West Various Restroom Renovations; and

WHEREAS, the Contractor desires to perform such construction in accordance with the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the promises made herein and other good and valuable consideration, the following terms and conditions are hereby mutually agreed to, by and between the Owner and Contractor:

1. Scope of Services. The Contractor shall perform the Work in accordance with the terms of this Agreement, any plans and specifications prepared for this Project, and the description of services attached to this Agreement as Exhibit A, all of which are incorporated into and made a part of this Agreement. The Contractor agrees that any general terms and conditions that are attached to Exhibit A that are inconsistent with this Agreement shall not be applicable to this Agreement, and any such provisions shall be deemed null and void.
 - a. The Contractor shall provide and pay for all materials, tools, equipment, and labor, and shall perform all other acts and supply all other services and things necessary to fully and properly perform and complete the Work as required by this Agreement.
 - b. The Contractor shall perform the Work in compliance with all governmental laws and regulations, including all applicable local, state and federal rules and regulations.
 - c. The Contractor shall, unless otherwise specified, supply and pay for all labor, transportation, materials, tools, apparatus, lights, power, fuel, sanitary facilities, and incidentals necessary for the completion of his work, and shall install, maintain and remove all equipment of the construction, other utensils or things, and be responsible for the safe, proper and lawful construction, maintenance and use of same, and shall construct in the best and most workmanlike manner, a complete job and everything incidental thereto, as shown on the plans, stated in the specifications, or reasonably implied therefrom, all in accordance with the Agreement documents.
 - d. All materials shall be new and of quality specified, except where reclaimed material is authorized herein and approved for use. Workmanship shall at all times be of a grade

accepted as the best practice of the particular trade involved, and as stipulated in written standards of recognized organizations or institutes of the respective trades except as exceeded or qualified by the specifications.

- e. Products are generally specified by ASTM or other reference standard and/or by manufacturer's name and model number or trade name. When specified only by reference standard, the Contractor may select any product meeting this standard, by any manufacturer. When several products or manufacturers are specified as being equally acceptable, the Contractor has the option of using any product and manufacturer combination listed. However, the Contractor shall be aware that the cited examples are used only to denote the quality standard of product desired and that they do not restrict Contractor to a specific brand, make, manufacturer or specific name; that they are used only to set forth and convey to Contractor the general style, type, character and quality of product desired; and that equivalent products will be acceptable. Substitution of materials, items or equipment of equal or equivalent design shall be submitted to the architect or engineer for approval or disapproval; such approval or disapproval shall be made by the architect or engineer prior to the opening of bids.
 - f. The Contractor shall designate a foreman/superintendent who shall direct the work.
 - g. If at any time during the construction and completion of the work covered by this Agreement, the conduct of any workman be adjudged a nuisance to the Owner or considered detrimental to the work, the Contractor shall order such parties removed immediately from the Owner's property.
 - h. The Contractor shall keep the sites and surrounding area reasonably free from rubbish at all times and shall remove debris from the site from time to time or when directed to do so by the Owner. Before final inspection and acceptance of the Project, the Contractor shall thoroughly clean the sites, and completely prepare the Project and site for use by the Owner.
 - i. Temporary electricity and water shall be arranged by the Contractor at the Contractor's expense.
2. Compensation. Provided that the Contractor shall strictly and completely perform all of its obligations under this Agreement, the Owner shall pay the Contractor the amount of Three Hundred Sixty-One Thousand, Five Hundred Thirty and no/100 Dollars (\$361,530.00) (herein referred to as the "Contract Sum"). No compensation shall be paid for any additional work that is not approved in advance by the Owner. One progress payment, if any, may be made by the Owner to the Contractor only after certification that the Work is complete and will be based upon the completion of the identified interim work agreed to by the Owner. Under no circumstances will the Owner make more than one interim payment. The Owner will retain five percent (5%) of the amount of any progress payment and/or the Contract Sum until all of the Work is finally completed and accepted, whether or not the Owner has occupied any or all of the Project before such time. Final payment will be withheld until the Contractor's North Carolina sales and use tax report is received. The report shall accurately list any and all sales and use tax paid on materials for the entire Project.

3. Non-appropriation. If the Board of County Commissioners does not appropriate the funding needed by the Owner to make payments under this Agreement for a given fiscal year, the Owner will not be obligated to pay amounts due beyond the end of the last fiscal year for which funds were appropriated. In such event, the Owner will promptly notify the Contractor of the non-appropriation and this Agreement will be terminated at the end of the last fiscal year for which funds were appropriated. No act or omission by the Owner which is attributable to non-appropriation of funds shall constitute a breach of or default under this Agreement.
4. Time. The Contractor shall commence the Work promptly upon the date established in the Notice to Proceed, the date of this Agreement, or such other date as may be established by the Owner. Time is of the essence. The Contractor shall perform work in a timely manner.
5. Codes, Permits and Inspections.
 - a. The Contractor shall obtain the required permits, give all notice and comply with all laws, ordinances, codes, rules and regulations bearing on the conduct of the work under this Agreement. If the Contractor observes that the drawings and specifications are at variance therewith, he shall promptly notify the architect or engineer in writing. If the Contractor performs any work knowing it to be contrary to such laws, ordinances, codes, rules and regulations, and without such notice to the Owner, he shall bear all cost arising therefrom.
 - b. All work under this Agreement shall conform to the North Carolina State Building Codes and other local, state and national codes as are applicable.
6. Safety Requirements.
 - a. The Contractor shall be responsible for the entire site and the construction of the same and provide all the necessary protections as required by laws or ordinances governing such conditions and as required by the Owner, architect or engineer. Contractor shall be responsible for any damage to the Owner's property or that of others on the job, whether caused by Contractor, its personnel or its subcontractors, and shall make good such damages. Contractor shall be responsible for and pay for any claims against the Owner arising from such damages.
 - b. The Contractor shall adhere to the rules, regulations and interpretations of the North Carolina Department of Labor relating to Occupational Safety and Health Standards for the Construction Industry (Title 29, Code of Federal Regulations, Part 1926 Construction and Part 1910 General Industry).
 - c. The Contractor shall provide all necessary safety measures for the protection of all persons on the work, including the requirements of the AGC Accident Prevention Manual in Construction as amended, and shall fully comply with all state laws or regulations and North Carolina State Building Code requirements to prevent accident or injury to persons on or about the location of the work. He shall clearly mark or post signs warning of hazards existing, and shall barricade excavations and similar hazards.

He shall protect against damage or injury resulting from falling materials and he shall maintain all protective devices and signs throughout the progress of the work.

7. Warranties. The Contractor guarantees and warrants to the Owner all Work as follows: that all materials and equipment furnished under this Agreement will be new and the best of its respective kind unless otherwise specified; that all Work will be of good quality in accordance with the industry standards for reputable contractors; that the Work will be free of omissions and faulty, poor quality, imperfect and defective material or workmanship; that the Work, including but not limited to, mechanical and electrical machines, devices and equipment, shall be fit and fully usable for its intended and specified purpose and shall operate satisfactorily with ordinary care; that the products or materials incorporated in the Work will not contain asbestos; and that all agents or employees of Contractor who will provide services under this Agreement will be fully qualified, possess any requisite licenses, and otherwise be legally entitled to perform the services provided; and that the person(s) executing this Agreement on behalf of Contractor have authority to do so as an official, binding act of Contractor.

If, within one (1) year after the Date of Substantial Completion of the Work or designated portion thereof or within one (1) year after acceptance by the Owner of designated equipment or within such longer period of time as may be prescribed by law or by the terms of any applicable special warranty required by this Agreement, any of the Work is found to be defective, not in accordance with this Agreement, or not in accordance with the guarantees and warranties specified in this Agreement, the Contractor shall correct it within five (5) working days or such other period as mutually agreed, after receipt of a written notice from the Owner to do so. For items which remain incomplete or uncorrected on the date of Substantial Completion, the one (1) year warranty shall begin on the date of Final Completion of the Work.

8. Contractor-Subcontractor Relationships. The Contractor agrees that the terms of these Agreement documents shall apply equally to any subcontractor as to the Contractor, and that any subcontractor is bound by those terms as an agent of the Contractor.
9. Hold Harmless. The Contractor shall indemnify and hold the Owner harmless from and against any and all losses, liabilities, claims, lawsuits, judgments, and demands whatsoever, including costs of investigation (including reimbursement of reasonable legal fees and all costs) caused solely by any negligent act or omission or intentional wrongdoing of the Contractor or its agents, employees or subcontractors, or caused solely by the maintenance, presence, use, location or removal of any equipment or other property owned or operated by the Contractor or its agents, employees or subcontractors. The parties agree that this indemnification clause is an "evidence of indebtedness" for purpose of N. C. Gen. Stat. § 6-21.2. The Owner shall not be responsible for any damage to the Contractor's property, business, agents or employees, unless said damage is due solely to the negligence of Owner.
10. Insurance. The Contractor shall obtain and maintain in effect during the term of this Agreement, general liability and automobile liability insurance in which the Owner and the Contractor shall each be named as insured parties, which insurance shall protect the Owner

and the Contractor from claims in an amount not less than \$1,000,000 for personal injury, including death, to any one person and in an amount not less than \$1,000,000 for any one occurrence, and from claims for property damages in an amount of not less than \$1,000,000 for each occurrence arising from any act or omission of Contractor, its agents, employees or subcontractors. The Contractor shall obtain and maintain in effect during the term of this Agreement, a policy of workers compensation liability insurance in which the policy shall protect the Owner and the Contractor from claims in an amount not less than the statutory amount.

The Contractor shall promptly furnish to the Owner certificates of insurance evidencing such insurance coverage. Insurance required hereunder shall be maintained by insurance companies properly licensed by the Insurance Department of the State of North Carolina and rated A or better by Best Insurance Guide.

11. Termination for Convenience. The Owner may terminate this Agreement at any time in its complete discretion upon twenty (20) days written notice. In the event of a termination for convenience, all finished or unfinished work and materials pursuant to this Agreement shall be turned over to the Owner and become its property. If the Agreement is terminated by the Owner in accordance with this section, the Owner shall only be responsible for paying Contractor for all Work performed and accepted and all materials delivered to the site as of the date of termination.
12. Termination by the Owner for Cause. The Owner may terminate the Agreement upon five (5) days written notice if the Owner is dissatisfied with the quality or timeliness of the Work performed. If the Owner becomes dissatisfied with the Work, the Owner may without prejudice to any other rights or remedies of the Owner and after giving the Contractor five days' written notice, terminate employment of the Contractor and may:
 1. Exclude the Contractor from the site and take possession of all materials, equipment, tools, and construction equipment and machinery thereon owned by the Contractor;
 2. Accept assignment of any subcontracts; and
 3. Finish the Work by whatever reasonable method the Owner may deem expedient. Upon written request of the Contractor, the Owner shall furnish to the Contractor a detailed accounting of the costs incurred by the Owner in finishing the Work.

If the Owner terminates the whole or any part of the Work, the Owner may procure, upon such terms and in such manner as the Owner may deem appropriate, supplies or services similar to those so terminated, and the Contractor shall be liable to the Owner for any excess costs for such similar supplies or services. The Contractor shall continue the performance of the Agreement to the extent not terminated hereunder.

When the Owner terminates the Agreement, the Contractor shall not be entitled to receive further payment until the Work is finished. If the unpaid balance of the Contract Sum exceeds costs of finishing the Work, including compensation for the Architect's and legal services and expenses made necessary thereby, and other damages incurred by the Owner

and not expressly waived, such excess shall be paid to the Contractor. If such costs and damages exceed the unpaid balance, the Contractor shall pay the difference to the Owner. The amount to be paid to the Contractor or Owner, as the case may be, shall be certified by the Architect and this obligation for payment shall survive this Agreement.

13. Lunsford Act/Criminal Background Checks. The Contractor shall conduct or arrange to have conducted at its own expense sexual offender registry checks on each of its owners, employees, agents, or subcontractors (“contractual personnel”) who will engage in any service on or delivery of goods to school system property or at a school-system sponsored event, except checks shall not be required for individuals who are solely delivering or picking up equipment, materials, or supplies at: (1) the administrative office, provided that such administrative office is not located at a school site; (2) non-school sites; (3) schools closed for renovation; or (4) school construction sites where no students are present. The checks shall include at a minimum checks of the State Sex Offender and Public Protection Registration Program, the State Sexually Violent Predator Registration Program, and the National Sex Offender Registry (“the Registries”). For the Contractor’s convenience only, all of the required registry checks may be completed at no cost by accessing the United States Department of Justice Sex Offender Public Website at [http:// www. nsopw. gov/](http://www.nsopw.gov/). The Contractor shall provide certification that the registry checks were conducted on each of its contractual personnel providing services or delivering goods under this Agreement prior to the commencement of such services or the delivery of such goods (Registry Check Certification Form – Exhibit B). The Contractor shall conduct a current initial check of the registries (a check done more than 30 days prior to the date of this Agreement shall not satisfy this contractual obligation). In addition, Contractor agrees to conduct the registry checks and provide a supplemental certification before any additional contractual personnel are used to deliver goods or provide services pursuant to this Agreement. Contractor further agrees to conduct annual registry checks of all contractual personnel and provide annual certifications at each anniversary date of this Agreement. Contractor shall not assign any individual to deliver goods or provide services pursuant to this Agreement if said individual appears on any of the listed registries. Contractor agrees that it will maintain all records and documents necessary to demonstrate that it has conducted a thorough check of the registries as to each contractual personnel, and agrees to provide such records and documents to the school system upon request. Contractor specifically acknowledges that the school system retains the right to audit these records to ensure compliance with this section at any time in the school system’s sole discretion. Failure to comply with the terms of this provision shall be grounds for immediate termination of the Agreement. In addition, the Owner may conduct additional criminal records checks at the Owner’s expense. If the school system exercises this right to conduct additional criminal records checks, Contractor agrees to provide within seven (7) days of request the full name, date of birth, state of residency for the past ten years, and any additional information requested by the school system for all contractual personnel who may deliver goods or perform services under this Agreement. Contractor further agrees that it has an ongoing obligation to provide the school system with the name of any new contractual personnel who may deliver goods or provide services under the Agreement. The Owner reserves the right to prohibit any contractual personnel of Contractor from delivering goods or providing services under this Agreement if the Owner determines, in its sole discretion, that such contractual personnel may pose a threat to the safety or well-being of students, school personnel or others.

14. Governing Law. This Agreement and the relationship of the parties shall be governed by applicable federal laws and the laws of the state of North Carolina without regard for its choice of law provisions. All actions relating in any way to this Agreement shall be brought in the General Court of Justice of the State of North Carolina in Brunswick County or in the Federal District Court for the Eastern District of North Carolina, Wilmington division.
15. Entire Agreement. All of the representations and obligations of the parties are contained herein, and no modification, waiver or amendment of this Agreement or of any of its conditions or provisions shall be binding upon a party unless in writing signed by that party. The waiver by any party of a breach of any provision of this Agreement shall not operate or be construed as a waiver of any subsequent breach of that provision by the same party, or of any other provision or condition of the Agreement.
16. Severability. If any section, subsection, term or provision of this Agreement or the application thereof to any party or circumstance shall, to any extent, be invalid or unenforceable, the remainder of said section, subsection, term or provision of the Agreement or the application of the same to parties or circumstances other than those to which it was held invalid or unenforceable, shall not be affected thereby and each remaining section, subsection, term or provision of this Agreement shall be valid or enforceable to the fullest extent permitted by law.
17. Compliance with Applicable Laws. Contractor shall comply with all applicable laws and regulations in providing services under this Agreement. In particular, Contractor shall not employ any individuals to provide services to the Owner who are not authorized by federal law to work in the United States. Contractor represents and warrants that it is aware of and in compliance with the Immigration Reform and Control Act and North Carolina law (Article 2 of Chapter 64 of the North Carolina General Statutes) requiring use of the E-Verify system for employers who employ twenty-five (25) or more employees and that it is and will remain in compliance with these laws at all times while providing services pursuant to this Agreement. Contractor shall also ensure that any of its subcontractors (of any tier) will remain in compliance with these laws at all times while providing subcontracted services in connection with this Agreement. Contractor is responsible for providing affordable health care coverage to all of its full-time employees providing services to the School System. The definitions of “affordable coverage” and “full-time employee” are governed by the Affordable Care Act and accompanying IRS and Treasury Department regulations.
18. Restricted Companies List. Contractor represents that as of the date of this Agreement, Contractor is not included on the Final Divestment List created by the North Carolina State Treasurer pursuant to N.C. Gen. Stat. § 147-86.58. Contractor also represents that as of the date of this Agreement, Contractor is not included on the list of restricted companies determined to be engaged in a boycott of Israel created by the North Carolina State Treasurer pursuant to N.C. Gen. Stat. § 147-86.81.
19. Anti-Nepotism. Contractor warrants that, to the best of its knowledge and in the exercise of due diligence, none of its corporate officers, directors, or trustees and none of its

employees who will directly provide services under this Agreement are immediate family members of any member of the Brunswick County Board of Education or of any principal or central office staff administrator employed by the Board. For purposes of this provision, “immediate family” means spouse, parent, child, brother, sister, grandparent, or grandchild, and includes step, half, and in-law relationships. Should Contractor become aware of any family relationship covered by this provision or should such a family relationship arise at any time during the term of this Agreement, Contractor shall immediately disclose the family relationship in writing to the Superintendent of the Schools. Unless formally waived by the Board, the existence of a family relationship covered by this Agreement is grounds for immediate termination by Owner without further financial liability to Contractor.

20. Non-Discrimination. Contractor agrees, as part of the consideration for the granting of funds by Owner, that for itself, its agents, officials, employees and servants, it will not discriminate in any manner on the basis of race, ethnicity, gender, gender identity, sexual orientation, age, religion, national origin, disability, color, ancestry, citizenship, genetic information, political affiliation or military/veteran status, or any other status protected by federal, state or local law or other unlawful form of discrimination. Contractor shall take affirmative action to ensure that applicants are employed and that employees are treated fairly during employment. In the event Contractor is determined by the final order of an appropriate agency or court of competent jurisdiction to be in violation of any non-discrimination provision of federal, state or local law or this provision, this Agreement may be cancelled, terminated or suspended in whole or in part by the Owner, and Contractor may be declared ineligible for further agreements with Owner.
21. Dispute Resolution. Should a dispute arise as to the terms of this Agreement, both parties agree that neither may initiate binding arbitration. The parties may agree to non-binding mediation of any dispute prior to the bringing of any suit or action.
22. Governmental Immunity. Owner, to the extent applicable, does not waive its governmental immunity by entering into this Agreement and fully retains all immunities and defenses provide by law with regard to any action based on this Agreement.
23. Debarment. Contractor hereby certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this Agreement by any governmental department or agency. Contractor must notify the Owner within thirty (30) days if debarred by any governmental entity during this Agreement.
24. Applicable School Board of Education Policies. Contractor acknowledges that the Brunswick County Board of Education has adopted policies governing conduct on School System property and agrees to abide by any and all relevant Board policies while on School System property. The Contractor acknowledges that Board’s policies are available on the School System’s website.
25. Signatures. This Agreement, together with any amendments or modifications, may be executed in one or more counterparts, each of which shall be deemed an original and all of which shall be considered one and the same agreement. This Agreement may also be

executed electronically. By signing electronically, the parties indicate their intent to comply with the Electronic Commerce in Government Act (N.C.G.S § 66-58.1 et seq.) and the Uniform Electronic Transactions Act (N.C.G.S § 66-311 et seq.). Delivery of an executed counterpart of this Agreement by either electronic means or by facsimile shall be as effective as a manually executed counterpart.

26. Exhibits.

Exhibit A: Scope of Work

Exhibit B: Sexual Registry Check Certification Form

[REMAINDER OF PAGE LEFT INTENTIONALLY BLANK]

IN WITNESS WHEREOF, the Owner has caused these presents to be signed and the Contractor has caused these presents to be signed by a person with the authority to enter this Agreement, as hereinafter attested.

COUNTY OF BRUNSWICK, NORTH CAROLINA

By: _____(Seal)
Chairman, Board of Commissioners

Attest: _____(Seal)
Clerk to the Board of Commissioners

TIMELESS PROPERTIES INC.

By: Anthony Johnson _____(Seal)
Anthony Johnson, President

Attest: Jennifer Larkins _____(Seal)

“This instrument has been preaudited in the manner required by the School Budget and Fiscal Control Act.”

Freyja Cahill
Freyja Cahill, Chief Finance Officer
Brunswick County Board of Education

Date: 3/28/2022

BUDGET CODE: 4.9002.695.529.000.541.00

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

Aaron C. Smith, Director of Fiscal Operations
Brunswick County, NC

Date: _____

APPROVED AS TO FORM

Robert V. Shaver, Jr., County Attorney /
Bryan W. Batton, Asst. County Attorney
Brunswick County, NC

TOILET PARTITIONS

Field Measurements: Verify actual locations of toilet fixtures, walls, columns, ceilings, and other construction contiguous with toilet compartments by field measurements before fabrication.

PERFORMANCE REQUIREMENTS

- A. Surface-Burning Characteristics: Comply with ASTM E 84; testing by a qualified testing agency. Identify products with appropriate markings of applicable testing agency.
 - 1. Flame-Spread Index: 25 or less.
 - 2. Smoke-Developed Index: 450 or less.
- B. Regulatory Requirements: Comply with applicable provisions in the U.S. Architectural & Transportation Barriers Compliance Board's ADA-ABA Accessibility Guidelines for Buildings and Facilities and ICC A117.1 for toilet compartments designated as accessible.

MANUFACTURERS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - 1. Accurate Partitions Corporation.
 - 2. Ampco, Inc.
 - 3. Bradley Corporation; Mills Partitions
 - 4. Comtec Industries/Capitol Partitions
 - 5. General Partitions Mfg. Corp.
 - 6. Global Partitions
 - 7. Hadrian Manufacturing Inc.
 - 8. Hiny Hiders; Division of Scranton Products
 - 9. Metpar Corp.
 - 10. Partition Systems Incorporated of South Carolina
 - 11. Rockville Partitions Incorporated.
 - 12. Santana Products, Inc.
 - 13. Weis-Robart Partitions, Inc.

SOLID-PLASTIC TOILET COMPARTMENTS

- A. Door, Panel, and Pilaster Construction: Solid, high-density polyethylene (HDPE) panel material, not less than 1 inch thick, seamless, with eased edges, and with homogenous color and pattern throughout thickness of material.

1. Heat-Sink Strip: Manufacturer's standard continuous, stainless-steel strip fastened to exposed bottom edges of solid-polymer components to prevent burning.
 2. Color and Pattern: As indicated on Finish Legend or as selected by Architect from manufacturer's full range.
- B. Urinal-Screen Construction: Flat-panel urinal screen matching panel construction.
- C. Pilaster Shoes: Stainless-steel sheet, not less than 0.031-inch nominal thickness and 3 inches high, finished to match hardware.
- D. Urinal-Screen Post: Manufacturer's standard post design of material matching the thickness and construction of pilasters; with shoe matching that on the pilaster.
- E. Brackets (Fittings): Full-height (continuous) type of manufacturer's standard design; stainless steel.

HARDWARE AND ACCESSORIES

- A. Hardware and Accessories: Manufacturer's standard design, heavy-duty operating hardware and accessories.
1. Material: Stainless Steel.
 2. Hinges: Manufacturer's premium grade paired, self-closing type that can be adjusted to hold doors open at any angle up to 90 degrees.
 3. Latch and Keeper: Manufacturer's premium grade surface-mounted latch unit designed for emergency access and with combination rubber-faced door strike and keeper. Provide units that comply with regulatory requirements for accessibility at compartments designated as accessible.
 4. Coat Hook: Manufacturer's premium grade combination hook and rubber-tipped bumper, sized to prevent in-swinging door from hitting compartment-mounted accessories.
 5. Door Bumper: Manufacturer's premium grade rubber-tipped bumper at out-swinging doors.
 6. Door Pull: Manufacturer's premium grade unit at out-swinging doors that complies with regulatory requirements for accessibility. Provide units on both sides of doors at compartments designated as accessible.
- B. Overhead Bracing: Manufacturer's standard continuous, extruded-aluminum head rail with antigrip profile and in manufacturer's standard finish.

- C. Anchorages and Fasteners: Manufacturer's standard exposed fasteners of stainless steel, finished to match the items they are securing, with theft-resistant-type heads. Provide sex-type bolts for through-bolt applications. For concealed anchors, use stainless steel, hot-dip galvanized steel, or other rust-resistant, protective-coated steel.

MATERIALS

- A. Stainless-Steel Sheet: ASTM A 666, Type 304, stretcher-leveled standard of flatness.
- B. Stainless-Steel Castings: ASTM A 743/A 743M.
- C. Aluminum Extrusions: ASTM B 221.

FABRICATION

- A. Fabrication, General: Fabricate toilet compartment components to sizes indicated. Coordinate requirements and provide cutouts for through-partition toilet accessories where required for attachment of toilet accessories.
- B. Overhead-Braced Units: Provide manufacturer's standard corrosion-resistant supports, leveling mechanism, and anchors at pilasters to suit floor conditions. Provide shoes at pilasters to conceal supports and leveling mechanism.
- C. Floor-Anchored Units: Provide manufacturer's standard corrosion-resistant anchoring assemblies with leveling adjustment nuts at pilasters for structural connection to floor. Provide shoes at pilasters to conceal anchorage.
- D. Urinal-Screen Posts: Provide manufacturer's standard corrosion-resistant anchoring assemblies with leveling adjustment at bottoms of posts. Provide shoes at posts to conceal anchorage.
- E. Door Size and Swings:
 - 1. Standard Compartments: Provide 24-inch clear opening with door swing.
 - 2. Wheelchair and Ambulatory Accessible Compartments: Provide 32-inch clear opening with Door swing.

EXECUTION

EXAMINATION

- A. Examine areas and conditions, with Installer present, for compliance with requirements for fastening, support, alignment, operating clearances, and other conditions affecting performance of the Work.
 - 1. Confirm location and adequacy of blocking and supports required for installation.

- B. Proceed with installation only after unsatisfactory conditions have been corrected.

INSTALLATION

- A. General: Comply with manufacturer's written installation instructions. Install units rigid, straight, level, and plumb. Secure units in position with manufacturer's recommended anchoring devices.
1. Maximum Clearances:
 - a. Pilasters and Panels: 1/2 inch.
 - b. Panels and Walls: 1 inch.
 2. Full-Height (Continuous) Brackets: Secure panels to walls and to pilasters with full-height brackets.
 - a. Locate bracket fasteners so holes for wall anchors occur in masonry or tile joints.
 - b. Align brackets at pilasters with brackets at walls.
- B. Overhead-Braced Units: Secure pilasters to floor and level, plumb, and tighten. Set pilasters with anchors penetrating not less than 1-3/4 inches into structural floor unless otherwise indicated in manufacturer's written instructions. Secure continuous head rail to each pilaster with no fewer than two fasteners. Hang doors to align tops of doors with tops of panels, and adjust so tops of doors are parallel with overhead brace when doors are in closed position.
- C. Floor-Anchored Units: Set pilasters with anchors penetrating not less than 2 inches into structural floor unless otherwise indicated in manufacturer's written instructions. Level, plumb, and tighten pilasters. Hang doors and adjust so tops of doors are level with tops of pilasters when doors are in closed position.
- D. Urinal Screens: Attach with anchoring devices to suit supporting structure. Set units level and plumb, rigid, and secured to resist lateral impact.

ADJUSTING

- A. Hardware Adjustment: Adjust and lubricate hardware according to hardware manufacturer's written instructions for proper operation. Set hinges on in-swinging doors to hold doors open approximately 30 degrees from closed position when unlatched. Set hinges on out-swinging doors to return doors to fully closed position.

Restroom Renovations Scope Sheet

1/18/2022

School: Bolivia Elementary School
Rest Room Location: GYM BOYS

Item:	Quantity	Sqft.	Inft.	Existing Description	Action
Signage	1			On Door	Remove/Add New Sign to CMU Wall At Restroom Entrance
Door 3070				Wood(Birch)	Remove/Install New Door/Sand/Prep /Finish Door (1) Coat Stain and Seal (2) Coats Clear Coat/ (Owner to Select Color)
Door Frame	1			Metal	Paint (Color Selected By Owner)
Door Hardware	1			Push Plate/Pull Handle/Kick Plate(Both Sides)/Closer/Hinges	Remove/Provide New Hardware for New Door/Add Kick Down Door Stop
Floors		135		Ceramic Tile	Remove Existing Tile Floor/Install 6 x6 Quarry Tile and 6" Base/Floor and Grout to be Sealed/Install New Threshold (Color selection by Owner)
Walls		416	52	CMU/Painted	Prep/Point Up, Mortar Cracks,Holes,Joints,Caulk as needed/Scrape Flaking Paint/ Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy. (Color selection by Owner)
Ceilings 8'-0"		135		Drywall	Prep/Patch, Sand, Caulk as needed/Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy, (semi gloss) (Color selection by Owner)
Lavatory	1			Wall hung with Metered Twist Type Faucet (Cold Water Only)	Remove/Replace with 20" by 18" enameled cast iron with 1 deck holes for Cold Water, back ledge, wall hanger, front overflow by Zurn Z5840, American Standard, Kohler or approved equal. Installation To Include but not limited to new supply line, fittings, escutcheons, etc... for the fully functional and properly operating lavatory. Wrap waterlines with Lav Guard or approved equal. (Color to be White)
Lavatory Drain Lines	1				Remove/Replace with new Chrome finish drain line including escutcheons at wall. Wrap with Lav Guard or equal pipe protection.
Water Closet	1			Wall Hung (1) Has Long Pipe at Flush Valve	Remove/Replace with new wall mounted, vitreous china, elongated bowl, 1.6 GPF American Standard or Zurn, Kohler approved equal. Contractor to verify bolt pattern of new toilet match existing wall bracket. Provide new open front, elongated plastic seat with concealed stainless steel check hinges Church 9500CT, Bemis 1955SSCT or approved equal. Installation to include but not limited to fittings, escutcheons, gaskets, etc... for fully functional and properly operational water closet. (Color to be White)
Flush Valves (Water Closet)	1				Remove/Replace with new 1.6 GPF Flush valve with 1" screwdriver angle check stop, vandal resistant stop cap, ADA flush handle, vacuum breaker, 1" chrome plated wall supply cover pipe, chrome plated cast brass escutcheon with set screw, 1-1/2" chrome plated flush pipe, Zurn Z-6000XL-WSI-YBYCYK, Sloan No. 111-1.6YK or Delany F-414-1.6-T42-T36, or approved equal by American Standard. Finish to be Chrome.
Urinal & Flush Valve	2			Wall hung	Remove/Replace with 0.125 GPF American Standard 6590.001EC or Zurn, Kohler approved equal. (Color to be White) Flush Valve to be .0125 GPF American Standard, Zurn, Sloan
Faucets	1			Twist Metered Type (COLD WATER ONLY)	Remove/Replace with new single hole, single supply Zurn Z 86100-XL, Chicago or approved equal self-closing metered push down faucet. Installation to include all associated fitting, gaskets, escutcheons, etc... for fully functioning properly operating faucets. (Chrome Finish)
Hose Bib	1				N/A
Floor Drain Grate	1				Install New Brass Grate/Floor Drain Grate Finish Floor Elevation to be even with Tile and not more than an 1/8" Lower than Tile Finish Floor Elevation
Clean Out Covers					
Toilet Partitions	1			(1) Metal Stall 38" x 68" with 34" Door	Remove Metal Stall Walls and Door/Furnish and Install New HDPE Toilet Partitions with Doors and Hardware /Furnish and Install 2 New HDPE Urinal Screens After Painting is Complete. (Color Selected By Owner)
Mirror	1			Stainless Steel Edge 24" x 60"	Furnish and Install (1) new 24" x 60" mirror with stainless steel edge after Painting is complete
Soap Dispenser	1			Wall Hung	Remove/Install New Owner Supplied Soap Dispensers after painting in different location chosen by Owner
Sanitary Napkin Receptacle					N/A
Toilet Paper Dispenser	1			Stall/wall hung	Remove/Install New Owner Supplied Toilet Paper Dispensers after painting is complete
Paper Towel Dispenser	1			Wall Hung	Remove/Install New Owner Supplied Paper Towel Dispensers after painting is complete
Trash Receptacle	1			Stainless Steel Surface Mounted on CMU Wall	Leave in Place/Clean and Protect
Access Panel/Door					N/A
Shelving					N/A
Grab Bars	2			Wall Mounted	Remove/Install New Grab Bars and Add Any Necessary Grab Bars to Meet Most Recent ADA Code
HVAC	1			HVAC	Remove and Replace with New HVAC Grille (Color WHITE)
Exhaust	1			HVAC Exhaust	Remove and Replace with New HVAC Grille (Color WHITE)
Electrical					
Receptacles	1			GFCI -Duplex-White with White Cover Plate	Remove/Furnish and Install New GFCI Receptacle 120 volt 20 amp (Gray Color)
Receptacle Cover Plate	1			GFCI White Cover Plate	Remove/Furnish and Install New GFCI Stainless Steel Cover Plate
Switches	1			Single Pole (Painted) slotted switch	Remove/Furnish and Install New Single Pole Slotted Switch 120 volt 20 Amp (Color Gray)
Switch Cover Plate	1			Slotted Switch Cover Plate (Painted)	Remove/Furnish and Install New Stainless Steel Switch Cover Plate
Lights	1			12" x 48" Surface Mount Fluorescent Type LED	Leave in Place/Clean Lens

Restroom Renovations Scope Sheet

1/18/2022

School: Bolivia Elementary School
Rest Room Location: GYM GIRLS

Item:	Quantity	Sqft.	Inf.	Existing Description	Action
Signage	1			On Door	Remove/Add New Sign to CMU Wall At Restroom Entrance
Door 3070				Wood(Birch)	Remove/Install New Door/Sand/Prep /Finish Door (1) Coat Stain and Seal (2) Coats Clear Coat/ (Owner to Select Color)
Door Frame	1			Metal	Paint (Color Selected By Owner)
Door Hardware	1			Push Plate/Pull Handle/Kick Plate(Both Sides)/Closer/Hinges	Remove/Provide New Hardware for New Door/Add Kick Down Door Stop
Floors		135		Ceramic Tile	Remove Existing Tile Floor/Install 6 x6 Quarry Tile and 6" Base /Floors and Grout to be Sealed/Install New Threshold (Color selection by Owner)
Walls		424	52	CMU/Painted	Prep/Point Up, Mortar Cracks,Holes,Joints,Caulk as needed/Scrape Flaking Paint/ Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy. (Color selection by Owner)
Ceilings 8'-0"		135		Drywall	Prep/Patch, Sand, Caulk as needed/Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy, (semi gloss) (Color selection by Owner)
Lavatory	2			Wall hung with Metered Twist Type Faucet (Cold Water Only)	Remove/Replace with 20" by 18" enameled cast iron with 1 deck holes for Cold Water, back ledge, wall hanger, front overflow by Zurn Z5840, American Standard, Kohler or approved equal. Installation To Include but not limited to new supply line, fittings, escutcheons, etc... for the fully functional and properly operating lavatory. Wrap waterlines with Lav Guard or approved equal. (Color to be White)
Lavatory Drain Lines	2				Remove/Replace with new Chrome finish drain line including escutcheons at wall. Wrap with Lav Guard or equal pipe protection.
Water Closet	2			Wall Hung (2) Long Pipe at Flush Valve	Remove/Replace with new wall mounted, vitreous china, elongated bowl, 1.6 GPF American Standard or Zurn, Kohler approved equal. Contractor to verify bolt pattern of new toilet match existing wall bracket. Provide new open front, elongated plastic seat with concealed stainless steel check hinges Church 9500CT, Bemis 1955SSCT or approved equal. Installation to include but not limited to fittings, escutcheons, gaskets, etc... for fully functional and properly operational water closet. (Color to be White)
Flush Valves (Water Closet)	2				Remove/Replace with new 1.6 GPF Flush valve with 1" screwdriver angle check stop, vandal resistant stop cap, ADA flush handle, vacuum breaker, 1" chrome plated wall supply cover pipe, chrome plated cast brass escutcheon with set screw, 1-1/2" chrome plated flush pipe, Zurn Z-6000XL-WSI-YBYCYK, Sloan No. 111-1.6YK or Delany F-414-1.6-T42-T36, or approved equal by American Standard. Finish to be Chrome.
Urinal & Flush Valve					
Faucets	2			Twist Metered Type (COLD WATER ONLY)	Remove/Replace with new single hole, single supply Zurn Z 86100-XL, Chicago or approved equal self-closing metered push down faucet. Installation to include all associated fitting, gaskets, escutcheons, etc... for fully functioning properly operating faucets. (Chrome Finish)
Hose Bib	1				N/A
Floor Drain Grate	1				Install New Brass Grate/Floor Drain Grate Finish Floor Elevation to be even with Tile and not more than an 1/8" Lower than Tile Finish Floor Elevation
Clean Out Covers					
Toilet Partitions	2			(2) Metal Stalls 1- 31" x 60" with 24" Door 1- 40" x 60" with 34" Door	Remove Metal Stall Walls and Door/Furnish and Install New HDPE Toilet Partitions with Doors and Hardware After Painting is Complete. (Color Selected By Owner)
Mirror	1			Stainless Steel Edge 24" x 60"	Furnish and Install (1) new 24" x 60" mirror with stainless steel edge after Painting is complete
Soap Dispenser	1			Wall Hung	Remove/Install New Owner Supplied Soap Dispensers after painting in different location chosen by Owner
Sanitary Napkin Receptacle					N/A
Toilet Paper Dispenser	1			Stall/wall hung	Remove/Install New Owner Supplied Toilet Paper Dispensers after painting is complete
Paper Towel Dispenser	1			Wall Hung	Remove/Install New Owner Supplied Paper Towel Dispensers after painting is complete
Trash Receptacle	1			Stainless Steel Surface Mounted on CMU Wall	Leave in Place/Clean and Protect
Access Panel/Door					N/A
Shelving					N/A
Grab Bars	2			Wall Mounted	Remove/Install New Grab Bars and Add Any Necessary Grab Bars to Meet Most Recent ADA Code
HVAC	1			HVAC	Remove and Replace with New HVAC Grille (Color WHITE)
Exhaust	1			HVAC Exhaust	Remove and Replace with New HVAC Grille (Color WHITE)
Electrical					
Receptacles	1			GFCI -Duplex-White with White Cover Plate	Remove/Furnish and Install New GFCI Receptacle 120 volt 20 amp (Gray Color)
Receptacle Cover Plate	1			GFCI White Cover Plate	Remove/Furnish and Install New GFCI Stainless Steel Cover Plate
Switches	1			Single Pole (Painted) slotted switch	Remove/Furnish and Install New Single Pole Slotted Switch 120 volt 20 Amp (Color Gray)
Switch Cover Plate	1			Slotted Switch Cover Plate (Painted)	Remove/Furnish and Install New Stainless Steel Switch Cover Plate
Lights	2			12" x 48" Surface Mount Fluorescent Type LED	Leave in Place/Clean Lens

Restroom Renovations Scope Sheet

1/19/2022

School: COAST SCHOOL

Rest Room Location: CAFETERIA-BOYS

Item:	Quantity	Sqft.	Inft.	Existing Description	Action
Signage	1			On Wall at Entrance	Remove/Install New ADA Code Compliant Sign/Color to Match Existing
Door					N/A
Door Frame					N/A
Door Hardware					N/A
Floors		226		Epoxy	Prep Epoxy Floor with Multi Purpose Bonding Primer (MAPEI-Eco Prim Grip or Equal) -Install 6 x6 Quarry Tile and 6" Base/Floor Tile and Grout to be Sealed/Install New Threshold / (Color selection by Owner)
Walls		702	78	CMU/Painted	Prep/Point Up, Mortar Cracks,Holes,Joints,Caulk as needed/Scrape Flaking Paint/ Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy. (Color selection by Owner) NOTE: Toilet/Urinal Wall has 4 x 4 Ceramic Tile. 4 x 4 Ceramic Tile is to remain and be protected throughout renovation. Contractor will be responsible for the replacement of any tile that is broken or removed from wall.
Ceilings 9'-0"		226		Drywall	Prep/Patch, Sand, Caulk as needed/Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy, (semi gloss) (Color selection by Owner)
Lavatory	1			Wall hung Push Button Metered Station with (4) Faucets	Leave in Place/Clean/Protect
Lavatory Drain Lines	1				N/A
Water Closet	2			Floor Mount Short Pipe at Flush Valve	Remove/Replace new with American Standard 3461.001 16-1/2" high, floor mounted, vitreous china, elongated siphon jet water saver 1.6 GPF bowl with 1-1/2" top spud, china caps or approved equal Kohler or Zurn. Provide new open front, elongated plastic seat with concealed stainless steel check hinge Church, Bemis or approved equal. Installation to include but not limited to fittings,escutheons,gaskets, etc... for fully functional and properly operational water closet. (Color to be White)
Flush Valves (Water Closet)	2				Remove/Replace with new 1.6 GPF Flush valve with 1" screwdriver angle check stop, vandal resistant stop cap, ADA flush handle, vacuum breaker, 1" chrome plated wall supply cover pipe, chrome plated cast brass escutcheon with set screw, 1-1/2" chrome plated flush pipe, Zurn Z-6000XL-WSI-YBYCYK, Sloan No. 111-1.6YK or Delany F-414-1.6-T42-T36, or approved equal by American Standard. Finish to be Chrome.
Urinal & Flush Valve	3			Wall hung	Remove/Replace with 0.125 GPF American Standard 6590.001EC or Zurn, Kohler approved equal. (Color to be White) Flush Valve to be .0125 GPF American Standard, Zurn, Sloan
Faucets	N/A				
Hose Bib					N/A
Floor Drain Grate	1				Install New Brass Grate/Floor Drain Grate Finish Floor Elevation to be even with Tile and not more than an 1/8" Lower than Tile Finish Floor Elevation
Clean Out Covers					
Toilet Partitions	2			(2) HDPE Stalls 1- 36" x 63" with 24" Door 1- 63" x 11'-4" with 36" Door	Remove HDPE Stalls and Doors/Furnish and Install New HDPE Toilet Partitions with Doors and Hardware Furnish and Install 2 New HDPE Urinal Screens After Painting is Complete.
Mirror	1			Stainless Steel Edge 24" x 60"	Furnish and Install (1) new 24" x 60" mirror with stainless steel edge after Painting is complete
Soap Dispenser	2			Wall Hung	Remove/Install New Owner Supplied Soap Dispensers after painting in different location chosen by Owner
Sanitary Napkin Receptacle					N/A
Toilet Paper Dispenser	2			Stall/wall hung	Remove/Install New Owner Supplied Toilet Paper Dispensers after painting is complete
Paper Towel Dispenser	1			Wall Hung	Remove/Install New Owner Supplied Paper Towel Dispensers after painting is complete
Trash Receptacle					N/A
Access Panel/Door					N/A
Toilet Seat Cover Dispenser	1			Wall Mounted	Remove/Discard
Grab Bars	2			Wall Mounted	Remove/Install New Grab Bars and Add Any Necessary Grab Bars to Meet Most Recent ADA Code
HVAC	1			HVAC	Remove and Replace with New HVAC Grille (Color WHITE)
Exhaust	1			HVAC Exhaust	Remove and Replace with New HVAC Grille (Color WHITE)
Electrical					
Receptacles					N/A
Receptacle Cover Plate					N/A
Switches	1			Singlr Pole (Almond) slotted switch	N/A
Switch Cover Plate	1			Stainless Steel	N/A
Lights	3			24" x 48" Recessed Mount Fluorescent	Leave in Place/Clean Lens

Restroom Renovations Scope Sheet

1/19/2022

School: COAST SCHOOL
Rest Room Location: CAFETERIA-GIRLS

Item:	Quantity	Sqft.	Inft.	Existing Description	Action
Signage	1			On Wall at Entrance	Remove/Install New ADA Code Compliant Sign/Color to Match Existing
Door					N/A
Door Frame					N/A
Door Hardware					N/A
Floors		267		Epoxy	Prep Epoxy Floor with Multi Purpose Bonding Primer (MAPEI-Eco Prim Grip or Equal) -Install 6 x6 Quarry Tile and 6" Base/Floor Tile and Grout to be Sealed/Install New Threshold / (Color selection by Owner)
Walls		711	79	CMU/Painted	Prep/Point Up, Mortar Cracks,Holes,Joints,Caulk as needed/Scrape Flaking Paint/ Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy. (Color selection by Owner) NOTE: Toilet Wall has 4 x 4 Ceramic Tile. 4 x 4 Ceramic Tile is to remain and be protected throughout renovation. Contractor will be responsible for the replacement of any tile that is broken or removed from wall.
Ceilings 9'-0"		267		Drywall	Prep/Patch, Sand, Caulk as needed/Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy, (semi gloss) (Color selection by Owner)
Lavatory	1			Wall hung Push Button Metered Station with (4) Faucets	Leave in Place/Clean/Protect
Lavatory Drain Lines	1				N/A
Water Closet	5			Floor Mount Short Pipe at Flush Valve	Remove/Replace new with American Standard 3461.001 16-1/2" high, floor mounted, vitreous china, elongated siphon jet water saver 1.6 GPF bowl with 1-1/2" top spud, china caps or approved equal Kohler or Zurn. Provide new open front, elongated plastic seat with concealed stainless steel check hinge Church, Bemis or approved equal. Installation to include but not limited to fittings,escutheons,gaskets, etc... for fully functional and properly operational water closet. (Color to be White)
Flush Valves (Water Closet)	5				Remove/Replace with new 1.6 GPF Flush valve with 1" screwdriver angle check stop, vandal resistant stop cap, ADA flush handle, vacuum breaker, 1" chrome plated wall supply cover pipe, chrome plated cast brass escutcheon with set screw, 1-1/2" chrome plated flush pipe, Zurn Z-6000XL-WSI-YBYCYK, Sloan No. 111-1.6YK or Delany F-414-1.6-T42-T36, or approved equal by American Standard. Finish to be Chrome.
Urinal & Flush Valve					N/A
Faucets					N/A
Hose Bib					N/A
Floor Drain Grate	1				Install New Brass Grate/Floor Drain Grate Finish Floor Elevation to be even with Tile and not more than an 1/8" Lower than Tile Finish Floor Elevation
Clean Out Covers					
Toilet Partitions	5			(5) HDPE Stalls 4- 36" x 63" with 24" Door 1- 63" x 11'-8" with 36" Door	Remove HDPE Stall Doors/Furnish and Install New HDPE Toilet Partitions with Doors and Hardware After Painting is Complete.
Mirror	1			Stainless Steel Edge 24" x 60"	Furnish and Install (1) new 24" x 60" mirror with stainless steel edge after Painting is complete
Soap Dispenser	2			Wall Hung	Remove/Install New Owner Supplied Soap Dispensers after painting in different location chosen by Owner
Sanitary Napkin Receptacle	5			Wall/Stall Mounted	Remove/Furnish and Install New Stainless Steel Sanitary Napkin Receptacles
Toilet Paper Dispenser	2			Stall/wall hung	Remove/Install New Owner Supplied Toilet Paper Dispensers after painting is complete
Paper Towel Dispenser	1			Wall Hung	Remove/Install New Owner Supplied Paper Towel Dispensers after painting is complete
Trash Receptacle					N/A
Access Panel/Door					N/A
Toilet Seat Cover Dispenser	1			Wall Mounted	Remove/Discard
Grab Bars	2			Wall Mounted	Remove/Install New Grab Bars and Add Any Necessary Grab Bars to Meet Most Recent ADA Code
HVAC	1			HVAC	Remove and Replace with New HVAC Grille (Color WHITE)
Exhaust	1			HVAC Exhaust	Remove and Replace with New HVAC Grille (Color WHITE)
Electrical					
Receptacles					N/A
Receptacle Cover Plate					N/A
Switches	1			Singlr Pole (Almond) slotted switch	N/A
Switch Cover Plate	1			Stainless Steel	N/A
Lights	3			24" x 48" Recessed Mount Fluorescent	Leave in Place/Clean Lens

Restroom Renovations Scope Sheet

1/19/2022

School: Lincoln Elementary School
Rest Room Location: GYM-BOYS

Item:	Quantity	Sqft.	Inft.	Existing Description	Action
Signage	1			On CMU Wall at Entrance	Remove/Add New ADA Compliant Sign On Wall at Restroom Entrance
Door					N/A
Door Frame					N/A
Door Hardware					N/A
Floors		227		Epoxy	Prep Epoxy Floor with Multi Purpose Bonding Primer (MAPEI-Eco Prim Grip or Equal) -Install 6 x6 Quarry Tile and Base/Base should be Figured to 8" AFF/Floor Tile and Grout to be Sealed/Install New Threshold / (Color selection by Owner)
Walls		530	61	CMU/Painted	Prep/Point Up, Mortar Cracks,Holes,Joints,Caulk as needed/Scrape Flaking Paint/ Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy, (Color selection by Owner) NOTE: Repair CMU Wall behind Metal Plate on Wall at Urinal Screen. 8" x 8" Metal Plate
Ceilings 8'-8"		227		Drywall	Prep/Patch, Sand, Caulk as needed/Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy, (semi gloss) (Color selection by Owner)
Lavatory	1			Wall hung Electric Sensor Type with (4) Faucets	Leave In Place/Clean/Protect Note: One Sensor Does not work and Contractor will need to include getting sensor and faucet working.
Lavatory Drain Lines	1				N/A
Water Closet	2			Floor Mounted/ (2) Short Pipe to Flush Valve	Remove/Replace new with American Standard 3461.001 16-1/2" high, floor mounted, vitreous china, elongated siphon jet water saver 1.6 GPF bowl with 1-1/2" top spud, china caps or approved equal Kohler or Zurn. Provide new open front, elongated plastic seat with concealed stainless steel check hinge Church, Bemis or approved equal. Installation to include but not limited to fittings,escutheons,gaskets, etc... for fully functional and properly operational water closet. (Color to be White)
Flush Valves (Water Closet)	2				Remove/Replace with new 1.6 GPF Flush valve with 1" screwdriver angle check stop, vandal resistant stop cap, ADA flush handle, vacuum breaker, 1" chrome plated wall supply cover pipe, chrome plated cast brass escutcheon with set screw, 1-1/2" chrome plated flush pipe, Zurn Z-6000XL-WSI-YBYCYK, Sloan No. 111-1.6YK or Delany F-414-1.6-T42-T36, or approved equal by American Standard. Finish to be Chrome.
Urinal & Flush Valve	3			Wall hung	Remove/Replace with 0.125 GPF American Standard 6002.001 or Zurn, Kohler approved equal. (Color to be White) Flush Valve to be .0125 GPF American Standard, Zurn, Sloan
Faucets	1			Wall hung Electric Sensor Type with (4) Faucets	One Sensor Does not work and Contractor will need to include getting sensor and faucet working.
Hose Bib	1				N/A
Floor Drain Grate	1			Brass	Install New Brass Grate/Floor Drain Grate Finish Floor Elevation to be even with Tile or not more than an 1/8" Lower than Tile Finish Floor Elevation
Clean Out Covers	1			Brass-at Floor	Remove/Furnish and Install New clean out cover /New Floor Clean Out Cover should be Level with New Finish Floor Elevation or not more than to 1/8" below New Finished Floor Elevation
Toilet Partitions	2/3			(2) HDPE Toilet Stalls and Doors 1-60" x 60" with 36" Door 1-42" x 60" with 24" Door (3) Urinal Screens	Remove Toilets Partitions, Doors and Urinal Screens/Furnish and Install (2) New HDPE Toilet Partition Stall with door and hardware/Furnish and Install (3) New HDPE Urinal Screens after painting is complete. (Owner to Select Color)
Mirror					Furnish and Install (1) new 24" x 60" mirror with stainless steel edge after Painting is complete. Install at Owner Specified Location.
Soap Dispenser	2			Wall Hung	Remove/Clean/Re-Install after painting in different location chosen by Owner
Sanitary Napkin Receptacle					N/A
Toilet Paper Dispenser	2			Stall/wall hung	Remove/Install New Owner Supplied Toilet Paper Dispensers after painting is complete
Paper Towel Dispenser	1			Wall Hung	Remove/Install New Owner Supplied Paper Towel Dispensers after painting is complete
Trash Receptacle					N/A
Access Panel/Door	1			Access Panel at Ceiling	Paint Same as Ceiling
Shelving					N/A
Grab Bars	2			Wall Mounted	Remove/Install New Grab Bars and Add Any Necessary Grab Bars to Meet Most Recent ADA Code
HVAC	1			Split System Unit-Wall Mounted	Leave/Clean/Protect
Exhaust	1				Remove and Replace with New Exhaust Grille (Color WHITE)
Electrical					
Receptacles					
Receptacle Cover Plate					
Switches					
Switch Cover Plate					
Lights	5			12" x 48" Flush Mount Fluorescent Type	Leave in Place/Clean Lens

Restroom Renovations Scope Sheet

1/20/2022

School: Lincoln Elementary School
Rest Room Location: GYM-GIRLS

Item:	Quantity	Sqft.	Inft.	Existing Description	Action
Signage	1			On CMU Wall at Entrance	Remove/Add New ADA Compliant Sign On Wall at Restroom Entrance
Door					N/A
Door Frame					N/A
Door Hardware					N/A
Floors		275		Epoxy	Prep Epoxy Floor with Multi Purpose Bonding Primer (MAPEI-Eco Prim Grip or Equal) -Install 6 x6 Quarry Tile and Base/Base should be Figured to 8" AFF/Floor Tile and Grout to be Sealed/Install New Threshold / (Color selection by Owner)
Walls		1404	162	CMU/Painted	Prep/Point Up, Mortar Cracks,Holes,Joints,Caulk as needed/Scrape Flaking Paint/ Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy, (Color selection by Owner)
Ceilings 8'-8"		275		Drywall	Prep/Patch, Sand, Caulk as needed/Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy, (semi gloss) (Color selection by Owner)
Lavatory	1			Wall hung with 2 push down metered type faucets	Leave In Place/Clean/Protect
Lavatory Drain Lines	1				N/A
Water Closet	6			Floor Mounted/ (6) Short Pipe To Flush Valve	Remove/Replace new with American Standard 3461.001 16-1/2" high, floor mounted, vitreous china, elongated siphon jet water saver 1.6 GPF bowl with 1-1/2" top spud, china caps or approved equal Kohler or Zurn. Provide new open front, elongated plastic seat with concealed stainless steel check hinge Church, Bemis or approved equal. Installation to include but not limited to fittings,escutheons,gaskets, etc... for fully functional and properly operational water closet. (Color to be White)
Flush Valves (Water Closet)	6				Remove/Replace with new 1.6 GPF Flush valve with 1" screwdriver angle check stop, vandal resistant stop cap, ADA flush handle, vacuum breaker, 1" chrome plated wall supply cover pipe, chrome plated cast brass escutcheon with set screw, 1-1/2" chrome plated flush pipe, Zurn Z-6000XL-WSI-YBYCYK, Sloan No. 111-1.6YK or Delany F-414-1.6-T42-T36, or approved equal by American Standard. Finish to be Chrome.
Urinal & Flush Valve					
Faucets	1			Wall hung with 2 push down metered type faucets	Leave In Place/Clean/Protect
Hose Bib					N/A
Floor Drain Grate	1			Brass	Install New Brass Grate/Floor Drain Grate Finish Floor Elevation to be even with Tile or not more than an 1/8" Lower than Tile Finish Floor Elevation
Clean Out Covers	1			Brass-at Floor	Remove/Furnish and Install New clean out cover /New Floor Clean Out Cover should be Level with New Finish Floor Elevation or not more than to 1/8" below New Finished Floor Elevation
Toilet Partitions	6			(6) HDPE Toilet Stalls and Doors 4-32" x 60" with 24" Door 1-36" x 72" with 32" Door 1-60" x 60" /Front is 60"HDPE with 36" Door/Other 3 Walls CMU	Remove Toilets Partitions, Doors/Furnish and Install New HDPE Toilet Partition Stalls, Doors and hardware/When Painting is Complete. (Owner to Select Color)
Mirror					Furnish and Install (1) new 24" x 60" mirror with stainless steel edge after Painting is complete. Install at Owner Specified Location.
Soap Dispenser	2			Wall Hung	Remove/Clean/Re-Install after painting in different location chosen by Owner
Sanitary Napkin Receptacle	6			Wall/Stall Mount	Remove/Furnish and Install New Stainless Steel Sanitary Napkin Receptacles
Toilet Paper Dispenser	6			Stall/wall hung	Remove/Install New Owner Supplied Toilet Paper Dispensers after painting is complete
Paper Towel Dispenser	1			Wall Hung	Remove/Install New Owner Supplied Paper Towel Dispensers after painting is complete
Trash Receptacle					N/A
Access Panel/Door					
Shelving					N/A
Grab Bars	4			Wall Mounted	Remove/Install New Grab Bars and Add Any Necessary Grab Bars to Meet Most Recent ADA Code
HVAC	1			Split System Unit-Wall Mounted	Leave/Clean/Protect
Exhaust	1				Remove and Replace with New Exhaust Grille (Color WHITE)
Electrical					
Receptacles					
Receptacle Cover Plate					
Switches					
Switch Cover Plate					
Lights	6			12" x 48" Flush Mount Fluorescent Type	Leave in Place/Clean Lens

Restroom Renovations Scope Sheet

1/20/2022

School: Lincoln Elementary School
Rest Room Location: STAFF 113A

Item:	Quantity	Sqft.	Inft.	Existing Description	Action
Signage	1			On CMU Wall at Entrance	Leave Room Number Staff Sign Plaque In Place/Add New ADA Compliant Sign On Wall at Restroom Entrance
Door 3070	1			Wood (Birch)	Leave In Place
Door Frame	1			Metal	Paint (Color Selected By Owner)
Door Hardware					N/A
Floors		53		Epoxy	Prep Epoxy Floor with Multi Purpose Bonding Primer (MAPEI-Eco Prim Grip or Equal) -Install 6 x6 Quarry Tile with 6" Base/Floor Tile and Grout to be Sealed/Install New Threshold / (Color selection by Owner)
Walls		281	31'-2"	CMU/Painted	Prep/Point Up, Mortar Cracks,Holes,Joints,Caulk as needed/Scrape Flaking Paint/ Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy, (Color selection by Owner)
Ceilings 9'-0"		53		ACT	Remove Existing Ceiling Tile/Clean Existing Grid and Leave in Place/Furnish and Install New Vinyl Coated Gypsum Ceiling Tile
Lavatory	1			Wall hung	Remove/Replace with 20" by 18" enameled cast iron with 3 deck holes for Hot, Cold Water and Faucet with 4" center set, back ledge, wall hanger, front overflow by Zurn Z5840, American Standard, Kohler or approved equal. Installation To Include but not limited to new supply line, fittings, escutcheons, etc... for the fully functional and properly operating lavatory. Wrap waterlines with Lav Guard or approved equal. (Color to be White)
Lavatory Drain Lines	1				Remove/Replace with new Chrome finish drain line including escutcheons at wall. Wrap with Lav Guard or equal pipe protection.
Water Closet	1			Floor Mounted (1) Long Pipe To Flush Valve	Remove/Replace new with American Standard 3461.001 16-1/2" high, floor mounted, vitreous china, elongated siphon jet water saver 1.6 GPF bowl with 1-1/2" top spud, china caps or approved equal Kohler or Zurn. Provide new open front, elongated plastic seat with concealed stainless steel check hinge Church, Bemis or approved equal. Installation to include but not limited to fittings,escutheons,gaskets, etc... for fully functional and properly operational water closet. (Color to be White)
Flush Valves (Water Closet)	1				Remove/Replace with new 1.6 GPF Flush valve with 1" screwdriver angle check stop, vandal resistant stop cap, ADA flush handle, vacuum breaker, 1" chrome plated wall supply cover pipe, chrome plated cast brass escutcheon with set screw, 1-1/2" chrome plated flush pipe, Zurn Z-6000XL-WSI-YBYCYK, Sloan No. 111-1.6YK or Delany F-414-1.6-T42-T36, or approved equal by American Standard. Finish to be Chrome.
Urinal & Flush Valve					
Faucets	1			Twist Knob/Hot and Cold Water	Remove/Replace with New ZURN Z81103-XL-P or approved equal by Chicago Faucets, Delta, or Moen. Installation to include all associated fittings, gaskets, escutcheons, etc... for fully functioning properly operating faucets. (Chrome Finish)
Hose Bib					N/A
Floor Drain Grate	1			Brass	Install New Brass Grate/Floor Drain Grate Finish Floor Elevation to be even with Tile or not more than an 1/8" Lower than Tile Finish Floor Elevation
Clean Out Covers	1			Brass-at Floor	Remove/Furnish and Install New clean out cover /New Floor Clean Out Cover should be Level with New Finish Floor Elevation or not more than to 1/8" below New Finished Floor Elevation
Toilet Partitions					N/A
Mirror	1			24" x 36" @ Lavatory	Remove/Furnish and Install new 24" x 36" mirror with stainless steel edge after Painting is complete.
Soap Dispenser	1			Wall Hung	Remove/Clean/Re-Install after painting in different location chosen by Owner
Sanitary Napkin Receptacle					Furnish and Install (1) New Stainless Steel Sanitary Napkin Receptacles
Toilet Paper Dispenser	1			Stall/wall hung	Remove/Install New Owner Supplied Toilet Paper Dispensers after painting is complete
Paper Towel Dispenser	1			Wall Hung	Remove/Install New Owner Supplied Paper Towel Dispensers after painting is complete
Trash Receptacle					N/A
Access Panel/Door					
BIO Hazard Needle Box	1			Wall Mount	Rmove/Clean/Re Install after painting is complete
Grab Bars	1			Wall Mounted	Remove/Install New Grab Bars and Add Any Necessary Grab Bars to Meet Most Recent ADA Code
HVAC					N/A
Exhaust	1				Re Use/Cut into new ceiling tile/Clean
Electrical					
Receptacles	1			GFCI -Duplex-White with Stainless Steel Cover Plate	Remove/Furnish and Install New GFCI Receptacle 120 volt 20 amp (Gray Color) Note: Re Lable Outlet
Receptacle Cover Plate	1			GFCI-Stainless Steel	Remove/Furnish and Install New GFCI Stainless Steel Cover Plate
Switches	1			Single Pole Switch (Black)	Remove/Furnish and Install New Single Pole Switch 120 volt 20 Amp (Color Gray)
Switch Cover Plate	1			Switch Cover Plate (Black)	Remove/Furnish and Install New Stainless Steel Switch Cover Plate
Lights	1			24" x 48" Lay In Fluorescent Type	Leave in Place/Clean Lens

Restroom Renovations Scope Sheet

1/24/2022

School: North Brunswick High School
Rest Room Location: STAFF 138-WOMEN

Item:	Quantity	Sqft.	Inft.	Existing Description	Action
Signage	1			On CMU Wall at Entrance	Leave In Place
Door 3070	1			Wood	Leave In Place
Door Frame	1			Metal	Paint (Color Selected By Owner)
Door Hardware	1			Kickplate	Remove/Furnish and install new kickplate
Floors		110		Epoxy	Prep Epoxy Floor with Multi Purpose Bonding Primer (MAPEI-Eco Prim Grip or Equal) -Install 6 x6 Quarry Tile with 6" Base/Floor Tile and Grout to be Sealed/Install New Threshold / (Color selection by Owner)
Walls		450	50	CMU/Painted	Prep/Point Up, Mortar Cracks,Holes,Joints,Caulk as needed/Scrape Flaking Paint/ Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy, (Color selection by Owner)
Ceilings 9'-0"		110		Drywall	Prep/Patch, Sand, Caulk as needed/Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy, (semi gloss) (Color selection by Owner)
Lavatory	1			Wall hung	Remove/Replace with 20" by 18" enameled cast iron with 3 deck holes for Hot, Cold Water and Faucet with 4" center set, back ledge, wall hanger, front overflow by Zurn Z5840, American Standard, Kohler or approved equal. Installation To include but not limited to new supply line, fittings, escutcheons, etc... for the fully functional and properly operating lavatory. Wrap waterlines with Lav Guard or approved equal. (Color to be White)
Lavatory Drain Lines	1				Remove/Replace with new Chrome finish drain line including escutcheons at wall. Wrap with Lav Guard or equal pipe protection.
Water Closet	2			Floor Mounted (1) Long Pipe To Flush Valve (1) Short Pipe To Flush Valve	Remove/Replace new with American Standard 3461.001 16-1/2" high, floor mounted, vitreous china, elongated siphon jet water saver 1.6 GPF bowl with 1-1/2" top spud, china caps or approved equal Kohler or Zurn. Provide new open front, elongated plastic seat with concealed stainless steel check hinge Church, Bemis or approved equal. Installation to include but not limited to fittings,escutheons,gaskets, etc... for fully functional and properly operational water closet. (Color to be White)
Flush Valves (Water Closet)	2				Remove/Replace with new 1.6 GPF Flush valve with 1" screwdriver angle check stop, vandal resistant stop cap, ADA flush handle, vacuum breaker, 1" chrome plated wall supply cover pipe, chrome plated cast brass escutcheon with set screw, 1-1/2" chrome plated flush pipe, Zurn Z-6000XL-WSI-YBYCYK, Sloan No. 111-1.6YK or Delany F-414-1.6-T42-T36, or approved equal by American Standard. Finish to be Chrome.
Urinal & Flush Valve					
Faucets	1			Lever Handle/Hot and Cold Water	Remove/Replace with New ZURN Z81103-XL-P or approved equal by Chicago Faucets, Delta, or Moen. Installation to include all associated fittings, gaskets, escutcheons, etc... for fully functioning properly operating faucets. (Chrome Finish)
Hose Bib					N/A
Floor Drain Grate	1			Brass	Install New Brass Grate/Floor Drain Grate Finish Floor Elevation to be even with Tile or not more than an 1/8" Lower than Tile Finish Floor Elevation
Clean Out Covers	1			6" Wall Cleanout Cover Painted Under Lavatory	Remove/Furnish and Install New Stainless Steel Wall Cleanout Cover
Toilet Partitions	2			CMU/HDPE (2) Stalls- Each has 2 CMU Walls (Side and Back) with HDPE Divider Wall in between them. Each has HDPE Door 1- 35" x 60" with 24" Door 1- 60" x 60" with 36" Door	Remove Toilets Partitions and Doors/Furnish and Install New HDPE Toilet Partition Stalls with Door and hardware after painting is complete. (Owner to Select Color)
Mirror	1			24" x 36" @ Lavatory	Remove/Furnish and Install new 24" x 36" mirror with stainless steel edge after Painting is complete.
Soap Dispenser	1			Wall Hung	Remove/Clean/Re-install after painting in different location chosen by Owner
Sanitary Napkin Receptacle	2			Wall/Stall Mounted Stainless Steel	Remove/Furnish and Install New Stainless Steel Sanitary Napkin Receptacles
Toilet Paper Dispenser	2			Stall/wall hung	Remove/Install New Owner Supplied Toilet Paper Dispensers after painting is complete
Paper Towel Dispenser	1			Wall Hung	Remove/Install New Owner Supplied Paper Towel Dispensers after painting is complete
Trash Receptacle	1			Stainless Steel Recessed	Leave in Place/Clean/Protect
Access Panel/Door					
Hand Sanitizer Dispenser	1			Wall Mount	Remove/Clean/Re Install after painting is complete
Grab Bars	2			Wall Mounted	Remove/Install New Grab Bars and Add Any Necessary Grab Bars to Meet Most Recent ADA Code
HVAC					N/A
Exhaust Electrical	1				Leave In Place/Clean/Protect
Receptacles	1			GFCI -Duplex-White with Stainless Steel Cover Plate	Remove/Furnish and Install New GFCI Receptacle 120 volt 20 amp (Gray Color) and Stainless Steel Cover Plate
Receptacle Cover Plate	1			GFCI-Stainless Steel	Remove/Furnish and Install New GFCI Stainless Steel Cover Plate
Switches	2			Single Pole Switch (White)	Remove/Furnish and Install New Single Pole Switch 120 volt 20 Amp (Color Gray)
Switch Cover Plate	2			Switch Cover Plate (Stainless Steel)	Remove/Furnish and Install New Stainless Steel Switch Cover Plate
Lights	2			12" x 48" Recessed	Leave in Place/Clean Lens
On Demand Hot Water Heate	1				Leave In Place

Restroom Renovations Scope Sheet

1/24/2022

School: North Brunswick High School
Rest Room Location: STAFF 140-MEN

Item:	Quantity	Sqft.	Inft.	Existing Description	Action
Signage	1			On CMU Wall at Entrance	Leave In Place
Door 3070	1			Wood	Leave In Place
Door Frame				Metal	Paint (Color Selected By Owner)
Door Hardware	1			Kickplate	Remove/Furnish and install new kickplate
Floors		56		Epoxy	Prep Epoxy Floor with Multi Purpose Bonding Primer (MAPEI-Eco Prim Grip or Equal) -Install 6 x6 Quarry Tile with 6" Base/Floor Tile and Grout to be Sealed/Install New Threshold / (Color selection by Owner)
Walls		220	30	CMU/Painted	Prep/Point Up, Mortar Cracks,Holes,Joints,Caulk as needed/Scrape Flaking Paint/ Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy, (Color selection by Owner)
Ceilings 8'-0"		56		Drywall	Prep/Patch, Sand, Caulk as needed/Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy, (semi gloss) (Color selection by Owner)
Lavatory	1			Wall hung	Remove/Replace with 20" by 18" enameled cast iron with 3 deck holes for Hot, Cold Water and Faucet with 4" center set, back ledge, wall hanger, front overflow by Zurn Z5840, American Standard, Kohler or approved equal. Installation To include but not limited to new supply line, fittings, escutcheons, etc... for the fully functional and properly operating lavatory. Wrap waterlines with Lav Guard or approved equal. (Color to be White)
Lavatory Drain Lines	1				Remove/Replace with new Chrome finish drain line including escutcheons at wall. Wrap with Lav Guard or equal pipe protection.
Water Closet	1			Floor Mounted (1) Short Pipe To Flush Valve	Remove/Replace new with American Standard 3461.001 16-1/2" high, floor mounted, vitreous china, elongated siphon jet water saver 1.6 GPF bowl with 1-1/2" top spud, china caps or approved equal Kohler or Zurn. Provide new open front, elongated plastic seat with concealed stainless steel check hinge Church, Bemis or approved equal. Installation to include but not limited to fittings,escutheons,gaskets, etc... for fully functional and properly operational water closet. (Color to be White)
Flush Valves (Water Closet)	1				Remove/Replace with new 1.6 GPF Flush valve with 1" screwdriver angle check stop, vandal resistant stop cap, ADA flush handle, vacuum breaker, 1" chrome plated wall supply cover pipe, chrome plated cast brass escutcheon with set screw, 1-1/2" chrome plated flush pipe, Zurn Z-6000XL-WSI-YBYCYK, Sloan No. 111-1.6YK or Delany F-414-1.6-T42-T36, or approved equal by American Standard. Finish to be Chrome.
Urinal & Flush Valve					
Faucets	1			Lever Handle/Hot and Cold Water	Remove/Replace with New ZURN Z81103-XL-P or approved equal by Chicago Faucets, Delta, or Moen. Installation to include all associated fittings, gaskets, escutcheons, etc... for fully functioning properly operating faucets. (Chrome Finish)
Hose Bib					N/A
Floor Drain Grate	1			Brass	Install New Brass Grate/Floor Drain Grate Finish Floor Elevation to be even with Tile or not more than an 1/8" Lower than Tile Finish Floor Elevation
Clean Out Covers	3			(2) 6" Wall Cleanout Cover Painted (1) 4" Wall Cleanout Cove Painted	Remove/Furnish and Install New Stainless Steel Wall Cleanout Covers
Toilet Partitions					
Mirror	1			24" x 36" @ Lavatory	Remove/Furnish and Install new 24" x 36" mirror with stainless steel edge after Painting is complete.
Soap Dispenser	1			Wall Hung	Remove/Clean/Re-Install after painting in different location chosen by Owner
Sanitary Napkin Receptacle					
Toilet Paper Dispenser	1			Stall/wall hung	Remove/Install New Owner Supplied Toilet Paper Dispensers after painting is complete
Paper Towel Dispenser	1			Wall Hung	Remove/Install New Owner Supplied Paper Towel Dispensers after painting is complete
Trash Receptacle	1			Stainless Steel Recessed	Leave in Place/Clean/Protect
Access Panel/Door					
Hand Sanitizer Dispenser					
Grab Bars	2			Wall Mounted	Remove/Install New Grab Bars and Add Any Necessary Grab Bars to Meet Most Recent ADA Code
HVAC					N/A
Exhaust	1				Leave In Place/Clean/Protect
Electrical					
Receptacles	1			GFCI -Duplex-White with Stainless Steel Cover Plate	Remove/Furnish and Install New GFCI Receptacle 120 volt 20 amp (Gray Color) and Stainless Steel Cover Plate
Receptacle Cover Plate	1			GFCI-Stainless Steel	Remove/Furnish and Install New GFCI Stainless Steel Cover Plate
Switches	3			Single Pole Switch (White)	Remove/Furnish and Install New Single Pole Switch 120 volt 20 Amp (Color Gray)
Switch Cover Plate	3			Switch Cover Plate (Stainless Steel)	Remove/Furnish and Install New Stainless Steel Switch Cover Plate
Lights	1			12" x 48" Recessed	Leave in Place/Clean Lens
On Demand Hot Water Heate	1				Leave In Place
Base Board Heater	1			3' Base Board Heater	Remove/Firnish and Install New Base Board Heater

ALTERNATE 1

Restroom Renovations Scope Sheet

1/14/2022

School: Belville Elementary School
Rest Room Location: D-HALL BOYS

Item:	Quantity	Sqft.	Inf.	Existing Description	Action
Signage	1			On Wall at Entrance	No Action/Leave in Place
Door					N/A
Door Frame					N/A
Door Hardware					N/A
Floors		261		Ceramic Tile	Remove Existing Tile Floor/Install 6 x6 Quarry Tile and 6" Base /Floors and Grout to be Sealed/Install New Threshold (Color selection by Owner)
Walls		820	82	CMU/Painted 820 Sqft-82 Lnft of CMU Wall (Perimeter Walls) 86 Sqft-7 Lnft of Screen Wall (LEAVE IN PLACE) 195 Sqft-17'-8" Lnft CMU Stall Wall (REMOVE) 51 Sqft-4 Lnft of CMU Urinal Screen (LEAVE IN PLACE)	Prep/Point Up, Mortar Cracks,Holes,Joints,Caulk as needed/Scrape Flaking Paint/ Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy. (Color selection by Owner) *Remove 195 Sqft/17'-8" Lnft of CMU Stall Wall (Verify Walls with Owner) *Repair and Infill CMU Walls Where CMU Stall Walls are Removed
Ceilings 10'-0"		261		Drywall	Prep/Patch, Sand, Caulk as needed/Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy, (semi gloss) (Color selection by Owner)
Lavatory	3			Wall hung	Remove/Replace with 20" by 18" enameled cast iron with 3 deck holes for Hot, Cold Water and Faucet with 4" center set, back ledge, wall hanger, front overflow by Zurn Z5840, American Standard, Kohler or approved equal. Installation To include but not limited to new supply line, fittings, escutcheons, etc... for the fully functional and properly operating lavatory. Wrap waterlines with Lav Guard or approved equal. (Color to be White)
Lavatory Drain Lines	3				Remove/Replace with new Chrome finish drain line including escutcheons at wall. Wrap with Lav Guard or equal pipe protection.
Water Closet	2			Wall Hung (1) Has Long Pipe at Flush Valve (1) Has Short Pipe at Flush Valve	Remove/Replace with new wall mounted, vitreous china, elongated bowl, 1.6 GPF American Standard or Zurn, Kohler approved equal. Contractor to verify bolt pattern of new toilet match existing wall bracket. Provide new open front, elongated plastic seat with concealed stainless steel check hinges Church 9500CT, Bemis 1955SCT or approved equal. Installation to include but not limited to fittings, escutcheons, gaskets, etc... for fully functional and properly operational water closet. (Color to be White)
Flush Valves (Water Closet)	2				Remove/Replace with new 1.6 GPF Flush valve with 1" screwdriver angle check stop, vandal resistant stop cap, ADA flush handle, vacuum breaker, 1" chrome plated wall supply cover pipe, chrome plated cast brass escutcheon with set screw, 1-1/2" chrome plated flush pipe, Zurn Z-6000XL-WSI-YBYCYK, Sloan No. 111-1.6YK or Delany F-414-1.6-T42-T36, or approved equal by American Standard. Finish to be Chrome.
Urinal & Flush Valve	3			Wall hung	Remove/Replace with 0.125 GPF American Standard 6002.001 or Zurn, Kohler approved equal. (Color to be White) Flush Valve to be .0125 GPF American Standard, Zurn, Sloan
Faucets	3			Lever Handle	Remove/Replace with new 4" center, Hot and Cold water supply Zurn Z86500-XL, Chicago, or approved equal self-closing metered push down faucet. Installation to include all associated fitting, gaskets, escutcheons, etc... for fully functioning properly operating faucets. (Chrome Finish)
Hose Bib	1				N/A
Floor Drain Grate	1				Install New Brass Grate/Floor Drain Grate Finish Floor Elevation to be even with Tile and not more than an 1/8" Lower than Tile Finish Floor Elevation
Clean Out Covers	1			Painted 8"	Remove/Furnish and Install New clean out cover /Stainless Steel.
Toilet Partitions	1			(2) 8" CMU Stalls With HDPE Doors-1 is ADA One Door 24" CMU Stall Wall 76" x 80" One Door 36" ADA Stall Wall 76" x 80" (2) 8" CMU Urinal Screens 24" x 80"	Remove 8" CMU Stall Walls and HDPE Doors/Repair CMU Masonry Walls By Toothing In and Jointing Back where CMU are to be Removed From./Leave 8" Urinal Screen Walls in Place Paint Same as Walls./Furnish and Install New HDPE Toilet Partitions with Doors and Hardware After Painting is Complete.
Mirror	1			Stainless Steel Edge 18" x 60"	Furnish and Install (1) new 24" x 60" mirror with stainless steel edge after Painting is complete
Soap Dispenser	3			Wall Hung	Remove/Install New Owner Supplied Soap Dispensers after painting in different location chosen by Owner
Sanitary Napkin Receptacle					N/A
Toilet Paper Dispenser	2			Stall/wall hung	Remove/Install New Owner Supplied Toilet Paper Dispensers after painting is complete
Paper Towel Dispenser	1			Wall Hung	Remove/Install New Owner Supplied Paper Towel Dispensers after painting is complete
Trash Receptacle	1			16" x 30" Stainless Steel Recessed in CMU Wall	Remove/Infill Wall with CMU
Access Panel/Door					N/A
Shelving					N/A
Grab Bars	2			Wall Mounted	Remove/Install New Grab Bars and Add Any Necessary Grab Bars to Meet Most Recent ADA Code
HVAC	1			HVAC	Remove and Replace with New HVAC Grille (Color WHITE)
Exhaust	1			HVAC Exhaust	Remove and Replace with New HVAC Grille (Color WHITE)
Electrical					
Receptacles					N/A
Receptacle Cover Plate					N/A
Switches	1			Singlr Pole (Black) slotted switch	N/A
Switch Cover Plate	1			Stainless Steel	Remove/Furnish and Install New Stainless Steel Switch Cover Plate
Lights	4			12" x 48" Surface Mount Fluorescent	Leave in Place/Clean Lens

ALTERNATE 2

Restroom Renovations Scope Sheet

1/14/2022

School: Belville Elementary School
Rest Room Location: D-HALL Girls

Item:	Quantity	Sqft.	Inf.	Existing Description	Action
Signage	1			On Wall at Entrance	No Action/Leave in Place
Door					N/A
Door Frame					N/A
Door Hardware					N/A
Floors		318		Ceramic Tile	Remove Existing Tile Floor/Install 6 x6 Quarry Tile and 6" Base/Floors and Grout to be Sealed/Install New Threshold (Color selection by Owner)
Walls		990	99	CMU/Painted 990 Sqft-99 Lnft of CMU Wall (Perimeter Walls) 139 Sqft-10'-4" Lnft of Screen Wall (LEAVE IN PLACE) 455 Sqft-37'-0" Lnft CMU Stall Wall (REMOVE)	Prep/Point Up, Mortar Cracks,Holes,Joints,Caulk as needed/Scrape Flaking Paint/ Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy. (Color selection by Owner) *Remove 455 Sqft/37'-0" Lnft of CMU Stall Wall (Verify Walls with Owner) *Repair and Infill CMU Walls Where CMU Stall Walls are Removed
Ceilings 10'-0"		318		Drywall	Prep/Patch, Sand, Caulk as needed/Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy, (semi gloss) (Color selection by Owner)
Lavatory	3			Wall hung	Remove/Replace with 20" by 18" enameled cast iron with 3 deck holes for Hot, Cold Water and Faucet with 4" center set, back ledge, wall hanger, front overflow by Zurn Z5840, American Standard, Kohler or approved equal. Installation To include but not limited to new supply line, fittings, escutcheons, etc... for the fully functional and properly operating lavatory. Wrap waterlines with Lav Guard or approved equal. (Color to be White)
Lavatory Drain Lines	3				Remove/Replace with new Chrome finish drain line including escutcheons at wall. Wrap with Lav Guard or equal pipe protection.
Water Closet	6			Wall Hung (5) Has Long Pipe at Flush Valve (1) Has Short Pipe at Flush Valve	Remove/Replace with new wall mounted, vitreous china, elongated bowl, 1.6 GPF American Standard or Zurn, Kohler approved equal. Contractor to verify bolt pattern of new toilet match existing wall bracket. Provide new open front, elongated plastic seat with concealed stainless steel check hinges Church 9500CT, Bemis 1955SCT or approved equal. Installation to include but not limited to fittings, escutcheons, gaskets, etc... for fully functional and properly operational water closet. (Color to be White)
Flush Valves (Water Closet)	6				Remove/Replace with new 1.6 GPF Flush valve with 1" screwdriver angle check stop, vandal resistant stop cap, ADA flush handle, vacuum breaker, 1" chrome plated wall supply cover pipe, chrome plated cast brass escutcheon with set screw, 1-1/2" chrome plated flush pipe, Zurn Z-6000XL-WSI-YBVCYK, Sloan No. 111-1.6YK or Delany F-414-1.6-T42-T36, or approved equal by American Standard. Finish to be Chrome.
Urinal & Flush Valve					N/A
Faucets	3			Lever Handle	Remove/Replace with new 4" center, Hot and Cold water supply Zurn Z86500-XL, Chicago, or approved equal self-closing metered push down faucet. Installation to include all associated fitting, gaskets, escutcheons, etc... for fully functioning properly operating faucets. (Chrome Finish)
Hose Bib	1				N/A
Floor Drain Grate	1				Install New Brass Grate/Floor Drain Grate Finish Floor Elevation to be even with Tile and not more than an 1/8" Lower than Tile Finish Floor Elevation
Clean Out Covers	1			Painted 6"	Remove/Furnish and Install New clean out cover /Stainless Steel.
Toilet Partitions	1			(6) 8" CMU Stalls With HDPE Doors-1 is ADA -Five with Door 24" CMU Stall Wall 76" x 80" -One ADA Stall with Door 36" /Stall Wall 76" x 80" Front Wall 24" x 80"	Remove 8" CMU Stall Walls and HDPE Doors/Repair CMU Masonry Walls By Toothing In and Jointing Back where CMU are to be Removed From./Leave 8" Urinal Screen Walls in Place Paint Same as Walls./Furnish and Install New HDPE Toilet Partitions with Doors and Hardware After Painting is Complete.
Mirror	1			Stainless Steel Edge 18" x 60"	Furnish and Install (1) new 24" x 60" mirror with stainless steel edge after Painting is complete
Soap Dispenser	3			Wall Hung	Remove/Install New Owner Supplied Soap Dispensers after painting in different location chosen by Owner
Sanitary Napkin Receptacle					N/A
Toilet Paper Dispenser	6			Stall/wall hung	Remove/Install New Owner Supplied Toilet Paper Dispensers after painting is complete
Paper Towel Dispenser	1			Wall Hung	Remove/Install New Owner Supplied Paper Towel Dispensers after painting is complete
Trash Receptacle	1			16" x 30" Stainless Steel Recessed in CMU Wall	Remove/Infill Wall with CMU
Access Panel/Door	2			Access Panels in Ceiling	Scrape/Clean/Paint
Shelving					N/A
Grab Bars	2			Wall Mounted	Remove/Install New Grab Bars and Add Any Necessary Grab Bars to Meet Most Recent ADA Code
HVAC	1			HVAC	Remove and Replace with New HVAC Grille (Color WHITE)
Exhaust	1			HVAC Exhaust	Remove and Replace with New HVAC Grille (Color WHITE)
Electrical					
Receptacles					N/A
Receptacle Cover Plate					N/A
Switches	1			Singlr Pole (White) slotted switch	N/A
Switch Cover Plate	1			Stainless Steel	Remove/Furnish and Install New Stainless Steel Switch Cover Plate
Lights	4			12" x 48" Surface Mount Fluorescent	Leave in Place/Clean Lens

ALTERNATE 3

Restroom Renovations Scope Sheet

2/8/2022

School: North Brunswick High School**Rest Room Location:** ROOM 101 A

Item:	Quantity	Sqft.	Inft.	Existing Description	Action
Signage	1			On CMU Wall at Entrance	Leave In Place
Door 3070	1			Wood	Sand/Prep/Stain one coat/clear coat two coats
Door Frame				Metal	Paint (Color Selected By Owner)
Door Hardware	2			Kickplates	Remove/Furnish and install new kickplates
Floors		90		Epoxy Painted	Prep Epoxy Floor with Multi Purpose Bonding Primer (MAPEI-Eco Prim Grip or Equal) -Install 6 x6 Quarry Tile with 6" Base/Floor Tile and Grout to be Sealed/Install New Threshold / (Color selection by Owner)
Walls		456	48	CMU/Painted	Prep/Point Up, Mortar Cracks,Holes,Joints,Caulk as needed/Scrape Flaking Paint/ Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy, (Color selection by Owner)
Ceilings 9'-6"		90		Drywall	Prep/Patch, Sand, Caulk as needed/Prime (1) coat/Paint (2) coats. Top Coat to be Interior Pre-catalyzed epoxy, (semi gloss) (Color selection by Owner)
Lavatory	1			Wall hung	Remove/Replace with 20" by 18" enameled cast iron with 3 deck holes for Hot, Cold Water and Faucet with 4" center set, back ledge, wall hanger, front overflow by Zurn Z5840, American Standard, Kohler or approved equal. Installation To Include but not limited to new supply line, fittings, escutcheons, etc... for the fully functional and properly operating lavatory. Wrap waterlines with Lav Guard or approved equal. (Color to be White)
Lavatory Drain Lines	1				Remove/Replace with new Chrome finish drain line including escutcheons at wall. Wrap with Lav Guard or equal pipe protection.
Water Closet	1			Floor Mounted (1) Short Pipe To Flush Valve	Remove/Replace new with American Standard 3461.001 16-1/2" high, floor mounted, vitreous china, elongated siphon jet water saver 1.6 GPF bowl with 1-1/2" top spud, china caps or approved equal Kohler or Zurn. Provide new open front, elongated plastic seat with concealed stainless steel check hinge Church, Bemis or approved equal. Installation to include but not limited to fittings,escutheons,gaskets, etc... for fully functional and properly operational water closet. (Color to be White)
Flush Valves (Water Closet)	1				Remove/Replace with new 1.6 GPF Flush valve with 1" screwdriver angle check stop, vandal resistant stop cap, ADA flush handle, vacuum breaker, 1" chrome plated wall supply cover pipe, chrome plated cast brass escutcheon with set screw, 1-1/2" chrome plated flush pipe, Zurn Z-6000XL-WSI-YBYCYK, Sloan No. 111-1.6YK or Delany F-414-1.6-T42-T36, or approved equal by American Standard. Finish to be Chrome.
Urinal & Flush Valve					
Faucets	1			Lever Handle/Hot and Cold Water	Remove/Replace with New ZURN Z81103-XL-P or approved equal by Chicago Faucets, Delta, or Moen. Installation to include all associated fittings, gaskets, escutcheons, etc... for fully functioning properly operating faucets. (Chrome Finish)
Hose Bib					N/A
Floor Drain Grate	1			Brass	Install New Brass Grate/Floor Drain Grate Finish Floor Elevation to be even with Tile or not more than an 1/8" Lower than Tile Finish Floor Elevation
Clean Out Covers					
Toilet Partitions					
Mirror					Furnish and Install new 24" x 36" mirror with stainless steel edge after Painting is complete.
Soap Dispenser	1			Wall Hung	Remove/Clean/Re-Install after painting in different location chosen by Owner
Sanitary Napkin Receptacle					
Toilet Paper Dispenser	1			Stall/wall hung	Remove/Install New Owner Supplied Toilet Paper Dispensers after painting is complete
Paper Towel Dispenser	1			Wall Hung	Remove/Install New Owner Supplied Paper Towel Dispensers after painting is complete
Trash Receptacle	1			Stainless Steel Recessed 17" x 56"	Remove/Infill with CMU/Paint
Access Panel/Door	1			24" x 24" at Ceiling	Paint same as Ceiling
Hand Sanitizer Dispenser					
Grab Bars					Furnish and Install New Grab Bars and Add Any Necessary Grab Bars to Meet Most Recent ADA Code
HVAC					N/A
Exhaust Electrical	1				Leave In Place/Clean/Protect
Receptacles	2			(1)GFCI -Duplex-Almond with Stainless Steel Cover Plate (1) Duplex-Almond	Remove/Furnish and Install New GFCI Receptacle 120 volt 20 amp (Gray Color) and Stainless Steel Cover Plate
Receptacle Cover Plate	2			(1)GFCI-Stainless Steel (1) Almond	Remove/Furnish and Install New GFCI Stainless Steel Cover Plate
Switches	3			Single Pole Switch (White)	Remove/Furnish and Install New Single Pole Switch 120 volt 20 Amp (Color Gray)
Switch Cover Plate	3			Switch Cover Plate (Stainless Steel)	Remove/Furnish and Install New Stainless Steel Switch Cover Plate
Lights	2			12" x 48" Recessed	Leave in Place/Clean Lens

Exhibit B**Sexual Offender Registry Check Certification Form**

Check the appropriate box to indicate the type of check:

- ☐ Initial
☐ Supplemental
☒ Annual

I, Anthony Johnson (insert name), President (insert title) of Timeless Properties Inc (insert company name) hereby certify that I have performed all of the required sexual offender registry checks required under this Agreement for all contractual personnel (employees, agents, ownership personnel, or contractors) who may be used to deliver goods or provide services under this Agreement, including the North Carolina Sex Offender and Public Protection Registration Program, the North Carolina Sexually Violent Predator Registration Program, and the National Sex Offender Registry. I further certify that none of the individuals listed below appears on any of the above-named registries and that I will not assign any individual to deliver goods or perform services under this Agreement if said individual appears on any of the sex offender registries. I agree to maintain all records and documents associated with these registry checks, and that I will provide such records and documents to the school system upon request. I specifically acknowledge that the school system retains the right to audit these records to ensure compliance with this section at any time in the school system's sole discretion. I acknowledge that I am required to perform these checks and provide this certification form before any work is performed under the Agreement (initial check), any time additional contractual personnel may perform work under the Agreement (supplemental check), and at each anniversary date of the Agreement (annual check).

Contractual Personnel Names

1. Victor Fraley
2. Edgar Allen
3. Jacob Allen
4. Adam Riddle
5. Brian Hartman

(attach additional page(s) if needed)

Job Title

- Project Manager
- Plumber
- Plumber
- Assistant Project Manager
- Construction Manager

I attest that the foregoing information is true and accurate to the best of my knowledge.

Anthony Johnson (print name)
President (title)

[Signature] (signature)
03-08-22 (date)



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
April 18, 2022

Action Item # V. - 2.

Clerk to the Board - Meeting Minutes

From:

Daralyn Spivey

Issue/Action Requested:

Request the Board of Commissioners approve the draft minutes from the Regular Meeting of April 4, 2022.

Background/Purpose of Request:

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend the Board of Commissioners approve the draft minutes from the Regular Meeting of April 4, 2022.

ATTACHMENTS:

Description

- ▣ Regular Meeting Minutes April 4, 2022

BRUNSWICK COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
REGULAR MEETING
April 4, 2022
3:00 P.M.

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

PRESENT: Commissioner Randy Thompson, Chairman
Commissioner Mike Forte, Vice-Chairman
Commissioner J. Martin Cooke
Commissioner Pat Sykes
Commissioner Frank Williams

STAFF: Steve Stone, County Manager
Bob Shaver, County Attorney
David Stanley, Deputy County Manager
Haynes Brigman, Deputy County Manager
Aaron Smith, Finance Director
Daralyn Spivey, Clerk to the Board
Meagan Kasczak, Communications Director
Raquel Perez, Executive Assistant
Lt. 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 Thompson called the meeting to order at 3:00 p.m.

II. INVOCATION/PLEDGE OF ALLEGIANCE

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

III. ADJUSTMENTS/APPROVAL OF AGENDA

Chairman Thompson asked for adjustments to the agenda. No adjustments were requested.

Commissioner Williams moved to approve the agenda as presented. The motion was seconded by Commissioner Sykes and passed unanimously (5 to 0).

IV. PUBLIC COMMENTS

Gary Goldenbaum spoke to the need of increasing staff for the Veterans Services office and his appreciation of the work that office does.

V. APPROVAL OF CONSENT AGENDA

Vice-Chairman Forte moved to approve the Consent Agenda as presented. The motion was seconded by Commissioner Cooke and passed unanimously (5 to 0). See individual items for approval status:

1. Clerk to the Board – Brunswick Community College Budget Review Form - Approved

The Board approved the required budget sign off form stating that the Brunswick Community College Budget has been reviewed and approved for FY 21-22.

2. Clerk to the Board – Meeting Minutes March 21, 2022 - Approved

The Board approved the draft minutes from the Regular Meeting of March 21, 2022.

3. **County Attorney – Teen Court Agreements for District Attorney - Approved**
The Board approved two agreements with the District Attorney's Office, AOC, and CIS to enable the Brunswick County Teen Court to operate for the remainder of the fiscal year.
4. **Health and Human Services – Health Services – FY 22-23 State Consolidated Agreement – Approved**
The Board approved the consolidated agreement for FY 22-23 between the State of North Carolina and Brunswick County Health Services.
5. **IT Infranet – eRate Library Agreement - Approved**
The Board ratified the agreement with Infranet Technologies Group for networking equipment needed for each of the five Brunswick County libraries.
6. **Sheriff's Office – GHSP LEL Grant Application – Approved**
The Board approved a grant application for the North Carolina Governor's Highway Safety Program Law Enforcement Liaison position. This grant is valued at \$25,000 with no county match required.
7. **Sheriff's Office – GHSP Traffic Grant Application Approval – Approved**
The Board approved the application for the North Carolina Governor's Highway Safety Program grant for a Sheriff's Office Traffic Unit, consisting of four deputies. This grant, which was part of Sheriff Ingram's presentation at the Goals Workshop, has a 15% matching requirement for the County in the first year.
8. **Sheriff's Office ICAC Grant Application Approval– Approved**
The Board approved an application to the North Carolina Sheriffs' Association for a grant to support efforts of investigating internet crimes against children. The value of the grant is \$72,678.87 and requires no county match.
9. **Sheriff's Office – SCAAP Grant Application Approval - Approved**
The Board approved a grant application for the State Criminal Alien Assistance Program (SCAAP) offered by the Office of Justice Programs (OJP) of the U.S. Department of Justice (DOJ). This grant requires no matching funds from the County, is submitted annually by the Sheriff's Office, and is typically valued between \$10,000-\$15,000.
10. **Soil and Water – Streamflow Rehabilitation Assistance Program Application - Approved**
The Board approved the application for funding from the NCDA&CS Division of Soil and Water Streamflow Rehabilitation Assistance Program (StRAP) in order to remove stream debris within several streams throughout the county.
11. **Utilities – ADM Industrial Bulk Water Agreement – Approved**
The Board approved the Industrial Bulk Water Service Agreement between ADM (Archer Daniels Midland Company) and Brunswick County, authorized the Chairman to execute the agreement, and authorized the County Attorney to make clerical changes to the agreement.
12. **Utilities On Call Engineering Services Task Order No. 1 – Approved**
The Board authorized the Chairman and Clerk to the Board to execute the Task Order No. 1 with CDM Smith in an amount not to exceed \$75,000 for engineering services associated with the On-Call Engineering Contract.

VI. PRESENTATIONS

1. **Clerk to the Board – Proclamation National Lineman Appreciation Day**
The Board heard a request to adopt a proclamation in recognition of National Lineman Appreciation Day. Commissioner Cooke moved to approve the

Proclamation. The motion was seconded by Commissioner Sykes and passed unanimously (5 to 0). The Proclamation reads as follows:

**PROCLAMATION DESIGNATING APRIL 18, 2022
AS LINEMAN APPRECIATION DAY IN BRUNSWICK
COUNTY, NORTH CAROLINA**

WHEREAS, Brunswick County celebrates the profession of linemen; and

WHEREAS, their profession requires passion, dedication and ongoing training; and

WHEREAS, linemen are often first responders during storms working to repair broken electrical lines to make the area safe for other public safety heroes; and

WHEREAS, linemen must work power lines 24 hours a day, 365 days a year, to keep electricity flowing; and

WHEREAS, linemen play a vital role by maintaining and growing the electrical infrastructure; and

WHEREAS, linemen risk their lives every day working at precarious heights and with dangerous high voltage; and

WHEREAS, the US House of Representative recognizes the efforts of linemen in keeping the power on and protecting public safety and supports the designation of National Linemen Appreciation Day; and

WHEREAS, 116 TH CONGRESS 2d Session, H. RES. 262 first designated April 18th, 2022 as the National Lineman Appreciation Day.

NOW, THEREFORE, BE IT RESOLVED, the Brunswick County Board of Commissioners does hereby proclaim April 18, 2022 as “Lineman Appreciation Day” in Brunswick County.

This, the 4th day of April 2022.

Randy Thompson, Chair
Brunswick County Board of Commissioners

ATTEST:
Daralyn Spivey NCCCC
Clerk to the Board

2. Clerk to the Board – Proclamation Sexual Assault Awareness Month

The Board heard a request to adopt a proclamation in recognition of Sexual Assault Awareness Month. Commissioner Cooke moved to approve the Proclamation. The motion was seconded by Vice-Chairman Forte and passed unanimously (5 to 0). The Proclamation reads as follows:

**PROCLAMATION DESIGNATING APRIL AS SEXUAL
ASSAULT AWARENESS MONTH IN
BRUNSWICK COUNTY, NORTH CAROLINA**

WHEREAS, April is Sexual Assault Awareness Month – a time to draw attention to the prevalence of sexual assault and educate individuals and communities about how to prevent it. Sexual harassment, abuse, and assault are widespread problems. In the United States alone, nearly one in five women and one is sixty-seven men have been raped at some time in their lives (Smith et al, 2017) and one in every four girls and one in twenty boys is sexually abused by the age of seventeen (Finkelhor et al, 2014); and,

WHEREAS, Sexual harassment, assault, and abuse can happen anywhere, including in online spaces. Now more than ever, screens and technology connect us with others – but for too long, harassment, cyberbullying, and sexual abuse have been seen as unavoidable behaviors online.

WHEREAS, each of us has the power to change that. Together, we can make a difference to build including, safe, and respectful communities that thrive online and offline; and

WHEREAS, 2022 marks the twenty-first anniversary of SAAM, and the theme of this year’s campaign is “Building Safe Online Spaces Together”. We can build online communities free from sexual harassment, abuse, and assault by practicing digital consent, intervening when we see harmful behaviors, and promoting online communities that value inclusion, safety, and respect.

NOW THEREFORE, the Brunswick County Board of Commissioners does hereby proclaim April as Sexual Assault Awareness Month joining other advocates and communities across the country in resolving that we can build safe online spaces together.

This the 4th day of April, 2022.

Randy Thompson, Chairman
Brunswick County Commissioners

ATTEST:
Daralyn Spivey, NCCCC
Clerk to the Board

3. Clerk to the Board – Resolution National County Government Month

The Board heard a request to adopt a resolution in recognition of National County Government Month. Commissioner Williams moved to approve the Resolution. The motion was seconded by Vice-Chairman Forte and passed unanimously (5 to 0). The Resolution reads as follows:

**RESOLUTION DESIGNATING APRIL AS
NATIONAL COUNTY GOVERNMENT MONTH IN
BRUNSWICK COUNTY, NORTH CAROLINA**

WHEREAS, the nation’s 3,142 counties, parishes and boroughs serving more than 334 million Americans provide essential services to create healthy, safe and vibrant communities; and

WHEREAS, counties provide public health services, administer justice, keep communities safe, foster economic opportunities and much more; and

WHEREAS, Brunswick County and all counties take pride in our responsibility to protect and enhance the health, wellbeing and safety of our residents in efficient and cost-effective ways; and

WHEREAS, under the leadership of National Association of Counties President Larry Johnson, NACo is demonstrating how “Counties THRIVE,” especially in supporting residents and businesses during the coronavirus pandemic; and

WHEREAS, each year since 1991 the National Association of Counties has encouraged counties across the country to elevate awareness of county responsibilities, programs and services; and

NOW, THEREFORE, BE IT RESOLVED THAT, the Brunswick County Board of County Commissioners do hereby proclaim April 2022 as National County Government Month and encourage all county officials, employees, schools and residents to participate in county government celebration activities.

ADOPTED this 4th day of April, 2022

Randy Thompson, Chairman
Brunswick County Commissioners

ATTEST:
Daralyn Spivey, NCCCC
Clerk to the Board

4. Health and Human Services – Health Services – Recognizing National Public Health Week

The Board heard a request to adopt a proclamation in recognition of Sexual Assault Awareness Month. Commissioner Cooke moved to approve the Resolution. The motion was seconded by Commissioner Williams and passed unanimously (5 to 0). The Resolution reads as follows:

**RESOLUTION DESIGNATING APRIL 4-10, 2022 AS NATIONAL
PUBLIC HEALTH WEEK IN BRUNSWICK
COUNTY, NORTH CAROLINA**

WHEREAS, the Brunswick County public health workforce is a critical component of our emergency response to natural and man-made disasters and widespread disease outbreaks in our county, including COVID-19; and

WHEREAS, our county and state public health workers have been courageous, inventive and tireless in their work to protect our residents from the threats of the COVID-19 pandemic, while continuing to perform their other essential public health functions, often times at the risk of their own safety and health; and

WHEREAS, public health measures to control and eliminate infectious diseases, improve environmental sanitation, and promote healthy lifestyle practices have been the greatest cause of improved health status and increased life expectancy for the residents of our County and all North Carolina's residents; and

WHEREAS, public health plays a critical role advancing health equity and preventing chronic diseases and injuries, resulting in improved productivity and decreased health care costs for all North Carolinians; and

WHEREAS, the Brunswick County Board of Health is committed to a continued emphasis on prevention in public health, and to helping our county and all North Carolina reach a better state of health through actions outlined in the Healthy North Carolina 2030 objectives; and

WHEREAS, communities, local health departments, employers, hospitals and health care providers, individuals and families, insurers, county leaders and policy makers, faith-based communities, and schools and childcare facilities must work together to identify and develop innovative solutions to health problems facing the people of Brunswick County; and

WHEREAS, the Brunswick County Board of Commissioners encourages all residents to recognize that public health is working to ensure that all residents are protected from threats such as COVID-19, influenza, foodborne disease, injury, and chronic diseases such as diabetes, heart disease, and asthma.

NOW, THEREFORE, the Brunswick County Board of Commissioners in regular session, does hereby proclaim April 4-10, 2022, as "Public Health Week"

in Brunswick County, and commend its observance to all county residents and conveys our deepest gratitude to those public health professionals who serve our county every day.

This, the 4th day of April, 2022.

Randy Thompson, Chairman
Brunswick County Commissioners

ATTEST
Daralyn Spivey, NCCCC
Clerk to the Board

VII. ADMINISTRATIVE REPORT

1. Planning – Addressing Transportation in Brunswick County

The Board received information on transportation and considered the implementation of strategies that will better address transportation in Brunswick County from Kirstie Dixon and Helen Bunch.

VIII. OTHER BUSINESS/INFORMAL DISCUSSION

There was no other business or informal discussions from the Board.

IX. CLOSED SESSION

The Board of Commissioner entered into closed session pursuant to G.S. § 143-318.11(a)(1)(3) and (4) to approve Draft Closed Session Minutes from January 18, 2022 and February 21, 2022, to consult with Attorney, and 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 the above statutory requirements and that these were noted in the agenda.

Commissioner Sykes made the motion to enter Closed Session at 4:14 p.m. with Commissioner Williams seconding and all in favor (5 to 0).

Chairman Thompson called the Regular Session to order at 4:50 p.m.

No action to report.

X. ADJOURNMENT

Commissioner Williams moved to adjourn the meeting at 4:50 p.m. The motion was seconded by Commissioner Cooke and passed unanimously (5 to 0).

Randy Thompson, Chairman
Brunswick County Board of Commissioners

Attest:

Daralyn Spivey, NCCCC
Clerk to the Board



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
April 18, 2022

Action Item # V. - 3.

From: County Attorney - Declaration of Surplus Property
Asst. County Attorney--Bryan Batton

Issue/Action Requested:

Request that the Board of Commissioners declare property obtained by the County through tax foreclosure as surplus property to be placed on the County's website for possible future purchase.

Background/Purpose of Request:

The County has obtained three (3) parcels of land recently through tax foreclosure. The parcels include: Parcel # 156NC017, which was bought for \$ 1,713.04 and has a tax value of \$ 5,000.00; Parcel # 216CD00801, which was bought for \$ 1,795.10 and has a tax value of \$ 1,930.00; Parcel # 156OD00802 which was bought for \$ 1,937.23 and has a tax value.

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

County Attorney's Recommendation:

To consider declaring the tree parcels of land surplus, and if so, then to have them put on the County's website as such.

County Manager's Recommendation:

Recommend that the Board of Commissioners declare property obtained by the County through tax foreclosure as surplus property to be placed on the County's website for possible future purchase.

ATTACHMENTS:

Description

- ☐ Commissioner Deed Panoy
- ☐ Commissioner Deed--RBR Capital
- ☐ Commissioner Deed--Trnovec Heirs

THIS certifies that there are no delinquent
valorem taxes, fees, assessments or other
liens which the Brunswick County Tax
Collector is charged with collecting, that are
lien on: Parcel Number 156OD00802
as noted by the Brunswick County
Assessor's Office. This is not a certification
that the parcel number matches the deed
description.

MAR 28 2022 Batton
Date (Asst) Tax Col. / Del. Tax Sper



Brunswick County, NC Register of Deeds

B4822 P0323

03-29-2022 14:15:03.000
Brenda M. Clemmons PROF
page 1 of 2

Return to BRYAN BATTON type INTER OFFICE
2 Total 26.- new 0 int. 15
Ok \$ 26.- Ok # 6519 Cash \$
Refund Cash \$ Finance
☐ Portions of document are illegible due to condition
of original.
☐ Document contains seals verified by original
document that cannot be reproduced or copied.

Prepared by: Bryan W. Batton, Post Office Box 249, Bolivia, NC 28422

**STATE OF NORTH CAROLINA
COUNTY OF BRUNSWICK**

COMMISSIONER'S DEED

This Deed, made this 17th day of March, 2022, by Bryan W. Batton,
Commissioner, to **County of Brunswick**, PO Box 249, Bolivia, NC 28422.

WITNESSETH

That whereas Bryan W. Batton was appointed commissioner under an order of
the District Court of Brunswick County, North Carolina, in the tax foreclosure
proceeding entitled "County of Brunswick vs. Delores Panoy, Mark Panoy, and Janice
Panoy, Case # 21 CVD 1649 and Bryan W. Batton was directed by the order as
commissioner to sell the property hereinafter described at public sale after due
advertisement according to law; and

Whereas Bryan W. Batton, commissioner, did on the 4th day of March, 2022,
offer the land hereinafter described at a public sale at the Brunswick County Courthouse
door, in Bolivia, North Carolina, wherein **County of Brunswick** became the last and
highest bidder for said land for the sum of \$ 1,967.23 for Parcel # 156OD00802 and no
upset or increased bid having been made within the time allowed by law, and the sale
having been confirmed, and Bryan W. Batton having been ordered to execute a deed to
the purchaser upon payment of the purchase money;

Now, in consideration of the premises and the sum of \$ 1,967.23 for Parcel #
156OD00802, receipt of which is hereby acknowledged, Bryan W. Batton,
commissioner, does, by these presents, hereby bargain, sell, grant, and convey to
County of Brunswick and its heirs and assigns, that property situated in Brunswick
County, North Carolina, and described as follows:

PARCEL # 156OD00802:

Section 38-W Lot 175

BEGINNING at an iron on the western right-of-way of West 7th Avenue, said point being south 35 degrees 02 minutes west 369.10 feet from the southern right-of-way of West Ridge Road, thence from the beginning south 38 degrees 02 minutes west 80 feet to an iron, thence north 51 degrees 55 minutes west 200 feet to an iron, thence north 38 degrees 02 minutes east 80 feet to an iron, thence south 51 degrees 58 minutes east 200 feet to the BEGINNING, being Lot 175 as shown on that plat map recorded in Plat Book G at Page 123.

This conveyance is made subject to 2022 County and City property taxes, the payment of which shall be assumed by the purchaser. To have and to hold the aforesaid tract of land, to **County of Brunswick** and its heirs and assigns forever, in as full and ample manner as Bryan W. Batton, commissioner, is authorized and empowered to convey the same.

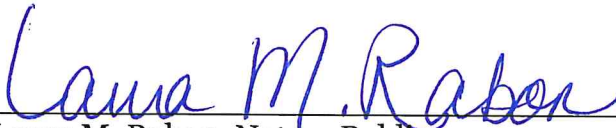
In witness whereof, Bryan W. Batton, commissioner, has hereunto set his hand and seal.

 (SEAL)
Bryan W. Batton, Commissioner

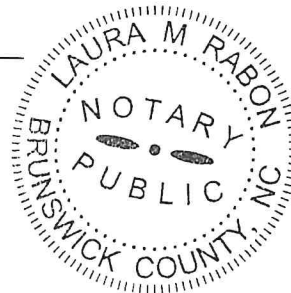
NORTH CAROLINA
BRUNSWICK COUNTY

I, Laura M. Rabon, Notary Public of this County, do hereby certify that Bryan W. Batton, commissioner, grantor, personally appeared before me this day and that I have personal knowledge of the identity of the principal; that he acknowledged to me that he voluntarily signed the foregoing document for the purpose stated therein.

Witness my hand and official seal this 17th day of March, 2022.


Laura M. Rabon, Notary Public

My commission expires: 5/22/2026.



alorem taxes, fees, assessments or other
ens which the Brunswick County Tax
Collector is charged with collecting, that are a
ien on: Parcel Number 216CD00801
as noted by the Brunswick County
Assessor's Office. This is not a certification
that the parcel number matches the deed
description.

MAR 28 2022 Inter
Date (Assn) Tax Col. / Del. Tax Spec



B4822 P0331 03-29-2022 14:15:03.002
Brenda M. Clemmons PROP
of Deeds page 1 of 2

Return to BRYAN BATTON type INTER OFFICE
Total 26- Rev 0 Int. 26
2 Ck \$ 26- Ck # 6518 Cash \$
Refund Cash \$ Finance

☒ Portions of document are illegible due to condition
of original.

☐ Document contains seals verified by original
instrument that cannot be reproduced or copied.

Prepared by: Bryan W. Batton, Post Office Box 249, Bolivia, NC 28422

STATE OF NORTH CAROLINA
COUNTY OF BRUNSWICK

COMMISSIONER'S DEED

This Deed, made this 17th day of March, 2022, by Bryan W. Batton,
Commissioner, to **County of Brunswick**, PO Box 249, Bolivia, NC 28422.

WITNESSETH

That whereas Bryan W. Batton was appointed commissioner under an order of
the District Court of Brunswick County, North Carolina, in the tax foreclosure
proceeding entitled "County of Brunswick vs. RBR Capital, Inc., Case # 21 CVD 1387 and
Bryan W. Batton was directed by the order as commissioner to sell the property
hereinafter described at public sale after due advertisement according to law; and

Whereas Bryan W. Batton, commissioner, did on the 4th day of March, 2022,
offer the land hereinafter described at a public sale at the Brunswick County Courthouse
door, in Bolivia, North Carolina, wherein **County of Brunswick** became the last and
highest bidder for said land for the sum of \$ 1,795.10 for Parcel # 216CD00801 and no
upset or increased bid having been made within the time allowed by law, and the sale
having been confirmed, and Bryan W. Batton having been ordered to execute a deed to
the purchaser upon payment of the purchase money;

Now, in consideration of the premises and the sum of \$ 1,795.10 for Parcel #
216CD00801, receipt of which is hereby acknowledged, Bryan W. Batton, commissioner,
does, by these presents, hereby bargain, sell, grant, and convey to **County of
Brunswick** and its heirs and assigns, that property situated in Brunswick County,
North Carolina, and described as follows:

PARCEL # 216CD00801:

BEING all of that tract or parcel of land designated as Parcel 1 per that "Map
of Survey for John F. Wilson of Parcel 1," the same bearing date of September
5, 2005 by Jan K. Dale, Professional Land Surveyor, the same being recorded



in Map Cabinet 33, Page 493, Brunswick County Registry, reference to the same being hereby made for further clarity of description.

Reference is made to that Deed recorded in Book 1438, Page 1061, Brunswick County Registry.

This conveyance is made subject to 2022 County and City property taxes, the payment of which shall be assumed by the purchaser. To have and to hold the aforesaid tract of land, to **County of Brunswick** and its heirs and assigns forever, in as full and ample manner as Bryan W. Batton, commissioner, is authorized and empowered to convey the same.

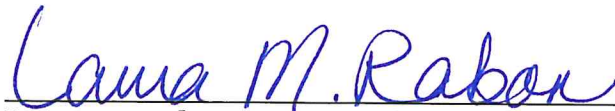
In witness whereof, Bryan W. Batton, commissioner, has hereunto set his hand and seal.

 (SEAL)
Bryan W. Batton, Commissioner

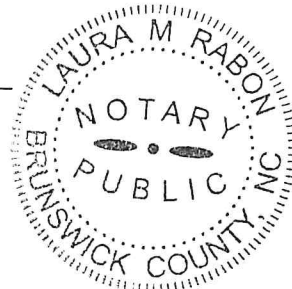
NORTH CAROLINA
BRUNSWICK COUNTY

I, Laura M. Rabon, Notary Public of this County, do hereby certify that Bryan W. Batton, commissioner, grantor, personally appeared before me this day and that I have personal knowledge of the identity of the principal; that he acknowledged to me that he voluntarily signed the foregoing document for the purpose stated therein.

Witness my hand and official seal this 17th day of March, 2022.


Laura M. Rabon, Notary Public

My commission expires: 5/22/2026.



valorem taxes, fees, assessments or other
liens which the Brunswick County Tax
Collector is charged with collecting, that are e
ien on: Parcel Number 156 NC 017
as noted by the Brunswick County
Assessor's Office. This is not a certification
that the parcel number matches the deed
description.

AR 2 8 2022 Intake
Date (Asst) Tax Col. / Del. Tax Spec



B4822 P0325 03-29-2022 14:15:03.001
Brenda M. Clemmons PROP
page 1 of 2

Return to BRYAN BATTON type INTER OFFICE
2 Total 26 Rev 8 Int. 18
Chk \$ 26 Chk # 6517 Cash \$
Refund Cash \$ Finance
Portions of document are illegible due to condition of original.
Document contains seals verified by original instrument that cannot be reproduced or copied.

Prepared by: Bryan W. Batton, Post Office Box 249, Bolivia, NC 28422

STATE OF NORTH CAROLINA
COUNTY OF BRUNSWICK

COMMISSIONER'S DEED

This Deed, made this 17th day of March, 2022, by Bryan W. Batton, Commissioner, to County of Brunswick, PO Box 249, Bolivia, NC 28422.

WITNESSETH

That whereas Bryan W. Batton was appointed commissioner under an order of the District Court of Brunswick County, North Carolina, in the tax foreclosure proceeding entitled "County of Brunswick vs. The Unknown Heirs of Joseph Trnovec, Jr., et al, Case # 16 CVD 2226 and Bryan W. Batton was directed by the order as commissioner to sell the property hereinafter described at public sale after due advertisement according to law; and

Whereas Bryan W. Batton, commissioner, did on the 4th day of March, 2022, offer the land hereinafter described at a public sale at the Brunswick County Courthouse door, in Bolivia, North Carolina, wherein **County of Brunswick** became the last and highest bidder for said land for the sum of \$ 1,713.04 for Parcel # 156NC017 and no upset or increased bid having been made within the time allowed by law, and the sale having been confirmed, and Bryan W. Batton having been ordered to execute a deed to the purchaser upon payment of the purchase money;

Now, in consideration of the premises and the sum of \$ 1,713.04 for Parcel # 156NC017, receipt of which is hereby acknowledged, Bryan W. Batton, commissioner, does, by these presents, hereby bargain, sell, grant, and convey to **County of Brunswick** and its heirs and assigns, that property situated in Brunswick County, North Carolina, and described as follows:

PARCEL # 156NC017:

Section 28-W Lot 230

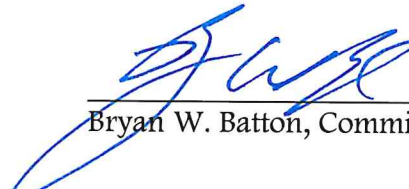
BEING Lot Number 230, Section Number 28-W of the plan of Boiling Spring Lakes, a map of which appears of records in Cabinet H of Maps at Page 323, Records of Brunswick County North Carolina. This lot is located in Town Creek Township....

"Boiling Spring Lakes, Inc. reserves to itself, its successors and assigns, a drainage

easement across said lots or tracts or parcels of land running along the property line and extending five (5) feet on either side thereof, and the right to cross said property to go to and from said easement by the nearest route, and should Boiling Spring Lakes, Inc., or its successors and assigns cause any damage to the property, then Boiling Spring Lakes, Inc., or its successors and assigns, shall be liable to the lot owner for same. Boiling Spring Lakes, Inc., for itself and its successors and assigns also reserves easements for installation and maintenance of utilities including, but not limited to electrical, telephone, water and sewer."

This conveyance is made subject to 2022 County and City property taxes, the payment of which shall be assumed by the purchaser. To have and to hold the aforesaid tract of land, to **County of Brunswick** and its heirs and assigns forever, in as full and ample manner as Bryan W. Batton, commissioner, is authorized and empowered to convey the same.

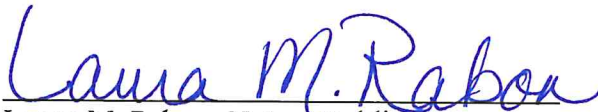
In witness whereof, Bryan W. Batton, commissioner, has hereunto set his hand and seal.


_____(SEAL)
Bryan W. Batton, Commissioner

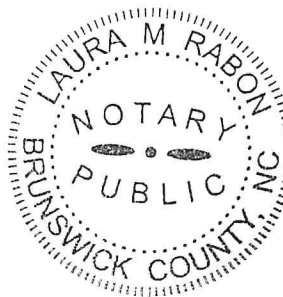
NORTH CAROLINA
BRUNSWICK COUNTY

I, Laura M. Rabon, Notary Public of this County, do hereby certify that Bryan W. Batton, commissioner, grantor, personally appeared before me this day and that I have personal knowledge of the identity of the principal; that he acknowledged to me that he voluntarily signed the foregoing document for the purpose stated therein.

Witness my hand and official seal this 17th day of March, 2022.



Laura M. Rabon, Notary Public
My commission expires: 5/22/2026.





Brunswick County Board of Commissioners
ACTION AGENDA ITEM
April 18, 2022

From:
Edward Conrow

Action Item # V. - 4.
EMS - Sunny Point Fire & Emergency Services Mutual Aid Agreement

Issue/Action Requested:

Request that the Board of Commissioners approve Memorandum of Mutual Aid Agreement between Brunswick County and Sunny Point Fire & Emergency Services.

Background/Purpose of Request:

The Mutual Aid Agreement provides written documentation on the support offered to and from Brunswick County by Sunny Point Fire and Emergency Services within the area for which Brunswick County normally provides fire, rescue and emergency services protection as designated by Brunswick county emergency Management.

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend that the Board of Commissioners approve Memorandum of Mutual Aid Agreement between Brunswick County and Sunny Point Fire & Emergency Services.

ATTACHMENTS:

Description

☐ MOTSU MOA



DEPARTMENT OF THE ARMY
MILITARY SURFACE DEPLOYMENT AND DISTRIBUTION COMMAND
596th TRANSPORTATION BRIGADE
MILITARY OCEAN TERMINAL, SUNNY POINT
6280 SUNNY POINT ROAD SE
SOUTHPORT, NORTH CAROLINA 28461-7800

MEMORADUM OF MUTUAL AID AGREEMENT
BETWEEN
BRUNSWICK COUNTY
AND
SUNNY POINT FIRE & EMERGENCY SERVICES

SUBJECT: Mutual Aid Agreement

1. Reference: Section 1856a, title 42, United States Code.
2. This agreement, entered on 1 May 2022, between the Secretary of the Army acting according to the authority of Section 1856a, title 42, United States Code, and Brunswick County is to secure for each benefits of mutual aid in Fire Prevention, Emergency Rescue, Hazardous Materials (Haz-Mat), Chemical Biological Radiological Nuclear Environmental (CBRNE), Weapons Of Mass Destruction (WMD), the protection of life and property from fire and firefighting. This agreement supersedes all prior agreements, negotiations, and representations, written and oral, between the parties related to the subject matter hereof.
3. It is agreed that:
 - a. On request to a representative of the Sunny Point Fire & Emergency Services by a representative of Brunswick County Emergency Management, firefighting equipment, rescue equipment, and personnel of the Sunny Point Fire & Emergency Services will be dispatched, when available; to any point within the area for which Brunswick County normally provides fire, rescue, and emergency services protection as designated by the representative of Brunswick County Emergency Management.
 - b. On request to a representative of Brunswick County Emergency Management by a representative of the Sunny Point Fire & Emergency Services, firefighting equipment, rescue equipment and personnel of Brunswick County Emergency Management will be dispatched, when available, to any point within the fire fighting jurisdiction of the Sunny Point Fire & Emergency Services.
 - c. The rendering of assistance under the terms of this agreement shall not be mandatory, but the party receiving the request for assistance should immediately inform the requesting department if, for any reason, assistance cannot be rendered.

SUBJECT: Mutual Aid Agreement

d. Any dispatch of equipment and personnel pursuant to this agreement is subject to the following conditions:

(1) Any request for aid under this agreement will specify the location to which the equipment and personnel are to be dispatched; however, the amount and type of equipment and number of personnel to be furnished will be determined by a representative of the responding organization.

(2) The responding organization will report to the officer in charge of the requesting organization at the location to which the equipment is dispatched and will be subject to the orders of the official.

(3) A responding organization will be released by the requesting organization when the services of the responding organization are no longer required, or when the responding organization is needed within the area for which it normally provides fire and rescue protection.

(4) If a crash of aircraft owned or operated by the United States or military aircraft of any foreign nation occurs within the area for which Brunswick County Emergency Management normally provides services and protection, the Chief of the Sunny Point Fire & Emergency Services, or his or her representative, may assume full command on arrival at the scene of the crash.

e. Each party hereby waives all claims against every other party for compensation for any loss, damage, injury or death occurring as a consequence of the performance of this agreement except those claims authorized under US Code 15 - Section 2210.

f. The chief fire officers and personnel of the fire departments of both parties pursuant to this agreement are invited and encouraged, on a reciprocal basis, to frequently visit each other's activities for guided familiarization tours consistent with local security requirements and, as feasible, to jointly conduct pre-fire planning inspections and drills.

g. The technical heads of the Fire, EMS, and Emergency Management Departments of the parties to this agreement are authorized and directed to meet and draft any detailed plans and procedures of operations necessary to effectively implement this agreement. Such plans and procedures of operations shall become effective upon ratification by the signatory parties.

h. All equipment used by Brunswick County in carrying out this agreement will be owned by Brunswick County and all personnel acting for Brunswick County pursuant to this agreement will be an employee or volunteer of Brunswick County.

SUBJECT: Mutual Aid Agreement

i. This agreement shall become effective upon the date hereof and remain in full force and effect until cancelled by mutual agreement of the party hereto or by written notice by one party to the other party, giving thirty (30) days notice of said cancellation.

4. Effective date: 1 May 2022

ATTEST:

BRUNSWICK COUNTY

Clerk to the Board

Randell Thompson, Chairman

[SEAL]

Date

FOR THE SECRETARY OF THE ARMY



CHAD J. BLACKETER
Colonel, U.S. Army Commanding

13 APR 22
Date

APPROVED AS TO FORM

Bryan W. Batton, Asst. County Attorney
Brunswick County, NC



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
April 18, 2022

From:
Edward Conrow

Action Item # V. - 5.

EMS - Transfer of Unneeded Fixed Asset to Winnabow Fire Department

Issue/Action Requested:

Request the Board of Commissioners approve the transfer of one Scott Air Systems mobile breathing air refill station to the Winnabow Fire Department.

Background/Purpose of Request:

The Scott Air Systems mobile trailer was housed by the Winnabow Fire Department up until 2020 when it was taken out of service due to needed repairs. Due to the age and condition of this unit it is unable to be repaired to remain operational. The air system and motor are not operational and Winnabow Fire Department has requested the unit be turned over to them to support mobilization of a portable emergency generator.

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend the Board of Commissioners approve the transfer of one Scott Air Systems mobile breathing air refill station to the Winnabow Fire Department.

ATTACHMENTS:

Description

- ☐ Fixed Asset Disposal Form

Property & Fixed Asset Transfer/Disposal Form

Date: March 22, 2022

See Required Approval Documentation Below

Transfer ☐ Computers for Kids ☐ Disposal < \$5,000 ☒ Disposal ≥ \$5,000 ☐

Dept. Transfer/Disposal made from: Emergency Services

Dept. Transfer made to: _____

Contact Info (phone #'s, email, etc.) edward.conrow@brunswickcountync.gov

If the original purchase price was \$5,000 or greater, it is identified as a Fixed Asset with a unique Fixed Asset ID #

Fixed Asset # (obtain from finance): EM-070-07

Estimated Current Value of Asset: \$1,000

Serial or VIN: (required if available) 1M9DA15B78M646913

Reason for Transfer/Disposal: Unit not operational and unable to be repaired

Brief Description of Item Being Transferred/Disposed

Scott air systems mobile breathing air refill station. The trailer includes diesel powered motor, air compressor, pressurized cylinders and containment device. The unit operating systems are out of service and unable to be repaired or made operational due to age and system failure.

Approval

Department Head Signature Required for All Transfers and Disposals:

[Signature]
Department Head Signature

3/30/22
Date

MIS Director Signature Required for Donations to Computers for Kids:

MIS Director Signature

Date

Assistant County Manager Signature Required to Dispose if Value is less than \$5,000:

Assistant County Manager (Purchasing Agent) Signature

Date

Attached Approved Board Agenda Item Required to Dispose if Value is \$5,000 or more:

Action Item #

Meeting Date



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
April 18, 2022

Action Item # V. - 6.

Finance - Fiscal Items

From:

Aaron Smith

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.

-Environmental Health Services Additional State Funding Budget Amendment

Appropriate \$4,777 of additional state revenues for the purchase of supplies and materials needed to support the environmental health food and lodging program activities.

-Financial Reports for March 2022 (unaudited)

Included is Summary Information for General and Enterprise Funds, Cash and Investments, and key indicators of Revenues and Expenditures. All reports provided at:

<https://brunswickcountync.gov/finance/reports>

Background/Purpose of Request:

Fiscal Impact:

Budget Amendment Required, Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

ATTACHMENTS:

Description

- ❑ 20220418 Budget Amendment Environmental Health Additional State Revenues.pdf
- ❑ March Monthly Financial Statements

Request Info	
Type	Budget Amendment
Description	Environmental Health Additional State Revenues
Justification	Board Meeting 04/18/2021-Appropriate \$4,777 of additional state revenues for the purchase of supplies and materials needed to support the environmental health food and lodging program activities.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
135181	332000	Environmental Health	State Revenues - Restricted	4777	Increase	Credit
135181	426000	Environmental Health	Supplies and Materials	3000	Increase	Debit
135181	423900	Environmental Health	Medical Supplies	1777	Increase	Debit

Total	
Grand Total:	9554

COUNTY OF BRUNSWICK NORTH CAROLINA

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

FOR THE PERIOD ENDED MARCH 31, 2022



COUNTY OF BRUNSWICK, NORTH CAROLINA
Monthly Financial Statements

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F	Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - General Fund	4
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A-2	Schedule of Revenues and Expenditures - Budget and Actual - County Capital Projects Fund	14
A-3	Schedule of Revenues and Expenditures - Budget and Actual - Education Capital Project Fund	15
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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 March 31, 2022:

General Fund:

- Total revenues for the General Fund are \$220.8 million for an increase of \$13.3 million or 6.4% over the same period in the prior year. The main reason for this is a \$5.2 million increase in Ad Valorem collections, \$3.5 million increase in local option sales tax, \$0.6 million increase in occupancy tax, \$1.0 million increase in deed excise tax, \$1.1 million increase in building inspections and permits and \$0.7 million increase in EMS charges due to growth in the County. Total revenues collected are 95.0% of the amended budget for the fiscal year.
- Total expenditures for the General Fund are \$159.6 million and are 68.2% of the current budget. Total expenditures are more than the expenditures of the same period in the prior year by \$7.8 million or 5.2%. This is due to a \$2.0 million increase in debt service, a \$1.1 million increase in education, \$0.6 million increase in occupancy tax, and a \$3.2 million increase in public safety.
- Other financing sources (uses) show the issuance of long-term debt of \$11,215,000, providing an increase in fund balance of \$11,215,000. However, an offsetting payment of \$11,132,391 will be made by the escrow agent in April 2022 for refunding of the 2012 LOBS.
- Net transfers to county capital projects of \$25.1 million increased compared to transfers of \$12.9 million in the same period of the prior year. Transfers were to fund various county capital projects.
- Revenues are greater than expenditures and net transfers by \$47.3 million for the current period end compared to greater than by \$42.8 million at the end of the same period of the prior year.

Water Fund:

- Total revenues for the Water Fund increased \$3.5 million over the same period in the prior year to \$25.5 million. This is a result of irrigation sales increase of 22.8% or \$0.5 million, wholesale sales increase of \$0.8 million, and \$0.5 million in capital recovery over the same period in the prior year. Total revenues are 75.1% of the amended budget for the fiscal year.
- Total expenditures for the Water Fund are \$17.1 million and are 56.7% of current budget. Expenditures increased \$0.6 million, excluding the LCFWSA raw water main break repair, or 3.9% mainly due to \$0.6 million increase in one time capital outlay expense.
- Net transfers to water capital projects of more than \$0.7 million increased compared to no transfers to water capital projects in the same period of the prior year due to the decrease in Pay Go spending of projects.
- Revenues are more than expenditures and net transfers by \$7.5 million compared to \$7.5 million in the same period of the prior year.

Wastewater Fund:

- Total revenues for the Wastewater Fund increased \$4.1 million over the same period in the prior year to \$32.6 million. This is a result of capital recovery increase of 52.9% or \$1.9 million, \$1.2 million increase in taps and connections, and \$0.7 million increase in retail sales over the same period in the prior year. Total revenues are 111.4% of the amended budget for the fiscal year.
- Total expenditures for the Wastewater Fund are \$14.5 million and are 44.1% of the current budget. Expenditures increased 14.4% or \$1.8 million over the same period in the prior year mainly due to \$0.5 million increase in one time capital outlay expense and \$0.9 million increase in debt over the same period in the prior year. Debt service increased due to the early redemption of the 2021 maturity of the 2012B Enterprise Revenue Bonds saving the county \$17.4 thousand.
- Net transfers to wastewater capital projects of \$2.4 million increased compared to transfers from wastewater capital projects of \$0.5 million in the same period of the prior year.
- Revenues are more than expenditures and net transfers by \$15.4 million compared to more than by \$16.4 million in the same period of the prior year.

COUNTY OF BRUNSWICK, NORTH CAROLINA

BALANCE SHEET - GOVERNMENTAL FUNDS

MARCH 31, 2022

	Major Funds				
	General	County Capital Project	Education Capital Project	Non Major Governmental Funds	Total Governmental Funds
Assets:					
Cash and cash equivalents/investments	\$ 157,799,254	\$ 47,955,131	\$ 23,011,806	\$ 2,639,502	\$ 231,405,693
Restricted cash and investments	14,899,032	-	13,472,006	11,501,013	39,872,051
Interest receivable	29,581	8,662	4,479	636	43,358
Taxes receivable - net	1,697,452	-	-	-	1,697,452
Receivables - net	2,133,307	-	-	-	2,133,307
Other governmental agencies	879,273	80,590	233,636	-	1,193,499
Due from other funds	185,184	-	-	-	185,184
Prepaid expenditures	64,000	-	-	-	64,000
Total assets	<u>\$ 177,687,083</u>	<u>\$ 48,044,383</u>	<u>\$ 36,721,927</u>	<u>\$ 14,141,151</u>	<u>\$ 276,594,544</u>
Liabilities:					
Accounts payable and other liabilities	\$ 6,530,262	\$ 191,950	\$ 1,430,987	\$ 16,073	\$ 8,169,272
Due to other funds	-	-	-	185,184	185,184
Liabilities to be paid from restrict assets	-	-	-	11,501,013	11,501,013
Total liabilities	<u>6,530,262</u>	<u>191,950</u>	<u>1,430,987</u>	<u>11,702,270</u>	<u>19,855,469</u>
Deferred Inflows of Resources:	<u>2,640,263</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,640,263</u>
Fund Balances:					
Nonspendable	64,000	-	-	-	64,000
Restricted:					
Stabilization by State Statute	14,593,199	-	-	636	14,593,835
Restricted - other	4,832,259	-	13,472,006	2,623,429	20,927,694
Committed	214,566	47,852,433	21,818,934	-	69,885,933
Assigned	3,349,236	-	-	-	3,349,236
Unassigned	145,463,298	-	-	(185,184)	145,278,114
Total fund balances	<u>168,516,558</u>	<u>47,852,433</u>	<u>35,290,940</u>	<u>2,438,881</u>	<u>254,098,812</u>
Total liabilities, deferred inflow of resources and fund balances	<u>\$ 177,687,083</u>	<u>\$ 48,044,383</u>	<u>\$ 36,721,927</u>	<u>\$ 14,141,151</u>	<u>\$ 276,594,544</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCES - GOVERNMENTAL FUNDS
FOR THE PERIOD ENDED MARCH 31, 2022

	Major Funds			Non Major	Total
	General	County Capital Project	Education Capital Project	Governmental Funds	Governmental Funds
Revenues:					
Ad valorem taxes	\$ 149,803,953	\$ -	\$ -	\$ -	\$ 149,803,953
Local option sales taxes	23,757,039	-	-	-	23,757,039
Other taxes and licenses	8,773,565	-	-	-	8,773,565
Unrestricted intergovernmental revenues	6,392,616	-	-	-	6,392,616
Restricted intergovernmental revenues	12,266,064	2,159,827	-	3,104,509	17,530,400
Permits and fees	5,733,974	-	-	183,526	5,917,500
Sales and services	12,378,882	-	-	-	12,378,882
Investment earnings	65,765	20,950	13,055	1,361	101,131
Other	1,601,463	-	-	-	1,601,463
Total revenues	<u>220,773,321</u>	<u>2,180,777</u>	<u>13,055</u>	<u>3,289,396</u>	<u>226,256,549</u>
Expenditures:					
Current:					
General government	11,468,980	1,863,806	-	378,392	13,711,178
Public safety	39,470,266	-	-	550,523	40,020,789
Central services	13,063,643	-	-	-	13,063,643
Human services	21,405,919	-	-	2,369,543	23,775,462
Transportation	366,631	3,346,358	-	-	3,712,989
Environmental protection	14,384,453	472,037	-	363,219	15,219,709
Culture and recreation	3,309,192	126,612	-	-	3,435,804
Economic and physical development	6,085,481	-	-	-	6,085,481
Education	39,986,370	-	12,772,621	-	52,758,991
Debt Service:					
Principal retirement	5,510,000	-	-	-	5,510,000
Interest and fiscal charges	4,549,292	-	-	-	4,549,292
Total expenditures	<u>159,600,227</u>	<u>5,808,813</u>	<u>12,772,621</u>	<u>3,661,677</u>	<u>181,843,338</u>
Revenues over (under) expenditures	<u>61,173,094</u>	<u>(3,628,036)</u>	<u>(12,759,566)</u>	<u>(372,281)</u>	<u>44,413,211</u>
Other Financing Sources (Uses):					
Transfers from other funds	-	21,538,843	3,527,162	-	25,066,005
Transfers to other funds	(25,066,005)	-	-	-	(25,066,005)
Issuance of long-term debt	11,215,000	-	-	-	11,215,000
Total other financing sources (uses)	<u>(13,851,005)</u>	<u>21,538,843</u>	<u>3,527,162</u>	<u>-</u>	<u>11,215,000</u>
Net change in fund balance	47,322,089	17,910,807	(9,232,404)	(372,281)	55,628,211
Fund balance, beginning of year	<u>121,194,469</u>	<u>29,941,626</u>	<u>44,523,344</u>	<u>2,811,162</u>	<u>198,470,601</u>
Fund balance, end of year	<u>\$ 168,516,558</u>	<u>\$ 47,852,433</u>	<u>\$ 35,290,940</u>	<u>\$ 2,438,881</u>	<u>\$ 254,098,812</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -
BUDGET AND ACTUAL - GENERAL FUND
FOR THE PERIOD ENDED MARCH 31, 2022

	Original Budget	Final Budget	Actual	Variance Positive (Negative)
Revenues:				
Ad valorem taxes	\$ 148,800,658	\$ 148,800,658	\$ 149,803,953	\$ 1,003,295
Local option sales taxes	31,718,980	32,055,229	23,757,039	(8,298,190)
Other taxes and licenses	5,245,000	8,495,000	8,773,565	278,565
Unrestricted intergovernmental revenues	2,710,000	2,710,000	6,392,616	3,682,616
Restricted intergovernmental revenues	15,654,560	18,585,336	12,266,064	(6,319,272)
Permits and fees	4,966,110	5,391,501	5,733,974	342,473
Sales and services	13,423,392	13,935,404	12,378,882	(1,556,522)
Investment earnings	100,275	100,275	65,765	(34,510)
Other	1,186,332	2,280,632	1,601,463	(679,169)
Total revenues	<u>223,805,307</u>	<u>232,354,035</u>	<u>220,773,321</u>	<u>(11,580,714)</u>
Expenditures:				
Current:				
General government	14,786,186	17,166,391	11,468,980	5,697,411
Central services	19,256,727	19,904,175	13,063,643	6,840,532
Public safety	55,189,599	60,205,985	39,470,266	20,735,719
Transportation	161,000	406,881	366,631	40,250
Environmental protection	19,272,998	19,191,159	14,384,453	4,806,706
Economic and physical development	8,641,052	10,552,141	6,085,481	4,466,660
Human services	29,155,754	32,031,570	21,405,919	10,625,651
Education	53,314,798	53,614,798	39,986,370	13,628,428
Culture and recreation	5,413,060	5,067,885	3,309,192	1,758,693
Debt Service:				
Principal retirement	10,980,001	10,990,001	5,510,000	5,480,001
Interest and fiscal charges	4,966,876	5,039,485	4,549,292	490,193
Total expenditures	<u>221,138,051</u>	<u>234,170,471</u>	<u>159,600,227</u>	<u>74,570,244</u>
Revenues over (under) expenditures	<u>2,667,256</u>	<u>(1,816,436)</u>	<u>61,173,094</u>	<u>62,989,530</u>
Other Financing Sources (Uses):				
Issuance of long-term debt	-	11,215,000	11,215,000	-
Payment to escrow agent for refunded debt	-	(11,132,391)	-	11,132,391
Transfers to other funds	(6,888,736)	(27,879,838)	(25,066,005)	2,813,833
Appropriated fund balance	4,221,480	29,613,665	-	(29,613,665)
Total other financing sources (uses)	<u>(2,667,256)</u>	<u>1,816,436</u>	<u>(13,851,005)</u>	<u>(15,667,441)</u>
Net change in fund balances	<u>\$ -</u>	<u>\$ -</u>	<u>47,322,089</u>	<u>\$ 47,322,089</u>
Fund balance, beginning of year			<u>121,194,469</u>	
Fund balance, end of year			<u>\$ 168,516,558</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 MARCH 31, 2022 AND THE YEAR ENDED JUNE 30, 2021
WITH COMPARATIVE ACTUAL AMOUNTS FOR PRIOR YEAR**

	<u>Original Budget</u>	<u>Current Budget</u>	<u>March 31, 2022</u>	<u>Variance Positive (Negative)</u>	<u>% of Budget</u>	<u>June 30, 2021</u>	<u>March 31, 2021</u>
Revenues:							
Ad Valorem Taxes:							
Current year taxes	\$145,900,658	\$145,900,658	\$147,412,748	\$ 1,512,090	101%	\$ 145,794,285	\$141,254,129
Prior year taxes	2,200,000	2,200,000	1,714,518	(485,482)	78%	3,366,220	2,575,907
Penalties and interest	700,000	700,000	676,687	(23,313)	97%	1,082,975	791,875
	<u>148,800,658</u>	<u>148,800,658</u>	<u>149,803,953</u>	<u>1,003,295</u>	<u>101%</u>	<u>150,243,480</u>	<u>144,621,911</u>
Local Option Sales Taxes:							
Article 39 (1%)	13,189,257	13,525,506	10,329,386	(3,196,120)	76%	14,963,939	8,603,998
Article 40 (1/2%)	9,471,405	9,471,405	6,570,761	(2,900,644)	69%	10,047,866	5,826,057
Article 42 (1/2%)	9,058,318	9,058,318	6,856,892	(2,201,426)	76%	10,074,104	5,806,905
	<u>31,718,980</u>	<u>32,055,229</u>	<u>23,757,039</u>	<u>(8,298,190)</u>	<u>74%</u>	<u>35,085,909</u>	<u>20,236,960</u>
Other Taxes and Licenses:							
Scrap tire disposal fee	180,000	180,000	115,301	(64,699)	64%	150,464	91,948
Deed stamp excise tax	3,100,000	5,600,000	6,547,111	947,111	117%	7,909,198	5,527,243
Solid waste tax	60,000	60,000	34,537	(25,463)	58%	68,361	34,190
White goods disposal tax	55,000	55,000	38,656	(16,344)	70%	56,098	36,118
1% Occupancy Tax	1,850,000	2,600,000	2,037,960	(562,040)	78%	2,337,074	1,435,776
	<u>5,245,000</u>	<u>8,495,000</u>	<u>8,773,565</u>	<u>278,565</u>	<u>103%</u>	<u>10,521,195</u>	<u>7,125,275</u>
Unrestricted Intergovernmental:							
Medicaid hold harmless	2,000,000	2,000,000	6,069,117	4,069,117	303%	6,238,454	4,971,536
Beer and wine tax	250,000	250,000	-	(250,000)	0%	300,219	-
Jail fees	460,000	460,000	323,499	(136,501)	70%	539,398	363,610
	<u>2,710,000</u>	<u>2,710,000</u>	<u>6,392,616</u>	<u>3,682,616</u>	<u>236%</u>	<u>7,078,071</u>	<u>5,335,146</u>
Restricted Intergovernmental:							
State and federal grant	15,382,060	18,312,836	12,010,517	(6,302,319)	66%	21,351,937	13,213,708
State Aid to Libraries	145,000	145,000	112,287	(32,713)	77%	152,730	113,593
Court facility fees	110,000	110,000	88,845	(21,155)	81%	121,970	73,420
Payments in lieu of taxes	-	-	-	-	na	6,050	1,728
ABC education requirement	-	-	2,224	2,224	na	2,154	384
ABC law enforcement services	10,000	10,000	20,295	10,295	203%	13,043	13,043
State drug tax	7,500	7,500	31,896	24,396	425%	52,616	22,752
	<u>15,654,560</u>	<u>18,585,336</u>	<u>12,266,064</u>	<u>(6,319,272)</u>	<u>66%</u>	<u>21,700,500</u>	<u>13,438,628</u>
Permits and Fees:							
Blding inspections and permits	2,861,000	3,286,391	3,744,926	458,535	114%	3,973,907	2,604,895
Recording fees	800,000	800,000	876,718	76,718	110%	1,300,198	961,822
Fire inspection fees	200,000	200,000	155,167	(44,833)	78%	218,774	152,060
Concealed handgun permit	250,000	250,000	195,690	(54,310)	78%	382,794	296,484
Other permit and fees	855,110	855,110	761,473	(93,637)	89%	906,219	657,716
	<u>4,966,110</u>	<u>5,391,501</u>	<u>5,733,974</u>	<u>342,473</u>	<u>106%</u>	<u>6,781,892</u>	<u>4,672,977</u>
Sales and Services:							
Solid waste fees	2,600,000	2,610,000	2,746,947	136,947	105%	3,477,371	2,355,232
School resource officer reimb.	1,601,476	1,665,840	1,633,457	(32,383)	98%	1,570,071	1,538,166
Rents	15,000	15,000	11,670	(3,330)	78%	13,930	10,448
EMS Charges	5,100,000	5,523,798	4,287,751	(1,236,047)	78%	5,195,662	3,583,604
Public health user fees	944,950	944,950	1,171,486	226,536	124%	1,368,638	937,679
Sheriff animal prot. serv. fees	98,500	98,500	79,702	(18,798)	81%	93,282	67,540
Social services fees	78,700	78,700	29,563	(49,137)	38%	59,288	45,980
Public housing fees	16,300	16,300	1,850	(14,450)	11%	3,077	2,719
Tax collection fees	280,000	280,000	326,390	46,390	117%	318,152	292,255
Other sales and services	1,984,406	1,998,256	1,506,031	(492,225)	75%	2,098,204	1,467,456
Register of deeds	344,510	344,510	327,906	(16,604)	95%	428,066	313,517

COUNTY OF BRUNSWICK, NORTH CAROLINA

**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND
ACTUAL AND CHANGES IN FUND BALANCE - GENERAL FUND
FOR THE PERIOD ENDED MARCH 31, 2022 AND THE YEAR ENDED JUNE 30, 2021
WITH COMPARATIVE ACTUAL AMOUNTS FOR PRIOR YEAR**

	<u>Original Budget</u>	<u>Current Budget</u>	<u>March 31, 2022</u>	<u>Variance Positive (Negative)</u>	<u>% of Budget</u>	<u>June 30, 2021</u>	<u>March 31, 2021</u>
Sales and Services (continued):							
Marriage licenses	52,200	52,200	39,276	(12,924)	75%	56,841	39,161
Recreation services	307,350	307,350	216,853	(90,497)	71%	89,183	25,821
	<u>13,423,392</u>	<u>13,935,404</u>	<u>12,378,882</u>	<u>(1,556,522)</u>	89%	<u>14,771,765</u>	<u>10,679,578</u>
Investment earnings	<u>100,275</u>	<u>100,275</u>	<u>65,765</u>	<u>(34,510)</u>	66%	<u>80,630</u>	<u>59,340</u>
Other:							
ABC bottles taxes	45,000	45,000	54,978	9,978	122%	81,640	53,976
Cnty Brd of Alcohol Control	24,000	24,000	15,000	(9,000)	63%	30,000	15,000
Contributions	9,000	14,220	78,651	64,431	553%	116,784	103,838
Other revenues	1,108,332	2,197,412	1,452,834	(744,578)	66%	3,938,919	1,113,949
	<u>1,186,332</u>	<u>2,280,632</u>	<u>1,601,463</u>	<u>(679,169)</u>	70%	<u>4,167,343</u>	<u>1,286,763</u>
Total revenues	<u>223,805,307</u>	<u>232,354,035</u>	<u>220,773,321</u>	<u>(11,580,714)</u>	95%	<u>250,430,785</u>	<u>207,456,578</u>
Expenditures:							
General Government:							
Governing Body:							
Salaries	195,066	195,066	174,203	20,863	89%	189,464	144,443
Fringe benefits	76,260	76,260	48,615	27,645	64%	55,331	41,553
Operating costs	70,850	70,850	33,969	36,881	48%	32,707	26,674
	<u>342,176</u>	<u>342,176</u>	<u>256,787</u>	<u>85,389</u>	75%	<u>277,502</u>	<u>212,670</u>
County Administration:							
Salaries	740,299	740,299	554,329	185,970	75%	669,217	505,226
Fringe benefits	231,509	231,509	162,643	68,866	70%	199,287	148,660
Operating costs	48,554	48,554	24,780	23,774	51%	46,021	34,451
	<u>1,020,362</u>	<u>1,020,362</u>	<u>741,752</u>	<u>278,610</u>	73%	<u>914,525</u>	<u>688,337</u>
Human Resources:							
Salaries	363,674	363,674	272,740	90,934	75%	339,421	260,500
Fringe benefits	129,468	129,468	94,446	35,022	73%	120,060	91,269
Operating costs	11,650	11,650	1,944	9,706	17%	4,876	3,613
	<u>504,792</u>	<u>504,792</u>	<u>369,130</u>	<u>135,662</u>	73%	<u>464,357</u>	<u>355,382</u>
Communications:							
Salaries	118,792	118,792	53,816	64,976	45%	-	-
Fringe benefits	46,111	46,111	19,131	26,980	41%	-	-
Operating costs	82,035	82,035	16,248	65,787	20%	-	-
	<u>246,938</u>	<u>246,938</u>	<u>89,195</u>	<u>157,743</u>	36%	<u>-</u>	<u>-</u>
Finance:							
Salaries	968,207	968,207	762,959	205,248	79%	903,580	683,719
Fringe benefits	347,282	347,282	259,684	87,598	75%	305,634	229,279
Operating costs	573,225	611,198	496,238	114,960	81%	449,470	401,169
	<u>1,888,714</u>	<u>1,926,687</u>	<u>1,518,881</u>	<u>407,806</u>	79%	<u>1,658,684</u>	<u>1,314,167</u>
Tax Administration:							
Salaries	2,688,430	2,688,430	1,924,825	763,605	72%	2,448,067	1,895,436
Fringe benefits	1,072,276	1,072,276	764,497	307,779	71%	965,052	739,709
Operating costs	1,080,485	1,080,485	719,309	361,176	67%	875,946	598,820
	<u>4,841,191</u>	<u>4,841,191</u>	<u>3,408,631</u>	<u>1,432,560</u>	70%	<u>4,289,065</u>	<u>3,233,965</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 MARCH 31, 2022 AND THE YEAR ENDED JUNE 30, 2021
WITH COMPARATIVE ACTUAL AMOUNTS FOR PRIOR YEAR**

	<u>Original Budget</u>	<u>Current Budget</u>	<u>March 31, 2022</u>	<u>Variance Positive (Negative)</u>	<u>% of Budget</u>	<u>June 30, 2021</u>	<u>March 31, 2021</u>
County Attorney:							
Salaries	424,569	424,569	327,908	96,661	77%	416,647	318,245
Fringe benefits	137,615	137,615	103,117	34,498	75%	127,666	96,431
Operating costs	151,450	151,450	49,065	102,385	32%	52,168	31,610
	<u>713,634</u>	<u>713,634</u>	<u>480,090</u>	<u>233,544</u>	<u>67%</u>	<u>596,481</u>	<u>446,286</u>
Court Facilities:							
Operating costs	274,936	274,936	112,714	162,222	41%	177,361	120,569
Board of Elections:							
Salaries	702,664	702,664	374,529	328,135	53%	864,924	786,041
Fringe benefits	160,553	164,785	106,111	58,674	64%	148,583	118,269
Operating costs	286,987	286,987	122,271	164,716	43%	359,566	297,543
	<u>1,150,204</u>	<u>1,154,436</u>	<u>602,911</u>	<u>551,525</u>	<u>52%</u>	<u>1,373,073</u>	<u>1,201,853</u>
Register of Deeds:							
Salaries	749,245	749,245	511,539	237,706	68%	654,767	515,241
Fringe benefits	337,070	337,070	225,868	111,202	67%	293,209	225,024
Operating costs	2,016,924	4,516,924	3,151,482	1,365,442	70%	4,347,293	2,707,135
	<u>3,103,239</u>	<u>5,603,239</u>	<u>3,888,889</u>	<u>1,714,350</u>	<u>69%</u>	<u>5,324,723</u>	<u>3,476,855</u>
Contingency:							
Operating Costs	700,000	538,000	-	538,000	0%	-	-
Total general government	<u>14,786,186</u>	<u>17,166,391</u>	<u>11,468,980</u>	<u>5,697,411</u>	<u>67%</u>	<u>15,075,771</u>	<u>11,050,084</u>
Central Services:							
Information Technology:							
Salaries	1,315,513	1,309,513	887,009	422,504	68%	1,163,698	892,531
Fringe benefits	474,782	474,782	305,307	169,475	64%	399,503	303,435
Operating costs	1,681,300	1,804,748	675,322	1,129,426	37%	1,111,739	504,320
Capital outlay	24,000	24,000	-	24,000	0%	96,271	96,271
	<u>3,495,595</u>	<u>3,613,043</u>	<u>1,867,638</u>	<u>1,745,405</u>	<u>52%</u>	<u>2,771,211</u>	<u>1,796,557</u>
Fleet Services:							
Salaries	714,600	714,600	530,234	184,366	74%	684,393	532,184
Fringe benefits	294,249	294,249	212,673	81,576	72%	270,912	209,860
Operating costs	319,129	319,129	(15,998)	335,127	-5%	334,222	127,055
Capital outlay	-	399,260	101,322	297,938	25%	86,736	69,521
	<u>1,327,978</u>	<u>1,727,238</u>	<u>828,231</u>	<u>899,007</u>	<u>48%</u>	<u>1,376,263</u>	<u>938,620</u>
Engineering:							
Salaries	481,590	481,590	373,027	108,563	77%	463,069	356,094
Fringe benefits	168,716	168,716	127,887	40,829	76%	157,068	119,625
Operating costs	32,975	69,866	42,144	27,722	60%	162,185	68,901
	<u>683,281</u>	<u>720,172</u>	<u>543,058</u>	<u>177,114</u>	<u>75%</u>	<u>782,322</u>	<u>544,620</u>
Operation Services:							
Salaries	2,368,103	2,368,103	1,740,873	627,230	74%	2,238,716	1,755,103
Fringe benefits	1,056,851	1,059,441	754,027	305,414	71%	966,100	742,259
Operating costs	3,633,683	3,702,434	2,106,019	1,596,415	57%	3,090,250	2,169,870
Capital outlay	293,000	338,200	178,948	159,252	53%	226,280	218,459
	<u>7,351,637</u>	<u>7,468,178</u>	<u>4,779,867</u>	<u>2,688,311</u>	<u>64%</u>	<u>6,521,346</u>	<u>4,885,691</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 MARCH 31, 2022 AND THE YEAR ENDED JUNE 30, 2021
WITH COMPARATIVE ACTUAL AMOUNTS FOR PRIOR YEAR**

	<u>Original Budget</u>	<u>Current Budget</u>	<u>March 31, 2022</u>	<u>Variance Positive (Negative)</u>	<u>% of Budget</u>	<u>June 30, 2021</u>	<u>March 31, 2021</u>
Non-departmental:							
Fringe benefits	6,021,158	5,998,466	4,594,424	1,404,042	77%	5,696,954	4,532,783
Operating costs	<u>377,078</u>	<u>377,078</u>	<u>450,425</u>	<u>(73,347)</u>	<u>119%</u>	<u>294,482</u>	<u>531,176</u>
	<u>6,398,236</u>	<u>6,375,544</u>	<u>5,044,849</u>	<u>1,330,695</u>	<u>79%</u>	<u>5,991,436</u>	<u>5,063,959</u>
Total central services	<u>19,256,727</u>	<u>19,904,175</u>	<u>13,063,643</u>	<u>6,840,532</u>	<u>66%</u>	<u>17,442,578</u>	<u>13,229,447</u>
Public Safety:							
District Attorney:							
Operating costs	<u>53,000</u>	<u>53,000</u>	<u>11,292</u>	<u>41,708</u>	<u>21%</u>	<u>20,886</u>	<u>3,795</u>
Sheriff:							
Salaries	11,592,681	11,634,314	9,065,346	2,568,968	78%	11,010,834	8,379,618
Fringe benefits	4,390,822	4,407,625	3,316,727	1,090,898	75%	3,988,151	3,009,146
Operating costs	3,073,394	3,787,440	2,331,239	1,456,201	62%	2,928,027	2,012,452
Capital outlay	<u>1,196,955</u>	<u>1,478,804</u>	<u>922,878</u>	<u>555,926</u>	<u>62%</u>	<u>1,173,204</u>	<u>990,413</u>
	<u>20,253,852</u>	<u>21,308,183</u>	<u>15,636,190</u>	<u>5,671,993</u>	<u>73%</u>	<u>19,100,216</u>	<u>14,391,629</u>
Detention Center:							
Salaries	5,569,791	5,570,291	3,883,108	1,687,183	70%	4,774,415	3,669,600
Fringe benefits	2,271,624	2,285,513	1,532,350	753,163	67%	1,855,402	1,410,526
Operating costs	3,318,358	3,341,497	2,379,276	962,221	71%	2,709,348	1,993,916
Capital outlay	<u>188,139</u>	<u>293,612</u>	<u>146,771</u>	<u>146,841</u>	<u>50%</u>	<u>107,353</u>	<u>107,353</u>
	<u>11,347,912</u>	<u>11,490,913</u>	<u>7,941,505</u>	<u>3,549,408</u>	<u>69%</u>	<u>9,446,518</u>	<u>7,181,395</u>
Emergency Medical:							
Salaries	7,104,840	7,300,475	4,933,739	2,366,736	68%	6,400,504	4,944,799
Fringe benefits	2,573,198	2,655,232	1,758,234	896,998	66%	2,228,571	1,703,497
Operating costs	2,121,385	2,200,700	1,635,601	565,099	74%	2,083,217	1,512,339
Capital outlay	<u>1,693,500</u>	<u>2,949,743</u>	<u>466,243</u>	<u>2,483,500</u>	<u>16%</u>	<u>262,034</u>	<u>91,449</u>
	<u>13,492,923</u>	<u>15,106,150</u>	<u>8,793,817</u>	<u>6,312,333</u>	<u>58%</u>	<u>10,974,326</u>	<u>8,252,084</u>
Emergency Management:							
Salaries	272,999	272,999	222,420	50,579	81%	266,941	206,682
Fringe benefits	92,174	92,174	65,638	26,536	71%	84,156	60,252
Operating costs	545,075	569,075	219,357	349,718	39%	488,770	416,252
Capital outlay	<u>137,300</u>	<u>137,300</u>	<u>-</u>	<u>137,300</u>	<u>0%</u>	<u>5,334</u>	<u>5,334</u>
	<u>1,047,548</u>	<u>1,071,548</u>	<u>507,415</u>	<u>564,133</u>	<u>47%</u>	<u>845,201</u>	<u>688,520</u>
Other Agencies:							
Fire districts	60,000	60,000	45,000	15,000	75%	60,000	30,000
Rescue Squads	<u>331,800</u>	<u>331,800</u>	<u>164,975</u>	<u>166,825</u>	<u>50%</u>	<u>322,800</u>	<u>164,975</u>
	<u>391,800</u>	<u>391,800</u>	<u>209,975</u>	<u>181,825</u>	<u>54%</u>	<u>382,800</u>	<u>194,975</u>
Building Inspections and Central Permitting							
Salaries	1,999,581	2,126,788	1,598,854	527,934	75%	1,760,876	1,323,556
Fringe benefits	749,702	797,855	567,014	230,841	71%	619,581	462,676
Operating costs	167,500	704,140	228,341	475,799	32%	128,360	82,991
Capital outlay	<u>43,000</u>	<u>288,000</u>	<u>-</u>	<u>288,000</u>	<u>0%</u>	<u>59,991</u>	<u>59,995</u>
	<u>2,959,783</u>	<u>3,916,783</u>	<u>2,394,209</u>	<u>1,522,574</u>	<u>61%</u>	<u>2,568,808</u>	<u>1,929,218</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 MARCH 31, 2022 AND THE YEAR ENDED JUNE 30, 2021
WITH COMPARATIVE ACTUAL AMOUNTS FOR PRIOR YEAR**

	Original Budget	Current Budget	March 31, 2022	Variance Positive (Negative)	% of Budget	June 30, 2021	March 31, 2021
Fire Inspections							
Salaries	407,511	407,511	307,552	99,959	75%	379,345	283,813
Fringe benefits	149,006	149,006	96,361	52,645	65%	116,578	87,379
Operating costs	51,356	73,387	55,826	17,561	76%	61,437	50,799
Capital outlay	12,000	12,000	11,623	377	97%	36,267	36,267
	<u>619,873</u>	<u>641,904</u>	<u>471,362</u>	<u>170,542</u>	<u>73%</u>	<u>593,627</u>	<u>458,258</u>
Central Communications:							
Salaries	2,121,774	2,122,274	1,352,341	769,933	64%	1,768,119	1,354,283
Fringe benefits	838,242	838,242	517,530	320,712	62%	686,836	521,982
Operating costs	619,520	571,757	317,493	254,264	56%	446,376	389,795
Capital outlay	213,911	1,385,710	381,310	1,004,400	28%	194,830	41,305
	<u>3,793,447</u>	<u>4,917,983</u>	<u>2,568,674</u>	<u>2,349,309</u>	<u>52%</u>	<u>3,096,161</u>	<u>2,307,365</u>
Animal Protective Services:							
Salaries	608,380	608,380	470,150	138,230	77%	611,377	459,923
Fringe benefits	249,123	249,123	187,896	61,227	75%	241,044	180,304
Operating costs	321,958	403,970	231,866	172,104	57%	217,740	164,844
Capital outlay	50,000	46,248	45,915	333	99%	33,253	33,253
	<u>1,229,461</u>	<u>1,307,721</u>	<u>935,827</u>	<u>371,894</u>	<u>72%</u>	<u>1,103,414</u>	<u>838,324</u>
Total public safety	<u>55,189,599</u>	<u>60,205,985</u>	<u>39,470,266</u>	<u>20,735,719</u>	<u>66%</u>	<u>48,131,957</u>	<u>36,245,563</u>
Transportation:							
Cape Fear Regional Jetport	111,000	111,000	83,250	27,750	75%	111,000	83,250
Odell Williamson Mun. Air.	50,000	50,000	37,500	12,500	75%	27,500	20,625
Brunswick Transit System	-	245,881	245,881	-	100%	-	-
Total transportation	<u>161,000</u>	<u>406,881</u>	<u>366,631</u>	<u>40,250</u>	<u>90%</u>	<u>138,500</u>	<u>103,875</u>
Environmental Protection:							
Solid Waste:							
Salaries	416,216	416,216	289,927	126,289	70%	359,300	278,454
Fringe benefits	178,623	178,623	119,068	59,555	67%	148,002	112,264
Operating costs	18,371,550	18,289,711	13,861,499	4,428,212	76%	18,527,744	13,848,080
Capital outlay	36,500	36,500	-	36,500	0%	224,830	216,860
	<u>19,002,889</u>	<u>18,921,050</u>	<u>14,270,494</u>	<u>4,650,556</u>	<u>75%</u>	<u>19,259,876</u>	<u>14,455,658</u>
Other:							
Forestry services	270,109	270,109	113,959	156,150	42%	245,902	153,030
Total environmental protection	<u>19,272,998</u>	<u>19,191,159</u>	<u>14,384,453</u>	<u>4,806,706</u>	<u>75%</u>	<u>19,505,778</u>	<u>14,608,688</u>
Economic Development:							
Community Enforcement:							
Salaries	185,248	185,248	141,858	43,390	77%	150,565	104,998
Fringe benefits	79,501	79,501	59,406	20,095	75%	60,950	42,097
Operating costs	17,840	16,440	9,440	7,000	57%	13,338	10,584
Capital outlay	32,000	27,243	27,243	-	100%	-	-
	<u>314,589</u>	<u>308,432</u>	<u>237,947</u>	<u>70,485</u>	<u>77%</u>	<u>224,853</u>	<u>157,679</u>
Planning:							
Salaries	512,964	512,964	381,633	131,331	74%	483,307	373,082
Fringe benefits	193,589	193,589	132,237	61,352	68%	175,107	134,951
Operating costs	264,150	358,307	161,663	196,644	45%	260,491	212,546
	<u>970,703</u>	<u>1,064,860</u>	<u>675,533</u>	<u>389,327</u>	<u>63%</u>	<u>918,905</u>	<u>720,579</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 MARCH 31, 2022 AND THE YEAR ENDED JUNE 30, 2021
WITH COMPARATIVE ACTUAL AMOUNTS FOR PRIOR YEAR**

	<u>Original Budget</u>	<u>Current Budget</u>	<u>March 31, 2022</u>	<u>Variance Positive (Negative)</u>	<u>% of Budget</u>	<u>June 30, 2021</u>	<u>March 31, 2021</u>
Cooperative Extension:							
Salaries	321,660	362,498	211,122	151,376	58%	300,897	205,158
Fringe benefits	155,016	158,140	81,185	76,955	51%	125,904	88,157
Operating costs	140,845	160,008	73,628	86,380	46%	170,679	94,374
Capital outlay	90,000	90,000	7,774	82,226	9%	7,571	-
	<u>707,521</u>	<u>770,646</u>	<u>373,709</u>	<u>396,937</u>	<u>48%</u>	<u>605,051</u>	<u>387,689</u>
Soil and Water Conservation:							
Salaries	151,302	151,302	117,315	33,987	78%	177,544	144,506
Fringe benefits	62,628	62,628	47,570	15,058	76%	65,779	51,670
Operating costs	17,950	17,289	7,456	9,833	43%	12,296	5,721
Capital outlay	28,000	29,136	-	29,136	0%	-	-
	<u>259,880</u>	<u>260,355</u>	<u>172,341</u>	<u>88,014</u>	<u>66%</u>	<u>255,619</u>	<u>201,897</u>
Public Housing Section 8:							
Salaries	179,878	179,878	135,214	44,664	75%	156,687	113,657
Fringe benefits	78,718	78,718	57,720	20,998	73%	63,454	45,136
Operating costs	2,111,183	2,204,194	1,599,332	604,862	73%	2,043,166	1,523,400
	<u>2,369,779</u>	<u>2,462,790</u>	<u>1,792,266</u>	<u>670,524</u>	<u>73%</u>	<u>2,263,307</u>	<u>1,682,193</u>
1% Occupancy Tax:							
Operating costs	1,850,000	2,600,000	2,037,960	562,040	78%	2,337,073	1,435,776
Other Economic Development:							
Contracted Services	149,700	149,700	102,763	46,937	na	23,325	-
Holden Beach Special	1,343,880	1,343,880	-	1,343,880	0%	-	-
Obligation Bond							
Lockwood Folly & Shallotte	-	270,045	270,045	-	100%	494,343	158,848
Dredging							
Reserve for shoreline	200,000	346,433	-	346,433	0%	-	-
Brunswick Business &	475,000	575,000	422,917	152,083	74%	425,000	318,750
Industry Development							
Access Road Ec. Dev. Proj.	-	400,000	-	400,000	0%	-	-
	<u>2,168,580</u>	<u>3,085,058</u>	<u>795,725</u>	<u>2,289,333</u>	<u>26%</u>	<u>942,668</u>	<u>477,598</u>
Total economic development	<u>8,641,052</u>	<u>10,552,141</u>	<u>6,085,481</u>	<u>4,466,660</u>	<u>58%</u>	<u>7,547,476</u>	<u>5,063,411</u>
Human Services:							
Health:							
Administration:							
Salaries	2,624,201	2,624,201	1,991,324	632,877	76%	2,128,499	1,952,152
Fringe benefits	1,388,231	1,388,231	985,035	403,196	71%	1,306,112	1,011,060
Operating costs	405,700	427,142	180,416	246,726	42%	279,939	220,182
Capital outlay	-	71,488	71,488	-	100%	25,527	25,527
	<u>4,418,132</u>	<u>4,511,062</u>	<u>3,228,263</u>	<u>1,282,799</u>	<u>72%</u>	<u>3,740,077</u>	<u>3,208,921</u>
Communicable Diseases:							
Operating costs	414,957	414,957	257,447	157,510	62%	367,227	319,263
Adult Health Maintenance:							
Operating costs	263,055	272,100	70,005	202,095	26%	1,032,759	991,342

COUNTY OF BRUNSWICK, NORTH CAROLINA

**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND
ACTUAL AND CHANGES IN FUND BALANCE - GENERAL FUND
FOR THE PERIOD ENDED MARCH 31, 2022 AND THE YEAR ENDED JUNE 30, 2021
WITH COMPARATIVE ACTUAL AMOUNTS FOR PRIOR YEAR**

	<u>Original Budget</u>	<u>Current Budget</u>	<u>March 31, 2022</u>	<u>Variance Positive (Negative)</u>	<u>% of Budget</u>	<u>June 30, 2021</u>	<u>March 31, 2021</u>
Senior Health							
Salaries	52,000	52,000	39,638	12,362	76%	39,807	25,962
Fringe benefits	21,259	21,259	16,021	5,238	75%	14,875	9,529
Operating costs	4,985	4,985	1,074	3,911	22%	1,754	1,452
	<u>78,244</u>	<u>78,244</u>	<u>56,733</u>	<u>21,511</u>	73%	<u>56,436</u>	<u>36,943</u>
Maternal and Child Health:							
Salaries	388,887	388,887	284,178	104,709	73%	352,333	266,645
Fringe benefits	172,098	172,098	122,519	49,579	71%	151,954	114,582
Operating costs	594,250	633,813	328,035	305,778	52%	444,365	323,725
	<u>1,155,235</u>	<u>1,194,798</u>	<u>734,732</u>	<u>460,066</u>	61%	<u>948,652</u>	<u>704,952</u>
Environmental Health:							
Salaries	1,339,700	1,339,700	1,001,878	337,822	75%	1,285,709	970,242
Fringe benefits	497,881	497,881	360,882	136,999	72%	460,867	345,883
Operating costs	144,900	1,569,379	417,139	1,152,240	27%	969,738	446,642
Capital outlay	17,128	17,128	16,953	175	99%	244,218	71,837
	<u>1,999,609</u>	<u>3,424,088</u>	<u>1,796,852</u>	<u>1,627,236</u>	52%	<u>2,960,532</u>	<u>1,834,604</u>
 Total health	<u>8,329,232</u>	<u>9,895,249</u>	<u>6,144,032</u>	<u>3,751,217</u>	62%	<u>9,105,683</u>	<u>7,096,025</u>
 Veterans' Services:							
Salaries	152,773	152,773	113,372	39,401	74%	141,152	103,712
Fringe benefits	62,985	62,985	45,182	17,803	72%	57,800	42,727
Operating costs	37,951	40,951	24,284	16,667	59%	14,468	9,046
Total veterans' services	<u>253,709</u>	<u>256,709</u>	<u>182,838</u>	<u>73,871</u>	71%	<u>213,420</u>	<u>155,485</u>
 Social Services:							
Administration:							
Salaries	8,148,758	8,328,758	5,861,853	2,466,905	70%	7,236,249	5,577,806
Fringe benefits	3,992,988	4,065,628	2,813,664	1,251,964	69%	3,478,156	2,656,964
Operating costs	2,992,551	3,821,662	2,673,497	1,148,165	70%	3,081,107	2,484,845
Capital outlay	150,000	150,000	126,374	23,626	84%	83,343	83,343
	<u>15,284,297</u>	<u>16,366,048</u>	<u>11,475,388</u>	<u>4,890,660</u>	70%	<u>13,878,855</u>	<u>10,802,958</u>
 Other Operating Costs:							
Medical assistance	20,000	20,000	2,646	17,354	13%	5,630	4,605
Aid to the blind	4,100	4,100	3,549	551	87%	4,100	4,100
Adoption assistance	250,000	250,000	139,969	110,031	56%	169,448	126,766
Special assistance	425,000	395,000	181,107	213,893	46%	272,019	201,698
Foster care	600,000	600,000	405,229	194,771	68%	592,306	357,044
State foster home	800,000	800,000	429,438	370,562	54%	724,210	484,936
Special assistance	27,121	27,121	23,511	3,610	87%	23,604	12,393
Day care	23,000	23,000	1,539	21,461	7%	4,207	4,207
Special child adopt. assistance	-	75,687	9,924	65,763	13%	5,959	3,861
	<u>2,149,221</u>	<u>2,194,908</u>	<u>1,196,912</u>	<u>997,996</u>	55%	<u>1,801,483</u>	<u>1,199,610</u>
 Total social services	<u>17,433,518</u>	<u>18,560,956</u>	<u>12,672,300</u>	<u>5,888,656</u>	68%	<u>15,680,338</u>	<u>12,002,568</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 MARCH 31, 2022 AND THE YEAR ENDED JUNE 30, 2021
WITH COMPARATIVE ACTUAL AMOUNTS FOR PRIOR YEAR**

	<u>Original Budget</u>	<u>Current Budget</u>	<u>March 31, 2022</u>	<u>Variance Positive (Negative)</u>	<u>% of Budget</u>	<u>June 30, 2021</u>	<u>March 31, 2021</u>
Other Human Services:							
Trillium Health Resources	250,443	250,443	125,222	125,221	50%	250,443	187,832
Brunswick Senior Resources	2,888,852	2,888,852	2,166,639	722,213	75%	2,713,739	2,035,305
Other human services	-	179,361	114,888	64,473	64%	211,238	122,427
	<u>3,139,295</u>	<u>3,318,656</u>	<u>2,406,749</u>	<u>911,907</u>	<u>73%</u>	<u>3,175,420</u>	<u>2,345,564</u>
Total human services	<u>29,155,754</u>	<u>32,031,570</u>	<u>21,405,919</u>	<u>10,625,651</u>	<u>67%</u>	<u>28,174,861</u>	<u>21,599,642</u>
Education:							
Public schools	47,523,253	47,523,253	35,642,439	11,880,814	75%	46,096,535	34,572,402
Public schools - capital outlay	996,991	996,991	747,747	249,244	75%	967,060	725,292
Pub. sch.-fines and forfeitures	-	300,000	169,610	130,390	57%	299,765	177,977
Community college	4,438,054	4,438,054	3,159,202	1,278,852	71%	4,354,069	3,191,517
Community college - cap. out.	356,500	356,500	267,372	89,128	75%	295,343	221,508
Total education	<u>53,314,798</u>	<u>53,614,798</u>	<u>39,986,370</u>	<u>13,628,428</u>	<u>75%</u>	<u>52,012,772</u>	<u>38,888,696</u>
Culture and Recreation:							
Parks and Recreation:							
Administration:							
Salaries	734,565	734,565	524,523	210,042	71%	571,044	434,033
Fringe benefits	222,930	222,930	164,788	58,142	74%	190,075	144,598
Operating costs	714,744	726,744	365,344	361,400	50%	380,468	197,470
Capital outlay	569,000	66,000	-	66,000	0%	168,930	164,052
	<u>2,241,239</u>	<u>1,750,239</u>	<u>1,054,655</u>	<u>695,584</u>	<u>60%</u>	<u>1,310,517</u>	<u>940,153</u>
Maintenance:							
Salaries	805,274	805,274	555,023	250,251	69%	684,841	514,254
Fringe benefits	338,793	338,793	232,266	106,527	69%	286,792	215,155
Operating costs	461,600	607,425	454,668	152,757	75%	367,738	213,722
Capital outlay	108,000	108,000	51,639	56,361	48%	66,054	66,054
	<u>1,713,667</u>	<u>1,859,492</u>	<u>1,293,596</u>	<u>565,896</u>	<u>70%</u>	<u>1,405,425</u>	<u>1,009,185</u>
Total Parks and Recreation	<u>3,954,906</u>	<u>3,609,731</u>	<u>2,348,251</u>	<u>1,261,480</u>	<u>65%</u>	<u>2,715,942</u>	<u>1,949,338</u>
Brunswick County Library:							
Salaries	840,024	840,024	589,865	250,159	70%	777,644	597,923
Fringe benefits	367,930	367,930	242,483	125,447	66%	322,420	246,130
Operating costs	250,200	250,200	128,593	121,607	51%	213,176	138,453
	<u>1,458,154</u>	<u>1,458,154</u>	<u>960,941</u>	<u>497,213</u>	<u>66%</u>	<u>1,313,240</u>	<u>982,506</u>
Total culture and recreation	<u>5,413,060</u>	<u>5,067,885</u>	<u>3,309,192</u>	<u>1,758,693</u>	<u>65%</u>	<u>4,029,182</u>	<u>2,931,844</u>
Debt Service:							
Principal retirement	10,980,001	10,990,001	5,510,000	5,480,001	50%	12,305,000	5,430,000
Interest and fees	4,966,876	5,039,485	4,549,292	490,193	90%	3,240,524	2,615,422
Total debt service	<u>15,946,877</u>	<u>16,029,486</u>	<u>10,059,292</u>	<u>5,970,194</u>	<u>63%</u>	<u>15,545,524</u>	<u>8,045,422</u>
Total expenditures	<u>221,138,051</u>	<u>234,170,471</u>	<u>159,600,227</u>	<u>74,570,244</u>	<u>68%</u>	<u>207,604,399</u>	<u>151,766,672</u>
Revenues over (under) expenditures	<u>2,667,256</u>	<u>(1,816,436)</u>	<u>61,173,094</u>	<u>62,989,530</u>		<u>42,826,386</u>	<u>55,689,906</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 MARCH 31, 2022 AND THE YEAR ENDED JUNE 30, 2021
WITH COMPARATIVE ACTUAL AMOUNTS FOR PRIOR YEAR

	Original Budget	Current Budget	March 31, 2022	Variance Positive (Negative)	% of Budget	June 30, 2021	March 31, 2021
Other Financing Sources (Uses):							
Issuance of long-term debt	-	11,215,000	11,215,000	-	100%	-	-
Payment to escrow agent for refunded debt	-	(11,132,391)	-	11,132,391	0%	-	-
	-	82,609	11,215,000	11,132,391		-	-
Transfers To Other Funds:							
Transfer to county capital projects fund	(547,741)	(21,538,843)	(21,538,843)	-	100%	(10,000,000)	(10,000,000)
Transfer to grant projects funds	-	-	-	-	na	(300,000)	(300,000)
Transfer to emergency telephone system fund	-	-	-	-	na	(145,288)	-
Transfer to school capital projects fund	(6,340,995)	(6,340,995)	(3,527,162)	2,813,833	56%	(8,731,926)	(2,585,211)
	(6,888,736)	(27,879,838)	(25,066,005)	2,813,833	90%	(19,177,214)	(12,885,211)
Budgetary Financing Sources (Uses):							
Appropriated fund balance	4,221,480	29,613,665	-	(29,613,665)	0%	-	-
	4,221,480	29,613,665	-	(29,613,665)	0%	-	-
Total other financing sources (uses)	(2,667,256)	1,816,436	(13,851,005)	(15,667,441)		(19,177,214)	(12,885,211)
Net change in fund balance	<u>\$ -</u>	<u>\$ -</u>	47,322,089	<u>\$ 47,322,089</u>		23,649,172	42,804,695
Fund balance, beginning of year			121,194,469			97,026,999	97,026,999
Restated			-			518,298	-
Fund balance, beginning, as restated			121,194,469			97,545,297	97,026,999
Fund balance, end of year			<u>\$168,516,558</u>			<u>\$ 121,194,469</u>	<u>\$ 139,831,694</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 MARCH 31, 2022

		Actual		
	Project Budget	Prior Years	Current Year	Total to Date
Revenues:				
Restricted intergovernmental-NC Dept. of Transportation	\$ 25,920,192	\$ 22,135,399	\$ 2,159,827	\$ 24,295,226
Restricted intergovernmental-NC Parks & Rec. Trust Fund	300,000	300,000	-	300,000
CARES Act / American Rescue Plan	151,000	92,000	-	92,000
Investment earnings	841,170	852,789	20,950	873,739
Performance bonds	290,876	290,876	-	290,876
Other	350,000	349,240	-	349,240
Total revenues	<u>27,853,238</u>	<u>24,020,304</u>	<u>2,180,777</u>	<u>26,201,081</u>
Expenditures:				
General Government:				
Court House Renovation	15,298,966	11,338,650	1,863,806	13,202,456
Future Capital Projects	<u>30,000,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>45,298,966</u>	<u>11,338,650</u>	<u>1,863,806</u>	<u>13,202,456</u>
Environmental protection:				
Landfill Transfer Station	5,727,000	282,024	472,037	754,061
Future Capital Projects	<u>9,961,735</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>15,688,735</u>	<u>282,024</u>	<u>472,037</u>	<u>754,061</u>
Economic Development:				
Springlake at Maritime Shores	<u>274,585</u>	<u>-</u>	<u>-</u>	<u>-</u>
Cultural and recreation:				
OIB Park Improvements	5,805,569	5,805,568	-	5,805,568
Smithville Park Improvements	6,189,666	5,979,162	112,812	6,091,974
Brunswick Waterway Park Improvements	201,210	201,210	-	201,210
Waccamaw Multiuse Building	355,800	242,369	7,900	250,269
Smithville Park Improvements Phase III	<u>500,000</u>	<u>-</u>	<u>5,900</u>	<u>5,900</u>
	<u>13,052,245</u>	<u>12,228,309</u>	<u>126,612</u>	<u>12,354,921</u>
Transportation:				
Airport Improvements	<u>27,244,760</u>	<u>22,994,173</u>	<u>3,346,358</u>	<u>26,340,531</u>
Other:				
Future Capital Projects	<u>578,404</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total expenditures	<u>102,137,695</u>	<u>46,843,156</u>	<u>5,808,813</u>	<u>52,651,969</u>
Revenues over (under) expenditures	(74,284,457)	(22,822,852)	(3,628,036)	(26,450,888)
Other Financing Sources (Uses):				
Appropriated fund balance	4,805,618	-	-	-
Transfer from general fund	73,772,723	52,233,884	21,538,843	73,772,727
Transfer to general fund	<u>(4,293,884)</u>	<u>(4,293,884)</u>	<u>-</u>	<u>(4,293,884)</u>
Total other financing sources (uses)	<u>74,284,457</u>	<u>47,940,000</u>	<u>21,538,843</u>	<u>69,478,843</u>
Net change in fund balance	\$ -	\$ 25,117,148	17,910,807	\$ 43,027,955
Fund balance, beginning of year			<u>29,941,626</u>	
Fund balance, end of year			<u>\$ 47,852,433</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 MARCH 31, 2022

	<u>Project Budget</u>	<u>Actual</u>		
		<u>Prior Years</u>	<u>Current Year</u>	<u>Total to Date</u>
Revenues:				
NC Public Education Lottery	\$ 7,082,039	\$ 7,092,797	\$ -	\$ 7,092,797
Investment earnings	-	411,034	10,495	421,529
Investment earnings-debt proceeds	-	1,295,275	2,560	1,297,835
Total revenues	<u>7,082,039</u>	<u>8,799,106</u>	<u>13,055</u>	<u>8,812,161</u>
Expenditures:				
Brunswick County Schools	193,686,314	144,838,549	12,772,621	157,611,170
Brunswick Community College	2,304,445	2,004,940	-	2,004,940
Total expenditures	<u>195,990,759</u>	<u>146,843,489</u>	<u>12,772,621</u>	<u>159,616,110</u>
Revenues over (under) expenditures	(188,908,720)	(138,044,383)	(12,759,566)	(150,803,949)
Other Financing Sources (Uses):				
Transfer from general fund	82,171,104	75,830,108	3,527,162	79,357,270
Transfer to general fund	(314,013)	(314,013)	-	(314,013)
Premium on bonds issued	8,749,216	8,749,217	-	8,749,217
Debt financing issued	91,750,000	91,750,000	-	91,750,000
Appropriated fund balance	6,552,413	-	-	-
Total other financing sources (uses)	<u>188,908,720</u>	<u>176,015,312</u>	<u>3,527,162</u>	<u>179,542,474</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ 37,970,929</u>	(9,232,404)	<u>\$ 28,738,525</u>
Fund balance, beginning of year			<u>44,523,344</u>	
Fund balance, end of year			<u>\$ 35,290,940</u>	

COUNTY OF BRUNSWICK, NORTH CAROLINA

COMBINING BALANCE SHEET - NON MAJOR SPECIAL REVENUE GOVERNMENTAL FUNDS
FOR THE PERIOD ENDED MARCH 31, 2022

	Emergency Telephone System Fund	Grant Project	ROD- Technology Enhancement Fund	Total
Assets:				
Cash and cash equivalents/investments	\$ 1,510,177	\$ -	\$ 1,129,325	\$ 2,639,502
Restricted cash and investments	-	11,501,013	-	11,501,013
Interest receivable	389	-	247	636
Total assets	<u>1,510,566</u>	<u>11,501,013</u>	<u>1,129,572</u>	<u>14,141,151</u>
Liabilities:				
Accounts payable and other liabilities	10,132	-	5,941	16,073
Due to other funds	-	185,184	-	185,184
Liabilities to be paid from restricted assets	-	11,501,013	-	11,501,013
Total liabilities	<u>10,132</u>	<u>11,686,197</u>	<u>5,941</u>	<u>11,702,270</u>
Fund Balance:				
Stabilization by State Statute	389	-	247	636
Restricted - other	1,500,045	-	1,123,384	2,623,429
Unassigned	-	(185,184)	-	(185,184)
Total fund balances	<u>1,500,434</u>	<u>(185,184)</u>	<u>1,123,631</u>	<u>2,438,881</u>
Total liabilities, deferred inflow of resources and fund balances	<u>\$ 1,510,566</u>	<u>\$ 11,501,013</u>	<u>\$ 1,129,572</u>	<u>\$ 14,141,151</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 MARCH 31, 2022

	Emergency Telephone System Fund	Grant Project	ROD- Technology Enhancement Fund	Total
Revenues:				
Restricted intergovernmental	\$ 272,577	\$ 2,831,932	\$ -	\$ 3,104,509
Permits and fees	-	-	183,526	183,526
Investment earnings	814	-	547	1,361
Total revenues	<u>273,391</u>	<u>2,831,932</u>	<u>184,073</u>	<u>3,289,396</u>
Expenditures:				
General government	-	284,354	94,038	378,392
Public safety	550,523	-	-	550,523
Human Services	-	2,369,543	-	2,369,543
Environmental protection	-	363,219	-	363,219
Total expenditures	<u>550,523</u>	<u>3,017,116</u>	<u>94,038</u>	<u>3,661,677</u>
Revenues over (under) expenditures	(277,132)	(185,184)	90,035	(372,281)
Fund balance, beginning of year	<u>1,777,566</u>	<u>-</u>	<u>1,033,596</u>	<u>2,811,162</u>
Fund balance, end of year	<u>\$ 1,500,434</u>	<u>\$ (185,184)</u>	<u>\$ 1,123,631</u>	<u>\$ 2,438,881</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 MARCH 31, 2022 AND THE YEAR ENDED JUNE 30, 2021**

	Budget	March 31, 2022	Variance Positive (Negative)	June 30, 2021	March 31, 2021
Revenues:					
Restricted intergovernmental	\$ 408,865	\$ 272,577	\$ (136,288)	\$ 799,291	\$ 532,861
Investment earnings	-	814	814	1,295	1,001
Total revenues	<u>408,865</u>	<u>273,391</u>	<u>(135,474)</u>	<u>800,586</u>	<u>533,862</u>
Expenditures:					
Operating costs	501,620	350,827	150,793	388,022	284,367
Capital outlay	<u>1,421,043</u>	<u>199,696</u>	<u>1,221,347</u>	<u>168,292</u>	<u>44,817</u>
Total expenditures	<u>1,922,663</u>	<u>550,523</u>	<u>1,372,140</u>	<u>556,314</u>	<u>329,184</u>
Revenues over (under) expenditures	(1,513,798)	(277,132)	1,236,666	244,272	204,678
Other Financing Sources (Uses):					
Transfers from general fund	-	-	-	145,288	-
Appropriated fund balance	<u>1,513,798</u>	<u>-</u>	<u>(1,513,798)</u>	<u>-</u>	<u>-</u>
Total other financing sources (uses)	<u>1,513,798</u>	<u>-</u>	<u>(1,513,798)</u>	<u>145,288</u>	<u>-</u>
Net change in fund balance	<u>\$ -</u>	(277,132)	<u>\$ (277,132)</u>	389,560	204,678
Fund balance, beginning of year		<u>1,777,566</u>		<u>1,388,006</u>	<u>1,388,006</u>
Fund balance, end of year		<u>\$ 1,500,434</u>		<u>\$ 1,777,566</u>	<u>\$ 1,592,684</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET TO
ACTUAL - GRANT PROJECT FUND
FROM INCEPTION AND FOR THE PERIOD ENDED MARCH 31, 2022**

		Actual		
	Project Authorization	Prior Years	Current Year	Total to Date
Revenues:				
Restricted intergovernmental	\$ 32,650,229	\$ 1,965,372	\$ 2,831,932	\$ 4,797,304
Expenditures:				
SAMHSA Expansion Grant FY 19-24	1,600,000	947,011	284,354	1,231,365
SAMHSA	1,380,527	259,531	-	259,531
Pacon Manufacturing Incentive and Reuse	1,300,000	1,000,000	-	1,000,000
Watershed Grant Round 1	498,919	24,315	178,611	202,926
Watershed Grant Round 2	381,072	3,570	184,608	188,178
Watershed Grant Round 3	48,600	30,945	-	30,945
American Rescue Plan	27,741,111	-	2,369,543	2,369,543
Total expenditures	32,950,229	2,265,372	3,017,116	5,282,488
Revenues over (under) expenditures	(300,000)	(300,000)	(185,184)	(485,184)
Other Financing Sources (Uses):				
Transfers from general fund	300,000	300,000	-	300,000
Net change in fund balance	\$ -	\$ -	(185,184)	\$ (185,184)
Fund balance, beginning of year			-	
Fund balance, end of year			\$ (185,184)	

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 MARCH 31, 2022 AND THE YEAR ENDED JUNE 30, 2021**

	Budget	March 31, 2022	Variance Positive (Negative)	June 30, 2021	March 31, 2021
Revenues:					
Permits and fees	\$ 193,000	\$ 183,526	\$ (9,474)	\$ 279,279	\$ 207,655
Investment earnings	7,000	547	(6,453)	823	652
Total revenues	<u>200,000</u>	<u>184,073</u>	<u>(15,927)</u>	<u>280,102</u>	<u>208,307</u>
Expenditures:					
General government	<u>217,548</u>	<u>94,038</u>	<u>123,510</u>	<u>149,417</u>	<u>90,561</u>
Revenues over (under) expenditures	(17,548)	90,035	107,583	130,685	117,746
Other Financing Sources (Uses):					
Appropriated fund balance	<u>17,548</u>	<u>-</u>	<u>(17,548)</u>	<u>-</u>	<u>-</u>
Net change in fund balance	<u>\$ -</u>	<u>90,035</u>	<u>\$ 90,035</u>	<u>130,685</u>	<u>117,746</u>
Fund balance, beginning of year		<u>1,033,596</u>		<u>902,911</u>	<u>902,911</u>
Fund balance, end of year		<u>\$ 1,123,631</u>		<u>\$ 1,033,596</u>	<u>\$ 1,020,657</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

COMBINING BALANCE SHEET - WATER FUND (NON-GAAP)
MARCH 31, 2022

	Water Fund	Water Capital Projects	Total
Current Assets:			
Cash, cash equivalents and investments	\$ 46,309,812	\$ 3,374,015	\$ 49,683,827
Restricted cash	4,830,263	94,429,775	99,260,038
Interest receivable	10,103	836	10,939
Receivables and special assessments, net	3,983,949	-	3,983,949
Due from other governmental agencies	318,945	683,417	1,002,362
Inventories	1,501,706	-	1,501,706
Total current assets	<u>56,954,778</u>	<u>98,488,043</u>	<u>155,442,821</u>
Current Liabilities:			
Accounts payable and other liabilities	5,180,212	197,975	5,378,187
Customer deposits	2,312,101	-	2,312,101
Interest payable	216,529	-	216,529
Current portion of debt	2,594,508	-	2,594,508
Total current liabilities	<u>10,303,350</u>	<u>197,975</u>	<u>10,501,325</u>
Expendable net position	46,651,428	98,290,068	144,941,496
Noncurrent Items:			
Non-depreciable capital assets	83,672,623	-	83,672,623
Depreciable capital assets, net	148,973,624	-	148,973,624
Deferred outflow	4,388,702	-	4,388,702
Net pension liability	(2,155,552)	-	(2,155,552)
Compensated absences	(492,120)	-	(492,120)
Total other post-employment liability	(14,964,210)	-	(14,964,210)
Non-current portion of debt	(211,653,972)	-	(211,653,972)
Deferred inflow	(1,393,012)	-	(1,393,012)
Total net position	<u>\$ 53,027,511</u>	<u>\$ 98,290,068</u>	<u>\$ 151,317,579</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL - WATER SYSTEM
 OPERATING FUND (NON-GAAP)
 FOR THE PERIOD ENDED MARCH 31, 2022 AND THE YEAR ENDED JUNE 30, 2021
 WITH COMPARATIVE ACTUAL AMOUNTS FOR THE PRIOR YEAR**

	Original Budget	Current Budget	March 31, 2022	Variance Positive (Negative)	% of Budget	June 30, 2021	March 31, 2021
Revenues:							
User charges	\$ 29,271,800	\$ 30,244,300	\$ 24,938,496	\$ (5,305,804)	82%	\$ 29,633,015	\$ 21,470,355
Restricted intergovernmental	-	-	6,345	6,345	na	81,663	72,156
Investment earnings	40,000	40,000	22,880	(17,120)	57%	33,656	26,979
Other	<u>680,377</u>	<u>3,666,377</u>	<u>527,769</u>	<u>(3,138,608)</u>	14%	<u>743,270</u>	<u>467,598</u>
Total revenues	<u>29,992,177</u>	<u>33,950,677</u>	<u>25,495,490</u>	<u>(8,455,187)</u>	75%	<u>30,491,604</u>	<u>22,037,088</u>
Expenditures:							
Salaries	5,731,502	5,741,927	4,147,363	1,594,564	72%	5,147,321	3,938,776
Fringe benefits	2,752,959	2,758,359	1,980,761	777,598	72%	2,434,496	1,872,949
Operating expenditures	8,306,276	9,066,345	5,481,663	3,584,682	60%	7,892,608	5,401,799
Repairs and maintenance	2,920,143	6,523,820	3,346,626	3,177,194	51%	2,538,732	1,753,763
Capital outlay	1,556,500	2,921,989	1,511,603	1,410,386	52%	1,332,422	901,697
Debt Service:							
Principal	1,865,574	1,865,574	200,000	1,665,574	11%	1,324,463	190,000
Interest	<u>1,309,167</u>	<u>1,309,167</u>	<u>455,858</u>	<u>853,309</u>	35%	<u>892,349</u>	<u>497,450</u>
Total expenditures	<u>24,442,121</u>	<u>30,187,181</u>	<u>17,123,874</u>	<u>13,063,307</u>	57%	<u>21,562,391</u>	<u>14,556,434</u>
Revenues over (under) expenditures	5,550,056	3,763,496	8,371,616	4,608,120	222%	8,929,213	7,480,654
Other Financing Sources (Uses):							
Transfer to water capital project fund	(5,550,056)	(3,616,114)	(741,000)	2,875,114	20%	(920,580)	-
Claims settlement	<u>-</u>	<u>(147,382)</u>	<u>(147,382)</u>	<u>-</u>	100%	<u>(4,471,457)</u>	<u>-</u>
Total other fin. sources (uses)	<u>(5,550,056)</u>	<u>(3,763,496)</u>	<u>(888,382)</u>	<u>2,875,114</u>	24%	<u>(5,392,037)</u>	<u>-</u>
Revenues and other financing sources over (under) expenditures and other financing uses	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 7,483,234</u>	<u>\$ 7,483,234</u>		<u>\$ 3,537,176</u>	<u>\$ 7,480,654</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 MARCH 31, 2022**

		Actual		
	Project Budget	Prior Year	Current Year	Total to Date
Revenues:				
Restricted intergovernmental revenue	\$ 2,218,967	\$ -	\$ -	\$ -
Investment earnings	120,276	177,956	1,540	179,496
Investment earnings-debt proceeds	-	263,111	8,342	271,453
Assessments	52,724	39,495	-	39,495
Penalties and interest assessments	-	13,229	-	13,229
Total revenues	<u>2,391,967</u>	<u>493,791</u>	<u>9,882</u>	<u>503,673</u>
Expenditures:				
Southeast Water Tank	50,550	50,550	-	50,550
FY16 Water Mains Top 7 and Apollo	1,773,285	1,731,758	-	1,731,758
Raw Water Mains Project	28,683,127	23,242,549	1,990,277	25,232,826
Shallotte Transmission Main	6,123,000	1,888,136	2,156,388	4,044,524
NW Plant Treatment Expansion 12MGD	168,221,390	56,337,000	21,366,459	77,703,459
74-76 Industrial Park Water Main	1,727,715	1,307,724	-	1,307,724
74-76 Mintz Dr. to Old Maco	85,000	71,526	10,942	82,468
Navassa Water System Rehabilitation	2,263,347	15,000	20,224	35,224
Utility Operations Center	110,000	-	27,080	27,080
Total expenditures	<u>209,037,414</u>	<u>84,644,243</u>	<u>25,571,370</u>	<u>110,215,613</u>
Revenues over (under) expenditures	(206,645,447)	(84,150,452)	(25,561,488)	(109,711,940)
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	11,171,970	10,430,981	741,000	11,171,981
Transfers to water fund	(985,770)	(985,770)	-	(985,770)
Future capital projects	(1,352,567)	-	-	-
Appropriated fund balance	1,783,497	-	-	-
Total other financing sources (uses)	<u>206,645,447</u>	<u>205,473,528</u>	<u>741,000</u>	<u>206,214,528</u>
Revenues and other financing sources over (under) expenditures and other financing uses	<u>\$ -</u>	<u>\$ 121,323,076</u>	<u>\$ (24,820,488)</u>	<u>\$ 96,502,588</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

COMBINING BALANCE SHEET - WASTEWATER FUND (NON-GAAP)
MARCH 31, 2022

	Wastewater Fund	Wastewater Capital Projects	Total
Current Assets:			
Cash and cash equivalents/investments	\$ 43,387,385	\$ 2,939,282	\$ 46,326,667
Restricted cash	8,982,046	5,542,794	14,524,840
Interest receivable	7,695	312	8,007
Receivables and special assessments, net	5,982,736	-	5,982,736
Due from other governmental agencies	125,842	157,293	283,135
Inventories	153,420	-	153,420
Total current assets	<u>58,639,124</u>	<u>8,639,681</u>	<u>67,278,805</u>
Current Liabilities:			
Accounts payable and other liabilities	11,334,003	12,103	11,346,106
Interest payable	1,009,778	-	1,009,778
Prepaid fees	129,711	-	129,711
Current portion of debt	11,589,722	-	11,589,722
Total current liabilities	<u>24,063,214</u>	<u>12,103</u>	<u>24,075,317</u>
Expendable net position	34,575,910	8,627,578	43,203,488
Noncurrent Items:			
Non-depreciable capital assets	45,682,075	-	45,682,075
Depreciable capital assets, net	215,289,193	-	215,289,193
Deferred outflow	2,982,563	-	2,982,563
Net pension liability	(1,174,529)	-	(1,174,529)
Compensated absences	(216,401)	-	(216,401)
Total other post-employment liability	(8,398,248)	-	(8,398,248)
Non-current portion of debt	(104,877,832)	-	(104,877,832)
Deferred inflow	(811,089)	-	(811,089)
Total net position	<u>\$ 183,051,642</u>	<u>\$ 8,627,578</u>	<u>\$ 191,679,220</u>

COUNTY OF BRUNSWICK, NORTH CAROLINA

**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND
ACTUAL - WASTEWATER FUND (NON-GAAP)
FOR THE PERIOD ENDED MARCH 31, 2022 AND THE YEAR ENDED JUNE 30, 2021
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE PRIOR YEAR**

	<u>Original Budget</u>	<u>Current Budget</u>	<u>March 31, 2022</u>	<u>Variance Positive (Negative)</u>	<u>% of Budget</u>	<u>June 30, 2021</u>	<u>March 31, 2021</u>
Revenues:							
User charges	\$ 28,330,761	\$ 29,166,761	\$ 32,479,996	\$ 3,313,235	111%	\$ 37,123,956	\$ 28,306,349
Investment earnings	20,000	20,000	17,528	(2,472)	88%	23,804	18,410
Restricted intergovernmental	-	-	-	-	na	25,254	24,052
Other	104,000	104,000	144,221	40,221	139%	300,541	194,164
Total revenues	<u>28,454,761</u>	<u>29,290,761</u>	<u>32,641,745</u>	<u>3,350,984</u>	111.4%	<u>37,473,555</u>	<u>28,542,975</u>
Expenditures:							
Salaries	3,389,151	3,393,165	2,324,077	1,069,088	68%	2,888,778	2,258,668
Fringe benefits	1,553,796	1,547,523	1,081,115	466,408	70%	1,308,719	1,017,680
Operating expenditures	4,772,678	5,742,601	3,655,770	2,086,831	64%	4,493,558	3,162,068
Repairs and maintenance	2,327,000	2,343,509	1,304,333	1,039,176	56%	2,117,757	1,425,665
Capital outlay	3,333,000	4,780,350	2,299,504	2,480,846	48%	2,747,367	1,832,989
Debt Service:							
Principal	10,918,002	10,918,002	1,739,848	9,178,154	16%	12,391,786	662,650
Interest	4,149,247	4,149,247	2,081,216	2,068,031	50%	4,591,276	2,297,826
Total expenditures	<u>30,442,874</u>	<u>32,874,397</u>	<u>14,485,863</u>	<u>18,388,534</u>	44%	<u>30,539,241</u>	<u>12,657,546</u>
Revenues over (under) expenditures	(1,988,113)	(3,583,636)	18,155,882	21,739,518	-507%	6,934,314	15,885,429
Other Financing Sources (Uses):							
Transfer to wastewater capital project	(1,661,020)	(2,667,143)	(2,667,143)	-	100%	(618,809)	(618,809)
Transfer from wastewater capital project	375,000	375,000	293,607	(81,393)	78%	1,128,000	1,128,000
Transfer from Special Revenue Fund	-	142,500	-	(142,500)	0%	-	-
Claims settlement	-	(339,227)	(339,227)	-	100%	(10,291,934)	-
Appropriated net position	3,274,133	6,072,506	-	(6,072,506)	0%	-	-
Total other fin. sources (uses)	<u>1,988,113</u>	<u>3,583,636</u>	<u>(2,712,763)</u>	<u>(6,296,399)</u>	-76%	<u>(9,782,743)</u>	<u>509,191</u>
Revenues and other financing sources over (under) expenditures and other financing uses	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 15,443,119</u>	<u>\$ 15,443,119</u>		<u>\$ (2,848,429)</u>	<u>\$ 16,394,620</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 MARCH 31, 2022**

		Actual		
	Project Budget	Prior Years	Current Year	Total to Date
Revenues:				
Restricted intergovernmental revenue	\$ 2,852,818	\$ -	\$ -	\$ -
Assessments	557,053	557,052	-	557,052
SAD interest and penalties	99,017	102,512	-	102,512
Investment earnings	169,754	169,852	1,095	170,947
Investment earnings-debt proceeds	-	418,862	840	419,702
West Brunswick Regional WWTP Southport Contribution	2,630,000	-	-	-
Total revenues	6,308,642	1,248,278	1,935	1,250,213
Expenditures:				
WBRWWTF Expansion Southport	2,630,000	1,580,659	119,909	1,700,568
NEBRWWTP Expansion	45,714,971	36,134,721	5,001,618	41,136,339
NEBRWWTP East Transmission Main	3,616,997	3,180,855	150,618	3,331,473
NEBRWWTP WestTransmission Main	2,891,839	2,529,722	103,180	2,632,902
Ocean Ridge Reclaimed Water Main	125,800	45,100	52,300	97,400
Sea Trail WWTP	147,000	53,840	40,945	94,785
Navassa Watewater System Rehabilitation	2,852,818	15,000	137,209	152,209
Total expenditures	57,979,425	43,539,897	5,605,779	49,145,676
Revenues over (under) expenditures	(51,670,783)	(42,291,619)	(5,603,844)	(47,895,463)
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	8,734,785	6,067,646	2,667,143	8,734,789
Transfer to wastewater fund	(8,998,274)	(8,668,274)	(293,607)	(8,961,881)
Future capital projects	(4,470,131)	-	-	-
Appropriated fund balance	4,180,596	-	-	-
Total other financing sources (uses)	51,670,783	49,623,178	2,373,536	51,996,714
Revenues and other financing sources over (under) expenditures and other financing uses	\$ -	\$ 7,331,559	\$ (3,230,308)	\$ 4,101,251

Cash and Investments

A Summary of Cash and Investments is presented on the Brunswick County Government website as of March 31, 2022. It reports that the County had \$337.1 million of unrestricted cash and investments in all funds including those accruing for outside agencies that the county performs collections plus \$123.8 million of capital project restricted cash from debt proceeds and ARP funds. All cash and investments are earning an average yield of 0.07%.

BRUNSWICK COUNTY
SUMMARY OF CASH AND INVESTMENTS
AS OF MARCH 31, 2022

	Purchase Date	Maturity Date	Book Value	Total Book Value	% of Portfolio	Yield
Unrestricted Cash and Investments						
Checking & Petty Cash						
Petty Cash			\$ 6,400			0.00%
BB&T			73,038,888			0.00%
Total Checking & Petty Cash				\$ 73,045,288	16%	
Money Markets / Savings						
BB&T Money Rate Savings			169,697,821			0.07%
JP Morgan Chase Savings			10,004,357			0.05%
SunTrust Money Market			5,063,829			0.01%
Total Money Markets / Savings				\$ 184,766,007	40%	
Certificates of Deposit / CDARS						
First Bank	3/28/21	9/28/22	21,223,895			0.30%
Total Certificates of Deposit / CDARS				\$ 21,223,895	5%	
NC Capital Management Trust - Government Portfolio				\$ 58,049,030	13%	0.08%
Total Unrestricted Cash and Investments				\$ 337,084,220		
Restricted Cash and Investments						
Bond Proceeds & Debt Reserve Fund						
NC Capital Management Trust-Government Portfolio			\$ 110,769,956		24%	0.08%
BB&T General Fund Restricted						
Restricted for Revaluation			214,566		0%	0.00%
Restricted for Holden Beach Debt			1,343,880		1%	0.00%
Restricted for ARP Funds			11,501,013		2%	0.00%
Total Restricted Cash and Investments				\$ 123,829,414		
Grand Total All Cash and Investments				\$ 460,913,635	100%	0.07%

Cash Balances:

General Fund	\$ 157,394,635
County Capital Reserve Fund	41,179,040
School Capital Projects Fund	18,674,949
Water Fund	48,621,910
Water Capital Reserve Fund	1,397,451
Wastewater Fund	43,387,382
Wastewater Capital Reserve Fund	4,856,633

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 2016-17	ACTUAL 2017-18	ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ANNUAL BUDGET 2021-22	ACTUAL 2021-22	CY Actual % Change of Same PY Month	% of ANNUAL BUDGET
July	305,329	377,089	414,438	297,635	401,391		156,196	-61%	
Aug	324,296	420,293	345,102	270,439	176,083		123,100	-30%	
Sept	262,164	419,816	269,452	205,209	197,004		76,789	-61%	
Oct	208,607	207,830	315,241	168,570	168,939		558,293	230%	
Nov	207,774	235,025	244,032	268,715	198,542		138,898	-30%	
Dec	46,595	203,220	412,058	190,359	287,344		154,099	-46%	
Jan	305,760	189,817	214,920	293,817	213,357		136,703	-36%	
Feb	427,181	337,199	258,244	317,056	263,765		171,058	-35%	
Mar	370,146	378,028	288,344	194,186	669,482		199,382	-70%	
Apr	296,216	307,480	155,194	168,582	502,933				
May	260,659	218,586	135,962	122,872	151,238				
June	490,189	257,695	167,843	155,982	136,142				
Total	3,504,916	3,552,078	3,220,830	2,653,422	3,366,220	2,200,000	1,714,518		78%

CURRENT YEAR AD VALOREM TAX REVENUE									
Month	ACTUAL 2016-17	ACTUAL 2017-18	ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ANNUAL BUDGET 2021-22	ACTUAL 2021-22	CY Actual % Change of Same PY Month	% of ANNUAL BUDGET
July	141,121	5,141,356	7,655,126	8,464,387	11,426,822		15,056,407	32%	
Aug	15,853,299	14,003,220	13,213,303	15,145,908	14,811,590		16,051,515	8%	
Sept	6,433,818	6,763,894	5,259,838	7,225,241	9,666,084		9,106,994	-6%	
Oct	9,896,672	17,631,294	10,487,256	12,078,923	6,344,889		5,442,700	-14%	
Nov	23,944,507	17,678,530	28,069,669	30,675,338	37,436,947		41,436,883	11%	
Dec	24,416,021	20,728,131	19,916,780	28,966,741	28,595,685		27,571,885	-4%	
Jan	23,377,586	26,045,100	26,931,609	23,866,807	22,854,561		22,239,840	-3%	
Feb	2,086,134	2,100,604	2,490,412	2,522,834	2,696,145		2,815,008	4%	
Mar	957,399	928,997	1,078,484	795,566	1,191,240		1,054,789	-11%	
Apr	466,309	533,520	572,320	440,218	643,060				
May	341,102	588,170	331,238	377,697	255,033				
June	560,206	396,426	261,232	387,011	251,167				
Total	108,474,174	112,539,242	116,267,267	130,946,671	136,173,223	138,383,158	140,776,021		102%

CURRENT YEAR MOTOR VEHICLE TAX REVENUE									
Month	ACTUAL 2016-17	ACTUAL 2017-18	ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ANNUAL BUDGET 2021-22	ACTUAL 2021-22	CY Actual % Change of Same PY Month	% of ANNUAL BUDGET
July	603,858	611,857	671,914	735,512	865,948		876,340	1%	
Aug	657,269	652,753	723,623	697,838	792,070		935,244	18%	
Sept	579,331	542,846	448,121	540,459	837,937		862,853	3%	
Oct	507,568	544,226	666,358	707,908	822,381		857,819	4%	
Nov	471,246	499,198	576,498	706,266	633,461		768,089	21%	
Dec	464,226	501,030	543,041	675,364	746,091		760,090	2%	
Jan	523,460	557,142	685,653	729,042	785,852		827,015	5%	
Feb	485,610	572,728	600,556	632,979	746,426		749,277	0%	
Mar	654,797	631,825	665,643	668,762	895,846				
Apr	550,623	624,293	676,850	600,272	828,566				
May	595,819	634,860	709,996	640,499	763,799				
June	627,536	651,911	709,693	691,320	902,685				
Total	6,721,343	7,024,669	7,677,946	8,026,221	9,621,062	7,517,500	6,636,727		88%

County of Brunswick
Local Option Sales Tax Revenues

ARTICLE 39 SALES TAX REVENUE 1% (POINT OF DELIVERY) (100000-323100)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	CY Actual % Change of Same PY Month	% of ANNUAL
Month	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2021-22		BUDGET
July	986,394	1,049,718	1,252,130	1,373,725	1,553,767		1,829,967	18%	
Aug	1,224,865	1,289,737	1,329,792	1,425,459	1,612,392		2,035,059	26%	
Sept	952,042	978,445	938,675	1,173,168	1,328,479		1,581,054	19%	
Oct	752,088	864,937	680,715	734,132	1,191,688		1,133,627	-5%	
Nov	635,873	767,798	871,829	935,348	1,090,992		1,289,847	18%	
Dec	626,293	698,356	576,321	790,721	1,048,030		1,235,291	18%	
Jan	436,031	558,342	775,353	820,652	778,802		1,225,236	57%	
Feb	613,865	613,581	755,861	773,827	1,049,687				
Mar	588,222	547,868	746,104	759,800	963,956				
Apr	815,552	800,559	917,784	910,261	1,396,420				
May	837,814	794,102	966,306	892,802	1,414,226				
June	833,600	910,785	1,041,564	1,186,228	1,535,496				
Total	9,302,639	9,874,229	10,852,434	11,776,122	14,963,935	13,525,506	10,330,081		76%
ARTICLE 40 SALES TAX REVENUE 1/2% (PER CAPITA) 30% RESTRICTED FOR SCHOOL CAPITAL OUTLAY OR DEBT SERVICE (100000-323201,323202)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	CY Actual % Change of Same PY Month	% of ANNUAL
Month	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2021-22		BUDGET
July	594,375	631,075	703,995	750,371	858,173		998,072	16%	
Aug	517,985	596,047	601,502	712,368	808,739		974,190	20%	
Sept	577,305	597,606	646,891	734,652	767,789		874,251	14%	
Oct	551,928	614,008	639,392	704,618	813,391		872,448	7%	
Nov	544,444	562,350	635,351	731,594	796,614		868,219	9%	
Dec	583,254	636,108	692,311	725,423	832,617		933,293	12%	
Jan	667,322	699,734	736,094	769,355	948,734		1,050,288	11%	
Feb	477,316	527,845	561,192	627,025	800,730				
Mar	512,277	512,954	577,546	636,198	668,723				
Apr	625,842	658,044	749,898	721,696	959,211				
May	588,735	607,640	697,346	625,357	897,180				
June	550,848	660,846	722,096	717,955	895,965				
Total	6,791,631	7,304,257	7,963,614	8,456,612	10,047,866	9,471,405	6,570,761		69%
ARTICLE 42 SALES TAX REVENUE 1/2% (POINT OF DELIVERY) (APPROXIMATELY 60% RESTRICTED FOR SCHOOL CAPITAL OUTLAY OR DEBT SERVICE) (100000-323301, 323302)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	CY Actual % Change of Same PY Month	% of ANNUAL
Month	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2021-22		BUDGET
July	631,292	673,530	789,002	860,370	977,927		1,152,200	18%	
Aug	711,398	766,949	788,633	868,474	986,372		1,234,716	25%	
Sept	610,962	631,968	632,656	767,824	851,555		1,004,721	18%	
Oct	514,766	588,455	517,955	565,888	808,230		807,127	0%	
Nov	464,016	527,365	599,197	662,923	757,703		875,087	15%	
Dec	471,285	522,056	488,465	597,475	750,922		872,924	16%	
Jan	415,344	482,885	591,453	625,627	674,196		910,117	35%	
Feb	430,959	448,839	522,450	556,763	742,219				
Mar	430,745	414,149	525,003	553,242	657,337				
Apr	569,042	575,072	658,475	650,981	947,531				
May	566,462	554,566	661,360	608,865	933,024				
June	551,091	622,799	701,865	769,351	987,088				
Total	6,367,362	6,808,632	7,476,514	8,087,784	10,074,104	9,058,318	6,856,892		76%

Note: Sales Taxes are 2 months behind in reporting.

**County of Brunswick
Occupancy Tax Revenues**

Occupancy Tax County and Municipal (104930-327000 and -327001)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	CY Actual % Change of Same PY Month	% of ANNUAL BUDGET
Month	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2021-22		
July	427,339	354,812	458,624	431,392	294,802		361,370		23%
Aug	281,756	302,684	78,606	242,265	468,661		777,338		66%
Sept	52,634	206,775	335,404	215,488	261,168		296,598		14%
Oct	105,459	41,724	71,490	71,643	117,150		221,412		89%
Nov	35,359	49,419	37,420	52,189	124,681		97,620		-22%
Dec	29,523	25,730	52,499	40,899	41,634		73,178		76%
Jan	23,088	29,151	33,004	36,395	52,627		104,408		98%
Feb	21,918	31,404	36,711	40,439	75,053		106,036		41%
Mar	33,329	41,682	48,766	24,387	108,028				
Apr	75,775	80,581	60,920	19,599	148,504				
May	99,108	110,150	138,430	74,613	266,926				
June	273,477	320,356	376,807	418,691	377,840				
Total	1,458,765	1,594,467	1,728,681	1,667,999	2,337,074	2,600,000	2,037,960		78%

**County of Brunswick
Water Fund Revenues**

WATER RETAIL SALES REVENUE (617110-371316)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	CY Actual % Change of Same PY Month	% of ANNUAL
Month	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2021-22		BUDGET
July	474,405	469,373	505,818	591,725	523,514		638,302	22%	
Aug	585,205	598,346	550,056	600,391	670,354		619,526	-8%	
Sept	552,130	509,091	483,455	557,746	602,195		601,695	0%	
Oct	455,542	436,731	468,436	505,182	545,696		579,452	6%	
Nov	356,558	400,272	395,448	547,927	473,672		497,307	5%	
Dec	358,875	401,470	360,250	412,440	448,165		475,329	6%	
Jan	326,617	330,727	345,037	396,758	392,757		414,258	5%	
Feb	322,884	424,539	344,991	383,230	399,325		598,746	50%	
Mar	318,405	338,275	368,390	330,184	370,313		590,229	59%	
Apr	317,943	323,228	295,003	349,132	377,533				
May	407,205	404,362	397,617	405,038	485,547				
June	481,962	458,544	576,215	457,978	672,352				
Total	4,957,731	5,094,958	5,090,716	5,537,731	5,961,423	7,500,000	5,014,844		67%

IRRIGATION REVENUE (617110-371319)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	CY Actual % Change of Same PY Month	% of ANNUAL
Month	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2021-22		BUDGET
July	274,655	303,891	272,157	499,622	377,696		594,454	57%	
Aug	391,161	364,814	318,911	553,720	382,832		509,510	33%	
Sept	402,057	341,474	241,677	540,455	472,949		444,272	-6%	
Oct	312,823	245,944	316,475	468,263	425,114		491,882	16%	
Nov	170,875	230,786	171,308	480,292	318,977		403,743	27%	
Dec	79,215	194,433	137,776	288,809	236,541		278,462	18%	
Jan	53,423	75,964	44,935	54,445	78,562		94,617	20%	
Feb	17,281	42,193	12,900	21,440	51,705		50,000	-3%	
Mar	23,304	26,984	10,834	15,547	14,079		28,298	101%	
Apr	33,613	25,042	20,209	25,833	25,970				
May	111,147	80,405	91,368	136,556	178,763				
June	294,456	171,484	547,092	179,548	747,018				
Total	2,164,010	2,103,414	2,185,642	3,264,530	3,310,206	3,500,000	2,895,238		83%

WATER WHOLESALE REVENUE (617110-371317)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	CY Actual % Change of Same PY Month	% of ANNUAL
Month	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2021-22		BUDGET
July	549,891	502,369	648,595	706,223	680,405		700,573	3%	
Aug	662,991	739,238	657,834	829,608	788,526		779,585	-1%	
Sept	593,390	580,350	714,447	714,837	656,650		685,362	4%	
Oct	467,518	439,291	391,422	624,590	614,944		636,257	3%	
Nov	315,869	468,542	452,905	597,115	547,120		582,970	7%	
Dec	329,525	415,210	401,300	420,180	437,859		458,037	5%	
Jan	271,848	461,637	300,896	378,791	378,543		407,354	8%	
Feb	293,671	254,055	329,861	346,753	352,029		693,466	97%	
Mar	257,119	297,083	304,562	320,726	322,327		616,930	91%	
Apr	315,449	374,571	356,824	391,888	413,198				
May	381,741	399,036	442,050	463,838	577,579				
June	723,529	625,328	794,773	582,778	862,466				
Total	5,162,541	5,556,710	5,795,469	6,377,327	6,631,646	6,900,000	5,560,534		81%

**County of Brunswick
Water Fund Revenues**

WATER INDUSTRIAL REVENUE (617110-371318)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	CY Actual % Change of Same PY Month	% of ANNUAL
Month	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2021-22		BUDGET
July	193,363	171,810	220,490	189,253	182,261		132,784	-27%	
Aug	176,628	242,014	216,454	206,096	203,154		139,641	-31%	
Sept	177,912	227,218	234,523	206,417	175,903		144,874	-18%	
Oct	141,672	208,907	112,229	184,682	196,762		141,426	-28%	
Nov	153,071	213,605	190,551	215,263	196,202		137,448	-30%	
Dec	140,427	181,314	194,601	133,730	183,074		134,226	-27%	
Jan	156,917	209,780	129,208	75,047	195,035		155,502	-20%	
Feb	144,230	145,744	169,457	330,804	173,101		231,392	34%	
Mar	163,680	162,151	160,850	125,412	160,942		211,038	31%	
Apr	153,967	200,376	138,655	203,438	160,584				
May	125,676	182,242	171,195	187,763	144,910				
June	126,581	250,422	166,681	187,056	89,875				
Total	1,854,124	2,395,583	2,104,894	2,244,961	2,061,803	1,400,000	1,428,331		102%
WATER BASE SERVICE CHARGE REVENUE (617110-371308)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	CY Actual % Change of Same PY Month	% of ANNUAL
Month	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2021-22		BUDGET
July	470,153	487,562	504,765	525,317	546,494		575,137	5%	
Aug	475,932	489,608	507,711	524,696	459,642		575,421	25%	
Sept	476,892	490,840	508,083	526,261	640,453		578,955	-10%	
Oct	476,516	493,066	512,632	528,995	553,211		581,069	5%	
Nov	475,832	494,282	512,064	526,349	554,711		583,483	5%	
Dec	477,375	495,252	513,738	529,100	553,984		585,704	6%	
Jan	480,043	496,679	514,422	529,586	557,207		588,030	6%	
Feb	481,021	498,450	515,996	525,462	561,584		782,609	39%	
Mar	483,538	501,888	517,084	540,691	563,664		788,480	40%	
Apr	482,955	500,982	518,320	536,522	563,388				
May	485,236	505,223	521,211	541,995	568,672				
June	506,112	522,511	542,329	565,179	600,089				
Total	5,771,605	5,976,343	6,188,355	6,400,153	6,723,099	7,900,000	5,638,888		71%
IRRIGATION BASE SERVICE CHARGE REVENUE (617110-371321)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	CY Actual % Change of Same PY Month	% of ANNUAL
Month	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2021-22		BUDGET
July	-	-	-	-	-		-		
Aug	-	-	-	-	-		-		
Sept	-	-	-	-	-		-		
Oct	-	-	-	-	-		-		
Nov	-	-	-	-	-		-		
Dec	-	-	-	-	-		-		
Jan	-	-	-	-	-		-		
Feb	-	-	-	-	-		64,611		
Mar	-	-	-	-	-		64,589		
Apr	-	-	-	-	-				
May	-	-	-	-	-				
June	-	-	-	-	-				
Total	-	-	-	-	-	-	129,200		

**County of Brunswick
Water Fund Revenues**

WATER TAPS AND CONNECTION REVENUE (617180-371305)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	CY Actual % Change of Same PY Month	% of ANNUAL BUDGET
Month	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2021-22		
July	79,919	83,631	98,990	92,524	104,217		153,239	47%	
Aug	73,809	104,621	97,268	83,810	136,856		104,490	-24%	
Sept	69,412	81,193	43,844	82,803	115,699		128,425	11%	
Oct	60,061	91,599	86,568	94,890	112,961		144,645	28%	
Nov	77,525	99,482	73,282	73,114	119,892		114,000	-5%	
Dec	59,843	54,196	61,096	83,464	95,350		161,592	69%	
Jan	63,308	74,470	88,359	75,364	162,630		189,977	17%	
Feb	88,268	65,659	111,682	140,452	99,798		220,811	121%	
Mar	89,333	143,953	103,540	89,886	131,460		195,026	48%	
Apr	76,900	79,001	120,681	55,484	197,615				
May	86,057	97,222	105,635	64,074	165,457				
June	88,308	88,973	106,785	64,804	244,050				
Prior Year's Adj				(160,000)					
Total	912,743	1,064,000	1,097,730	1,000,669	1,685,985	1,712,500	1,412,205		82%
WATER CAPITAL RECOVERY REVENUE (619100-371404)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	CY Actual % Change of Same PY Month	% of ANNUAL BUDGET
Month	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2021-22		
July	82,430	82,749	167,036	121,501	137,818		115,147	-16%	
Aug	87,643	120,522	155,663	85,320	103,863		86,778	-16%	
Sept	137,586	114,051	45,363	85,192	119,232		200,990	69%	
Oct	53,152	83,126	89,233	187,338	100,884		234,397	132%	
Nov	89,642	128,155	84,568	81,404	125,863		151,864	21%	
Dec	49,323	40,491	65,826	98,693	141,178		209,879	49%	
Jan	53,168	70,156	80,237	212,681	195,284		285,479	46%	
Feb	80,368	43,033	108,298	126,263	152,086		269,534	77%	
Mar	83,957	142,979	126,088	144,952	315,248		316,028	0%	
Apr	191,678	78,156	136,336	54,925	247,599				
May	110,980	93,189	108,079	53,432	198,315				
June	89,349	111,500	112,809	173,356	296,071				
Total	1,109,276	1,108,107	1,279,536	1,425,057	2,133,441	688,000	1,870,096		272%
WATER TRANSMISSION LINE REVENUE (619800-371309)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	CY Actual % Change of Same PY Month	% of ANNUAL BUDGET
Month	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2021-22		
July	29,279	34,402	55,946	39,806	51,532		39,887	-23%	
Aug	24,946	42,390	39,850	31,354	39,432		29,456	-25%	
Sept	31,882	42,063	18,567	31,475	44,492		70,088	58%	
Oct	26,858	33,713	35,876	65,131	38,196		79,399	108%	
Nov	37,187	52,512	32,990	29,678	46,531		51,324	10%	
Dec	25,429	23,427	25,114	36,150	47,704		71,221	49%	
Jan	25,978	28,493	36,370	77,458	64,031		96,438	51%	
Feb	35,550	24,480	44,692	58,888	51,372		91,091	77%	
Mar	36,122	53,897	41,813	54,147	106,302		107,069	1%	
Apr	28,496	33,669	50,545	23,926	83,656				
May	30,911	35,926	38,462	23,723	67,045				
June	29,625	40,209	40,830	63,536	99,226				
Total	362,263	445,181	461,055	535,272	739,519	232,000	635,973		274%

**County of Brunswick
Wastewater Fund Revenues**

WASTEWATER RETAIL SALES REVENUE (627210-371405)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	CY Actual % Change of Same PY Month	% of ANNUAL
Month	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2021-22		BUDGET
July	791,640	805,054	872,549	1,033,355	1,178,919		1,301,977	10%	
Aug	874,819	933,343	918,675	1,063,547	1,153,679		1,208,219	5%	
Sept	837,178	835,710	889,327	1,038,172	1,143,466		1,212,544	6%	
Oct	773,191	813,375	848,410	1,016,846	1,105,444		1,210,002	9%	
Nov	735,391	792,739	834,354	1,120,192	1,062,364		1,151,381	8%	
Dec	753,597	801,946	827,199	839,603	1,067,872		1,116,741	5%	
Jan	739,484	778,549	823,964	982,576	1,028,993		1,108,287	8%	
Feb	740,280	835,392	825,743	957,436	1,052,992		1,108,418	5%	
Mar	747,301	776,766	823,196	939,142	1,058,857		1,087,823	3%	
Apr	744,239	786,370	825,562	963,854	1,046,991				
May	765,249	826,002	940,447	968,081	1,084,887				
June	834,436	905,605	1,157,941	1,126,957	1,302,838				
Total	9,336,805	9,890,851	10,587,367	12,049,761	13,287,302	13,276,000	10,505,392		79%

WASTEWATER TAPS & CONNECTIONS REVENUE (627220-371402)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	CY Actual % Change of Same PY Month	% of ANNUAL
Month	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2021-22		BUDGET
July	76,350	108,000	216,000	227,406	262,361		301,000	15%	
Aug	152,000	133,000	202,100	158,000	199,361		200,650	1%	
Sept	84,450	95,750	80,000	133,000	187,027		453,500	142%	
Oct	95,775	185,275	156,000	221,000	151,600		298,000	97%	
Nov	136,000	210,480	92,000	104,575	214,583		232,000	8%	
Dec	109,000	84,000	131,900	252,000	267,888		285,500	7%	
Jan	117,775	113,840	209,000	163,712	317,301		561,000	77%	
Feb	164,450	97,250	121,000	236,980	306,000		565,000	85%	
Mar	103,050	276,486	205,000	144,478	196,958		456,000	132%	
Apr	104,000	168,614	156,000	195,285	409,525				
May	110,545	140,000	218,658	163,993	394,000				
June	189,500	132,000	224,000	109,800	283,084				
Total	1,442,895	1,744,695	2,011,658	2,110,229	3,189,688	2,160,000	3,352,650		155%

WASTEWATER CAPITAL RECOVERY REVENUE (629100-371404)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	CY Actual % Change of Same PY Month	% of ANNUAL
Month	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2021-22		BUDGET
July	185,127	219,750	452,432	262,301	403,076		535,573	33%	
Aug	131,836	402,208	287,165	242,580	324,206		328,016	1%	
Sept	183,719	337,302	120,331	206,331	365,057		528,580	45%	
Oct	205,927	268,123	269,318	548,140	294,779		673,369	128%	
Nov	270,061	392,249	125,062	226,861	398,706		372,000	-7%	
Dec	154,451	186,084	173,249	261,012	363,938		510,001	40%	
Jan	196,396	218,124	289,652	230,092	522,147		836,727	60%	
Feb	214,802	134,813	320,135	405,333	372,289		793,311	113%	
Mar	233,802	411,900	296,269	414,943	480,805		812,218	69%	
Apr	210,136	271,541	355,535	158,173	621,016				
May	205,427	313,000	274,019	139,759	549,395				
June	214,635	259,250	276,101	168,900	865,519				
Total	2,406,319	3,414,344	3,239,268	3,264,425	5,560,933	600,000	5,389,795		898%

**County of Brunswick
Wastewater Fund Revenues**

WASTEWATER TRANSMISSION LINE FEES (629800-371309)									
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ANNUAL BUDGET	ACTUAL	CY Actual % Change of Same PY Month	% of ANNUAL BUDGET
Month	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2021-22		
July	60,709	69,520	149,044	86,684	130,012		184,673	42%	
Aug	44,611	104,289	90,413	73,566	101,360		107,681	6%	
Sept	59,236	107,773	39,518	64,381	120,738		241,031	100%	
Oct	66,644	75,363	86,302	180,566	94,263		216,268	129%	
Nov	83,049	122,632	39,649	74,453	130,869		121,212	-7%	
Dec	47,819	52,692	54,696	91,528	119,197		170,830	43%	
Jan	67,463	68,707	95,136	75,597	174,506		277,306	59%	
Feb	68,932	49,027	104,837	199,392	124,639		265,516	113%	
Mar	77,931	133,296	97,992	138,568	157,783		269,138	71%	
Apr	61,376	83,511	121,059	51,437	205,472				
May	61,474	98,665	91,916	46,534	181,950				
June	68,211	78,581	88,282	60,775	274,391				
Total	767,455	1,044,056	1,058,844	1,143,481	1,815,180	200,000	1,853,655		927%

County of Brunswick
Water and Wastewater Number of Customers

NUMBER OF WATER RETAIL CUSTOMERS							
Month	ACTUAL 2016-17	ACTUAL 2017-18	ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	Change
July	38,912	40,199	41,676	42,979	44,682	47,397	270
Aug	39,036	40,345	41,855	43,169	45,244	47,622	225
Sept	39,155	40,518	41,896	43,258	45,380	47,829	207
Oct	39,238	40,581	41,973	43,338	45,517	48,033	204
Nov	39,338	40,758	42,186	43,460	45,726	48,207	174
Dec	39,466	40,908	42,291	43,632	45,914	48,387	180
Jan	39,573	40,982	42,379	43,703	46,090	48,689	302
Feb	39,690	41,094	42,466	44,122	46,277	48,994	305
Mar	39,736	41,248	42,481	44,248	46,412		
Apr	39,894	41,365	42,647	44,345	46,675		
May	39,998	41,402	42,725	44,443	46,872		
June	40,101	41,557	42,934	44,583	47,127		
Average	39,511	40,913	42,292	43,773	45,993	48,145	1,867

NUMBER OF WASTEWATER RETAIL CUSTOMERS							
Month	ACTUAL 2016-17	ACTUAL 2017-18	ACTUAL 2018-19	ACTUAL 2019-20	ACTUAL 2020-21	ACTUAL 2021-22	Change
July	15,862	16,695	17,861	18,822	19,904	21,611	137
Aug	15,878	16,758	17,925	18,930	20,383	21,721	110
Sept	15,940	16,908	18,011	19,004	20,475	21,872	151
Oct	16,014	17,017	18,023	19,040	20,569	22,150	278
Nov	16,070	17,026	18,083	19,157	20,648	22,264	114
Dec	16,157	17,193	18,145	19,215	20,758	22,373	109
Jan	16,235	17,241	18,206	19,242	20,848	22,512	139
Feb	16,295	17,300	18,331	19,551	21,009	22,709	197
Mar	16,371	17,471	18,449	19,647	21,116		
Apr	16,506	17,549	18,681	19,721	21,199		
May	16,537	17,675	18,741	19,785	21,255		
June	16,579	17,719	18,816	19,825	21,474		
Average	16,204	17,213	18,273	19,328	20,803	22,152	1,235



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
April 18, 2022

Action Item # V. - 7.

Governing Body - NACo Voting Delegate

From:

Daralyn Spivey

Issue/Action Requested:

Request the Board approve Commissioner Frank Williams as the Voting Delegate for the NACo National Conference 2022

Background/Purpose of Request:

Voting delegates and proxies decide all business, motions and the election of officers during the Annual Business Meeting.

Fiscal Impact:

Not Applicable

Approved By County Attorney:

Yes



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
April 18, 2022

Action Item # V. - 8.

From: Health and Human Services - Brunswick Senior Resources Inc.
David Stanley, Deputy County Manager Additional Funding and Budget Revision #1 to HCCBG

Issue/Action Requested:

Request that the Board of Commissioners approve the attached additional 2022 funding allocation and Revision #1 budget document for the Fiscal Year 2021-2022 Home and Community Care Block Grant for Older Adults.

Background/Purpose of Request:

Attached, please find the Home and Community Care Block Grant Budget additional allocation in the amount of \$79,582 and associated Revision # 1 budget documents cumulative to "County Funding Plan" for Fiscal Year 2021 - 2022.

There are no changes to the local match provided through funds previously committed, and paid to BSRI, through Brunswick County's Current Fiscal Year 2022 Budget. No additional County funding is required. This revision requires approval and execution by the Chairman of the Brunswick County Commissioners and County Finance Officer. Staff recommends approval of the Budget Revision # 1.

Fiscal Impact:

Pre-Audit Certification Required, Reviewed By Director of Fiscal Operations
No additional County funds needed

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend that the Board of Commissioners approve the attached additional 2022 funding allocation and Revision #1 budget document for the Fiscal Year 2021-2022 Home and Community Care Block Grant for Older Adults.

ATTACHMENTS:

Description

▣ BSRI-HCCBG 2021-2022 Revision#1

Mailed 03-31-2022

Addressee:

Mr. David Stanley, Deputy County Manager

Re:

1. Additional 2022 HCCBG Funding allocation to Brunswick County
2. 2021-2022 Home and Community Care Block Grant Budget Revision 1 to Brunswick County and its lead agency, BSRI, 3 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 three 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 2 sets of executed documents to my attention at

Judith Benson
BSRI
PO BOX 2470
Shallotte, NC 28459

Thank you for your assistance with this 2021/2022 budget revision signing.

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



Brunswick Senior Resources, Inc.
Creating a better tomorrow.

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

J. BENSON

Additional Brunswick County Home Community Care Block Grant Allocation

Region O

SFY 2021/2022 – 2/18/22

County	Original SFY 2021/2022 HCCBG	Additional State HCCBG	Original Local Match Required	Additional Local Match Required	Total Allocation Including additional funds and match
Brunswick	\$1,138,791	\$79,582	\$126,532	\$8,842	\$1,353,743

Home and Community Care Block Grant for Older Adults														
BRUNSWICK SENIOR RESOURCES, INC PO BOX 2470 SHALLOTTE, NC 28459							County Funding Plan Provider Services Summary			DAAS-732 County: BRUNSWICK Budget Period: July 2021 through June 2022 Revision #: 1 Date: 3/1/2022				
Services	Serv. Delivery		A				B	C	D	E	F	G	H	I
	(Check One)		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
	Direct	Purchase	Access	In-Home	Other	Total								
Congregate Nutrition			\$ -	\$ -	\$ 210,000	\$ 210,000	\$ 23,333	\$ 233,333	\$ 55,200	\$ 288,533	31,478	\$ 7.4126	225	69,000
Home Delivered Meals			\$ -	\$ 280,000	\$ -	\$ 280,000	\$ 31,111	\$ 311,111	\$ 60,000	\$ 371,111	36,319	\$ 8.5661	131	75,000
Senior Center Operation			\$ -	\$ -	\$ 438,373	\$ 438,373	\$ 48,708	\$ 487,081	\$ -	\$ 487,081	-	\$ -		-
Transportation (General)			\$ 80,000	\$ -	\$ -	\$ 80,000	\$ 8,889	\$ 88,889	\$ -	\$ 88,889	6,178	\$ 14.3884	20	8,500
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
Total			\$ 80,000	\$ 280,000	\$ 648,373	#####	\$ 112,041	\$ 1,120,414	\$ 115,200	\$ 1,235,614	73,975		376	152,500

*Adult Day Care & Adult Day Health Care Proj. Service Cost/Rate <div style="display: flex; justify-content: space-around;"> <div> ADC Daily Care \$33.07 Administrative \$33.07 Proj. Reimbursement Rate \$33.07 Administrative % 0.00% </div> <div> ADHC \$ 40.00 \$ 40.00 \$ 40.00 0.00% </div> </div>			1,098,373 Certification of required minimum local match availability. Required local match will be expended simultaneously with Block Grant Funding.	<div style="text-align: center;"> President/CEO Date 3/1/2022 </div> <div style="text-align: center;"> Authorized Signature, Title Community Service Provider Date </div>
			Signature, County Finance Officer Date	Signature, Chairman, Board of Commissioners Date

DAAS-732A

Provider: BRUNSWICK SENIOR RESOURCES, INC
County: BRUNSWICK
Budget Period: July 2021 through June 2022

Budget Period: July 2021 through June 2022						
	Grand Total	Service Congregate Nutrition 180	Service Home Delivered Meals 020	Service Senior Center Operation 170	Service Transportation (General) 250	Service 0 #N/A
I. Projected Revenues						
A. Fed/State Funding From the Div. of Aging & Adult Svcs.						
Required Minimum Match - Cash						
1)	\$ 1,008,373	\$ 210,000	\$ 280,000	\$ 438,373	\$ 80,000	\$ -
2)	\$ 112,041	\$ 23,333	\$ 31,111	\$ 48,708	\$ 8,889	
3)	\$ -					
Total Required Minimum Match - Cash	\$ 112,041	\$ 23,333	\$ 31,111	\$ 48,708	\$ 8,889	\$ -
Required Minimum Match - In-Kind						
1)	\$ -					
2)	\$ -					
3)	\$ -					
Total Required Minimum Match - In-Kind	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
B. Total Required Minimum Match (cash + in-kind)	\$ 112,041	\$ 23,333	\$ 31,111	\$ 48,708	\$ 8,889	\$ -
C. Subtotal, Fed/State/Required Match Revenues	\$ 1,120,414	\$ 233,333	\$ 311,111	\$ 487,081	\$ 88,889	\$ -
D. NSIP Cash Subsidy/Commodity Valuation	\$ 115,200	\$ 55,200	\$ 60,000	\$ -	\$ -	\$ -
E. OAA Title V Worker Wages, Fringe Benefits and Costs	\$ -					
Local Cash, Non-Match						
1) Brunswick County	\$ 1,878,567	\$ 278,134	\$ 331,345	\$ 1,235,676	\$ 33,412	
2)	\$ -					
3)	\$ -					
4)	\$ -					
F. Subtotal, Local Cash, Non-Match	\$ 1,878,567	\$ 278,134	\$ 331,345	\$ 1,235,676	\$ 33,412	\$ -
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						
Total Projected Revenues (Sum I.C.D.E.F.G.H. & I)	\$ 3,114,181	\$ 566,667	\$ 702,456	\$ 1,722,757	\$ 122,301	\$ -

Division of Aging and Adult Services
Service Cost Computation Worksheet

Grand Total	Admin. Cost	Service		Service		Service
		Congregate Nutrition	Home Delivered Meals	Senior Center Operation	Transportation (General)	
		180	020	170	250	0 #N/A
\$ 1,040,069	\$ 72,790	\$ 213,421	\$ 257,270	\$ 481,412	\$ 15,176	\$ -
\$ 116,220	\$ 8,320	\$ 14,625	\$ 19,695	\$ 81,900	\$ -	\$ -
\$ 1,164,609	\$ 81,110	\$ 228,046	\$ 276,965	\$ 563,312	\$ 15,176	\$ -
\$ 89,093	\$ 6,205	\$ 17,446	\$ 21,188	\$ 43,093	\$ 1,161	\$ -
\$ 208,601	\$ 15,090	\$ 48,278	\$ 56,171	\$ 86,018	\$ 3,044	
\$ 49,404	\$ 3,574	\$ 11,434	\$ 13,303	\$ 20,372	\$ 721	

4) Unemployment Insurance	\$ 5,924	\$ 424	\$ 1,266	\$ 1,493	\$ 2,668	\$ 73	
5) Worker's Compensation	\$ 13,627	\$ 978	\$ 2,987	\$ 3,507	\$ 5,976	\$ 179	
6) Other	\$ -						
B. Subtotal, Fringe Benefits	\$ 366,648	\$ 26,270	\$ 81,411	\$ 95,662	\$ 158,127	\$ 5,178	\$ -
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) Non-Staff Program Cost (inc Food and related)	\$ 712,500		\$ 205,000	\$ 225,000	\$ 185,000	\$ 97,500	
2) Meal Delivery Cost	\$ 46,000			\$ 46,000			
3) Repairs & Maintenance - Equipment	\$ 106,600		\$ 3,200	\$ 3,400	\$ 100,000		
4) Facility Rental, Repairs, & Maintenance	\$ 304,400		\$ 6,900	\$ 7,500	\$ 290,000		
5) Staff Training	\$ 22,000		\$ 3,500	\$ 3,500	\$ 15,000		
6) Outreach, Advertising, Supplies	\$ 100,000		\$ 5,000	\$ 5,000	\$ 90,000		
7) Utilities	\$ 178,000		\$ 11,000	\$ 12,000	\$ 155,000		
8) Property and General Liability Insurance	\$ 25,000		\$ 2,500	\$ 2,500	\$ 20,000		
F. Subtotal, General Operating Expenses	\$ 1,494,500	\$ -	\$ 237,100	\$ 304,900	\$ 855,000	\$ 97,500	\$ -
G. Subtotal, Other Administrative Cost Not Allocated in Lines I.I.A through E	\$ -						
H. Total Proj. Expenses Prior to Admin. Distribution	\$ 3,026,757	\$ 107,380	\$ 546,557	\$ 677,527	\$ 1,676,439	\$ 117,854	\$ -
I. Distribution of Administrative Cost	\$ (195,804)		\$ (20,110)	\$ (24,929)	\$ (146,318)	\$ (4,447)	\$ -
J. Total Proj. Expenses After Admin. Distribution	\$ 3,114,181		\$ 566,667	\$ 702,456	\$ 1,722,757	\$ 122,301	\$ -

III. 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

D. Units Reimbursed Through Program Income*

E. Units Reimbursed Through Remaining Revenues

F. Total Units Reimbursed/Total Projected Units

Grand Total	Service Congregate Nutrition 180	Service Home Delivered Meals 020	Service Senior Center Operation 170	Service Transportation (General) 250	Service 0 #N/A
\$ 3,114,181	\$ 566,667	\$ 702,456	\$ 1,722,757	\$ 122,301	\$ -
	69,000	75,000		8,500	
	\$ 8.2126	\$ 9.3661	\$ -	\$ 14.3884	\$ -
\$ 3,114,181	\$ 566,667	\$ 702,456	\$ 1,722,757	\$ 122,301	\$ -
\$ 115,200	\$ 55,200	\$ 60,000	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 2,998,981	\$ 511,467	\$ 642,456	\$ 1,722,757	\$ 122,301	\$ -
	69,000	75,000	-	8,500	-
	\$ 7.4126	\$ 8.5661	\$ -	\$ 14.3884	\$ -
	31,478	36,319	-	6,178	-
	-	-	-	-	-
	37,522	38,681	-	2,322	-
	69,000	75,000	-	8,500	-

* 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

Title

3/1/2022

Date

(DAAS-732) as follows:

Block Grant Funding
Required Local Match-Cash & In-Kind
Net Service Cost
NSIP Subsidy
Total Funding
Projected HCCBG Reimbursed Units
Total Reimbursement Rate
Projected Total Service Units

DAAS-732A	DAAS-732
Line I.A	Col. A
Line I.B	Col. B
Line I.C	Col. C
Line I.D	Col. D
L, I.C+I.D	Col. E
Line III.C	Col. F
Line III.B.5	Col. G
Line III.F	Col. I

AGENCY NAME: BRUNSWICK SENIOR RESOURCES, INC
State Fiscal Year: SFY 2021-2022

STAFF NAME	POSITION	TOTAL SALARY	FTE Equivalent	FULL TIME PART TIME	Assignable Salary	ADMIN. SALARY	Congregate Nutrition	Home Delivered Meal	Senior Center Operation	Transportation (General)	0	0	0	0
New Hire	SR CTR Nutrit Co-ord	\$ 31,200	1	FULL TIME	\$ 31,200	\$ -	\$ 15,738	\$ 15,462	\$ -	\$ -				
Russet, Douglas	SR CTR Cook	\$ 32,240	1	FULL TIME	\$ 32,240	\$ -	\$ 16,262	\$ 15,978	\$ -	\$ -				
McLeod, Caroline	SR CTR Nutrit Co-ord	\$ 29,120	1	FULL TIME	\$ 29,120	\$ -	\$ 12,106	\$ 17,014	\$ -	\$ -				
Cooper, Shelletta B.	SR CTR Cook	\$ 32,240	1	FULL TIME	\$ 32,240	\$ -	\$ 13,403	\$ 18,837	\$ -	\$ -				
Greene, Braden	SR CTR Nutrit Co-ord	\$ 32,240	1	FULL TIME	\$ 32,240	\$ -	\$ 14,298	\$ 17,942	\$ -	\$ -				
Josephson, Justin L.	SR CTR Cook	\$ 29,120	1	FULL TIME	\$ 29,120	\$ -	\$ 12,914	\$ 16,206	\$ -	\$ -				
Bridgers, Beverly	SR CTR Nutrit Co-ord	\$ 32,240	1	FULL TIME	\$ 32,240	\$ -	\$ 12,616	\$ 19,624	\$ -	\$ -				
Ramsey, Amber	SR CTR Cook	\$ 32,240	1	FULL TIME	\$ 32,240	\$ -	\$ 12,616	\$ 19,624	\$ -	\$ -				
Francisco, Dean	Food Transporter	\$ 22,880	0.5	PART TIME	\$ 11,440	\$ -	\$ 4,477	\$ 6,963	\$ -	\$ -				
Pieczarka, Gloria	SR CTR Nutrit Co-ord	\$ 24,500	1	FULL TIME	\$ 24,500	\$ -	\$ 11,014	\$ 13,486	\$ -	\$ -				
Barnes, Tonya A.	Food Transporter	\$ 35,200	0.65	PART TIME	\$ 22,880	\$ -	\$ 10,148	\$ 12,732	\$ -	\$ -				
Segen, Amy	SR Center Asst Dir	\$ 31,200	1	FULL TIME	\$ 31,200	\$ -	\$ 1,560	\$ 1,560	\$ 28,080	\$ -				
Norris, Holley	SR Center Director	\$ 47,500	1	FULL TIME	\$ 47,500	\$ 4,750	\$ 2,375	\$ 2,375	\$ 38,000	\$ -				
Kleinerman, Ellen	Receptionist - Administrative Asst	\$ 16,043	0.47	PART TIME	\$ 7,540				\$ 7,540					
Schotter, Carol A.	Receptionist - Administrative Asst	\$ 21,021	0.47	PART TIME	\$ 9,880				\$ 9,880					
Steinkamp, Brittany L.	SR Center Asst Dir	\$ 29,154	1	FULL TIME	\$ 29,154	\$ -	\$ 1,458	\$ 1,458	\$ 26,238	\$ -				
Lett-McGee, Veronica	SR Center Director	\$ 55,920	1	FULL TIME	\$ 55,920	\$ 5,592	\$ 2,796	\$ 2,796	\$ 44,736	\$ -				
Green, Patricia A.	Receptionist - Administrative Asst	\$ 18,909	0.22	PART TIME	\$ 4,160				\$ 4,160					
Jones, Janyce L.	Receptionist - Administrative Asst	\$ 22,880	0.25	PART TIME	\$ 5,720				\$ 5,720					
Stanley, M Blair	SR Center Asst Dir	\$ 32,240	1	FULL TIME	\$ 32,240	\$ -	\$ 1,612	\$ 1,612	\$ 29,016	\$ -				
Nelson, Teresa L	SR Center Director	\$ 51,250	1	FULL TIME	\$ 51,250	\$ 5,125	\$ 2,563	\$ 2,562	\$ 41,000	\$ -				
Ambrose, Brenda J.	Receptionist - Administrative Asst	\$ 21,021	0.47	PART TIME	\$ 9,880				\$ 9,880					
Knott, Jackie	SR Center Asst Dir	\$ 32,240	1	FULL TIME	\$ 32,240	\$ -	\$ 1,612	\$ 1,612	\$ 29,016	\$ -				
Catlett, Melissa	SR Center Director	\$ 55,268	1	FULL TIME	\$ 55,268	\$ 5,527	\$ 2,763	\$ 2,763	\$ 44,215	\$ -				
Livers, Kathryn	Receptionist - Administrative Asst	\$ 21,021	0.47	PART TIME	\$ 9,880				\$ 9,880					
Hardin, Jillian	SR Center Asst Dir	\$ 32,240	1	FULL TIME	\$ 32,240	\$ -	\$ 1,612	\$ 1,612	\$ 29,016	\$ -				
Starr, Melissa	SR Center Director	\$ 52,768	1	FULL TIME	\$ 52,768	\$ 5,277	\$ 2,638	\$ 2,638	\$ 42,215	\$ -				
Confer, Sherry M.	Receptionist - Administrative Asst	\$ 21,021	0.47	PART TIME	\$ 9,880				\$ 9,880					
Balice, Mallory	Prog Specialist-Health&Wellness	\$ 50,000	1	FULL TIME	\$ 50,000	\$ 5,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ -				
Mullis, Tammie	Program Specialist - Nutrition	\$ 51,000	1	FULL TIME	\$ 51,000	\$ 5,000	\$ 20,500	\$ 20,500	\$ 5,000	\$ -				
Gore, Derissa	Program Support Specialist	\$ 45,989	1	FULL TIME	\$ 45,989	\$ 5,519	\$ 12,325	\$ 12,969	\$ -	\$ 15,176				
Jackson, Chauvet	Center Services Associate	\$ 40,000	1	FULL TIME	\$ 40,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 34,000	\$ -				
Powell, Sarah	Volunteer Coordinator	\$ 50,000	1	FULL TIME	\$ 50,000	\$ 25,000	\$ 5,0							

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

July 2021 through June 2022

Outreach Methodology to Address the Service Needs of Target Population

Community Service Provider: BRUNSWICK SENIOR RESOURCES, INC

County: BRUNSWICK

While all older adults age 60 and over are eligible for services, sec. 305(a)(2)(E) of the Older Americans Act requires programs to target services to older individuals with the greatest economic and social need, (with particular attention to low-income older adults, including low-income minority older adults, older adults with limited English proficiency, and older adults residing in rural areas). The community service provider shall specify how these service needs 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.

See separate page

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, i.e.: 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 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 2021 through June 2022

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

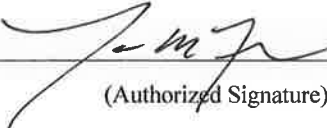
BRUNSWICK SENIOR RESOURCES, INC agrees to provide services through the Home and Community Care Block Grant, as specified on the Provider Services Summary (DAAS-732) in accordance with the following:

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 at <https://www.ncdhhs.gov/divisions/daas/monitoring>

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 Outreach Methodology to Address Service Needs of Target Population (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 subcontracted 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.
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 (DAAS-734 Standard Assurances Regarding In-Home Client Rights).

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 at <https://www.ncdhhs.gov/about/administrative-offices/office-controller/records-retention> by the NC Department of Health and Human Services Controller's Office, as well as the local government schedules posted by the NC Department of Natural and Cultural Resources at <https://archives.ncdcr.gov/government/local>

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)

President/CEO 3/1/2022

(Date)



Brunswick County Board of Commissioners

ACTION AGENDA ITEM

April 18, 2022

Action Item # V. - 9.

From: Health and Human Services - Health Services – Environmental
Cris Harrelson, Health Services Director Health Positions

Issue/Action Requested:

Request the Board of Commissioners review and approve Health Services' request for (2) additional Environmental Health positions to be hired immediately.

Background/Purpose of Request:

Environmental Health has seen a marked increase in the number of septic system applications received during FY 21-22. Although many home sites within Brunswick County are served by municipal sewer, the number of applications for septic systems has increased by 30% in the last three years. EH has traditionally maintained a customer wait time of four weeks or less for permit requests. Due to higher demand, the program can maintain this standard only 48% of the time. Currently, 10 of our applications have been waiting for 8 weeks or longer, and 53 applications exceed the 4-week target.

To decrease the customer wait time and better ensure quality standards are met, Health Services is requesting two additional Environmental Health Specialist positions to be hired immediately for assistance in the On-Site Water Protection program. The revenues generated thus far for FY21-22 (\$582,912.50 as of 3/21/22) indicates that the amount generated per month has surpassed the revenues forecasted for the first three-quarters of the fiscal year. Thus, Environmental Health revenues are on track to surpass the budgeted amount by at least 25%, thus resulting in over \$150,000 in additional revenues.

Staff recommends approval of the request.

Fiscal Impact:

Budget Amendment Required, Reviewed By Director of Fiscal Operations

Budget amendment appropriates Local Fees of \$29,081 for the additional salary and benefits prorated for FY 22.

Approved By County Attorney:

Not Applicable

County Manager's Recommendation:

Recommend the Board of Commissioners review and approve Health Services' request for (2) additional Environmental Health positions to be hired immediately, with further evaluation of the need for the two additional requested positions after the approved positions are in place.

ATTACHMENTS:

Description

□ Budget Amendment

Request Info							
Type		Budget Amendment					
Description		Environmental Health Staff					
Justification		Board Meeting 04/18/2022. Appropriate revenues of \$29,081 for an additional 2 Environmental Health Specialists. This is to decrease the customer wait time and better ensure quality standards are met.					
Originator		CHRISTINA KENNEDY					
Items							
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr	
135181	412100	Environmental Health	Salary and Wages-Regular	20725	Increase	Debit	
135181	418100	Environmental Health	FICA	1586	Increase	Debit	
135181	418200	Environmental Health	Retirement	3381	Increase	Debit	
135181	418300	Environmental Health	Health Insurance	3133	Increase	Debit	
135181	418306	Environmental Health	Life Insurance	39	Increase	Debit	
135181	418310	Environmental Health	Dental Insurance	148	Increase	Debit	
135181	418400	Environmental Health	Disability and Long-Term Ins	69	Increase	Debit	
135181	335005	Environmental Health	Local Fees	29081	Increase	Credit	
Total							
Grand Total:				58162			



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
April 18, 2022

Action Item # V. - 10.

From: Sheriff's Office - Sole Source Resolution & Agreement
Elizabeth Bynum

Issue/Action Requested:

Request the Board of Commissioners approve a Resolution authorizing the purchase of an item under a sole source exception and its associated agreement. The product, known as a Heliwagon, is valued at \$40,050 and is needed for the Sheriff's Office Aviation Unit. Grant funds are being utilized to facilitate this purchase.

Background/Purpose of Request:

The Heliwagon is a remote-controlled and wireless landing dolly used to get the Sheriff's Office's helicopter in and out of the hangar where it is stored. Some of the funds from the grant provided by the North Carolina Department of Public Safety will cover the cost. This grant was approved in the March 21st meeting and has a total value of \$84,269.66. The Heliwagon purchase also comes with a three-year warranty.

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend the Board of Commissioners approve a Resolution authorizing the purchase of an item under a sole source exception and its associated agreement. The product, known as a Heliwagon, is valued at \$40,050 and is needed for the Sheriff's Office Aviation Unit. Grant funds are being utilized to facilitate this purchase.

ATTACHMENTS:

Description

- ☐ Sole Source Letter
- ☐ Sole Source Resolution
- ☐ NCDPS Agreement-Signed
- ☐ Goods and Services Agreement with quote

To Whom It May Concern:

This is a single source letter to let you know that the Heliwagon is a product that is manufactured and sold exclusively by Heliwagon Inc. LLC, Inc. Heliwagon, Inc. is the creator, manufacturer, and seller of this product. We will answer all questions in regards to this product and support the application if necessary.

The Heliwagon is unique for the following reasons:

- **It is the only 100% electric wireless remote controlled landing dolly for skid helicopters.**
- **It has innovative electric locking wheel systems that eliminate the use of chocks.**

Please feel free to contact me directly if you have any questions or further concerns about this Heliwagon, Inc. product.

Sincerely,

Brad Seibold | President
222 Clay Ave. #6
Waco, Texas 76706
o: 877-435-4946
c: 208-215-5648
brad@heliwagon.com
heliwagon.com



County of Brunswick
Office of the County Commissioners



**RESOLUTION AUTHORIZING PURCHASE OF
A HELIWAGON® REMOTE CONTROLLED HELICOPTER LANDING DOLLY
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, the Brunswick County Sheriff's Office is in need of a helicopter landing dolly to facilitate moving the helicopter into and out of hangar storage; and

WHEREAS, movement of the helicopter must be performed by the helicopter pilot and a single crew member, which is both unsafe and extremely difficult without the assistance of a proper landing dolly; and

WHEREAS, the Heliwagon Remote Controlled Landing Dolly is the only 100% electric wireless remote controlled landing dolly for skid helicopters and also utilizes an electric locking wheel system that eliminates the use of chocks, which allows the helicopter crew to remotely move the dolly into position for landing; safely land on a stable platform; and then remotely move the dolly into the hangar facility; and

WHEREAS, Heliwagon, Inc. is the exclusive creator, manufacturer, and seller of the Heliwagon Remote Controlled Landing Dolly; 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 18th day of April, 2022.

Randy Thompson, Chairman
Brunswick County Board of Commissioners

ATTEST:

Daralyn Spivey, NCCCC
Clerk to the Board

North Carolina Department of Public Safety
Agreement #BRUNSWICKCO 2021-2023
Brunswick County Sheriff's Office

This Agreement is hereby entered into by and between the Department of Public Safety (the "AGENCY") and Brunswick County by and through the Brunswick County Sheriff's Office (the "RECIPIENT") (referred to collectively as the "Parties"). The RECIPIENT's federal tax identification number is 566000278.

1. EFFECTIVE TERM

This agreement shall be effective starting November 18, 2021 and this agreement shall terminate on June 30, 2023.

2. RECIPIENT'S DUTIES

The RECIPIENT shall provide the services as described below:

The RECIPIENT is authorized to use funds by this agreement for expense incurred in enforcing the law as directed by the NC General Assembly in Session Law 2021-180 (SB-105).

The RECIPIENT's scope of work is a complete and concise scope of goods or services supported by this agreement and consistent with language in Session Law 2021-180.

The RECIPIENT agrees to use the funds provided to the sheriff's office pursuant to Section 19A.3.(c) shall be a supplemental to and shall not supplant local funding for sheriff's office.

The RECIPIENT agrees to use the funds in the amounts allocated for the budget cost items set forth in the RECIPIENT's Budget. RECIPIENT may reallocate and/or redistribute among budgeted items up to 10% in overall budget costs without the express written permission of the AGENCY. RECIPIENT agrees that it will not reallocate and/or redistribute any overall budget costs that will exceed 10% on any annual basis without first obtaining the express authorization of the AGENCY in writing.

The RECIPIENT understands and acknowledges that total funding level available under this agreement will not exceed \$84,269.66. Attachment A provides scope of work and payment amounts to be paid to RECIPIENT. RECIPIENT agrees to complete all sections of the Quarterly or Periodic Status Report & Accounting (Attachment B) following each quarter, and provide all supporting documentation when the quarterly Accounting is submitted.

The RECIPIENT shall provide the following: W-9/Electronic Payment/Vendor Verification form (09 NCAC 03M.002), Conflict of Interest Statement (N.C.G.S. 143C- 6-23.(b)). and No Overdue Tax Debt Certification (N.C.G.S. 143C-6-23.(c)) to the Agency.

Pursuant to N.C.G.S 143C-6- 8, the RECIPIENT understands and agrees that agreement funding shall be subject to the availability of appropriated funds. However, in the event of agreement termination due to lack of adequate appropriated funds, the AGENCY will ensure that it will pay for services and goods acquired and obligated on or before the notice of agreement termination.

Directed grants to nonprofit organizations are for nonsectarian, nonreligious purposes only (S.L. 2021-180, Sec. 5.2 (b)5). State funds for any one employee of a nonprofit are capped at \$120,000.00 (S.L. 2021-180, Sec. 5.3). Funds shall not revert until June 30, 2023 (S.L. 2021-180, Sec. 5.2).

The RECIPIENT understands and acknowledges required compliance with all statutory provisions outlined in N.C.G.S. 143C-6-22 Use of State funds by non-State and 09 NCAC 03M .0205, Minimum Reporting Requirements for Recipients and Subrecipients.

AGENCY'S DUTIES & PAYMENT PROVISIONS

The AGENCY shall ensure that funds allocated and disbursed per State Budget Director, Charles Perusse, comply with the intent and guidance from the Office of State Budget & Management and ensure compliance with related state statutes and financial management standards.

The AGENCY shall pay the RECIPIENT a total not to exceed \$84,269.66. The appropriation shall be distributed in one payment from North Carolina General Fund for \$84,269.66 and submit to the AGENCY all required documentation. Once the AGENCY is satisfied that the RECIPIENT has provided all the required documentation, the requested distributions can be processed for payment. The distributions of funds will be coded to 536613 1100-1170.

3. QUARTERLY STATUS REPORTING

The RECIPIENT agrees to provide quarterly, or 90-day project status reports to be sent electronically from the RECIPIENT to the AGENCY and shall at a minimum include:

- a. Period stating beginning balance of the Project Fund.
 - i. Total expenses disbursed (aggregate totals) by the following project uses:
 - a. Employee Expenses (e.g. program related staffing).
 - b. Service and Contract expenses (e.g. utilities, telephone, data, lease related expenses).
 - c. Goods (e.g. supplies and equipment) expenses.
 - d. Administration Expenses (e.g. overhead & project management).
 - e. Other expenses (e.g. related charges not assigned above and described by recipient).
 - ii. Period ending balance of the RECIPIENT funding disbursed pursuant to this agreement.
 - iii. A descriptive summary of how the funds were used including outcomes and specific deliverables or accomplishments to date

ATTACHMENT B is a copy of the quarterly status tracking report.

- b. Quarterly project status reports shall be emailed to Nancy Gemma; nancy.gemma@ncdps.gov

4. FUNDS MANAGEMENT

The RECIPIENT agrees that funds paid through this contract shall be accounted for in a separate fund and accounting structure within the RECIPIENT's central accounting and grant management system. The RECIPIENT agrees to manage all accounts payable disbursements, check register disbursements and related transactions in a detailed manner that supports fully transparent accounting of all financial transactions associated with this funding allocations described in Section 3 above. Expenditures for travel mileage, meals, lodging and other travel expenses incurred in the performance of this Contract shall be reasonable and supported by documentation. State rates should be used as guidelines. International travel shall not be eligible under this Contract. If eligible, the Recipient and all subrecipients shall: (a) ask the North Carolina Department of Revenue for a refund of all sales and use taxes paid by them in the performance of this Contract, pursuant to N.C.G.S. 105-164.14; and (b) exclude all refundable sales and use taxes from all reportable expenditures before the expenses are entered in their quarterly project status reports.

5. AGREEMENT ADMINISTRATORS

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

For the AGENCY	
IF DELIVERED BY US POSTAL SERVICE	IF DELIVERED BY ANY OTHER MEANS
Tara Williams-Brown, Controller NC Department of Public Safety 4220 Mail Service Center Raleigh, NC 27699-4220 Telephone: 919-324-1409 Fax: 919-324-6240 Email: tara.williams-brown@ncdps.gov	Tara Williams-Brown, Controller NC Department of Public Safety 2020 Yonkers Road Raleigh, NC 27604 Telephone: 919-324-1409 Fax: 919-324-6240 Email: tara.williams-brown@ncdps.gov

For the RECIPIENT	
IF DELIVERED BY US POSTAL SERVICE	IF DELIVERED BY ANY OTHER MEANS
Steve Stone, County Manager Aaron Smith, Finance Officer Brunswick County PO Box 249 Bolivia, NC 28422 Telephone: 910-253-2060 Fax: Email: grants.management@brunswickcountync.gov	

6. MONITORING AND AUDITING

The RECIPIENT acknowledges and agrees that, from and after the date of execution of this Agreement and for five (5) years following its termination, the books, records, documents and facilities of the RECIPIENT are subject to being audited, inspected and monitored at any time by the AGENCY upon its request (whether in writing or otherwise). The RECIPIENT further agrees to provide AGENCY staff and staff of the Office of State Auditor with access to financial and accounting records to support internal audit, financial reporting and related requirements.

The RECIPIENT acknowledges and agrees that, regarding the grant funds, it will be subject to the audit and reporting requirements prescribed in N.C.G.S. 159-34, Local Government Finance Act – Annual Independent Audit, rules and regulations. Such audit and reporting requirements may vary depending upon the amount and source of grant funding received by the RECIPIENT and are subject to change.

7. TAXES

The RECIPIENT shall be considered to be an independent RECIPIENT and as such shall be responsible for all taxes. The RECIPIENT agrees to provide the AGENCY with the RECIPIENT'S correct taxpayer identification number upon the execution of this Agreement. The RECIPIENT agrees that failure to provide the AGENCY with a correct taxpayer identification number authorizes the AGENCY to withhold any amount due and payable under this Agreement.

8. SITUS

This Agreement shall be governed by the laws of North Carolina and any claim for breach or enforcement of this Agreement shall be filed in State court in Wake County, North Carolina.

9. SUBCONTRACTING AND ASSIGNMENT

The RECIPIENT agrees that by assigning or subcontracting any work related to the contract to a subcontractor or SUB-RECIPIENT, that such entities shall comply with the following:

- (a) The RECIPIENT or SUB-RECIPIENT is not relieved of any of the duties and responsibilities of the original contract; and
- (b) The SUB-RECIPIENT agrees to abide by the standards contained in this contract and to shall provide all information to allow the RECIPIENT to comply with these standards.

RECIPIENT agrees that all SUB-RECIPIENTS to this agreement shall comply with the following provisions of the North Carolina Administrative Code: "09 NCAC 03M .0203 SUB-RECIPIENT RESPONSIBILITIES."

10. ADVERTISING

RECIPIENT agrees not to use the existence of this contract, the name of the AGENCY, the or the name of the State of North Carolina as part of any commercial advertising, without prior written approval of the AGENCY.

11. COMPLIANCE WITH LAW

The RECIPIENT shall remain an independent RECIPIENT and as such shall be wholly responsible for the scope of work to be performed under this Agreement and for the supervision of his employees and assistants. The RECIPIENT represents that it has, or will secure at its own expense, all personnel required in performing the services under this agreement. Such employees shall not be employees of, or have any individual contractual relationship with the AGENCY. The RECIPIENT shall be responsible for compliance with all laws, ordinances, codes, rules, regulations, licensing requirements and other regulatory matters that are applicable to the conduct of his business and work performance under this Agreement, including those of Federal, State, and local agencies having appropriate jurisdiction.

The Recipient acknowledges and agrees that, in its conduct under this Contract and in connection with any and all expenditures of grant funds made by it, it shall comply with the cost principles enunciated in the Code of Federal Regulations, 2 CFR, Part 200. The Recipient further acknowledges and agrees that, if it grants any of the grant funds awarded hereunder to one or more sub-recipients or sub-sub-recipients, the Recipient shall, by contract, ensure that said cost principles are made applicable to and binding upon any and all such sub-recipients, sub-sub-recipients, etc. in their handling, use and expenditure of the funds awarded to the Recipient hereunder.

12. TERMINATION OF AGREEMENT

This agreement may be terminated by mutual consent upon sixty (60) days written notice to the other party, or as otherwise provided by law. As soon as reasonably possible following termination of this agreement, the amount of any residual unexpended funds shall be transferred to the AGENCY.

13. AMENDMENTS

This Agreement may be amended in writing which documents approval of changes by both the AGENCY and the RECIPIENT.

14. AGREEMENT CLOSE-OUT PROCESS

The RECIPIENT agrees to submit to the AGENCY a complete performance and expenditure status report (final report) within ninety (90) days after expiration of this agreement June 30, 2023:

- 1) A complete accounting of how the appropriated funds were used;
- 2) A complete performance status report; and
- 3) A Certification stating the funds were used for the purpose appropriated (AGENCY will supply template).

The above noted reports shall include RECIPIENT and SUB-RECIPIENT reporting information related to the above noted quantitative results and accomplishments. RECIPIENT and any SUB-RECIPIENTS agree that all program activity results information reported shall be subject to review and authentication as described in Paragraph 7 and RECIPIENT will provide access to work papers, receipts, invoices and reporting records, if requested by the AGENCY, as the AGENCY executes any audit internal audit responsibilities.

RECIPIENT will be deemed noncompliant if its final report is not submitted within the 90-day period stated above. Once the complete final performance and financial status report package has been received and evaluated by the AGENCY, the RECIPIENT will receive official notification of agreement close-out. The letter will inform the RECIPIENT that the AGENCY is officially closing the agreement and retaining all agreement files and related material for a period of five (5) years or until all audit exceptions have been resolved, whichever is longer.

15. AUTHORIZED SIGNATURE WARRANTY

The undersigned represent and warrant that they are authorized to bind their principals to the terms of this agreement. **In Witness Whereof**, the RECIPIENT and the AGENCY have executed this Agreement in duplicate originals, with one original being retained by each party.

BRUNSWICK COUNTY

Signature

Date

Randy Thompson

Chairman, Board of Commissioners

Printed Name

Title

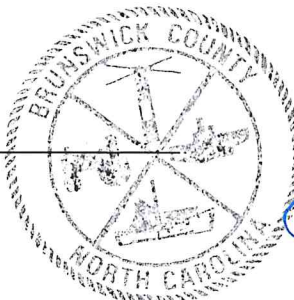
ATTEST:

APPROVED AS TO FORM

Clerk to the Board

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

[SEAL]



NC DEPARTMENT OF PUBLIC SAFETY

Tara Williams-Brown

04/08/2022

Signature

Date

Tara Williams-Brown

Controller

Printed Name

Title

Attachment A

Scope of Work and Annual Budget

Before it will be possible to finalize this award and make any disbursement, you are required to provide to the Agency a description for how the organization will spend the amount of funding allocated for the specific purpose as stated in the grant contract. This will include a scope of work, information related to any potential subgrants and an annual budget for the grant funds. Please attach additional sheets as necessary.

1. Organization:	
Organization Name:	Brunswick County Sheriff's Office
Tax Identification #:	566000278
Organization Fiscal Year End: (mmddyyyy)	06/30/2022

2. Scope of Work:
<p>Recipient shall detail below how the organization will spend the amount of funding allocated for the specific purpose as stated in the grant contract. The description should include services to be provided, objectives to be achieved, and expected results. The description should also include anticipated timing of those services, objectives and expected results.</p> <p>The Brunswick County Sheriff's Office shall utilize these grant funds from NCDPS for the following purposes:</p> <ul style="list-style-type: none"> -Equipment for the Aviation Unit -Equipment and training for Crash Investigations -Recruitment and marketing projects and/or related supplies <p>The objectives for the above items include, but are not limited to: replacing outdated equipment for the Sheriff's Office helicopter that will improve response time and safety of occupants, increasing our Patrol and Traffic divisions' responsibilities with regard to crash investigation and reconstruction, and increasing our recruitment initiatives and goals to better attract applicants to the Sheriff's Office.</p>

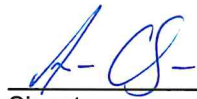
3. Subgrants:				
a. Does the Recipient anticipate that it will subgrant or pass down any funds to another organization?		Yes	X	No
If yes, answer the following:				
b. Name of Subrecipient	c. Program Name	d. Amount to Subrecipient		

Below are general expenditure descriptions that can serve as a **guide** for preparing the organization's annual budget related to the grant award. Please add or delete expenditure captions for clarity if needed. The annual budget must be signed by an authorizing official.

The following annual budget is for the time period beginning March 21, 2022 and ending June 30, 2023.

EXPENDITURE DESCRIPTION	AMOUNT
Employee Expenses (e.g. salaries, benefits, program related staffing).	\$
Services and Contract Expenses (e.g. utilities, telephone, data, lease related expenses)	\$30,000.00
Goods (e.g. supplies and equipment) Expenses	\$54,269.66
Administration Expenses (e.g. overhead & project management)	\$
Other Expenses (e.g. related charges not assigned above with descriptions)	\$
Total Beginning Balance of the Project Fund	\$84,269.66

With regard to the information contained herein, I certify that the annual budget has been approved by the Recipient's Chief Fiscal Officer, CEO or Board Chair.



Signature

3-23-2022

Date

Aaron C. Smith

Printed Name

Director of Fiscal Operations

Title

BRUNSWICK COUNTY ADMINISTRATION

BRUNSWICK COUNTY GOVERNMENT CENTER
DAVID R. SANDIFER COUNTY ADMINISTRATION BUILDING
30 GOVERNMENT CENTER DRIVE, N.E.
BOLIVIA, NORTH CAROLINA 28422

MAILING ADDRESS:

POST OFFICE BOX 249
BOLIVIA, NORTH CAROLINA 28422

TELEPHONE
(910) 253-2000
(800) 442-7033

FAX
(910) 253-2022

APPENDIX C: STATE GRANT CERTIFICATION – NO OVERDUE TAX DEBTS

March 21, 2022

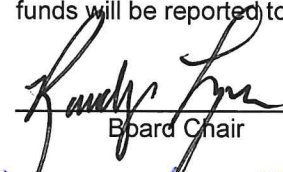
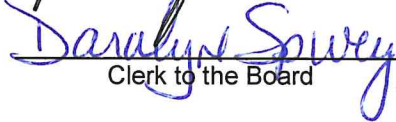
To: Office of State Budget and Management, Director and Chief Fiscal Officer

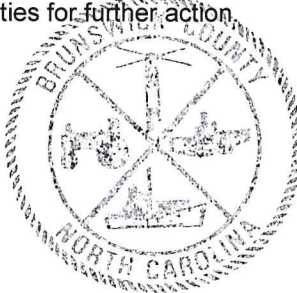
Certification:

We certify that Brunswick County does not have any overdue tax debts, as defined by N.C.G.S. 105-243.1, at the federal, State, or local level. We further understand that any person who makes a false statement in violation of N.C.G.S. 143-6.2(b2) is guilty of a criminal offense punishable as provided by N.C.G.S. 143-34(b).

Sworn Statement:

Randy Thompson and Daralyn Spivey being duly sworn, say that we are the Board Chair and Clerk to the Board, respectively, of Brunswick County of Bolivia in the State of North Carolina; and that the foregoing certification is true, accurate and complete to the best of our knowledge and was made and subscribed by us. We also acknowledge and understand that any misuse of State funds will be reported to the appropriate authorities for further action.


Board Chair

Clerk to the Board



Sworn to and subscribed before me on the day of the date of said certification.


(Notary Signature and Seal)

My Commission Expires: 12-11-2023



County of Brunswick
Office of the County Commissioners



CODE OF CONDUCT

Declaration of policy.

- (a) The proper operation of democratic government requires that:
- (1) Public officials, employees and agents to be independent, impartial and responsible to the people;
 - (2) Governmental decisions and policy be made in proper channels of the governmental structure;
 - (3) Public office is not to be used for personal gain; and
 - (4) The public have confidence in the integrity of its government.
- (b) In recognition of these goals, this Code of Conduct is hereby adopted. The purpose is to establish guidelines for ethical standards of conduct for all such public officials, employees and agents by setting forth those acts or actions that are incompatible with the best interests of the county.

Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Agent means all persons who are not county officials or employees that are authorized by the county to act for or in place of the county in the conduct, management or administration of a particular project, contract(s) or endeavor.

Business entity means any business, proprietorship, firm, partnership, person in a representative or fiduciary capacity, association, venture, trust or corporation which is organized for financial gain or for profit.

County official means the County Commissioners, the County Manager, the Clerk to the Board of County Commissioners and the County Attorney.

Employee means all persons employed by the county, except county officials.

Immediate family means the spouse and all children of the county official, employee or agent.

Interest means direct or indirect pecuniary or material benefit accruing to a county official, employee or agent as a result of a contract or transaction which is or may be the subject of an official act or action by or with the county. For the purpose of this article, a county official, employee or agent shall be deemed to have an interest in the affairs of:

- (1) Any person in his/her immediate family, as such term is defined in this section;
- (2) Any business entity in which he/she is an officer or director;
- (3) Any business entity in which in excess of five percent of the stock of, or legal or beneficial ownership of, is controlled or owned directly or indirectly by them;
or
- (4) Any nonprofit organization on which they currently serve as an officer, director, or board member.

Official act or action means any legislative, administrative, appointive or discretionary act of any county official.

Standards of conduct.

(a) *Scope.* All county officials, employees and agents shall be subject to and shall abide by the code of conduct.

(b) *Interest in contract or agreement.* No county official, employee or agent shall have or thereafter acquire an interest in any contract or agreement with the county.

(c) *Use of official position.* No county official, employee or agent shall use his/her official position or the county's facilities for his/her private gain, nor shall he/she appear before or represent any private person, group or interest before any department, agency, commission or board of the county except in matters of purely civic or public concern. This subsection is not intended to prohibit speaking before neighborhood groups and other nonprofit organizations. No county official, employee or agent shall participate in the selection or in the award or administration of a contract if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when the county official, employee or agent, a member of his/her immediate family, his/her partner, or an organization which employs, or is about to employ, any of the above individuals, has a financial or other interest in the firm selected for award.

(d) *Disclosure of information.* No county official, employee or agent shall use or disclose confidential information gained in the course of or by reason of his/her official position for purposes of advancing:

- (1) His/her financial or personal interest;
- (2) A business entity of which he/she is an owner in part or in whole, an officer or a director; or
- (3) The financial or personal interest of a member of his/her immediate family or that of any other person.

(e) *Incompatible service.* No county official, employee or agent shall engage in or accept private employment or render service for private interest, when such employment or service is incompatible with the proper discharge of his/her official duties or would tend to impair his/her

independence of judgment or action in the performance of his/her official duties, nor shall any county official, employee or agent serve on any county board except where expressly required by statute and provided disclosure is made as provided in this article.

(f) *Gifts.* No county official, agent or employee shall directly or indirectly solicit any gift or accept or receive any gift, whether in the form of money, cash equivalents (instruments readily convertible into cash such as money orders and checks), gift cards, gift certificates, pre-paid credit cards, services, loans, travel, entertainment, hospitality, or things or promises under circumstances in which it could reasonably be inferred that the gift was intended to influence him/her, or could reasonably be expected to influence him/her, in the performance of his/her official duties, or was intended as a reward for any official action on his/her part. Legitimate political contributions shall not be considered as gifts under this.

(g) *Special treatment.* No county official, agent or employee shall grant any special consideration, treatment or advantage to any citizen beyond that which is available to every other citizen.

Disclosure of interest in legislative action.

Any member of the County Commissioners who has an interest in any official act or action before the commissioners shall publicly disclose on the record of the commissioners the nature and extent of such interest and shall withdraw from any consideration of the matter if excused by the commissioners.

Investigations; filing of complaints.

(a) The County Commissioners may direct the County Attorney to investigate any apparent violation of this article, as it applies to any member of the Board of County Commissioners, the County Manager or the Clerk to the Board of County Commissioners and to report the findings of his/her investigation to the County Commissioners.

(b) The County Manager may direct the County Attorney to investigate any apparent violation of this article as it applies to any other employee or agent and to report the findings of his/her investigation to the County Manager.

(c) The County Commissioners may direct the County Manager to investigate any apparent violation of this article by the County Attorney and to report the findings of his/her investigation to the County Commissioners.

(d) Any person who believes that a violation of this article has occurred may file a complaint in writing with the County Commissioners when a member of the County Commissioners, the County Manager, the Clerk to the County Commissioners or the County Attorney is the subject of the complaint, or with the County Manager when an employee or agent is the subject of the complaint, who may thereafter proceed as provided in subsections (a) through (c) of this section.

Hearings on violations; sanctions; rights of accused at hearings.


(a) If the County Manager, after the receipt of an investigation by the County Attorney, has cause to believe a violation of this article has occurred, he/she shall schedule a hearing on the matter. The person charged with the violation shall have the right to present evidence, cross examine witnesses, including the complainant, and be represented by counsel at the hearing. If, after such hearing and a review of all the evidence, the County Manager finds that a violation of this article has occurred, he/she shall take whatever lawful disciplinary action he/she deems appropriate, including but not limited to reprimand, suspension, demotion or termination of service.

(b) If the County Commissioners, after receipt of an investigation by the County Attorney, has cause to believe a violation has occurred, the County Commissioners shall schedule a hearing on the matter. The person charged with the violation shall have the right to present evidence, cross examine witnesses, including the complainant, and be represented by counsel at the hearing. If, upon the conclusion of the hearing, a majority of the members of the commissioners vote to find a violation has occurred, the commissioners may adopt a resolution of censure which shall be placed as a matter of record in the minutes of an official commissioners meeting.

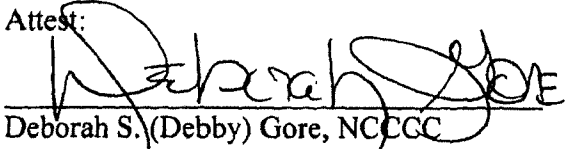
Advisory opinions.

When any county official or employee has a doubt as to the applicability of any section of this article to a particular situation, or as to the definition of terms used in this article, he/she may apply to the County Attorney for an advisory opinion. The county official or employee shall have the opportunity to present his/her interpretation of the facts at issue and of the applicability of sections of this article before such advisory opinion is made.

Adopted this 6th day of December 2010.


William M. Sue, Chairman
Brunswick County Commissioners

Attest:


Deborah S. (Debby) Gore, NCCCC
Clerk to the Board



NORTH CAROLINA

GOODS AND SERVICES AGREEMENT

BRUNSWICK COUNTY

THIS GOODS AND SERVICES AGREEMENT (hereinafter referred to as the “Agreement”) is made and entered into by and between Brunswick County, a body politic and corporate of the State of North Carolina, (hereinafter referred to as “County”), party of the first part and Heliwagon, Inc., (hereinafter referred to as “Provider”), party of the second part.

WITNESSETH:

1. GOODS AND SERVICES; FEES

The goods to be purchased and the services to be performed under this Agreement (hereinafter referred to collectively as the “Project”) and the agreed upon fees for the Project are set forth on Exhibit “A” attached hereto.

Any exhibits or attachments referenced herein are hereby incorporated by reference and made a part of this Agreement. Any conflict between the language in an exhibit or attachment and the main body of this Agreement shall be resolved in favor of the main body of this Agreement.

2. TERM OF AGREEMENT AND TERMINATION

The term of this Agreement begins on 04/18/2022 (the “Effective Date”) and continues in effect until 04/17/2025, unless sooner terminated as provided herein. The County may terminate this Agreement at any time without cause by giving sixty (60) days’ written notice to Provider. As soon as practicable after receipt of a written notice of termination without cause, Provider shall submit a statement to County showing in detail the work performed under this Agreement through the effective date of termination. County may terminate this Agreement for cause by giving written notice of a breach of the Agreement. Provider shall have fifteen (15) days to cure the breach following receipt of the notification. Failure to cure the breach within the fifteen (15) days shall result in the immediate termination of the Agreement. Notwithstanding the foregoing, County may terminate this Agreement immediately and without notice to Provider if Provider becomes insolvent, makes or has made an assignment for the benefit of creditors, is the subject of proceedings in voluntary or involuntary bankruptcy instituted on behalf of or against Provider, or has a receiver or trustee appointed for substantially all of its property, or if Provider allows any final judgment to stand against it unsatisfied for a period of forty-eight (48) hours.

3. NONAPPROPRIATION

If the Board of County Commissioners does not appropriate the funding needed by the County to make payments under this Agreement for a given fiscal year, the County will not be obligated to pay amounts due beyond the end of the last fiscal year for which funds were appropriated. In such event, the County will promptly notify the Provider of the non-appropriation and this Agreement will be terminated at the end of the last fiscal year for which funds were

appropriated. No act or omission by the County which is attributable to non-appropriation of funds shall constitute a breach of or default under this Agreement.

4. COMPENSATION

The County agrees to pay costs as specified in Exhibit “A” or as set out above for the satisfactory completion of the Project. Unless otherwise specified, Provider shall submit monthly invoices to County and include detail of all products delivered or work performed under the terms of this Agreement. County shall pay all undisputed and properly completed invoices within thirty (30) days of receipt. Notwithstanding the foregoing, County will not pay late fees on any charges under this Agreement. If County disputes any portion of the charges on any invoice received from Provider, the County shall inform Provider in writing of the disputed charges. Once the dispute has been resolved, Provider shall re-invoice County for the previously disputed charges, and, per any resolution between County and Provider, the County shall pay those charges in full at that time. No advance payment shall be made for the work to be performed by Provider under this Agreement.

5. INDEPENDENT CONTRACTOR

Both County and Provider agree that Provider shall act as an independent contractor and shall not represent itself as an agent or employee of the County for any purpose in the performance of its duties under this Agreement. Provider represents that it has or will secure, at its own expense, all personnel required in performing the work under this Agreement. Accordingly, Provider shall be responsible for payment of all federal, state and local taxes arising out of its activities in accordance with this Agreement, including, without limitation, federal and state income tax, social security tax, unemployment insurance taxes and any other taxes or business license fees as required. Provider shall not be entitled to participate in any plans, arrangements or distributions by the County pertaining to or in connection with any pension, stock, bonus, profit sharing or other benefit extended to County employees.

In the event the Internal Revenue Service should determine that Provider is, according to Internal Revenue Service guidelines, an employee subject to withholding and social security contributions, then Provider hereby acknowledges that all payments hereunder are gross payments, and the Provider is responsible for all income taxes and social security payments thereon.

6. PROVIDER REPRESENTATIONS

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

- d. In connection with Provider's obligations under this Agreement, it shall comply with all applicable federal, state and local laws and regulations and shall obtain all applicable permits and licenses;
- e. Provider shall not violate any agreement with any third party by entering into or performing the work under this Agreement;
- f. Provider will provide all goods and perform all work in conformity with the specifications and requirements of this Agreement;
- g. The goods and services provided by Provider under this Agreement will not violate, infringe or misappropriate any patent, copyright, trademark or trade secret rights of any third party, or any other third-party rights (including, without limitation, non-compete agreements);
- h. Provider shall exercise reasonable care and diligence when performing the work hereunder and will ensure that it adheres to the highest generally accepted standards in the industry when performing said work;
- i. Provider acknowledges that if any specific licenses, certifications or related credentials are required in its performance of the work, it will ensure that such credentials remain current and active and not in a state of suspension or revocation; and
- j. Provider shall ensure that whenever its employees or agents are on County property, they will strictly abide by all instructions and directions issued by the County with respect to rules, regulations, policies and security procedures applicable to work on the County's premises. Such rules, regulations, policies and security procedures shall include, but not be limited to: (i) not possessing any controlled substances; (ii) smoking only in designated smoking areas, if any; and (iii) not possessing weapons, except for weapons possessed by law enforcement officials.

7. WARRANTIES

In addition to the warranty set forth on Exhibit "A," without limiting Provider's obligation to provide warranty or maintenance services, and in addition to any other warranties available, Provider hereby assigns to County all of Provider's warranties covering any third-party goods purchased under this Agreement. Provider will provide copies of all said warranties to County upon delivery of the goods.

8. DAMAGE TO EQUIPMENT, FACILITIES, PROPERTY OR DATA

Provider shall be solely responsible for any damage to or loss of the County's equipment, facilities, property and/or data arising out of the negligent or willful act or omission of Provider or its subcontractors. In the event that Provider causes damage to the County's equipment or

facilities, Provider shall, at its own expense, promptly repair or replace such damaged items to restore them to the same level of functionality that they possessed prior to such damage.

9. NON-ENDORSEMENT AND PUBLICITY

County is not endorsing Provider or the goods or services covered under this Agreement, and Provider is not permitted to reference this Agreement or County in any manner without the prior written consent of County. Notwithstanding the foregoing, the parties agree that Provider may list the County as a reference in response to requests for proposals and may identify County as a customer in presentations to potential customers.

10. NON-EXCLUSIVITY

Provider acknowledges that County is not obligated to contract solely with Provider for the goods or services covered under this Agreement.

11. DIVESTMENT FROM COMPANIES THAT BOYCOTT ISRAEL

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

12. DEBARMENT

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

13. INDEMNIFICATION

Provider shall defend, indemnify and hold harmless County, its officers, officials, agents and employees from and against all actions, liability, claims, suits, damages, costs or expenses of any kind which may be brought or made against County or which County must pay and incur arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings or causes of action of every kind in connection with or arising out of this Agreement and/or the performance hereof that are due in part or in the entirety of Provider, its employees or agents. Provider further agrees to investigate, handle, respond to, defend and dispose of same at its sole cost and expense. Provider shall be fully responsible to County for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by it. This Section shall survive any expiration or termination of this Agreement.

14. INSURANCE

Provider shall procure and maintain in full force and effect at all times and at its sole cost and expense Commercial General Liability, Commercial Automobile Liability, Professional Liability and Workers' Compensation insurance, if applicable, and any additional insurance as

may be required by County with limits acceptable to County. All insurance policies (with the exception of Workers' Compensation, if applicable, and Professional Liability) shall be endorsed, specifically or generally, to include County as an additional insured and as a certificate holder. Provider shall furnish a Certificate of Insurance from a licensed insurance agent in North Carolina with a rating of A-VII or better by A.M. Best verifying the existence of any insurance coverage required by County. The Certificate will provide for thirty (30) days' advance notice in the event of termination or cancellation of coverage. Provider shall have no right of recovery or subrogation against County (including its officers, agents and employees), it being the intention of the parties that the insurance policies so affected shall protect both parties and be primary coverage for any and all losses covered by the aforementioned insurance.

15. WORKERS' COMPENSATION

To the extent required by law, Provider shall comply with the North Carolina Workers' Compensation Act and shall provide for the payment of workers' compensation to its employees in the manner and to the extent required by such Act. In the event Provider is excluded from the requirements of such Act and does not voluntarily carry workers' compensation coverage, Provider shall carry or cause its employees to carry adequate medical/accident insurance to cover any injuries sustained by its employees or agents while fulfilling Provider's obligations under this Agreement.

Provider agrees to furnish County proof of compliance with said Act or adequate medical/accident insurance coverage upon request.

16. REMEDIES

- a. **RIGHT TO COVER.** If Provider fails to meet any completion date or resolution time set forth, due to no fault of County, the County may take any of the following actions with or without terminating this Agreement, and in addition to, and without limiting, any other remedies it may have:
 - i. Employ such means as it may deem advisable and appropriate to perform itself or obtain the goods and/or services from a third party until the matter is resolved and Provider is again able to resume performance under this Agreement; and
 - ii. Deduct any and all expenses incurred by County in obtaining the goods and/or performing the services from any money then due or to become due Provider and, should the County's cost of obtaining the goods and/or performing the services exceed the amount due Provider, collect the amount due from Provider.
- b. **RIGHT TO WITHHOLD PAYMENT.** County reserves the right to withhold any portion, or all, of a scheduled payment if Provider fails to perform under this Agreement until such breach has been fully cured.

- c. **SETOFF.** Each party shall be entitled to set off and deduct from any amounts owed to the other party pursuant to this Agreement all damages and expenses incurred or reasonably anticipated as a result of the other party's breach of this Agreement.
- d. **OTHER REMEDIES.** Upon breach of this Agreement, each party may seek all legal and equitable remedies to which it is entitled. The remedies set forth herein shall be deemed cumulative and not exclusive and may be exercised successively or concurrently in addition to any other available remedy.
- e. **NO SUSPENSION.** In the event that County disputes in good faith an allegation of breach by Provider, notwithstanding anything to the contrary in this Agreement, Provider agrees that it will not terminate this Agreement or suspend or limit any services or warranties, unless: (i) the parties agree in writing; or (ii) an order of a court of competent jurisdiction determines otherwise; provided, however, this dispute period shall be limited to ninety (90) days.

17. TAXES

Provider shall be responsible for paying all taxes, fees, assessments and premiums of any kind payable on its employees and operations. Provider shall substantiate, on demand by the County, that all taxes and other charges are being properly paid.

18. HEALTH AND SAFETY

Provider shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with completing the Project. Provider shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury or loss to all employees in connection with completing the Project and other persons who may be affected thereby.

19. NON-DISCRIMINATION IN EMPLOYMENT

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

20. COMPLIANCE WITH E-VERIFY PROGRAM

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

21. CONFIDENTIAL INFORMATION

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

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

- a. in the public domain through no fault of the Recipient;
- b. within the legitimate possession of the Recipient, with no confidentiality obligations to a third party;
- c. lawfully received from a third party having rights in the information without restriction, and without notice of any restriction against its further disclosure;
- d. independently developed by the Recipient without breaching this Agreement or by parties who have not had, either directly or indirectly, access to or knowledge of the Confidential Information;
- e. disclosed with the prior written consent of the Discloser; or
- f. required to be disclosed by law, regulation or court or governmental order, specifically including requests pursuant to the Public Records Laws of North Carolina contained in Chapter 132 of the North Carolina General Statutes. In the event Recipient receives such a request, it shall notify Discloser and Discloser shall have the opportunity to defend against production of such records at Discloser’s sole expense.

22. OWNERSHIP OF WORK PRODUCT

Should Provider's performance under this Agreement generate documents or other work product that are specific to the Project hereunder, such documents or work product shall become the property of County and may be used by County on other projects without additional compensation to Provider.

23. NO ASSIGNMENT WITHOUT CONSENT

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

24. GOVERNING LAW AND VENUE

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

25. DISPUTE RESOLUTION

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

26. GOVERNMENTAL IMMUNITY

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

27. NON-WAIVER

Failure by County at any time to require the performance by Provider of any of the provisions of this Agreement shall in no way affect County's right hereunder to enforce the same, nor shall any waiver by County of any breach be held to be a waiver of any succeeding breach or a waiver of this Section.

28. ENTIRE AGREEMENT

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

29. HEADINGS

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

30. SEVERABILITY

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

31. AMENDMENTS

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

32. NOTICES

- a. **DELIVERY OF NOTICES.** Any notice, consent or other communication required or contemplated by this Agreement shall be in writing, and shall be delivered in person, by U.S. mail, by overnight courier, by electronic mail or by facsimile to the intended recipient at the address set forth below.
- b. **EFFECTIVE DATE OF NOTICES.** Any notice shall be effective upon the date of receipt by the intended recipient; provided that any notice which is sent by facsimile or electronic mail shall also be simultaneously sent by mail deposited with the U.S. Postal Service or by overnight courier.

- c. **NOTICE ADDRESS.** Communications that relate to any breach, default, termination, delay in performance, prevention of performance, modification, extension, amendment or waiver of any provision of this Agreement shall be sent to:

- i. For the County: Brunswick County Manager
P.O. Box 249
Bolivia, NC 28422
Fax: 910-253-2022
- ii. For the Provider: Heliwagon, Inc.
222 Clay Avenue #6
Waco, TX 76706

[SIGNATURES APPEAR ON FOLLOWING PAGE]

33. SIGNATURES

This Agreement, together with any amendments or modifications, may be executed in one or more counterparts, each of which shall be deemed an original and all of which shall be considered one and the same agreement. This Agreement may also be executed electronically. By signing electronically, the parties indicate their intent to comply with the Electronic Commerce in Government Act (N.C.G.S § 66-58.1 et seq.) and the Uniform Electronic Transactions Act (N.C.G.S § 66-311 et seq.). Delivery of an executed counterpart of this Agreement by either electronic means or by facsimile shall be as effective as a manually executed counterpart.

ATTEST:

BRUNSWICK COUNTY

Clerk to the Board

By: _____
Chairman, Board of Commissioners

[SEAL]

HELIWAGON, INC.

By: _____

Printed Name: Brad Seibold

Title: President

Date: _____

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

Aaron C. Smith, Director of Fiscal Operations
Brunswick County, North Carolina

APPROVED AS TO FORM

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

EXHIBIT "A"

QUOTE

HELIWAGON, INC.

The Ultimate Remote Controlled Helicopter Landing Dolly!

222 Clay Ave. #6
Waco, Texas 76706
Phone (877) 435-4946

4/1/22

Bill To:

Brunswick County
Sheriff's Office
70 Stamp Act Dr
Bolivia, NC 28422

Ship To:

Brunswick County
Sheriff's Aviation Unit
6070 Beach Dr SW
Ocean Isle Beach, NC 28470

SALESPERSON	P.O. NUMBER	DELIVERED	SHIP VIA	F.O.B. POINT	TERMS
Brad Seibold		6/22/22	Truck	Waco, Texas	50/50

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1	12X14 With Black Diamond Plate	\$ 34,900.00	\$ 34,900.00
1	LED PL	2,500.00	2,500.00
1	4 Blue Corner Lights		INCL

The product(s) referenced in this Quote include a three (3)-year warranty, as more fully set forth in the HeliWagon Warranty attached hereto and/or in the product(s) manual.

SUBTOTAL	\$ 37,400.00
Shipping & Handling	\$ 2,650.00
TOTAL	40,050.00
Deposit Due	\$ 20,025.00
Balance Due	\$ 20,025.00

Shipping and handling charges are an estimate and will be billed at actual cost to the County upon shipment of the goods covered herein.

Please contact Brad Seibold at 208-215-5648 or by email at brad@heliwagon.com.

HeliWagon Warranty

Heliwagon Inc. warrants that this product shall be free from defects in materials and workmanship for a period of THREE years from the date of purchase, provided that the product is given normal, proper and intended usage, and is operated and maintained in accordance with the instructions in this manual, or otherwise provided by us.

This warranty shall not apply to expendable components (such as tires and batteries), nor to any product that has been repaired or altered by any other party in any way that, in our judgment, affects its performance, nor to any product which has been subjected to improper or unauthorized use, negligence, or accident.

The provisions of this warranty are in lieu of any other warranty, whether express or implied, written or oral (including any warranty of merchantability or fitness for a particular purpose). Heliwagon, Inc. liability arising out of the manufacture, sale, or supplying of this product(s) or their use or disposition, whether based upon warranty, contract, tort, or otherwise, shall not exceed the actual purchase price paid for the product(s). The foregoing warranties extend to the original buyer only and shall not be applicable or transferable to any other person or entity.

In no event shall Heliwagon, Inc. be liable to the buyer or any other party for special, incidental, or consequential damages (including, but not limited to, loss of profit, loss of associated equipment, loss of use, or cost of substitute equipment or services).

Buyer's acceptance of this product constitutes acceptance of the terms and conditions of this warranty, which shall not be changed without our prior, express, written consent. However, warranty is subject to change without notice to buyer.



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
April 18, 2022

Action Item # V. - 11.

Tax Admin - April 2022 Releases

From:

Jeffery Niebauer

Issue/Action Requested:

Request that the Board of Commissioners approve the April 2022 releases.

Background/Purpose of Request:

Approval of the tax releases for April 2022. A summary of the releases is listed below.

County real property release value \$864,580 (19 releases)

County personal property release value \$160,891 (20 releases)

Smithville personal property release value \$97,943 (5 releases)

Calabash personal property release value \$2,880 (1 release)

Leland personal property release value \$5,425 (1 release)

Northwest personal property release value \$1,661 (1 release)

St James personal property release value \$1,815 (1 release)

Southport personal property release value \$49,222 (2 releases)

County VTS January 2022 release value \$188,961 (10 releases)

Boiling Spring Lakes VTS January 2022 release value \$16,440 (1 release)

Carolina Shores VTS January 2022 release value \$20,000 (1 release)

Leland VTS January 2022 release value \$134,521 (6 releases)

Ocean Isle VTS January 2022 release value \$4,099 (1 release)

For information purposes only

Ocean Isle fire district \$337.90 (5 releases)

Sunset Beach fire district \$789.43 (5 releases)

Winnabow fire district \$385 (8 releases)

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 April 2022 releases.

ATTACHMENTS:

Description

- ❑ Tax Releases April 2022
- ❑ Motor Vehicle Releases (VTS) April 2022 Processed March 2022 (NCDMV Tax & Tag)
- ❑ Fire Fee Releases

TAX RELEASES APRIL 2022

PERSONAL RELEASES

Release Number	Release Date	Tax Payer Name	Bill Number (Year)	Account Number	City	Parcel Number	Township	Amount Released	Value Released	Release Reason
048481	3/21/2022	LUGO JOSE ALBERTO	302488 (2021)	80044557		046LC057	TOWN CREEK	\$29.08-C \$2.91-LL	\$5,996.00	Did Not Own January 1
048482	3/21/2022	HEWETT KAREN E	302295 (2021)	11248305		210003102	NORTHWEST	\$20.01-C \$2.00-LL	\$4,125.00	Duplicate Listing
048483	3/21/2022	FRANK JESSICA A	049885 (2021)	62137393	CALABASH	241ND044	SHALLOTTE	\$13.97-C \$2.52-CAL	\$2,880.00	Did Not Own January 1
048484	3/21/2022	GOINS CHARLES ALLAN	054167 (2017)	80048182		1130001924	TOWN CREEK	\$20.23-C	\$4,171.00	Duplicate Listing
048485	3/21/2022	GOINS CHARLES ALLAN	053106 (2016)	80048182		1130001924	TOWN CREEK	\$21.29-C \$2.13-LL	\$4,390.00	Duplicate Listing
048486	3/21/2022	KALISAK ANTHONY JOSEPH	302397 (2021)	80013917	OAK ISLAND	237IA156	SMITHVILLE	\$118.37-C \$11.84-LL \$9.76-SM \$0.98-LATE LIST SMITHVILLE	\$24,406.00	Duplicate Listing
048487	3/21/2022	BOWEN CLYDE R	301897 (2021)	80046751		230MB038	LOCKWOOD FOLLY	\$4.89-C \$0.49-LL	\$1,008.00	Did Not Own January 1
048488	3/21/2022	WOOLEY ROBERT PAUL JR	159118 (2021)	80091530	LELAND	059JS005	TOWN CREEK	\$26.31-C \$13.56-LEL	\$5,425.00	Did Not Own January 1
048489	3/21/2022	TROY MICHAEL DELONE	302850 (2021)	1012413	NORTHWEST	0090002505	NORTHWEST	\$8.06-C \$0.81-LL \$3.99-NW \$0.40-NWLL	\$1,661.00	Duplicate Listing

TAX RELEASES APRIL 2022

PERSONAL RELEASES

Release Number	Release Date	Tax Payer Name	Bill Number (Year)	Account Number	City	Parcel Number	Township	Amount Released	Value Released	Release Reason
048490	3/21/2022	MCKONE THOMAS FRANCIS	303310 (2019)	80044918	SOUTHPORT	NULL	SMITHVILLE	\$40.53-C \$8.11-LL \$3.34-SM \$0.67-LSM \$24.70-SP \$4.94-SPLL	\$8,356.00	Situs in Another County
048491	3/22/2022	ANDREWS JOEY	002819 (2017)	80004993		1480004203	WACCAMAW	\$33.39-C	\$6,884.00	Duplicate Listing
048492	3/22/2022	ANDREWS JOEY	301132 (2016)	80004993		1480004203	WACCAMAW	\$35.14-C \$3.51-LL	\$7,246.00	Duplicate Listing
048493	3/22/2022	ANDREWS JOEY	301275 (2015)	80004993		1480004203	WACCAMAW	\$36.99-C \$3.70-LL	\$7,627.00	Duplicate Listing
048494	3/22/2022	ANDREWS JOEY	302085 (2014)	80004993		1480004203	WACCAMAW	\$33.75-C \$3.38-LL	\$7,627.00	Duplicate Listing
048495	3/22/2022	ANDREWS JOEY	002476 (2013)	80004993		1480004203	WACCAMAW	\$35.52-C	\$8,028.00	Duplicate Listing
048496	3/22/2022	ANDREWS JOEY	306298 (2012)	80004993		1480004203	WACCAMAW	\$37.39-C \$7.48-LL	\$8,450.00	Duplicate Listing
048535	3/25/2022	NOVA MARINE SERVICES LLC	302601 (2021)	80088298	SOUTHPORT	237LF020	SMITHVILLE	\$16.35-SM \$1.64-LSM \$120.80-SP \$12.08-SPLL	\$40,866.00	Not Within City Limits
048536	3/25/2022	LYLES LINDA C	302491 (2021)	53460550		1520000407	LOCKWOOD FOLLY	\$20.79-C \$2.08-LL	\$4,286.00	Did Not Own January 1
048537	3/25/2022	GALEY DWANE	302191 (2021)	80093546		182MB054	LOCKWOOD FOLLY	\$116.45-C \$11.64-LL	\$24,010.00	Did Not Own January 1
048538	3/25/2022	BAILEY CHARLES BARRY	005765 (2020)	80007643	OAK ISLAND	NULL	SMITHVILLE	\$109.13-C \$9.00-SM	\$22,500.00	Situs in Another County

TAX RELEASES APRIL 2022

BUSINESS PERSONAL RELEASES

Release Number	Release Date	Tax Payer Name	Bill Number (Year)	Account Number	City	Parcel Number	Township	Amount Released	Value Released	Release Reason
048497	3/22/2022	CECIL GINA DIELI ATTORNEY AT LAW	301172 (2021)	30163470	ST JAMES	204NB007	SMITHVILLE	\$8.80-C \$0.88-LL \$0.73-SM \$0.07-LSM \$1.09-SJ \$0.11-SJLL	\$1,815.00	Did Not Own January 1

TAX RELEASES APRIL 2022

Appraisal RELEASES

Release Number	Release Date	Tax Payer Name	Bill Number (Year)	Account Number	City	Parcel Number	Township	Amount Released	Value Released	Release Reason
048498	3/23/2022	DAUGHTRIDGE JILL NICOLE	36444 (2021)	80033335	Brunswick County	243pl002		\$386.21-C	\$79,630.00	Improvement removed from property
048500	3/23/2022	DAUGHTRIDGE JILL NICOLE	36245 (2020)	80033335	Brunswick County	243pl002		\$386.21-C	\$79,630.00	Improvement removed from property
048502	3/23/2022	DAUGHTRIDGE JILL NICOLE	35693 (2019)	80033335	Brunswick County	243pl002		\$386.21-C	\$79,630.00	Improvement removed from property
048504	3/23/2022	DAUGHTRIDGE JILL NICOLE	35389 (2018)	80033335	Brunswick County	243pl002		\$304.19-C	\$62,720.00	Improvement removed from property
048506	3/23/2022	DAUGHTRIDGE JILL NICOLE	36020 (2017)	80033335	Brunswick County	243pl002		\$304.19-C	\$62,720.00	Improvement removed from property
048508	3/23/2022	HEWETT KENNETH B JR & JEREMY LEE	64846 (2021)	80038464	Brunswick County	243KB001		\$80.56-C	\$16,610.00	Improvement removed from property
048510	3/23/2022	HEWETT KENNETH B JR & JEREMY LEE	64553 (2020)	80038464	Brunswick County	243KB001		\$80.56-C	\$16,610.00	Improvement removed from property
048512	3/23/2022	HEWETT KENNETH B JR & JEREMY LEE	63871 (2019)	80038464	Brunswick County	243KB001		\$80.56-C	\$16,610.00	Improvement removed from property
048514	3/23/2022	HEWETT KENNETH B JR & JEREMY LEE	62999 (2018)	80038464	Brunswick County	243KB001		\$55.10-C	\$11,360.00	Improvement removed from property
048516	3/23/2022	HEWETT KENNETH B JR & JEREMY LEE	64038 (2017)	80038464	Brunswick County	243KB001		\$55.10-C	\$11,360.00	Improvement removed from property
048518	3/23/2022	CHEERS TONY BRADFORD ETUX CHEERS SHELLEY L	26796 (2021)	80104024	Brunswick County	2150006107		\$631.13-C	\$130,130.00	Clerical error/DE error
048519	3/24/2022	HOWELL STEVEN ENGLISH	69382 (2021)	22082900	Brunswick County	0570009301		\$185.75-C	\$38,300.00	Improvement on Another parcel

TAX RELEASES APRIL 2022

Appraisal RELEASES

Release Number	Release Date	Tax Payer Name	Bill Number (Year)	Account Number	City	Parcel Number	Township	Amount Released	Value Released	Release Reason
048521	3/24/2022	HOWELL STEVEN ENGLISH	69068 (2020)	22082900	Brunswick County	0570009301		\$185.75-C	\$38,300.00	Improvement on Another parcel
048523	3/24/2022	HOWELL STEVEN ENGLISH	68099 (2019)	22082900	Brunswick County	0570009301		\$185.75-C	\$38,300.00	Improvement on Another parcel
048525	3/24/2022	HOWELL STEVEN ENGLISH	67167 (2018)	22082900	Brunswick County	0570009301		\$176.25-C	\$36,340.00	Improvement on Another parcel
048527	3/24/2022	HOWELL STEVEN ENGLISH	68313 (2017)	22082900	Brunswick County	0570009301		\$176.25-C	\$36,340.00	Improvement on Another parcel

TAX RELEASES APRIL 2022

REAL RELEASES

Release Number	Release Date	Tax Payer Name	Bill Number (Year)	Account Number	City	Parcel Number	Township	Amount Released	Value Released	Release Reason
048529	3/24/2022	HOWELL STEVEN ENGLISH	066919 (2016)	22082900		0570009301	TOWN CREEK	\$176.25-C	\$36,340.00	Clerical Error/DE Error
048530	3/24/2022	HOWELL STEVEN ENGLISH	066402 (2015)	22082900		0570009301	TOWN CREEK	\$176.25-C	\$36,340.00	Clerical Error/DE Error
048531	3/24/2022	HOWELL STEVEN ENGLISH	065653 (2014)	22082900		0570009301	TOWN CREEK	\$165.10-C	\$37,310.00	Clerical Error/DE Error

Release Category Codes

Release Code	Release Type
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BHI	BALD HEAD ISLAND
BEL	BELVILLE
BSL	BOILING SPRING LAKES
BOL	BOLIVIA
CLF	C LIEN FEE
CALLL	CALABASH LATE LIST
CSLL	CAROLINA SHORES LATE LIST
CASLL	CASWELL BEACH LATE LIST
FF	FIRE FEE
HBLL	HOLDEN BEACH LATE LIST
LL	LATE LIST PENALTY
LEL	LELAND
LB	LONG BEACH
NAV	NAVASSA
NW	NORTHWEST
OI	OAK ISLAND
OIB	OCEAN ISLE BEACH
PL02	OFF PREMISES MALT

Release Code	Release Type
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BHILL	BALH HEAD ISLAND LATE LIST
BELL	BELVILLE LATE LIST
BSLLL	BOILING SPRING LAKES LATE LIST
BOLLL	BOLIVIA LATE LIST
CAL	CALABASH
CS	CAROLINA SHORES
CAS	CASWELL BEACH
C	COUNTY
HB	HOLDEN BEACH
INT	INTEREST
LSM	LATE LIST SMITHVILLE
LELLL	LELAND LATE LIST
LBLL	LONG BEACH LATE LIST
NAVLL	NAVASSA LATE LIST
NWLL	NORTHWEST LATE LIST
OILL	OAK ISLAND LATE LIST
OIBLL	OCEAN ISLE BEACH LATE LIST
PL04	OFF PREMISES WINE

Release Category Codes

Release Code	Release Type
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PL01	ON PREMISES MALT
SAD24	SAD 24
SAD27	SAD 27
SC	SANDY CREEK
SBSD	SE BRUNSWICK SAN DIST
SHALL	SHALLOTTE LATE LIST
SP	SOUTHPORT
SAD	SPECIAL ASSESSMENT DISTRICT
SJLL	ST JAMES LATE LIST
SBLL	SUNSET BEACH LATE LIST
VAR	VARNAMTOWN
YP	YAUPON BEACH

Release Code	Release Type
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PL03	ON PREMISES WINE
SAD25	SAD 25
SAD28	SAD 28
SCLL	SANDY CREEK LATE LIST
SHA	SHALLOTTE
SM	SMITHVILLE HOSPITAL
SPLL	SOUTHPORT LATE LIST
SJ	ST JAMES
SB	SUNSET BEACH
T	TOTAL TAX
VARLL	VARNAMTOWN LATE LIST
YPLLL	YAUPON BEACH LAST LIST

VTs RELEASES PROCESSED MARCH 2022

<u>Adjust ment #</u>	<u>Abstract #</u>	<u>Name-Last, First, Middle</u>	<u>Tag #</u>	<u>Year</u>	<u>Make</u>	<u>B-VAL</u>	<u>New Value</u>	<u>Diff.</u>	<u>City</u>	<u>Twp.</u>	<u>Override %</u>	<u>Override Value</u>	<u>Override Status</u>	<u>Acquisition Cost</u>	<u>Acquisition Year</u>	<u>Dep Sch</u>	<u>Exempt Type</u>	<u>Notes</u>	<u>Date</u>	<u>Code</u>	<u>Code Description</u>
1121370	64336083	WALSH, THOMAS ROBERT JR	PADYWGN	2021	MINNI	43,220	29,319	13,901						31,868	2021	B20		BOS 2021=\$31868-DEP	03/08/22	1	Adjusted per Purchase Price
1121243	59590896	CARMICHAEL, DAVID BENJAMIN JR	CM93234	2020	KAUR	12,322	2,166	10,156	31			2,166						OVERVALUED TRAILER/ PREV OWNER'S BOS 2020=\$2400@5% DEP	03/08/22	15	TEC Value Issue
1119682	64018870	DAN, DONNETTE KATHLEEN	HDK3062	2021	JEEP	32,880	16,440	16,440	20				PERM				MILITARY	HOR- OH EAS-20240217 50%EXEMPT, WIFE NOT DOMICLE IN OH	03/15/22	4	Military Exempt
1122868	14185805	GONZALEZ COLON, HECTOR MANUEL	CDC9893	2007	BMW	5,560	-	5,560	31				PERM				MILITARY	HOR- FL ETS-271006	03/15/22	4	Military Exempt
1122776	65049197	ANSELMO, ALAN FRANCIS	76753	1967	CHEV	45,300	500	44,800	31		100	500	PERM					APPLICATION ATTACHED	03/15/22	19	Antique Value Approved
1123444	65103378	MAKO, KATHLEEN MARY	CN78434	2022	SUSE	66,400	46,400	20,000	18					46,400	2022			ADJ PER BOS	03/15/22	1	Adjusted per Purchase Price
1123604	52111513	JONES, CYNTHIA SMITH	EAA5089	2016	BMW	17,080	12,981	4,099	12									SERVICE RECEIPT 135,823 MILES	03/15/22	12	High Mileage/Condition
1123617	64179047	SCHATTE, LINUS JORG	TJR4152	2019	TOYT	27,440	-	27,440	31				TEMP				MILITARY	HOR-FL	03/15/22	4	Military Exempt
1124894	64565085	SCHATTE, LINUS JORG	TJM3985	2022	HOND	24,950	-	24,950	31				TEMP				MILITARY	HOR-FL	03/25/22	4	Military Exempt
1124461	65274827	SEPULVEDA GUZMAN, WILFREDO	RDJ2416	2022	MAZD	21,615	-	21,615	31				TEMP				MILITARY	HOR- IA	03/25/22	4	Military Exempt

APRIL 2022 Fire Fee RELEASES

Release Number	Release Date	Tax Payer Name	Bill Number (Year)	Account Number	City	Parcel Number	Township	Amount Released	Value Released	Release Reason
048499	3/23/2022	DAUGHTRIDGE JILL NICOLE	36444 (2021)	80033335	Brunswick County	243pl002		\$171.27-SBF	\$79,630.00	Improvement removed from property
048501	3/23/2022	DAUGHTRIDGE JILL NICOLE	36245 (2020)	80033335	Brunswick County	243pl002		\$171.27-SBF	\$79,630.00	Improvement removed from property
048503	3/23/2022	DAUGHTRIDGE JILL NICOLE	35693 (2019)	80033335	Brunswick County	243pl002		\$171.27-SBF	\$79,630.00	Improvement removed from property
048505	3/23/2022	DAUGHTRIDGE JILL NICOLE	35389 (2018)	80033335	Brunswick County	243pl002		\$163.12-SBF	\$62,720.00	Improvement removed from property
048507	3/23/2022	DAUGHTRIDGE JILL NICOLE	36020 (2017)	80033335	Brunswick County	243pl002		\$112.50-SBF	\$62,720.00	Improvement removed from property
048509	3/23/2022	HEWETT KENNETH B JR & JEREMY LEE	64846 (2021)	80038464	Brunswick County	243KB001		\$80.00-OIBF	\$16,610.00	Improvement removed from property
048511	3/23/2022	HEWETT KENNETH B JR & JEREMY LEE	64553 (2020)	80038464	Brunswick County	243KB001		\$72.90-OIBF	\$16,610.00	Improvement removed from property
048513	3/23/2022	HEWETT KENNETH B JR & JEREMY LEE	63871 (2019)	80038464	Brunswick County	243KB001		\$67.50-OIBF	\$16,610.00	Improvement removed from property
048515	3/23/2022	HEWETT KENNETH B JR & JEREMY LEE	62999 (2018)	80038464	Brunswick County	243KB001		\$67.50-OIBF	\$11,360.00	Improvement removed from property
048517	3/23/2022	HEWETT KENNETH B JR & JEREMY LEE	64038 (2017)	80038464	Brunswick County	243KB001		\$50.00-OIBF	\$11,360.00	Improvement removed from property
048520	3/24/2022	HOWELL STEVEN ENGLISH	69382 (2021)	22082900	Brunswick County	0570009301		\$55.00-WINF	\$38,300.00	Improvement on Another parcel
048522	3/24/2022	HOWELL STEVEN ENGLISH	69068 (2020)	22082900	Brunswick County	0570009301		\$55.00-WINF	\$38,300.00	Improvement on Another parcel

APRIL 2022 Fire Fee RELEASES

Release Number	Release Date	Tax Payer Name	Bill Number (Year)	Account Number	City	Parcel Number	Township	Amount Released	Value Released	Release Reason
048524	3/24/2022	HOWELL STEVEN ENGLISH	68099 (2019)	22082900	Brunswick County	0570009301		\$55.00-WINF	\$38,300.00	Improvement on Another parcel
048526	3/24/2022	HOWELL STEVEN ENGLISH	67167 (2018)	22082900	Brunswick County	0570009301		\$50.00-WINF	\$36,340.00	Improvement on Another parcel
048528	3/24/2022	HOWELL STEVEN ENGLISH	68313 (2017)	22082900	Brunswick County	0570009301		\$50.00-WINF	\$36,340.00	Improvement on Another parcel
048532	3/24/2022	HOWELL STEVEN ENGLISH	066919 (2016)	22082900		0570009301	TOWN CREEK	\$40.00-WINF	\$0.00	Clerical Error/DE Error
048533	3/24/2022	HOWELL STEVEN ENGLISH	066402 (2015)	22082900		0570009301	TOWN CREEK	\$40.00-WINF	\$0.00	Clerical Error/DE Error
048534	3/24/2022	HOWELL STEVEN ENGLISH	065653 (2014)	22082900		0570009301	TOWN CREEK	\$40.00-WINF	\$0.00	Clerical Error/DE Error

Release Category Codes

Release Code Release Type

BHI	BALD HEAD ISLAND
BEL	BELVILLE
BSL	BOILING SPRING LAKES
BOL	BOLIVIA
CLF	C LIEN FEE
CALLL	CALABASH LATE LIST
CSLL	CAROLINA SHORES LATE LIST
CASLL	CASWELL BEACH LATE LIST
FF	FIRE FEE
HBLL	HOLDEN BEACH LATE LIST
LL	LATE LIST PENALTY
LEL	LELAND
LB	LONG BEACH
NAV	NAVASSA
NW	NORTHWEST
OI	OAK ISLAND
OIB	OCEAN ISLE BEACH
PL02	OFF PREMISES MALT

Release Code Release Type

BHILL	BALH HEAD ISLAND LATE LIST
BELLL	BELVILLE LATE LIST
BSLLL	BOILING SPRING LAKES LATE LIST
BOLLL	BOLIVIA LATE LIST
CAL	CALABASH
CS	CAROLINA SHORES
CAS	CASWELL BEACH
C	COUNTY
HB	HOLDEN BEACH
INT	INTEREST
LSM	LATE LIST SMITHVILLE
LELLL	LELAND LATE LIST
LBLL	LONG BEACH LATE LIST
NAVLL	NAVASSA LATE LIST
NWLL	NORTHWEST LATE LIST
OILL	OAK ISLAND LATE LIST
OIBLL	OCEAN ISLE BEACH LATE LIST
PL04	OFF PREMISES WINE

Release Category Codes

Release Code	Release Type
--------------	--------------

PL01	ON PREMISES MALT
SAD24	SAD 24
SAD27	SAD 27
SC	SANDY CREEK
SBSD	SE BRUNSWICK SAN DIST
SHALL	SHALLOTTE LATE LIST
SP	SOUTHPORT
SAD	SPECIAL ASSESSMENT DISTRICT
SJLL	ST JAMES LATE LIST
SBLL	SUNSET BEACH LATE LIST
VAR	VARNAMTOWN
YP	YAUPON BEACH

Release Code	Release Type
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PL03	ON PREMISES WINE
SAD25	SAD 25
SAD28	SAD 28
SCLL	SANDY CREEK LATE LIST
SHA	SHALLOTTE
SM	SMITHVILLE HOSPITAL
SPLL	SOUTHPORT LATE LIST
SJ	ST JAMES
SB	SUNSET BEACH
T	TOTAL TAX
VARLL	VARNAMTOWN LATE LIST
YPLLL	YAUPON BEACH LAST LIST



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
April 18, 2022

From:
John Nichols, P.E.

Action Item # V. - 12.

Utilities - ARPA Grant Application Resolution Longwood Road
(John Nichols, PE - Director of Public Utilities)

Issue/Action Requested:

Request that the Board of Commissioners approve the resolution and authorize the County Manager to sign the application to the North Carolina Department of Environmental Quality American Rescue Plan Act (ARPA) Grant Program.

Background/Purpose of Request:

Commissioners resolve to submit an application to the North Carolina Department of Environmental Quality American Rescue Plan Act (ARPA) Grant Program to construct a project to extend sewer service to the Waccamaw Elementary School located in Ash North Carolina. The project will allow the aging wastewater treatment facility located at the school to be decommissioned and the wastewater to be transferred to the County's treatment facility via a transmission force main along Longwood Road. A collections system will also be constructed within Qualified Census Tract 205.05 providing service to under-served areas along Longwood Road. The resolution authorizes the County Manager to execute and file the application on behalf of Brunswick County and authorizes staff to furnish such information as the appropriate state agency may request in connection with the applications or the projects.

Fiscal Impact:

Reviewed By Director of Fiscal Operations

Approved By County Attorney:

Advisory Board Recommendation:

Not applicable.

County Manager's Recommendation:

Recommend that the Board of Commissioners approve the resolution and authorize the County Manager to sign the application to the North Carolina Department of Environmental Quality American Rescue Plan Act (ARPA) Grant Program.

ATTACHMENTS:

Description

- ☐ Utilities - Grant Resolution - Attach 1

County of Brunswick
Office of the County Commissioners



RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, the Federal Clean Water Act Amendments of 1987 and the North Carolina the Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of construction and studies of wastewater collection and transmission systems, and

WHEREAS, the Brunswick County has need for and intends to construct a wastewater collection and transmission system project described as The Longwood Road Forcemain Project, and

WHEREAS, the Brunswick County intends to request State loan and/or grant assistance for the project,

**NOW THEREFORE BE IT RESOLVED, BY THE BOARD OF COMMISSIONERS OF
BRUNSWICK
COUNTY:**

That Brunswick County, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the (unit of government) to make scheduled repayment of the loan, to withhold from the (unit of government) any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That Steve T. Stone, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a loan and/or grant to aid in the study of or construction of the project described above.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 18th of April 2022 at Brunswick County, North Carolina.

Randy Thompson, Chair
Board of Commissioners

ATTEST:

Daralyn Spivey NCCCC
Clerk to the Board

CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting (title of officer) of the (unit of government) does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the (name of governing body of applicant) duly held on the _____ day of _____, 20____; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, 20____.

(Signature of Recording Officer)

(Title of Recording Officer)



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
April 18, 2022

Action Item # VI. - 1.

From:
Daralyn Spivey

Clerk to the Board - Presentation - Resolution Recognizing Honor Flight of the Cape Fear Area

Issue/Action Requested:

Request the Board of Commissioners adopt a Resolution Recognizing Honor Flight of the Cape Fear Area.

Background/Purpose of Request:

On April 30, 2022, this amazing organization is providing World War II, Korea War, and Vietnam War Veterans a chance to fly out of Wilmington International Airport to Washington D.C. and visit their memorials; giving participants the unique opportunity both to pay their respects to their fellow soldiers and to receive the time of reflection and celebration they so richly deserve.

Fiscal Impact:

Not Applicable

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend that the Board of Commissioners adopt a Resolution Recognizing Honor Flight of the Cape Fear Area.

ATTACHMENTS:

Description

- ☐ Resolution Recognizing Honor Flight of the Cape Fear Area

County of Brunswick
Office of the County Commissioners



**RESOLUTION RECOGNIZING
HONOR FLIGHT OF THE CAPE FEAR AREA**

WHEREAS, the security of the United States relies on patriotic women and men who put their personal lives on hold and place themselves in harm's way to protect the freedoms on which this country was founded and that all citizens of the United States cherish; and

WHEREAS, the Honor Flight Network is a national, non-profit organization created by Earl Morse, a physician assistant and retired Air Force captain, and Jeff Miller, a small business owner and son of a World War II Veteran solely to honor America's Veterans for all their sacrifices; and

WHEREAS, through the Honor Flight organization, over 250,000 World War II, Korea War, and Vietnam War Veterans from across the United States have an opportunity to take an all-expenses paid trip to Washington D.C. to visit the military service memorials; and

WHEREAS, many Veterans have never visited Washington, D.C., and could not make this trip without Honor Flight's support and resources; and

WHEREAS, Honor Flight of the Cape Fear Area is a recently established hub of the national program led by local volunteers to pay tribute to Veterans in the Cape Fear area, and to educate members of the community about our local heroes; and

WHEREAS, on April 30, 2022, this amazing organization is providing World War II, Korea War, and Vietnam War Veterans a chance to fly out of Wilmington International Airport to Washington D.C. and visit their memorials; giving participants the unique opportunity both to pay their respects to their fellow soldiers and to receive the time of reflection and celebration they so richly deserve; and

WHEREAS, North Carolina's Veterans of World War II, the Korea War, and the Vietnam War embody the spirit of service with a willingness to find meaning in something greater than themselves, and it is fitting and proper that the outstanding accomplishments and sacrifices of these distinguished Americans be honored appropriately.

NOW, THEREFORE, BE IT RESOLVED that the Brunswick County Board of Commissioners commend North Carolina's Veterans of World War II, the Korea War, and the Vietnam War; Honor Flight of the Cape Fear Area is recognized; and Brunswick County extends its deepest appreciation to those who stood ever ready to make the ultimate sacrifice upon the alter of freedom.

Adopted, this 18th day of April 2022.

Randy Thompson, Chair
Board of Commissioners

Daralyn Spivey, NCCCC
Clerk to the Board



Brunswick County Board of Commissioners

ACTION AGENDA ITEM

April 18, 2022

From:
Melanie Turrise, Human Resources
Director

Action Item # VI. - 2.

Human Resources - Presentation - Classification and Total Compensation Study Update from Piedmont Triad Regional Council (David Hill)

Issue/Action Requested:

Request that the Board of Commissioners receive a presentation from David Hill, Project Manager from Piedmont Triad Regional Council (PTRC), regarding the Classification and Total Compensation Study project and associated recommendations. Request that the Board approve implementation of PTRC's recommendations effective April 18, 2022 (pay adjustments would be effective in paycheck dated May 5, 2022).

Background/Purpose of Request:

The Board of Commissioners approved for a Classification and Total Compensation Study to be conducted this fiscal year in order to ensure that our compensation levels are competitive to continue to attract and retain highly qualified individuals.

David Hill, Project Manager for Piedmont Triad Regional Council (PTRC), will present the following:

- The workforce analysis at the beginning of the study
- The methods used in the Classification and Pay Study Process
- A Benefit Comparison Analysis
- Their final recommendations, to include: Proposed creation of two new pay plans. Each pay plan would have a 5% differential between each pay grade and a 70% range for each pay grade; Proposed placement of each position classification to recommended pay grade*; Proposed assignment of each employee's salary within the recommended pay grade. With this recommendation, each employee would be assigned a salary at the same percent above the minimum for their assigned pay grade, or receive a 7% COLA adjustment, whichever is greater.

*Please note that feedback from Department Heads regarding position grade placements are being evaluated by the consultant. Depending upon this analysis, there may be some additional recommended adjustments to position grade placements, which would not have a significant financial impact.

Fiscal Impact:

Budget Amendment Required, Reviewed By Director of Fiscal Operations
Budget amendment appropriates Medicaid Hold Harmless of \$1,522,003, Federal Revenues of \$102,974, ROD Technology Reserve Fund Fees of \$1,317 and Water and Wastewater Expendable Net assets of \$138,799 and \$70,090, respectively, for the additional salary and benefits prorated for FY 22 totaling \$1,842,183. Estimated FY 2023 cost including all incremental costs is \$9.8 million.

Approved By County Attorney:

Yes

County Manager's Recommendation:

Recommend that the Board approve implementation of PTRC's recommendations effective April 18, 2022 (pay adjustments would be effective in paycheck dated May 5, 2022).

ATTACHMENTS:

Description

- ▣ Pay Study Board Presentation
- ▣ Recommended Public Safety Pay Plan
- ▣ Recommended General Pay Plan
- ▣ Recommended Positions by Dept and Grade
- ▣ Budget Amendment

BRUNSWICK COUNTY PAY, CLASSIFICATION AND TOTAL BENEFITS STUDY REVIEW



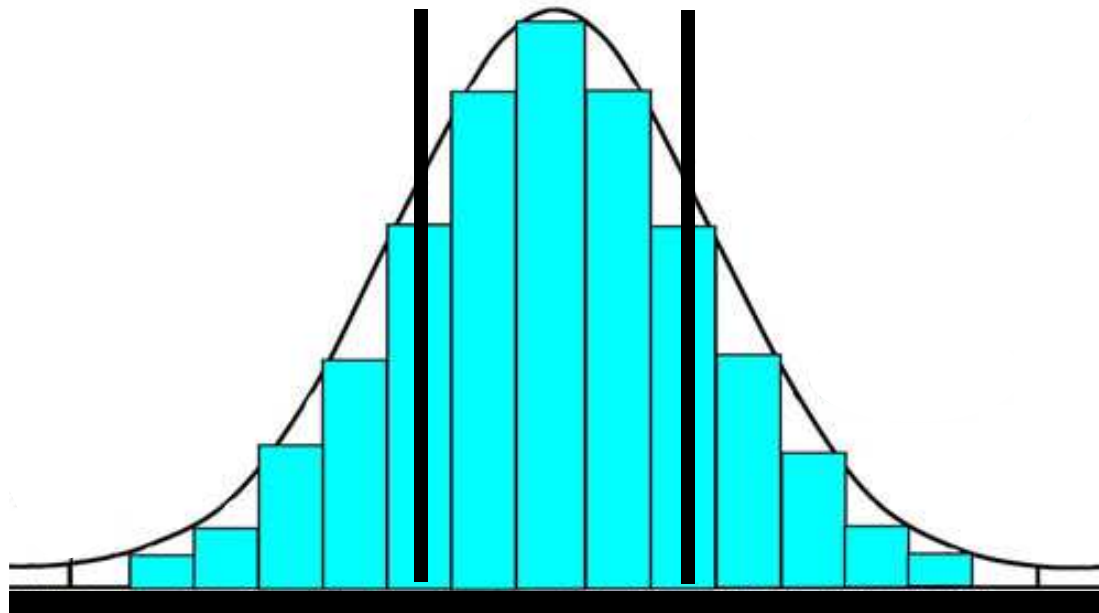
April 18, 2022

WORKFORCE ANALYSIS AT BEGINNING OF STUDY

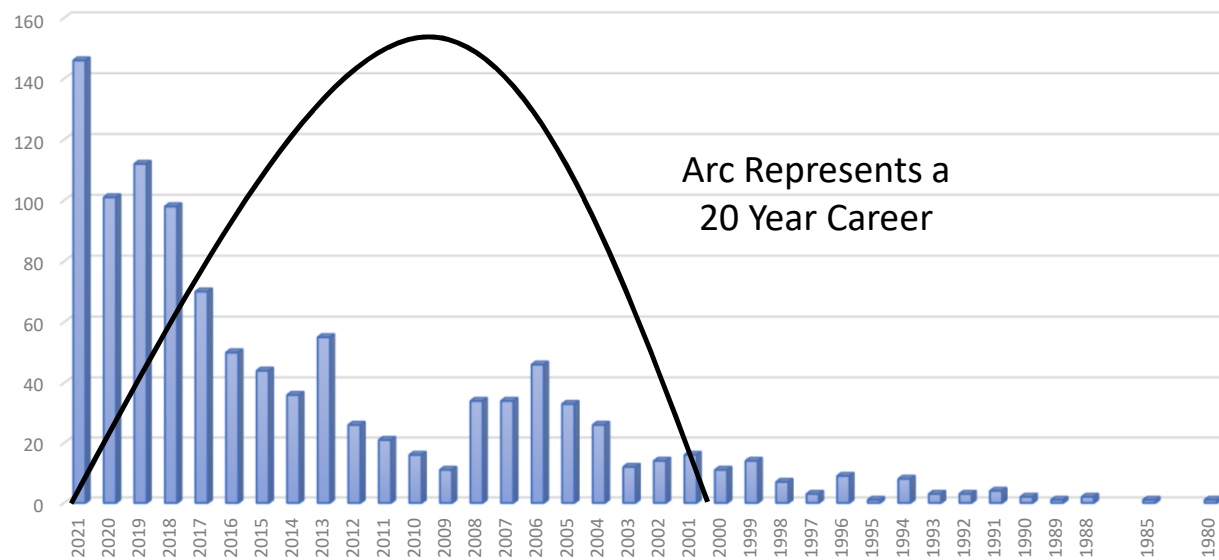
Standard Deviation “Bell” Curve

In a mature workforce, practically every element regarding employees' pay and performance would expect to be within standard deviations and resemble the “Bell Curve”

Two-thirds of workforce, typically, should be located within the middle third of the measured metric.

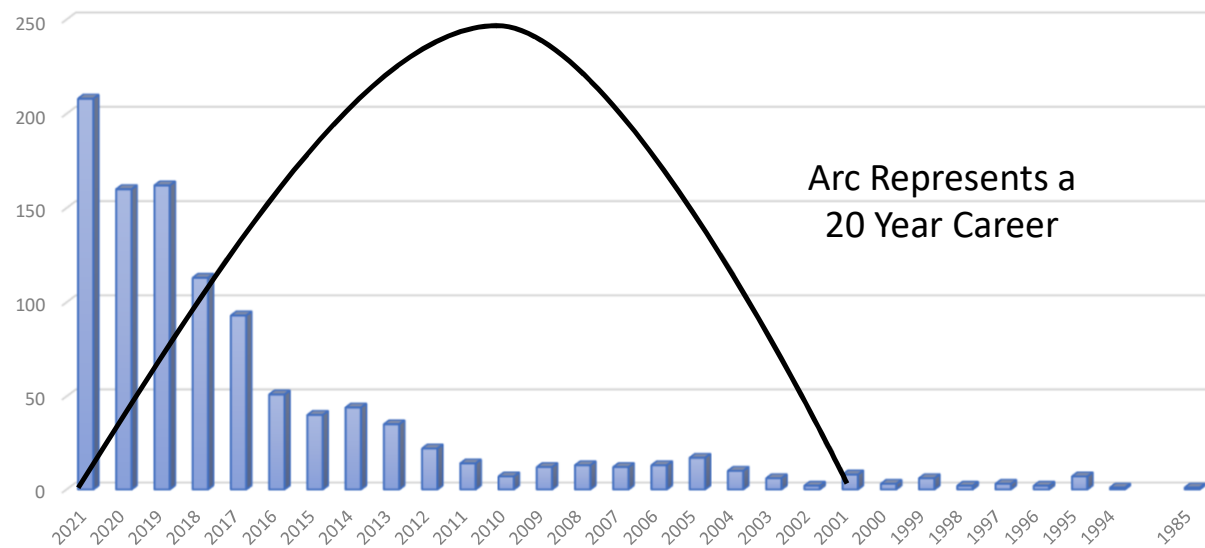


DISTRIBUTION OF EMPLOYEES BY YEAR OF EMPLOYMENT



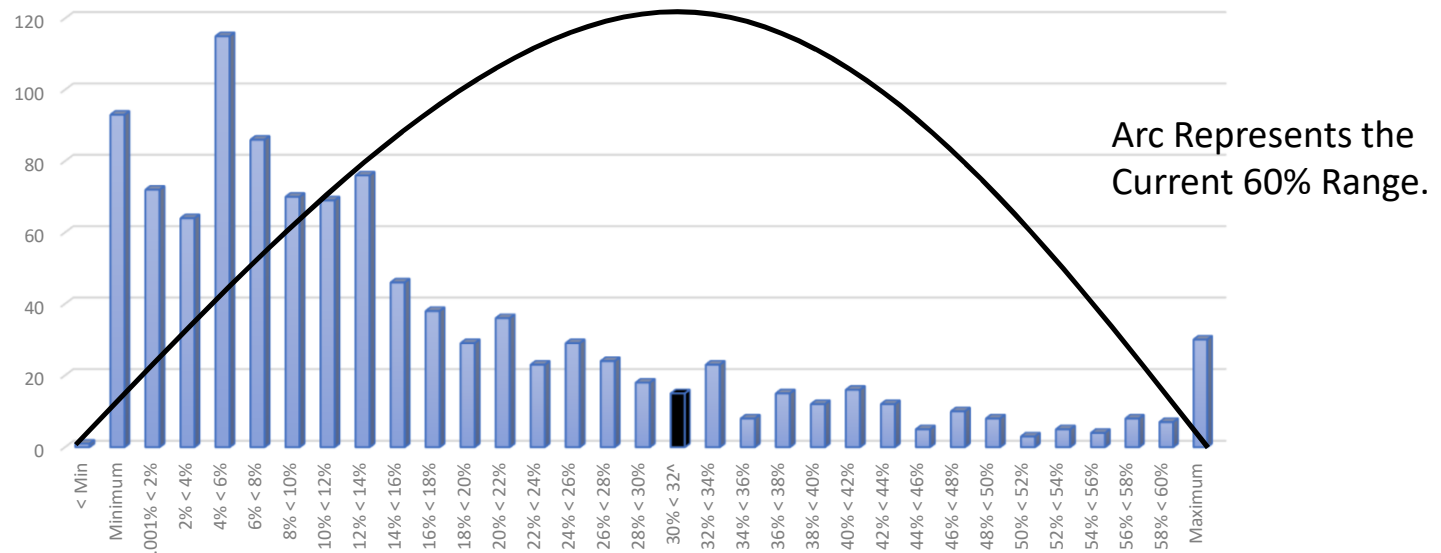
	< 1 Yr	158	14.80%	
	< 2 Yrs	255	23.80%	
	< 5 Yrs	532	49.70%	
	< 10 Yrs	740	69.20%	
	AVG YOS	7.8		

DISTRIBUTION OF EMPLOYEES BY YEAR IN POSITION



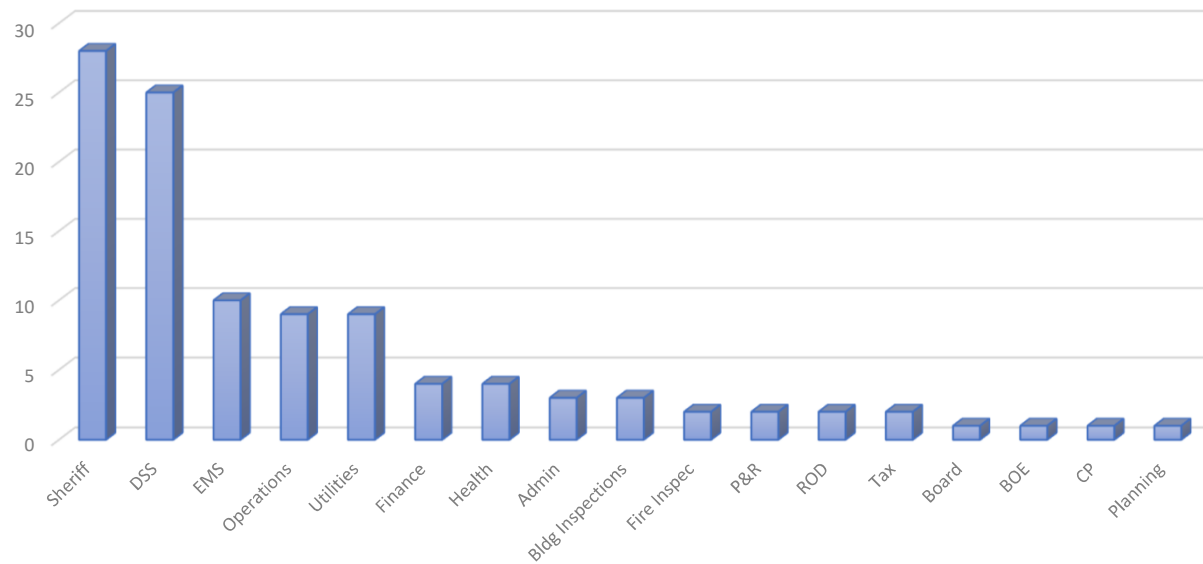
< 1 Yr	232	21.7%	
< 2 Yrs	378	35.3%	
< 5 Yrs	741	69.3%	
< 10 Yrs	933	87.2%	
AVG TIP	4.8		

DISTRIBUTION OF EMPLOYEES BY % ABOVE MINIMUM

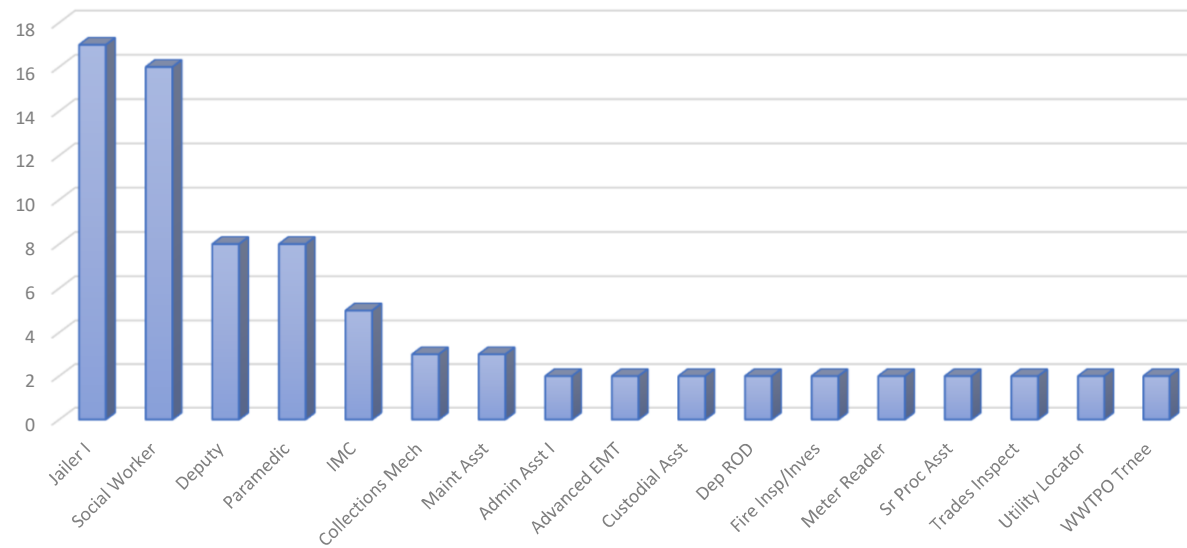


Min	93	8.7%
< 1%	127	11.9%
< 2%	166	15.5%
< 5%	281	26.3%
< 10%	501	46.8%
AVG		15.8%
30 at Max		

MOST RECENT 10% (107) EMPLOYED – BY DEPARTMENT



MOST RECENT 10% (107) EMPLOYED – BY CLASSIFICATION



BRUNSWICK COUNTY Pay Plan Fiscal Year 2021-22 Effective 07-01-2021				BRUNSWICK COUNTY Pay Plan Fiscal Year 2021-22 Effective 07-01-2021									
GRADE	MINIMUM	MID-POINT	MAXIMUM	GRADE	MINIMUM	MID-POINT	MAXIMUM						
57	25,979	33,772	41,566	57	\$ 12.49	\$ 16.24	\$ 19.98						60.0%
58	28,131	36,570	45,009	58	\$ 13.52	\$ 17.58	\$ 21.64	8.3%	2,152				60.0%
59	30,284	39,369	48,454	59	\$ 14.56	\$ 18.93	\$ 23.30	7.7%	2,153				60.0%
60	32,437	42,168	51,899	60	\$ 15.59	\$ 20.27	\$ 24.95	7.1%	2,153				60.0%
61	34,590	44,967	55,344	61	\$ 16.63	\$ 21.62	\$ 26.61	6.6%	2,153				60.0%
62	36,742	47,764	58,787	62	\$ 17.66	\$ 22.96	\$ 28.26	6.2%	2,152				60.0%
63	38,895	50,563	62,232	63	\$ 18.70	\$ 24.31	\$ 29.92	5.9%	2,153				60.0%
64	41,048	53,362	65,677	64	\$ 19.73	\$ 25.65	\$ 31.58	5.5%	2,153				60.0%
65	43,201	56,161	69,122	65	\$ 20.77	\$ 27.00	\$ 33.23	5.2%	2,153				60.0%
66	45,353	58,959	72,565	66	\$ 21.80	\$ 28.35	\$ 34.89	5.0%	2,152				60.0%
67	47,506	61,758	76,010	67	\$ 22.84	\$ 29.69	\$ 36.54	4.7%	2,153				60.0%
68	49,659	64,557	79,455	68	\$ 23.87	\$ 31.04	\$ 38.20	4.5%	2,153				60.0%
69	51,811	67,354	82,898	69	\$ 24.91	\$ 32.38	\$ 39.85	4.3%	2,152				60.0%
70	53,965	70,155	86,344	70	\$ 25.94	\$ 33.73	\$ 41.51	4.2%	2,154				60.0%
71	56,118	72,954	89,789	71	\$ 26.98	\$ 35.07	\$ 43.17	4.0%	2,153				60.0%
72	58,270	75,751	93,232	72	\$ 28.01	\$ 36.42	\$ 44.82	3.8%	2,152				60.0%
73	60,423	78,550	96,677	73	\$ 29.05	\$ 37.76	\$ 46.48	3.7%	2,153				60.0%
74	62,576	81,349	100,122	74	\$ 30.08	\$ 39.11	\$ 48.14	3.6%	2,153				60.0%
75	64,728	84,147	103,565	75	\$ 31.12	\$ 40.46	\$ 49.79	3.4%	2,152				60.0%
76	66,881	86,946	107,010	76	\$ 32.15	\$ 41.80	\$ 51.45	3.3%	2,153				60.0%
77	69,034	89,745	110,455	77	\$ 33.19	\$ 43.15	\$ 53.10	3.2%	2,153				60.0%
78	71,187	92,544	113,900	78	\$ 34.22	\$ 44.49	\$ 54.76	3.1%	2,153				60.0%
79	73,341	95,343	117,345	79	\$ 35.26	\$ 45.84	\$ 56.42	3.0%	2,153				60.0%
80	75,492	98,140	120,788	80	\$ 36.29	\$ 47.18	\$ 58.07	2.9%	2,152				60.0%
81	77,645	100,938	124,232	81	\$ 37.33	\$ 48.53	\$ 59.73	2.9%	2,152				60.0%
82	79,797	103,737	127,676	82	\$ 38.36	\$ 49.87	\$ 61.38	2.8%	2,153				60.0%
83	81,951	106,537	131,122	83	\$ 39.40	\$ 51.22	\$ 63.04	2.7%	2,154				60.0%
84	84,104	109,335	134,566	84	\$ 40.43	\$ 52.56	\$ 64.70	2.6%	2,152				60.0%
85	86,257	112,134	138,011	85	\$ 41.47	\$ 53.91	\$ 66.35	2.6%	2,153				60.0%
86	88,409	114,931	141,454	86	\$ 42.50	\$ 55.26	\$ 68.01	2.5%	2,152				60.0%
87	90,563	117,732	144,901	87	\$ 43.54	\$ 56.60	\$ 69.66	2.4%	2,154				60.0%
88	92,716	120,531	148,346	88	\$ 44.57	\$ 57.95	\$ 71.32	2.4%	2,153				60.0%
89	94,867	123,327	151,788	89	\$ 45.61	\$ 59.29	\$ 72.97	2.3%	2,151				60.0%
90	97,021	126,127	155,233	90	\$ 46.64	\$ 60.64	\$ 74.63	2.3%	2,153				60.0%
91	99,173	128,924	158,676	91	\$ 47.68	\$ 61.98	\$ 76.29	2.2%	2,152				60.0%
92	101,326	131,724	162,121	92	\$ 48.71	\$ 63.33	\$ 77.94	2.2%	2,153				60.0%
93	103,479	134,523	165,566	93	\$ 49.75	\$ 64.67	\$ 79.60	2.1%	2,153				60.0%
94	105,631	137,321	169,010	94	\$ 50.78	\$ 66.02	\$ 81.25	2.1%	2,152				60.0%
95	107,785	140,120	172,455	95	\$ 51.82	\$ 67.37	\$ 82.91	2.0%	2,153				60.0%
96	109,938	142,919	175,901	96	\$ 52.85	\$ 68.71	\$ 84.57	2.0%	2,153				60.0%
97	112,090	145,717	179,344	97	\$ 53.89	\$ 70.06	\$ 86.22	2.0%	2,152				60.0%
98	114,243	148,516	182,789	98	\$ 54.92	\$ 71.40	\$ 87.88	1.9%	2,153				60.0%
99	116,395	151,314	186,232	99	\$ 55.96	\$ 72.75	\$ 89.53	1.9%	2,152				60.0%
100	118,549	154,113	189,678	100	\$ 56.99	\$ 74.09	\$ 91.19	1.9%	2,153				60.0%
101	120,702	156,913	193,123	101	\$ 58.03	\$ 75.44	\$ 92.85	1.8%	2,153				60.0%
102	122,855	159,712	196,569	102	\$ 59.07	\$ 76.78	\$ 94.50	1.8%	2,153				60.0%
103	125,009	162,511	200,014	103	\$ 60.10	\$ 78.13	\$ 96.16	1.8%	2,153				60.0%
104	127,162	165,311	203,460	104	\$ 61.14	\$ 79.48	\$ 97.82	1.7%	2,153				60.0%
105	129,311	168,104	206,903	105	\$ 62.17	\$ 80.82	\$ 99.47	1.7%	2,149				60.0%
106	131,465	170,904	210,346	106	\$ 63.20	\$ 82.17	\$ 101.13	1.7%	2,153				60.0%
107	133,618	173,703	213,789	107	\$ 64.24	\$ 83.51	\$ 102.78	1.6%	2,153				60.0%
108	135,771	176,503	217,233	108	\$ 65.27	\$ 84.86	\$ 104.44	1.6%	2,153				60.0%
109	137,925	179,302	220,678	109	\$ 66.31	\$ 86.20	\$ 106.10	1.6%	2,153				60.0%
110	140,078	182,102	224,124	110	\$ 67.35	\$ 87.55	\$ 107.75	1.6%	2,153				60.0%
111	142,232	184,901	227,571	111	\$ 68.38	\$ 88.89	\$ 109.41	1.5%	2,153				60.0%
112	144,385	187,701	231,016	112	\$ 69.42	\$ 90.24	\$ 111.07	1.5%	2,153				60.0%

56 grades with differentials ranging from 8.3%, at the lowest grade, to 1.5%, at the highest grade, resulting from standard dollar amount difference between each grade. Positions requiring the greatest diversity and levels of duties, responsibilities and authorities have the smallest percentage differentials between grades. The average differential is 3.2%.

PAY AND CLASSIFICATION STUDY

Classification and Pay Study Process

- Job descriptions and organizational charts reviewed
- Meetings with department directors
- Employees completed a 12-page Position Description Questionnaire capturing every element of each position
- Reviewed by Supervisor and Department Head before submission to HR then to Consultant
- Interviews conducted with employees
- Data relevant to each classification was collected and analyzed from the identified market study local governments/entities

Classification and Pay Study Process

- Similar in size and delivery of services
- Geographic location
- Direct competitors for talent

Myrtle Beach	Brunswick Regional (H2GO)	Buncombe Co.	Iredell Co.
N. Myrtle Beach	Cape Fear PUA	Cabarrus Co.	Johnston Co.
Wilmington	Grand Strand W/S	Catawba Co.	New Hanover Co.
	Greenville Utilities	Columbus Co.	Onslow Co.
	Onslow (ONWASA)	Craven Co.	Orange Co.
	Orange (OWASA)	Dare Co.	Pender Co.
		Harnett Co.	Pitt Co
		Henderson Co.	Union Co.
		Horry Co.	

Classification and Pay Study Process

- Similar in size and delivery of services
- Geographic location
- Direct competitors for talent

[illegible]

April 6, 2022, Cape Fear Public Utility Authority Finance Committee Report

Our area's unemployment rate through November 2021 was 3 percent. CFPUA's turnover for February 2022 was 15.54 percent, with almost 40 percent of that in the Customer Service department, 21.4 percent in meter services, 14.5 percent in distribution, and 17.57 percent in water treatment. Many of those positions are in the lower pay ranges, and exit interviews indicate that employees have left for jobs that will pay them more.

The Cape Fear Collective publishes data regarding cost of living in the region. Its self-sufficiency standards for one adult and one child in New Hanover County is \$48,052 annually, and 45 percent of CFPUA's employees are below that amount. Our lowest salary is \$31,321.

The HR Committee management team recommend a tiered cost of living increase, as follows:

Pay grades G10-G15 would receive 10 percent;

Pay grades G16-R30 would receive 8 percent; and,

Pay grades R31 and above would receive 5 percent.

Wilmington City Council Meeting April 5, 2022

At the request of City Council, staff is bringing forward this ordinance to approve all necessary changes to job classes and pay ranges as presented to City Council, and to begin funding the recommended compensation plan changes, effective with the March 28, 2022, pay-period for all employees.

City of Wilmington Website: Vacancy Announcement for Police Officer

Pay

For Trainees

They will be paid \$21.12/hour (\$43,929.60/year) while they are in BLET. Upon graduating BLET and becoming sworn they will receive a 5% increase with a new salary of \$21.18 or \$46,257.12/year.

For Lateral Transfers

They can receive a salary between \$21.18 (\$46,257.12) and \$27.54 (\$60,147.36) depending on their years of experience as a sworn police officer.

What Do Those Changes Look Like?

Classification	Minimum	Midpoint	Maximum	
WWTP OP I	\$44,102	\$56,913	\$69,724	CFPUA
+ 10%	\$48,512	\$62,604	\$76,696	CFPUA
WWTP OP I	\$34,590	\$44,967	\$55,344	Brunswick Co.
Police Officer	\$38,984	\$49,686	\$60,431	Wilmington
+18.66%	\$46,257	\$60,147	\$74,015	Wilmington
Deputy Sheriff	\$41,048	\$53,362	\$65,677	Brunswick Co.

Market Comparison to Initial Market Group

Deputy Sheriff	Grd	Min	Midpt	Max	Avg	CR	Range	Comparison
City of Myrtle Beach		43,014	54,881	66,747	53,222	0.97	55.18%	Police Officer First Class
City of North Myrtle Beach		43,180	60,008	76,835	50,772	0.85	77.94%	Public Safety Officer
City of Wilmington		38,984	49,708	60,431	46,757	0.94	55.01%	Police Officer
NC State Highway Patrol		48,569	59,718	70,867	48,569	0.81	45.91%	Trooper
Buncombe County		40,976	54,293	67,610	48,893	0.90	65.00%	Deputy Sheriff
Cabarrus County		41,364	52,918	64,471	47,595	0.90	55.86%	Deputy Sheriff
Catawba County		40,214	53,284	66,354	45,906	0.86	65.00%	Deputy Sheriff
Craven County		42,135	62,638	83,140	42,824	0.68	97.32%	Deputy Sheriff
Dare County		39,287	51,074	62,860	45,169	0.88	60.00%	Deputy Sheriff
Harnett County		40,774	54,026	67,277	46,023	0.85	65.00%	Deputy Sheriff
Henderson County		37,897	51,033	64,168	40,177	0.79	69.32%	Deputy Sheriff I
Horry County, SC		41,447	51,154	60,860	54,990	1.07	46.84%	Police Officer
Iredell County		39,924	50,923	61,922	45,466	0.89	55.10%	Deputy Sheriff
Johnston County		45,959	56,898	67,836	51,446	0.90	47.60%	Deputy Sheriff
New Hanover County		40,608	53,752	66,895	46,317	0.86	64.73%	Deputy Sheriff
Onslow County		40,240	52,312	64,383	48,799	0.93	60.00%	Deputy Sheriff I
Orange County		39,978	54,748	69,517	42,507	0.78	73.89%	Deputy Sheriff I
Pender County		39,455	49,318	59,182	40,737	0.83	50.00%	Deputy Sheriff
Pitt County		42,490	54,824	67,157	47,661	0.87	58.05%	Deputy Sheriff I
Union County		44,092	56,217	68,343	50,651	0.90	55.00%	Deputy Sheriff I
Brunswick County	64	41,048	53,362	65,677	44,626	0.84	60.00%	
Average	1.2%	41,529	54,186	66,843	47,224	0.87	60.95%	5.8%
Median (50th pctl)	-0.4%	40,875	53,889	66,821	47,176	0.88	63.48%	5.7%
Recommendation	106	42,775	55,608	68,440			60.00%	

Focus on the Immediate Geographic Competitors

Deputy Sheriff	4.5%	Grd	Min	Midpt	Max	Avg	CR	Range	Comparison
City of Myrtle Beach			43,014	54,881	66,747	53,222	0.97	55.18%	Certified Police Officer
City of North Myrtle Beach			43,180	60,008	76,835	50,772	0.85	77.94%	Public Safety Officer
City of Wilmington			46,257	60,147	74,015	46,757	0.78	60.01%	Police Officer
Horry County, SC			41,447	51,154	60,860	54,990	1.07	46.84%	Police Officer
New Hanover County			41,496	54,196	66,895	46,317	0.85	61.21%	Deputy Sheriff
Deputy Sheriff		64	41,048	53,362	65,677	44,626	0.84	60.00%	
Average	45,017	4.9%	43,079	56,077	69,070	50,412	0.90	60.34%	-11.5%
Median (50th pctlle)	44,950	4.8%	43,014	54,881	66,895	50,772	0.93	55.52%	-12.1%
Recommendation		P07	46,500	62,775	79,050			70.00%	

BENEFITS COMPARISON ANALYSIS

Benefits Comparison Analysis

- Customized Benefits Survey developed and sent to initial 26 local governments and public utilities.
- 17 (65.4%) responses. Responses returned to 150 Benefits related questions.
- Survey requested responses regarding Paid Holidays; Vacation, Sick, Civil and Funeral Leave; Retirement System; Group Life Insurance; Group Medical Insurance; as well as Dental, Disability, Tuition Assistance, Military Leave, Pre-taxed deductions, 401(k)/457 Plans and EAP.
- Additional questions covered Pay and Classification areas such as pay plan design, ranges and grade differential percentages; merit/COLA; Performance Appraisal increases; Travel reimbursement; Longevity recognition payment.
- Other areas covered included Non-traditional work schedules; Overtime compensation method; On-call/Stand By compensation; shift differential; Shared Leave; Elected Officials and Part-Time employee benefits.

Benefits Comparison Analysis

With the exception of a few differences such as adding Juneteenth to the holiday schedule and not having a wellness center/program, Brunswick County was in line with each of the benefits areas.

RECOMMENDATIONS

RECOMMENDATIONS

Consistency in Title Names in Detention Center

Current Title	Proposed Title
Jail Administrator	Detention Center Administrator
Detention Lieutenant	Detention Lieutenant
Detention Sergeant	Detention Sergeant
Detention Corporal	Detention Corporal
Jailer II	Detention Officer II
Jailer I	Detention Officer I

RECOMMENDATIONS

For EEOC Considerations, Replace “Foreman” with Supervisor

Current Title	Proposed Title
Instrumentation/Elect Foreman	Instrumentation/Elect Supervisor
Utilities Foreman	Utilities Supervisor
Water Distribution Foreman	Water Distribution Supervisor
WW Treatment Maint. Foreman	WW Treatment Maint. Supervisor

RECOMMEND TWO PAY PLANs

- General Pay Plan
- Public Safety Pay Plan

CURRENT PAY PLAN

GRADE	MINIMUM	MID-POINT	MAXIMUM	Range	Min Diff	Mid Diff	Max Diff	\$ Diff
57	25,979	33,772	41,566	60.0%				
58	28,131	36,570	45,009	60.0%	8.28%	8.28%	8.28%	2,152
59	30,284	39,369	48,454	60.0%	7.65%	7.65%	7.65%	2,153
60	32,437	42,168	51,899	60.0%	7.11%	7.11%	7.11%	2,153
61	34,590	44,967	55,344	60.0%	6.64%	6.64%	6.64%	2,153
62	36,742	47,764	58,787	60.0%	6.22%	6.22%	6.22%	2,152
63	38,895	50,563	62,232	60.0%	5.86%	5.86%	5.86%	2,153
64	41,048	53,362	65,677	60.0%	5.54%	5.54%	5.54%	2,153
65	43,201	56,161	69,122	60.0%	5.25%	5.25%	5.25%	2,153
66	45,353	58,959	72,565	60.0%	4.98%	4.98%	4.98%	2,152

103	125,009	162,511	200,014	60.0%	1.75%	1.75%	1.75%	2,153
104	127,162	165,311	203,460	60.0%	1.72%	1.72%	1.72%	2,153
105	129,311	168,104	206,903	60.0%	1.69%	1.69%	1.69%	2,149
106	131,465	170,904	210,346	60.0%	1.67%	1.67%	1.66%	2,153
107	133,618	173,703	213,789	60.0%	1.64%	1.64%	1.64%	2,153
108	135,771	176,503	217,233	60.0%	1.61%	1.61%	1.61%	2,153
109	137,925	179,302	220,678	60.0%	1.59%	1.59%	1.59%	2,153
110	140,078	182,102	224,124	60.0%	1.56%	1.56%	1.56%	2,153
111	142,232	184,901	227,571	60.0%	1.54%	1.54%	1.54%	2,153
112	144,385	187,701	231,016	60.0%	1.51%	1.51%	1.51%	2,153

RECOMMENDED GENERAL PAY PLAN

10	30,098	40,633	51,167	70.00%	
11	31,603	42,664	53,725	70.00%	5.00%
12	33,183	44,797	56,412	70.00%	5.00%
13	34,842	47,037	59,232	70.00%	5.00%
14	36,585	49,389	62,194	70.00%	5.00%
15	38,414	51,859	65,304	70.00%	5.00%
16	40,335	54,452	68,569	70.00%	5.00%
17	42,351	57,174	71,997	70.00%	5.00%
18	44,469	60,033	75,597	70.00%	5.00%
19	46,692	63,035	79,377	70.00%	5.00%

37	112,371	151,700	191,030	70.00%	5.00%
38	117,989	159,285	200,581	70.00%	5.00%
39	123,888	167,249	210,610	70.00%	5.00%
40	130,083	175,612	221,141	70.00%	5.00%
41	136,587	184,393	232,198	70.00%	5.00%
42	143,416	193,612	243,808	70.00%	5.00%
43	150,587	203,293	255,998	70.00%	5.00%
44	158,117	213,457	268,798	70.00%	5.00%
45	166,022	224,130	282,238	70.00%	5.00%

- Extends Range from Current 60% to 70%
- Establishes 5% Differential between Grades Rather than Flat Dollar Amount.
- Number of grades reduced from 56 to 36

RECOMMENDED PUBLIC SAFETY PAY PLAN

Grade	Minimum	Midpoint	Maximum	Range	Diff Min	Diff Midpt	Diff Max
P01	34,699	46,844	58,988	70%			
P02	36,434	49,186	61,938	70%	5.00%	5.00%	5.00%
P03	38,256	51,645	65,035	70%	5.00%	5.00%	5.00%
P04	40,168	54,227	68,286	70%	5.00%	5.00%	5.00%
P05	42,177	56,939	71,701	70%	5.00%	5.00%	5.00%
P06	44,286	59,786	75,286	70%	5.00%	5.00%	5.00%
P07	46,500	62,775	79,050	70%	5.00%	5.00%	5.00%
P08	48,825	65,914	83,003	70%	5.00%	5.00%	5.00%
P09	51,266	69,209	87,153	70%	5.00%	5.00%	5.00%
P10	53,830	72,670	91,510	70%	5.00%	5.00%	5.00%
P11	56,521	76,303	96,086	70%	5.00%	5.00%	5.00%
P12	59,347	80,119	100,890	70%	5.00%	5.00%	5.00%
P13	62,314	84,125	105,935	70%	5.00%	5.00%	5.00%
P14	65,430	88,331	111,231	70%	5.00%	5.00%	5.00%
P15	68,702	92,747	116,793	70%	5.00%	5.00%	5.00%
P16	72,137	97,385	122,632	70%	5.00%	5.00%	5.00%
P17	75,744	102,254	128,764	70%	5.00%	5.00%	5.00%
P18	79,531	107,367	135,202	70%	5.00%	5.00%	5.00%
P19	83,507	112,735	141,962	70%	5.00%	5.00%	5.00%
P20	87,683	118,372	149,061	70%	5.00%	5.00%	5.00%
P21	92,067	124,290	156,514	70%	5.00%	5.00%	5.00%
P22	96,670	130,505	164,339	70%	5.00%	5.00%	5.00%
P23	101,504	137,030	172,556	70%	5.00%	5.00%	5.00%
P24	106,579	143,881	181,184	70%	5.00%	5.00%	5.00%
P25	111,908	151,076	190,243	70%	5.00%	5.00%	5.00%

From Market
Comparison
Work Sheet:
Deputy Sheriff

- Extends Range from Current 60% to 70%
- Establishes 5% Differential between Grades Rather than Flat Dollar Amount.
- Number of grades reduced from 56 to 25

RECOMMENDATIONS

- Assign each Position to the Recommended Pay Grade; and,
- Establish each Employee's Salary at the Same Percentage Above Minimum as they have in their Current Grade or Adjust each Employee's Salary with 7% COLA, Whichever is Greater.

RECOMMENDATIONS

Assign each Classification to the Recommended Pay Grade. For Example:

- Deputy Sheriff from Current Grade 64 (\$41,048 - \$53,362 - \$65,677) to Public Safety Pay Grade P07 (\$46,500 - \$62,775 - \$79,050);
- WWTP Operator I from Current Grade 61 (\$34,590 - \$44,967 - \$55,344) to General Pay Plan Grade 17 (\$42,351 - \$57,174 - \$ 71,997);
- Social Worker III from Current Grade 70 (\$53,965 - \$70,155 - \$86,344) to General Pay Plan Grade 24 (\$59,592 - \$80,450 - \$101,307)

RECOMMENDATIONS

Assign each Employee's Salary at the Same Percent Above Minimum; or, 7% COLA, Whichever is Greater. For Example:

A Deputy Sheriff's Salary is Currently 10% Above the Minimum of Grade 64. The Position is Assigned to Grade P07 and the Deputy's Salary is Placed at 10% above the Minimum Salary of Grade P07; or, 7% COLA, Whichever is Greater.

A WWTP Operator I's Salary is Currently 5% Above the Minimum of Grade 61. The Position is Assigned to Grade 17 and the WWTP Operator I's Salary is Placed at 5% above the Minimum Salary of Grade 17; or, 7% COLA, Whichever is Greater.

A SW III's Salary is Currently 12% Above the Minimum of Grade 70. The Position is Assigned to Grade 24 and the SW III's Salary is Placed at 12% above the Minimum Salary of Grade 24; or, 7% COLA, Whichever is Greater.

IMPLEMENTATION

IMPLEMENTATION

Estimated Annual Implementation Cost:

\$7.4M Base salaries (including vacancies)

\$1.98M Retirement/401k/FICA/LTD

\$440,000 in scheduled overtime and longevity

Total Cost: \$9.78M

*Estimated Cost for remainder of FY 2021-22 if implemented
on April 18, 2022:*

Total Cost: \$1.85M

THANK YOU
I LOOK FORWARD TO ANSWERING YOUR QUESTIONS

BRUNSWICK COUNTY
Proposed Public Safety Pay Plan

GRADE	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>
P01	\$ 34,699	\$ 46,844	\$ 58,988
P02	\$ 36,434	\$ 49,186	\$ 61,938
P03	\$ 38,256	\$ 51,645	\$ 65,035
P04	\$ 40,168	\$ 54,227	\$ 68,286
P05	\$ 42,177	\$ 56,939	\$ 71,701
P06	\$ 44,286	\$ 59,786	\$ 75,286
P07	\$ 46,500	\$ 62,775	\$ 79,050
P08	\$ 48,825	\$ 65,914	\$ 83,003
P09	\$ 51,266	\$ 69,209	\$ 87,153
P10	\$ 53,830	\$ 72,670	\$ 91,510
P11	\$ 56,521	\$ 76,303	\$ 96,086
P12	\$ 59,347	\$ 80,119	\$ 100,890
P13	\$ 62,314	\$ 84,125	\$ 105,935
P14	\$ 65,430	\$ 88,331	\$ 111,231
P15	\$ 68,702	\$ 92,747	\$ 116,793
P16	\$ 72,137	\$ 97,385	\$ 122,632
P17	\$ 75,744	\$ 102,254	\$ 128,764
P18	\$ 79,531	\$ 107,367	\$ 135,202
P19	\$ 83,507	\$ 112,735	\$ 141,962
P20	\$ 87,683	\$ 118,372	\$ 149,061
P21	\$ 92,067	\$ 124,290	\$ 156,514
P22	\$ 96,670	\$ 130,505	\$ 164,339
P23	\$ 101,504	\$ 137,030	\$ 172,556
P24	\$ 106,579	\$ 143,881	\$ 181,184
P25	\$ 111,908	\$ 151,076	\$ 190,243

BRUNSWICK COUNTY
Proposed General Pay Plan

GRADE	<u>Minimum</u>	<u>Mid-point</u>	<u>Maximum</u>
10	\$ 30,098	\$ 40,633	\$ 51,167
11	\$ 31,603	\$ 42,664	\$ 53,725
12	\$ 33,183	\$ 44,797	\$ 56,412
13	\$ 34,842	\$ 47,037	\$ 59,232
14	\$ 36,585	\$ 49,389	\$ 62,194
15	\$ 38,414	\$ 51,859	\$ 65,304
16	\$ 40,335	\$ 54,452	\$ 68,569
17	\$ 42,351	\$ 57,174	\$ 71,997
18	\$ 44,469	\$ 60,033	\$ 75,597
19	\$ 46,692	\$ 63,035	\$ 79,377
20	\$ 49,027	\$ 66,186	\$ 83,346
21	\$ 51,478	\$ 69,496	\$ 87,513
22	\$ 54,052	\$ 72,970	\$ 91,889
23	\$ 56,755	\$ 76,619	\$ 96,483
24	\$ 59,592	\$ 80,450	\$ 101,307
25	\$ 62,572	\$ 84,472	\$ 106,373
26	\$ 65,701	\$ 88,696	\$ 111,691
27	\$ 68,986	\$ 93,131	\$ 117,276
28	\$ 72,435	\$ 97,787	\$ 123,140
29	\$ 76,057	\$ 102,677	\$ 129,297
30	\$ 79,860	\$ 107,810	\$ 135,761
31	\$ 83,853	\$ 113,201	\$ 142,549
32	\$ 88,045	\$ 118,861	\$ 149,677
33	\$ 92,447	\$ 124,804	\$ 157,161
34	\$ 97,070	\$ 131,044	\$ 165,019
35	\$ 101,923	\$ 137,597	\$ 173,270
36	\$ 107,020	\$ 144,476	\$ 181,933
37	\$ 112,371	\$ 151,700	\$ 191,030
38	\$ 117,989	\$ 159,285	\$ 200,581
39	\$ 123,888	\$ 167,249	\$ 210,610
40	\$ 130,083	\$ 175,612	\$ 221,141
41	\$ 136,587	\$ 184,393	\$ 232,198
42	\$ 143,416	\$ 193,612	\$ 243,808
43	\$ 150,587	\$ 203,293	\$ 255,998
44	\$ 158,117	\$ 213,457	\$ 268,798
45	\$ 166,022	\$ 224,130	\$ 282,238

2021 Pay Study Recommended Grade Placements

Dept Name	Job Class	Current Grd	Curr Min	Curr Mid	Curr Max	Proposed GRADE	Prop Min	Prop Mid	Prop Max
COUNTY ADMINISTRATION	COUNTY MANAGER	112	\$ 144,385	\$ 187,701	\$ 231,016	43	\$ 150,587	\$ 203,293	\$ 255,998
COUNTY ADMINISTRATION	DEPUTY COUNTY MANAGER	94	\$ 105,631	\$ 137,321	\$ 169,010	38	\$ 117,989	\$ 159,285	\$ 200,581
COUNTY ADMINISTRATION	DEPUTY COUNTY MGR, PUBLIC SRVS	92	\$ 101,326	\$ 131,724	\$ 162,121	37	\$ 112,371	\$ 151,700	\$ 191,030
COMMUNICATIONS	DIRECTOR OF COMMUNICATIONS	72	\$ 58,270	\$ 75,751	\$ 93,232	28	\$ 72,435	\$ 97,787	\$ 123,140
COUNTY ADMINISTRATION	RISK MANAGER	73	\$ 60,423	\$ 78,550	\$ 96,677	27	\$ 68,986	\$ 93,131	\$ 117,276
COMMUNICATIONS	COMMUNICATIONS SPECIALIST	67	\$ 47,506	\$ 61,758	\$ 76,010	21	\$ 51,478	\$ 69,496	\$ 87,513
COUNTY ADMINISTRATION	EXECUTIVE ASSISTANT II	66	\$ 45,353	\$ 58,959	\$ 72,565	20	\$ 49,027	\$ 66,186	\$ 83,346
COUNTY ADMINISTRATION	RISK MANAGEMENT TECHNICIAN	65	\$ 43,201	\$ 56,161	\$ 69,122	19	\$ 46,692	\$ 63,035	\$ 79,377

2021 Pay Study Recommended Grade Placements

Dept Name	Job Class	Current Grd	Curr Min	Curr Mid	Curr Max	Proposed GRADE	Prop Min	Prop Mid	Prop Max
GOVERNING BODY	CLERK TO BOARD	72	\$ 58,270	\$ 75,751	\$ 93,232	24	\$ 59,592	\$ 80,450	\$ 101,307

2021 Pay Study Recommended Grade Placements

Dept Name	Job Class	Current Grd	Curr Min	Curr Mid	Curr Max	Proposed GRADE	Prop Min	Prop Mid	Prop Max
BOARD OF ELECTIONS	DIRECTOR OF ELECTIONS	72	\$ 58,270	\$ 75,751	\$ 93,232	25	\$ 62,572	\$ 84,472	\$ 106,373
BOARD OF ELECTIONS	DEPUTY DIRECTOR OF ELECTIONS	65	\$ 43,201	\$ 56,161	\$ 69,122	19	\$ 46,692	\$ 63,035	\$ 79,377
BOARD OF ELECTIONS	ELECTIONS COMPUTER TECHNICIAN	65	\$ 43,201	\$ 56,161	\$ 69,122	19	\$ 46,692	\$ 63,035	\$ 79,377
BOARD OF ELECTIONS	ASSISTANT DEPUTY DIRECTOR	63	\$ 38,895	\$ 50,563	\$ 62,232	16	\$ 40,335	\$ 54,452	\$ 68,569
BOARD OF ELECTIONS	ELECTIONS LOGISTICS SPECIALIST	63	\$ 38,895	\$ 50,563	\$ 62,232	16	\$ 40,335	\$ 54,452	\$ 68,569
BOARD OF ELECTIONS	REGISTRATION CLERK	59	\$ 30,284	\$ 39,369	\$ 48,454	13	\$ 34,842	\$ 47,037	\$ 59,232

2021 Pay Study Recommended Grade Placements

Dept Name	Job Class	Current Grd	Curr Min	Curr Mid	Curr Max	Proposed GRADE	Prop Min	Prop Mid	Prop Max
DSS ADMINISTRATION	SOCIAL SERVICES DIRECTOR	89	\$ 94,867	\$ 123,327	\$ 151,788	35	\$ 101,923	\$ 137,597	\$ 173,270
DSS ADMINISTRATION	SOCIAL WORK PROG ADMINISTRATOR I	75	\$ 64,728	\$ 84,147	\$ 103,565	30	\$ 79,860	\$ 107,810	\$ 135,761
DSS ADMINISTRATION	SOCIAL WORK PROG MGR-CPS	74	\$ 62,576	\$ 81,349	\$ 100,122	29	\$ 76,057	\$ 102,677	\$ 129,297
DSS ADMINISTRATION	ASSURANCE SUPV	73	\$ 60,423	\$ 78,550	\$ 96,677	28	\$ 72,435	\$ 97,787	\$ 123,140
DSS ADMINISTRATION	SOCIAL WORK SUPV III	73	\$ 60,423	\$ 78,550	\$ 96,677	28	\$ 72,435	\$ 97,787	\$ 123,140
DSS ADMINISTRATION	ECONOMIC SERVICES PROG MGR II	71	\$ 56,118	\$ 72,954	\$ 89,789	25	\$ 62,572	\$ 84,472	\$ 106,373
DSS ADMINISTRATION	SOCIAL WORKER III	70	\$ 53,965	\$ 70,155	\$ 86,344	24	\$ 59,592	\$ 80,450	\$ 101,307
DSS ADMINISTRATION	CHILD SUPPORT SUPV	68	\$ 49,659	\$ 64,557	\$ 79,455	23	\$ 56,755	\$ 76,619	\$ 96,483
DSS ADMINISTRATION	BUSINESS OFFICER	69	\$ 51,811	\$ 67,354	\$ 82,898	22	\$ 54,052	\$ 72,970	\$ 91,889
DSS ADMINISTRATION	ECONOMIC SERVICES SUPV	67	\$ 47,506	\$ 61,758	\$ 76,010	22	\$ 54,052	\$ 72,970	\$ 91,889
DSS ADMINISTRATION	ECONOMIC SERVICES SUPV (Q/A ANALYST)	67	\$ 47,506	\$ 61,758	\$ 76,010	22	\$ 54,052	\$ 72,970	\$ 91,889
DSS ADMINISTRATION	SOCIAL WORK PROG SUPPORT SPEC	67	\$ 47,506	\$ 61,758	\$ 76,010	22	\$ 54,052	\$ 72,970	\$ 91,889
DSS ADMINISTRATION	SOCIAL WORKER II	67	\$ 47,506	\$ 61,758	\$ 76,010	22	\$ 54,052	\$ 72,970	\$ 91,889
DSS ADMINISTRATION	PARALEGAL	68	\$ 49,659	\$ 64,557	\$ 79,455	21	\$ 51,478	\$ 69,496	\$ 87,513
DSS ADMINISTRATION	LEAD CHILD SUPPORT AGENT	66	\$ 45,353	\$ 58,959	\$ 72,565	21	\$ 51,478	\$ 69,496	\$ 87,513
DSS ADMINISTRATION	OFFICE MANAGER	66	\$ 45,353	\$ 58,959	\$ 72,565	21	\$ 51,478	\$ 69,496	\$ 87,513
DSS ADMINISTRATION	CHILD SUPPORT AGENT II	65	\$ 43,201	\$ 56,161	\$ 69,122	20	\$ 49,027	\$ 66,186	\$ 83,346
DSS ADMINISTRATION	INCOME MAINT CASEWORKER III (PROG SPECIALIST)	65	\$ 43,201	\$ 56,161	\$ 69,122	20	\$ 49,027	\$ 66,186	\$ 83,346
DSS ADMINISTRATION	INCOME MAINT INVESTIGATOR II	65	\$ 43,201	\$ 56,161	\$ 69,122	20	\$ 49,027	\$ 66,186	\$ 83,346
PUBLIC HOUSING-ADMINISTRATION	SECTION 8 PROGRAM SUPV	67	\$ 47,506	\$ 61,758	\$ 76,010	20	\$ 49,027	\$ 66,186	\$ 83,346
DSS ADMINISTRATION	CHILD SUPPORT AGENT I	63	\$ 38,895	\$ 50,563	\$ 62,232	18	\$ 44,469	\$ 60,033	\$ 75,597
DSS ADMINISTRATION	INCOME MAINT CASEWORKER II	63	\$ 38,895	\$ 50,563	\$ 62,232	18	\$ 44,469	\$ 60,033	\$ 75,597
DSS ADMINISTRATION	SOCIAL WORKER I	62	\$ 36,742	\$ 47,764	\$ 58,787	18	\$ 44,469	\$ 60,033	\$ 75,597
PUBLIC HOUSING-ADMINISTRATION	OCCUPANCY SPECIALIST	65	\$ 43,201	\$ 56,161	\$ 69,122	18	\$ 44,469	\$ 60,033	\$ 75,597
PUBLIC HOUSING-ADMINISTRATION	HOUSING INSPECTOR	64	\$ 41,048	\$ 53,362	\$ 65,677	17	\$ 42,351	\$ 57,174	\$ 71,997
DSS ADMINISTRATION	INCOME MAINT CASEWORKER I	61	\$ 34,590	\$ 44,967	\$ 55,344	16	\$ 40,335	\$ 54,452	\$ 68,569
DSS ADMINISTRATION	ACCOUNTING TECHNICIAN II	61	\$ 34,590	\$ 44,967	\$ 55,344	15	\$ 38,414	\$ 51,859	\$ 65,304
DSS ADMINISTRATION	INTERPRETER	60	\$ 32,437	\$ 42,168	\$ 51,899	15	\$ 38,414	\$ 51,859	\$ 65,304
DSS ADMINISTRATION	INCOME MAINT TECHNICIAN	59	\$ 30,284	\$ 39,369	\$ 48,454	14	\$ 36,585	\$ 49,389	\$ 62,194
DSS ADMINISTRATION	SR PROCESSING ASSISTANT	59	\$ 30,284	\$ 39,369	\$ 48,454	13	\$ 34,842	\$ 47,037	\$ 59,232
PUBLIC HOUSING-ADMINISTRATION	SR PROCESSING ASSISTANT	59	\$ 30,284	\$ 39,369	\$ 48,454	13	\$ 34,842	\$ 47,037	\$ 59,232
DSS ADMINISTRATION	OFFICE ASSISTANT	58	\$ 28,131	\$ 36,570	\$ 45,009	12	\$ 33,183	\$ 44,797	\$ 56,412

2021 Pay Study Recommended Grade Placements

Dept Name	Job Class	Current Grd		Curr Min	Curr Mid	Curr Max	Proposed GRADE		Prop Min	Prop Mid	Prop Max
EMERGENCY SERVICES	EMERGENCY SERVICES DIRECTOR	80	\$	75,492	\$ 98,140	\$ 120,788	P20	\$	87,683	\$ 118,372	\$ 149,061
EMERGENCY MEDICAL SERVICES	EMS DEPUTY DIRECTOR	75	\$	64,728	\$ 84,147	\$ 103,565	P17	\$	75,744	\$ 102,254	\$ 128,764
EMERGENCY SERVICES	EM DEPUTY DIRECTOR	74	\$	62,576	\$ 81,349	\$ 100,122	P16	\$	72,137	\$ 97,385	\$ 122,632
EMERGENCY MEDICAL SERVICES	EMS OPERATIONS MANAGER	73	\$	60,423	\$ 78,550	\$ 96,677	P15	\$	68,702	\$ 92,747	\$ 116,793
EMERGENCY SERVICES	FIRE SERVICES ADM	71	\$	56,118	\$ 72,954	\$ 89,789	P14	\$	65,430	\$ 88,331	\$ 111,231
EMERGENCY MEDICAL SERVICES	EMS OPERATIONS SUPV	68	\$	49,659	\$ 64,557	\$ 79,455	P11	\$	56,521	\$ 76,303	\$ 96,086
EMERGENCY MEDICAL SERVICES	EMS OPERATIONS/TRAINING OFFICER	68	\$	49,659	\$ 64,557	\$ 79,455	P11	\$	56,521	\$ 76,303	\$ 96,086
EMERGENCY MEDICAL SERVICES	EMS SPECIAL OPERS SUPV	68	\$	49,659	\$ 64,557	\$ 79,455	P11	\$	56,521	\$ 76,303	\$ 96,086
EMERGENCY MEDICAL SERVICES	ASSISTANT OPERATIONS SUPV	66	\$	45,353	\$ 58,959	\$ 72,565	P09	\$	51,266	\$ 69,209	\$ 87,153
EMERGENCY MEDICAL SERVICES	PARAMEDIC	65	\$	43,201	\$ 56,161	\$ 69,122	P08	\$	48,825	\$ 65,914	\$ 83,003
EMERGENCY MEDICAL SERVICES	PARAMEDIC (FTO)	65	\$	43,201	\$ 56,161	\$ 69,122	P08	\$	48,825	\$ 65,914	\$ 83,003
EMERGENCY MEDICAL SERVICES	COMPUTER TECHNICIAN	66	\$	45,353	\$ 58,959	\$ 72,565	19	\$	46,692	\$ 63,035	\$ 79,377
EMERGENCY MEDICAL SERVICES	EMS PROCUREMENT/LOGISTICS COORD	64	\$	41,048	\$ 53,362	\$ 65,677	P07	\$	46,500	\$ 62,775	\$ 79,050
EMERGENCY MEDICAL SERVICES	ACCESS & FUNCTIONAL NEEDS COORD	65	\$	43,201	\$ 56,161	\$ 69,122	18	\$	44,469	\$ 60,033	\$ 75,597
EMERGENCY MEDICAL SERVICES	ADMINISTRATIVE ASSISTANT II	65	\$	43,201	\$ 56,161	\$ 69,122	18	\$	44,469	\$ 60,033	\$ 75,597
EMERGENCY MEDICAL SERVICES	VOLUNTEER & NON PROFIT COORD	65	\$	43,201	\$ 56,161	\$ 69,122	18	\$	44,469	\$ 60,033	\$ 75,597
EMERGENCY MEDICAL SERVICES	ADVANCED EMT FTO	62	\$	36,742	\$ 47,764	\$ 58,787	P05	\$	42,177	\$ 56,939	\$ 71,701
EMERGENCY MEDICAL SERVICES	ADVANCED EMT	62	\$	36,742	\$ 47,764	\$ 58,787	P05	\$	42,177	\$ 56,939	\$ 71,701
EMERGENCY MEDICAL SERVICES	ADMINISTRATIVE ASSISTANT I	63	\$	38,895	\$ 50,563	\$ 62,232	16	\$	40,335	\$ 54,452	\$ 68,569
EMERGENCY MEDICAL SERVICES	SR OFFICE ASSISTANT	60	\$	32,437	\$ 42,168	\$ 51,899	14	\$	36,585	\$ 49,389	\$ 62,194

2021 Pay Study Recommended Grade Placements

Dept Name	Job Class	Current Grd	Curr Min	Curr Mid	Curr Max	Proposed GRADE	Prop Min	Prop Mid	Prop Max
ENGINEERING	ENGINEERING SERVICES DIRECTOR	84	\$ 84,104	\$ 109,335	\$ 134,566	32	\$ 88,045	\$ 118,861	\$ 149,677
ENGINEERING	STORMWATER ENGINEER	75	\$ 64,728	\$ 84,147	\$ 103,565	27	\$ 68,986	\$ 93,131	\$ 117,276
ENGINEERING	ENGINEERING PROJECT MANAGER	73	\$ 60,423	\$ 78,550	\$ 96,677	26	\$ 65,701	\$ 88,696	\$ 111,691
ENGINEERING	ENGINEERING ADMIN	69	\$ 51,811	\$ 67,354	\$ 82,898	23	\$ 56,755	\$ 76,619	\$ 96,483
ENGINEERING	ENGINEERING INSPECTOR	68	\$ 49,659	\$ 64,557	\$ 79,455	22	\$ 54,052	\$ 72,970	\$ 91,889

2021 Pay Study Recommended Grade Placements

Dept Name	Job Class	Current Grd		Curr Min	Curr Mid	Curr Max	Proposed GRADE		Prop Min	Prop Mid	Prop Max
FINANCE	DIRECTOR OF FISCAL OPERATIONS	90	\$	97,021	\$ 126,127	\$ 155,233	36	\$	107,020	\$ 144,476	\$ 181,933
FINANCE	DEPUTY FINANCE OFFICER	80	\$	75,492	\$ 98,140	\$ 120,788	31	\$	83,853	\$ 113,201	\$ 142,549
FINANCE	ACCOUNTING IT PROJ ADMINISTRATOR	75	\$	64,728	\$ 84,147	\$ 103,565	27	\$	68,986	\$ 93,131	\$ 117,276
FINANCE	FISCAL SPECIALIST	73	\$	60,423	\$ 78,550	\$ 96,677	25	\$	62,572	\$ 84,472	\$ 106,373
FINANCE	FISCAL TECH SUPV	73	\$	60,423	\$ 78,550	\$ 96,677	25	\$	62,572	\$ 84,472	\$ 106,373
WATER-UTILITY BILLING	UTILITY BILLING MANAGER	73	\$	60,423	\$ 78,550	\$ 96,677	25	\$	62,572	\$ 84,472	\$ 106,373
WATER-UTILITY BILLING	CUSTOMER SERVICE & COLLECT SPEC	68	\$	49,659	\$ 64,557	\$ 79,455	21	\$	51,478	\$ 69,496	\$ 87,513
FINANCE	FISCAL TECHNICIAN II	66	\$	45,353	\$ 58,959	\$ 72,565	19	\$	46,692	\$ 63,035	\$ 79,377
FINANCE	PAYROLL TECHNICIAN	66	\$	45,353	\$ 58,959	\$ 72,565	19	\$	46,692	\$ 63,035	\$ 79,377
FINANCE	FISCAL TECHNICIAN I	63	\$	38,895	\$ 50,563	\$ 62,232	16	\$	40,335	\$ 54,452	\$ 68,569
WATER-UTILITY BILLING	BILLING TECHNICIAN	61	\$	34,590	\$ 44,967	\$ 55,344	14	\$	36,585	\$ 49,389	\$ 62,194
WATER-UTILITY BILLING	CUSTOMER SERVICE REP II	61	\$	34,590	\$ 44,967	\$ 55,344	14	\$	36,585	\$ 49,389	\$ 62,194
WATER-UTILITY BILLING	METER TECHNICIAN	61	\$	34,590	\$ 44,967	\$ 55,344	14	\$	36,585	\$ 49,389	\$ 62,194
WATER-UTILITY BILLING	CUSTOMER SERVICE REP I	60	\$	32,437	\$ 42,168	\$ 51,899	13	\$	34,842	\$ 47,037	\$ 59,232
FINANCE	FISCAL ASST/MAIL ROOM CLERK	59	\$	30,284	\$ 39,369	\$ 48,454	12	\$	33,183	\$ 44,797	\$ 56,412
WATER-UTILITY BILLING	METER READER	58	\$	28,131	\$ 36,570	\$ 45,009	12	\$	33,183	\$ 44,797	\$ 56,412

2021 Pay Study Recommended Grade Placements

Dept Name	Job Class	Current Grd		Curr Min	Curr Mid	Curr Max	Proposed GRADE	Prop Min	Prop Mid	Prop Max
FAMILY HEALTH	DEPUTY COUNTY MANAGER FOR HHS	92	\$	101,326	\$ 131,724	\$ 162,121	37	\$ 112,371	\$ 151,700	\$ 191,030
FAMILY HEALTH	LOCAL HEALTH DIRECTOR	89	\$	94,867	\$ 123,327	\$ 151,788	35	\$ 101,923	\$ 137,597	\$ 173,270
FAMILY HEALTH	PHYSICIAN EXTENDER II	81	\$	77,645	\$ 100,938	\$ 124,232	31	\$ 83,853	\$ 113,201	\$ 142,549
ENVIRONMENTAL HEALTH	ENVIRONMENTAL HEALTH DIR I	80	\$	75,492	\$ 98,140	\$ 120,788	30	\$ 79,860	\$ 107,810	\$ 135,761
FAMILY HEALTH	NURSING DIRECTOR II	79	\$	73,341	\$ 95,343	\$ 117,345	30	\$ 79,860	\$ 107,810	\$ 135,761
FAMILY HEALTH	NURSING SUPV II	75	\$	64,728	\$ 84,147	\$ 103,565	28	\$ 72,435	\$ 97,787	\$ 123,140
FAMILY HEALTH	LEAD PUBLIC HLTH NURSE-EXP ROLE	73	\$	60,423	\$ 78,550	\$ 96,677	26	\$ 65,701	\$ 88,696	\$ 111,691
ENVIRONMENTAL HEALTH	SOIL SCIENTIST I	72	\$	58,270	\$ 75,751	\$ 93,232	25	\$ 62,572	\$ 84,472	\$ 106,373
FAMILY HEALTH	LEAD PUBLIC HEALTH NURSE	72	\$	58,270	\$ 75,751	\$ 93,232	25	\$ 62,572	\$ 84,472	\$ 106,373
FAMILY HEALTH	PUBLIC HEALTH NURSE-EXP ROLE	72	\$	58,270	\$ 75,751	\$ 93,232	25	\$ 62,572	\$ 84,472	\$ 106,373
WIC-CLIENT SERVICES	NUTRITION PROGRAM MANAGER	70	\$	53,965	\$ 70,155	\$ 86,344	25	\$ 62,572	\$ 84,472	\$ 106,373
ENVIRONMENTAL HEALTH	ENVIRONMENTAL HLTH PROG SPEC	71	\$	56,118	\$ 72,954	\$ 89,789	24	\$ 59,592	\$ 80,450	\$ 101,307
FAMILY HEALTH	BUSINESS MANAGER	71	\$	56,118	\$ 72,954	\$ 89,789	24	\$ 59,592	\$ 80,450	\$ 101,307
ENVIRONMENTAL HEALTH	ENVIRONMENTAL HLTH SPEC DA	70	\$	53,965	\$ 70,155	\$ 86,344	23	\$ 56,755	\$ 76,619	\$ 96,483
FAMILY HEALTH	PERSONNEL OFFICER	70	\$	53,965	\$ 70,155	\$ 86,344	23	\$ 56,755	\$ 76,619	\$ 96,483
FAMILY HEALTH	PUBLIC HEALTH NURSE I	70	\$	53,965	\$ 70,155	\$ 86,344	23	\$ 56,755	\$ 76,619	\$ 96,483
VETERANS SERVICES	SR VETERANS SERVICES OFFICER	68	\$	49,659	\$ 64,557	\$ 79,455	23	\$ 56,755	\$ 76,619	\$ 96,483
BIOTERRORISM PREPAREDNESS	PREPAREDNESS COORDINATOR	69	\$	51,811	\$ 67,354	\$ 82,898	22	\$ 54,052	\$ 72,970	\$ 91,889
ENVIRONMENTAL HEALTH	ENVIRONMENTAL HLTH SPECIALIST I	69	\$	51,811	\$ 67,354	\$ 82,898	22	\$ 54,052	\$ 72,970	\$ 91,889
FAMILY HEALTH	SOCIAL WORKER II	67	\$	47,506	\$ 61,758	\$ 76,010	22	\$ 54,052	\$ 72,970	\$ 91,889
FAMILY HEALTH	MEDICAL LAB TECHNOLOGIST I	68	\$	49,659	\$ 64,557	\$ 79,455	21	\$ 51,478	\$ 69,496	\$ 87,513
KB REYNOLDS-NOURISHING BRUN CO	NUTRITIONIST II	66	\$	45,353	\$ 58,959	\$ 72,565	21	\$ 51,478	\$ 69,496	\$ 87,513
WIC-CLIENT SERVICES	NUTRITIONIST II	66	\$	45,353	\$ 58,959	\$ 72,565	21	\$ 51,478	\$ 69,496	\$ 87,513
FAMILY HEALTH	PUBLIC HEALTH EDUCATOR II	67	\$	47,506	\$ 61,758	\$ 76,010	20	\$ 49,027	\$ 66,186	\$ 83,346
FAMILY HEALTH	ACCOUNTING SUPV	66	\$	45,353	\$ 58,959	\$ 72,565	20	\$ 49,027	\$ 66,186	\$ 83,346
VETERANS SERVICES	VETERANS SERVICE OFFICER	64	\$	41,048	\$ 53,362	\$ 65,677	20	\$ 49,027	\$ 66,186	\$ 83,346
FAMILY HEALTH	ADMINISTRATIVE ASSISTANT II	65	\$	43,201	\$ 56,161	\$ 69,122	18	\$ 44,469	\$ 60,033	\$ 75,597
FAMILY HEALTH	QUALITY ASSURANCE SPECIALIST	65	\$	43,201	\$ 56,161	\$ 69,122	18	\$ 44,469	\$ 60,033	\$ 75,597
WIC-CLIENT SERVICES	NUTRITIONIST I	63	\$	38,895	\$ 50,563	\$ 62,232	18	\$ 44,469	\$ 60,033	\$ 75,597
FAMILY HEALTH	MEDICAL LAB TECHNICIAN II	64	\$	41,048	\$ 53,362	\$ 65,677	17	\$ 42,351	\$ 57,174	\$ 71,997
ENVIRONMENTAL HEALTH	ENVIRONMENTAL HEALTH TECH	63	\$	38,895	\$ 50,563	\$ 62,232	16	\$ 40,335	\$ 54,452	\$ 68,569
FAMILY HEALTH	PROCESSING SUPV	63	\$	38,895	\$ 50,563	\$ 62,232	16	\$ 40,335	\$ 54,452	\$ 68,569
FAMILY HEALTH	PUBLIC HEALTH EDUCATOR I	63	\$	38,895	\$ 50,563	\$ 62,232	16	\$ 40,335	\$ 54,452	\$ 68,569
FAMILY HEALTH	MEDICAL LAB TECHNICIAN I	62	\$	36,742	\$ 47,764	\$ 58,787	15	\$ 38,414	\$ 51,859	\$ 65,304
FAMILY HEALTH	ACCOUNTING TECHNICIAN II	61	\$	34,590	\$ 44,967	\$ 55,344	15	\$ 38,414	\$ 51,859	\$ 65,304
FAMILY HEALTH	INTERPRETER	60	\$	32,437	\$ 42,168	\$ 51,899	15	\$ 38,414	\$ 51,859	\$ 65,304
FAMILY HEALTH	SR ACCOUNTING CLERK	60	\$	32,437	\$ 42,168	\$ 51,899	14	\$ 36,585	\$ 49,389	\$ 62,194
WIC-CLIENT SERVICES	MEDICAL OFFICE ASSISTANT	60	\$	32,437	\$ 42,168	\$ 51,899	14	\$ 36,585	\$ 49,389	\$ 62,194
FAMILY HEALTH	PUBLIC INFORMATION ASST II	59	\$	30,284	\$ 39,369	\$ 48,454	13	\$ 34,842	\$ 47,037	\$ 59,232
FAMILY HEALTH	SR PROCESSING ASSISTANT	59	\$	30,284	\$ 39,369	\$ 48,454	13	\$ 34,842	\$ 47,037	\$ 59,232
WIC-CLIENT SERVICES	SR PROCESSING ASSISTANT	59	\$	30,284	\$ 39,369	\$ 48,454	13	\$ 34,842	\$ 47,037	\$ 59,232
FAMILY HEALTH	COMMUNITY HEALTH ASSISTANT	58	\$	28,131	\$ 36,570	\$ 45,009	12	\$ 33,183	\$ 44,797	\$ 56,412

2021 Pay Study Recommended Grade Placements

Dept Name	Job Class	Current Grd		Curr Min		Curr Mid		Curr Max		Proposed GRADE		Prop Min		Prop Mid		Prop Max
HUMAN RESOURCES	HUMAN RESOURCES DIRECTOR	80	\$	75,492	\$	98,140	\$	120,788		32	\$	88,045	\$	118,861	\$	149,677
HUMAN RESOURCES	DEPUTY HR DIRECTOR	73	\$	60,423	\$	78,550	\$	96,677		28	\$	72,435	\$	97,787	\$	123,140
HUMAN RESOURCES	HR BENEFITS PROGRAM MANAGER	73	\$	60,423	\$	78,550	\$	96,677		26	\$	65,701	\$	88,696	\$	111,691
HUMAN RESOURCES	HUMAN RESOURCES GENERALIST	68	\$	49,659	\$	64,557	\$	79,455		21	\$	51,478	\$	69,496	\$	87,513
HUMAN RESOURCES	HUMAN RESOURCES COORDINATOR	62	\$	36,742	\$	47,764	\$	58,787		16	\$	40,335	\$	54,452	\$	68,569

2021 Pay Study Recommended Grade Placements

Dept Name	Job Class	Current Grd	Curr Min	Curr Mid	Curr Max	Proposed GRADE	Prop Min	Prop Mid	Prop Max
CODE ADMINISTRATION	DIRECTOR, CODE ADMINISTRATION	78	\$ 71,187	\$ 92,544	\$ 113,900	30	\$ 79,860	\$ 107,810	\$ 135,761
CODE ADMINISTRATION	DEPUTY CODE ADMINISTRATOR	72	\$ 58,270	\$ 75,751	\$ 93,232	26	\$ 65,701	\$ 88,696	\$ 111,691
FIRE INSPECTIONS	DEPUTY CODE ADMIN/FIRE MARSHAL	72	\$ 58,270	\$ 75,751	\$ 93,232	P14	\$ 65,430	\$ 88,331	\$ 111,231
CODE ADMINISTRATION	COMMERCIAL PLANS EXAMINER	68	\$ 49,659	\$ 64,557	\$ 79,455	23	\$ 56,755	\$ 76,619	\$ 96,483
CODE ADMINISTRATION	MULTI TRADES INSPECTOR III	68	\$ 49,659	\$ 64,557	\$ 79,455	23	\$ 56,755	\$ 76,619	\$ 96,483
CODE ADMINISTRATION	CENTRAL PERMIT SUPV	68	\$ 49,659	\$ 64,557	\$ 79,455	23	\$ 56,755	\$ 76,619	\$ 96,483
CODE ADMINISTRATION	INSPECTION & PERMIT OP ANALYST	68	\$ 49,659	\$ 64,557	\$ 79,455	22	\$ 54,052	\$ 72,970	\$ 91,889
CODE ADMINISTRATION	FLOODPLAIN ADMINISTRATOR	65	\$ 43,201	\$ 56,161	\$ 69,122	21	\$ 51,478	\$ 69,496	\$ 87,513
CODE ADMINISTRATION	INTAKE APPLICATION TECHNICIAN	65	\$ 43,201	\$ 56,161	\$ 69,122	21	\$ 51,478	\$ 69,496	\$ 87,513
CODE ADMINISTRATION	MULTI TRADES INSPECTOR II	65	\$ 43,201	\$ 56,161	\$ 69,122	21	\$ 51,478	\$ 69,496	\$ 87,513
CODE ADMINISTRATION	MULTI TRADES INSPECTOR I	64	\$ 41,048	\$ 53,362	\$ 65,677	20	\$ 49,027	\$ 66,186	\$ 83,346
FIRE INSPECTIONS	FIRE INSPECTOR/INVESTIGATOR	65	\$ 43,201	\$ 56,161	\$ 69,122	P08	\$ 48,825	\$ 65,914	\$ 83,003
FIRE INSPECTIONS	FIRE PLANS EXAMINER/INSPECTOR	65	\$ 43,201	\$ 56,161	\$ 69,122	P08	\$ 48,825	\$ 65,914	\$ 83,003
CODE ADMINISTRATION	SR PERMITTING TECHNICIAN	65	\$ 43,201	\$ 56,161	\$ 69,122	19	\$ 46,692	\$ 63,035	\$ 79,377
CODE ADMINISTRATION	ADMINISTRATIVE ASSISTANT I	63	\$ 38,895	\$ 50,563	\$ 62,232	16	\$ 40,335	\$ 54,452	\$ 68,569
CODE ADMINISTRATION	PERMITTING TECHNICIAN	63	\$ 38,895	\$ 50,563	\$ 62,232	16	\$ 40,335	\$ 54,452	\$ 68,569

2021 Pay Study Recommended Grade Placements

Dept Name	Job Class	Current					Proposed				
		Grd	Curr Min	Curr Mid	Curr Max		GRADE	Prop Min	Prop Mid	Prop Max	
INFORMATION TECHNOLOGY	INFORMATION TECHNOLOGY DIRECTOR	84	\$ 84,104	\$ 109,335	\$ 134,566		34	\$ 97,070	\$ 131,044	\$ 165,019	
INFORMATION TECHNOLOGY	DEPUTY INFO TECH DIRECTOR	78	\$ 71,187	\$ 92,544	\$ 113,900		30	\$ 79,860	\$ 107,810	\$ 135,761	
INFORMATION TECHNOLOGY	LASERFICHE ADMINISTRATOR	74	\$ 62,576	\$ 81,349	\$ 100,122		28	\$ 72,435	\$ 97,787	\$ 123,140	
INFORMATION TECHNOLOGY	SR SERVER & COMM ADMINISTRATOR	74	\$ 62,576	\$ 81,349	\$ 100,122		28	\$ 72,435	\$ 97,787	\$ 123,140	
INFORMATION TECHNOLOGY	PROGRAMMER II	73	\$ 60,423	\$ 78,550	\$ 96,677		27	\$ 68,986	\$ 93,131	\$ 117,276	
INFORMATION TECHNOLOGY	SR SQL ADMINISTRATOR	73	\$ 60,423	\$ 78,550	\$ 96,677		27	\$ 68,986	\$ 93,131	\$ 117,276	
INFORMATION TECHNOLOGY	SERVER & COMMUNICATIONS ADMIN II	71	\$ 56,118	\$ 72,954	\$ 89,789		26	\$ 65,701	\$ 88,696	\$ 111,691	
INFORMATION TECHNOLOGY	SR NETWORK ENGINEER	71	\$ 56,118	\$ 72,954	\$ 89,789		26	\$ 65,701	\$ 88,696	\$ 111,691	
INFORMATION TECHNOLOGY	TECH IMPLEMENTATION SPECIALIST	71	\$ 56,118	\$ 72,954	\$ 89,789		26	\$ 65,701	\$ 88,696	\$ 111,691	
INFORMATION TECHNOLOGY	LEAD COMPUTER TECHNICIAN	72	\$ 58,270	\$ 75,751	\$ 93,232		25	\$ 62,572	\$ 84,472	\$ 106,373	
INFORMATION TECHNOLOGY	PROGRAMMER I	71	\$ 56,118	\$ 72,954	\$ 89,789		25	\$ 62,572	\$ 84,472	\$ 106,373	
INFORMATION TECHNOLOGY	NETWORK ENGINEER	69	\$ 51,811	\$ 67,354	\$ 82,898		24	\$ 59,592	\$ 80,450	\$ 101,307	
INFORMATION TECHNOLOGY	SERVER & COMMUNICATIONS ADMIN I	69	\$ 51,811	\$ 67,354	\$ 82,898		24	\$ 59,592	\$ 80,450	\$ 101,307	
INFORMATION TECHNOLOGY	COMPUTER TECHNICIAN	65	\$ 43,201	\$ 56,161	\$ 69,122		19	\$ 46,692	\$ 63,035	\$ 79,377	
INFORMATION TECHNOLOGY	HELP DESK COORDINATOR	64	\$ 41,048	\$ 53,362	\$ 65,677		18	\$ 44,469	\$ 60,033	\$ 75,597	

2021 Pay Study Recommended Grade Placements

Dept Name	Job Class	Current Grd	Curr Min	Curr Mid	Curr Max	Proposed GRADE	Prop Min	Prop Mid	Prop Max
LEGAL DEPARTMENT	COUNTY ATTORNEY	99	\$ 116,395	\$ 151,314	\$ 186,232	39	\$ 123,888	\$ 167,249	\$ 210,610
LEGAL DEPARTMENT	ASSISTANT COUNTY ATTORNEY	80	\$ 75,492	\$ 98,140	\$ 120,788	32	\$ 88,045	\$ 118,861	\$ 149,677
LEGAL DEPARTMENT	PARALEGAL	68	\$ 49,659	\$ 64,557	\$ 79,455	21	\$ 51,478	\$ 69,496	\$ 87,513

2021 Pay Study Recommended Grade Placements

Dept Name	Job Class	Current Grd		Curr Min		Curr Mid		Curr Max	Proposed GRADE		Prop Min		Prop Mid		Prop Max
LIBRARY	LIBRARY DIRECTOR	80	\$	75,492	\$	98,140	\$	120,788	30	\$	79,860	\$	107,810	\$	135,761
LIBRARY	LIBRARY BRANCH MANAGER	67	\$	47,506	\$	61,758	\$	76,010	21	\$	51,478	\$	69,496	\$	87,513
LIBRARY	LIBRARY ASSISTANT	59	\$	30,284	\$	39,369	\$	48,454	12	\$	33,183	\$	44,797	\$	56,412

2021 Pay Study Recommended Grade Placements

Dept Name	Job Class	Current Grd		Curr Min		Curr Mid		Curr Max		Proposed GRADE		Prop Min		Prop Mid		Prop Max
OPERATION SERVICES	OPERATION SERVICES DIRECTOR	84	\$	84,104	\$	109,335	\$	134,566		32	\$	88,045	\$	118,861	\$	149,677
OPERATION SERVICES	ASSISTANT DIR OF ADMINISTRATION	75	\$	64,728	\$	84,147	\$	103,565		27	\$	68,986	\$	93,131	\$	117,276
OPERATION SERVICES	ASSISTANT DIR OF OPER SERVICES	75	\$	64,728	\$	84,147	\$	103,565		27	\$	68,986	\$	93,131	\$	117,276
FLEET SERVICES	FLEET SERVICES MANAGER	70	\$	53,965	\$	70,155	\$	86,344		24	\$	59,592	\$	80,450	\$	101,307
OPERATION SERVICES	FACILITY MANAGER	70	\$	53,965	\$	70,155	\$	86,344		24	\$	59,592	\$	80,450	\$	101,307
SOLID WASTE	LANDFILL SUPV	68	\$	49,659	\$	64,557	\$	79,455		23	\$	56,755	\$	76,619	\$	96,483
OPERATION SERVICES	CUSTODIAL SUPV	68	\$	49,659	\$	64,557	\$	79,455		22	\$	54,052	\$	72,970	\$	91,889
OPERATION SERVICES	VECTOR CONTROL SUPV	68	\$	49,659	\$	64,557	\$	79,455		22	\$	54,052	\$	72,970	\$	91,889
FLEET SERVICES	AUTOMOBILE LEAD MECHANIC	67	\$	47,506	\$	61,758	\$	76,010		20	\$	49,027	\$	66,186	\$	83,346
FLEET SERVICES	EQUIPMENT LEAD MECHANIC	67	\$	47,506	\$	61,758	\$	76,010		20	\$	49,027	\$	66,186	\$	83,346
OPERATION SERVICES	LEAD EQUIPMENT OPERATOR	66	\$	45,353	\$	58,959	\$	72,565		20	\$	49,027	\$	66,186	\$	83,346
OPERATION SERVICES	PROJECT COORDINATOR	66	\$	45,353	\$	58,959	\$	72,565		20	\$	49,027	\$	66,186	\$	83,346
SOLID WASTE	SOLID WASTE COORDINATOR	66	\$	45,353	\$	58,959	\$	72,565		20	\$	49,027	\$	66,186	\$	83,346
FLEET SERVICES	SERVICE COORDINATOR	66	\$	45,353	\$	58,959	\$	72,565		19	\$	46,692	\$	63,035	\$	79,377
OPERATION SERVICES	ELECTRICIAN	66	\$	45,353	\$	58,959	\$	72,565		19	\$	46,692	\$	63,035	\$	79,377
OPERATION SERVICES	ACCOUNTING SPECIALIST	65	\$	43,201	\$	56,161	\$	69,122		19	\$	46,692	\$	63,035	\$	79,377
OPERATION SERVICES	SKILLED TRADES WORKER	65	\$	43,201	\$	56,161	\$	69,122		18	\$	44,469	\$	60,033	\$	75,597
SOLID WASTE	LEAD LANDFILL EQUIP OPER	64	\$	41,048	\$	53,362	\$	65,677		18	\$	44,469	\$	60,033	\$	75,597
FLEET SERVICES	MECHANIC TECHNICIAN	64	\$	41,048	\$	53,362	\$	65,677		17	\$	42,351	\$	57,174	\$	71,997
FLEET SERVICES	DIESEL MECHANIC	63	\$	38,895	\$	50,563	\$	62,232		16	\$	40,335	\$	54,452	\$	68,569
FLEET SERVICES	GAS MECHANIC/AUTO BODY TECH	63	\$	38,895	\$	50,563	\$	62,232		16	\$	40,335	\$	54,452	\$	68,569
FLEET SERVICES	SERVICE WRITER	63	\$	38,895	\$	50,563	\$	62,232		16	\$	40,335	\$	54,452	\$	68,569
OPERATION SERVICES	ADMINISTRATIVE ASSISTANT I	63	\$	38,895	\$	50,563	\$	62,232		16	\$	40,335	\$	54,452	\$	68,569
OPERATION SERVICES	INVENTORY PURCHASER/ADMIN ASST	63	\$	38,895	\$	50,563	\$	62,232		16	\$	40,335	\$	54,452	\$	68,569
OPERATION SERVICES	SIGN SHOP TECHNICIAN	63	\$	38,895	\$	50,563	\$	62,232		16	\$	40,335	\$	54,452	\$	68,569
FLEET SERVICES	GAS MECHANIC	62	\$	36,742	\$	47,764	\$	58,787		15	\$	38,414	\$	51,859	\$	65,304
OPERATION SERVICES	EQUIPMENT OPERATOR II	62	\$	36,742	\$	47,764	\$	58,787		15	\$	38,414	\$	51,859	\$	65,304
OPERATION SERVICES	MAINTENANCE ASSISTANT III	62	\$	36,742	\$	47,764	\$	58,787		15	\$	38,414	\$	51,859	\$	65,304
OPERATION SERVICES	VECTOR CONTROL OPERATOR II	62	\$	36,742	\$	47,764	\$	58,787		15	\$	38,414	\$	51,859	\$	65,304
OPERATION SERVICES	WAREHOUSE & GROUNDS COORD	62	\$	36,742	\$	47,764	\$	58,787		15	\$	38,414	\$	51,859	\$	65,304
SOLID WASTE	SCALE HOUSE OPERATOR	62	\$	36,742	\$	47,764	\$	58,787		15	\$	38,414	\$	51,859	\$	65,304
OPERATION SERVICES	MAINTENANCE ASSISTANT II	60	\$	32,437	\$	42,168	\$	51,899		14	\$	36,585	\$	49,389	\$	62,194
SOLID WASTE	LANDFILL EQUIPMENT OPERATOR	60	\$	32,437	\$	42,168	\$	51,899		14	\$	36,585	\$	49,389	\$	62,194
OPERATION SERVICES	GROUNDS ASSISTANT II	60	\$	32,437	\$	42,168	\$	51,899		13	\$	34,842	\$	47,037	\$	59,232
OPERATION SERVICES	VECTOR CONTROL OPERATOR I	60	\$	32,437	\$	42,168	\$	51,899		13	\$	34,842	\$	47,037	\$	59,232
OPERATION SERVICES	CUSTODIAL ASSISTANT II	58	\$	28,131	\$	36,570	\$	45,009		11	\$	31,603	\$	42,664	\$	53,725
OPERATION SERVICES	GROUNDS ASSISTANT I	58	\$	28,131	\$	36,570	\$	45,009		11	\$	31,603	\$	42,664	\$	53,725
OPERATION SERVICES	MAINTENANCE ASSISTANT I	58	\$	28,131	\$	36,570	\$	45,009		11	\$	31,603	\$	42,664	\$	53,725
OPERATION SERVICES	CUSTODIAL ASSISTANT I	57	\$	25,979	\$	33,772	\$	41,566		10	\$	30,098	\$	40,633	\$	51,167

2021 Pay Study Recommended Grade Placements

Dept Name	Job Class	Current					Proposed				
		Grd	Curr Min	Curr Mid	Curr Max		GRADE	Prop Min	Prop Mid	Prop Max	
PARKS & RECREATION-ADMIN	PARKS AND RECREATION DIRECTOR	78	\$ 71,187	\$ 92,544	\$ 113,900		30	\$ 79,860	\$ 107,810	\$ 135,761	
PARKS & RECREATION-ADMIN	ATHLETICS & MAINT SUPERINTENDENT	70	\$ 53,965	\$ 70,155	\$ 86,344		24	\$ 59,592	\$ 80,450	\$ 101,307	
PARKS & RECREATION-ADMIN	ATHLETICS COORDINATOR	66	\$ 45,353	\$ 58,959	\$ 72,565		21	\$ 51,478	\$ 69,496	\$ 87,513	
PARKS & RECREATION-ADMIN	MRKTING AND COMM EVENTS COORD	66	\$ 45,353	\$ 58,959	\$ 72,565		21	\$ 51,478	\$ 69,496	\$ 87,513	
PARKS & RECREATION-ADMIN	SPECIAL POPULATIONS COORDINATOR	66	\$ 45,353	\$ 58,959	\$ 72,565		21	\$ 51,478	\$ 69,496	\$ 87,513	
PARKS & RECREATION-ADMIN	SR PROGRAM COORDINATOR	66	\$ 45,353	\$ 58,959	\$ 72,565		21	\$ 51,478	\$ 69,496	\$ 87,513	
PARKS & REC-MAINTENANCE	PARKS MAINTENANCE SUPERVISOR	66	\$ 45,353	\$ 58,959	\$ 72,565		20	\$ 49,027	\$ 66,186	\$ 83,346	
PARKS & RECREATION-ADMIN	ADMINISTRATIVE ASSISTANT II	65	\$ 43,201	\$ 56,161	\$ 69,122		18	\$ 44,469	\$ 60,033	\$ 75,597	
PARKS & REC-MAINTENANCE	PARK SPECIALIST	61	\$ 34,590	\$ 44,967	\$ 55,344		17	\$ 42,351	\$ 57,174	\$ 71,997	
PARKS & REC-MAINTENANCE	PARK SUPV	61	\$ 34,590	\$ 44,967	\$ 55,344		17	\$ 42,351	\$ 57,174	\$ 71,997	
PARKS & RECREATION-ADMIN	RECREATION CLERK	58	\$ 28,131	\$ 36,570	\$ 45,009		11	\$ 31,603	\$ 42,664	\$ 53,725	
PARKS & REC-MAINTENANCE	PARK ASSISTANT	57	\$ 25,979	\$ 33,772	\$ 41,566		10	\$ 30,098	\$ 40,633	\$ 51,167	

2021 Pay Study Recommended Grade Placements

Dept Name	Job Class	Current Grd	Curr Min	Curr Mid	Curr Max	Proposed GRADE	Prop Min	Prop Mid	Prop Max
PLANNING	PLANNING DIRECTOR	84	\$ 84,104	\$ 109,335	\$ 134,566	34	\$ 97,070	\$ 131,044	\$ 165,019
PLANNING	PRINCIPAL PLANNER	75	\$ 64,728	\$ 84,147	\$ 103,565	28	\$ 72,435	\$ 97,787	\$ 123,140
PLANNING	ZONING ADMINISTRATOR	70	\$ 53,965	\$ 70,155	\$ 86,344	26	\$ 65,701	\$ 88,696	\$ 111,691
PLANNING	PROJECT PLANNER	66	\$ 45,353	\$ 58,959	\$ 72,565	21	\$ 51,478	\$ 69,496	\$ 87,513
COMMUNITY ENFORCEMENT	COMMUNITY IMPROVEMENT PROG COORD	65	\$ 43,201	\$ 56,161	\$ 69,122	19	\$ 46,692	\$ 63,035	\$ 79,377
PLANNING	ADMINISTRATIVE ASSISTANT II	65	\$ 43,201	\$ 56,161	\$ 69,122	18	\$ 44,469	\$ 60,033	\$ 75,597
COMMUNITY ENFORCEMENT	CODE ENFORCEMENT OFFICER	64	\$ 41,048	\$ 53,362	\$ 65,677	17	\$ 42,351	\$ 57,174	\$ 71,997
PLANNING	PLANNING TECHNICIAN	63	\$ 38,895	\$ 50,563	\$ 62,232	16	\$ 40,335	\$ 54,452	\$ 68,569
PLANNING	ZONING TECHNICIAN	61	\$ 34,590	\$ 44,967	\$ 55,344	16	\$ 40,335	\$ 54,452	\$ 68,569

2021 Pay Study Recommended Grade Placements

Dept Name	Job Class	Current Grd	Curr Min	Curr Mid	Curr Max	Proposed GRADE	Prop Min	Prop Mid	Prop Max
REGISTER OF DEEDS	REGISTER OF DEEDS	76	\$ 66,881	\$ 86,946	\$ 107,010	28	\$ 72,435	\$ 97,787	\$ 123,140
ROD-TECHNOLOGY RESERVE FUND	COMPUTER TECHNICIAN ROD	68	\$ 49,659	\$ 64,557	\$ 79,455	21	\$ 51,478	\$ 69,496	\$ 87,513
REGISTER OF DEEDS	ASST REGISTER OF DEEDS	65	\$ 43,201	\$ 56,161	\$ 69,122	19	\$ 46,692	\$ 63,035	\$ 79,377
REGISTER OF DEEDS	ASST REGISTER OF DEEDS (FISC TECH II)	65	\$ 43,201	\$ 56,161	\$ 69,122	19	\$ 46,692	\$ 63,035	\$ 79,377
REGISTER OF DEEDS	DEPUTY REGISTER OF DEEDS III	62	\$ 36,742	\$ 47,764	\$ 58,787	15	\$ 38,414	\$ 51,859	\$ 65,304
REGISTER OF DEEDS	DEPUTY REGISTER OF DEEDS II	60	\$ 32,437	\$ 42,168	\$ 51,899	13	\$ 34,842	\$ 47,037	\$ 59,232
REGISTER OF DEEDS	DEPUTY REGISTER OF DEEDS I	59	\$ 30,284	\$ 39,369	\$ 48,454	12	\$ 33,183	\$ 44,797	\$ 56,412

2021 Pay Study Recommended Grade Placements

Dept Name	Job Class	Current Grd		Curr Min	Curr Mid	Curr Max	Proposed GRADE		Prop Min	Prop Mid	Prop Max
SHERIFF'S OFFICE	SHERIFF	90	\$	97,021	\$ 126,127	\$ 155,233	P25	\$	111,908	\$ 151,076	\$ 190,243
SHERIFF'S OFFICE	CHIEF DEPUTY SHERIFF	84	\$	84,104	\$ 109,335	\$ 134,566	P21	\$	92,067	\$ 124,290	\$ 156,514
SHERIFF'S OFFICE	STAFF ATTORNEY	80	\$	75,492	\$ 98,140	\$ 120,788	P20	\$	87,683	\$ 118,372	\$ 149,061
SHERIFF'S OFFICE	DEPUTY SHERIFF MAJOR	75	\$	64,728	\$ 84,147	\$ 103,565	P18	\$	79,531	\$ 107,367	\$ 135,202
CENTRAL COMMUNICATIONS CENTER	COMM & TECH DIVISION DIRECTOR	73	\$	60,423	\$ 78,550	\$ 96,677	P16	\$	72,137	\$ 97,385	\$ 122,632
DETENTION CENTER	JAIL ADMINISTRATOR	73	\$	60,423	\$ 78,550	\$ 96,677	P16	\$	72,137	\$ 97,385	\$ 122,632
SHERIFF'S OFFICE	DEPUTY SHERIFF CAPTAIN	73	\$	60,423	\$ 78,550	\$ 96,677	P16	\$	72,137	\$ 97,385	\$ 122,632
SHERIFF'S OFFICE	COMPTROLLER/ACCREDITATION MGR	73	\$	60,423	\$ 78,550	\$ 96,677	26	\$	65,701	\$ 88,696	\$ 111,691
DETENTION CENTER	DEPUTY SHERIFF LIEUTENANT	70	\$	53,965	\$ 70,155	\$ 86,344	P13	\$	62,314	\$ 84,125	\$ 105,935
SHERIFF ANIMAL PROTECTIVE SVC	LIEUTENANT	70	\$	53,965	\$ 70,155	\$ 86,344	P13	\$	62,314	\$ 84,125	\$ 105,935
SHERIFF'S OFFICE	DEPUTY SHERIFF LIEUTENANT	70	\$	53,965	\$ 70,155	\$ 86,344	P13	\$	62,314	\$ 84,125	\$ 105,935
CENTRAL COMMUNICATIONS CENTER	E911 GIS SYSTEM ANALYST	71	\$	56,118	\$ 72,954	\$ 89,789	24	\$	59,592	\$ 80,450	\$ 101,307
CENTRAL COMMUNICATIONS CENTER	911 OPERATIONS MANAGER	68	\$	49,659	\$ 64,557	\$ 79,455	P12	\$	59,347	\$ 80,119	\$ 100,890
DETENTION CENTER	DETENTION LIEUTENANT	69	\$	51,811	\$ 67,354	\$ 82,898	P12	\$	59,347	\$ 80,119	\$ 100,890
DETENTION CENTER	FIRST SERGEANT-CERT	68	\$	49,659	\$ 64,557	\$ 79,455	P11	\$	56,521	\$ 76,303	\$ 96,086
SHERIFF'S OFFICE	FIRST SERGEANT	68	\$	49,659	\$ 64,557	\$ 79,455	P11	\$	56,521	\$ 76,303	\$ 96,086
SHERIFF'S OFFICE	COMM ENGAGEMENT OFFICER/PIO	67	\$	47,506	\$ 61,758	\$ 76,010	22	\$	54,052	\$ 72,970	\$ 91,889
CENTRAL COMMUNICATIONS CENTER	911 TRAINER	67	\$	47,506	\$ 61,758	\$ 76,010	P10	\$	53,830	\$ 72,670	\$ 91,510
DETENTION CENTER	DEPUTY SHERIFF SERGEANT	67	\$	47,506	\$ 61,758	\$ 76,010	P10	\$	53,830	\$ 72,670	\$ 91,510
DETENTION CENTER	DETENTION FIRST SERGEANT	67	\$	47,506	\$ 61,758	\$ 76,010	P10	\$	53,830	\$ 72,670	\$ 91,510
DETENTION CENTER	POPULATION MANAGER	67	\$	47,506	\$ 61,758	\$ 76,010	P10	\$	53,830	\$ 72,670	\$ 91,510
DETENTION CENTER	PROGRAM MANAGER	67	\$	47,506	\$ 61,758	\$ 76,010	P10	\$	53,830	\$ 72,670	\$ 91,510
SHERIFF ANIMAL PROTECTIVE SVC	SERGEANT	67	\$	47,506	\$ 61,758	\$ 76,010	P10	\$	53,830	\$ 72,670	\$ 91,510
SHERIFF'S OFFICE	DEPUTY SHERIFF SERGEANT	67	\$	47,506	\$ 61,758	\$ 76,010	P10	\$	53,830	\$ 72,670	\$ 91,510
CENTRAL COMMUNICATIONS CENTER	COMMUNICATIONS TECHNICIAN	66	\$	45,353	\$ 58,959	\$ 72,565	P09	\$	51,266	\$ 69,209	\$ 87,153
DETENTION CENTER	DETENTION SERGEANT	66	\$	45,353	\$ 58,959	\$ 72,565	P09	\$	51,266	\$ 69,209	\$ 87,153
SHERIFF'S OFFICE	DEPUTY SHERIFF DETECTIVE	66	\$	45,353	\$ 58,959	\$ 72,565	P09	\$	51,266	\$ 69,209	\$ 87,153
SHERIFF'S OFFICE	DEPUTY SHERIFF DETECTIVE (DEU AGENT)	66	\$	45,353	\$ 58,959	\$ 72,565	P09	\$	51,266	\$ 69,209	\$ 87,153
SHERIFF'S OFFICE	EXECUTIVE ASSISTANT II	66	\$	45,353	\$ 58,959	\$ 72,565	20	\$	49,027	\$ 66,186	\$ 83,346
SHERIFF'S OFFICE	EVIDENCE TECHNICIAN	65	\$	43,201	\$ 56,161	\$ 69,122	P08	\$	48,825	\$ 65,914	\$ 83,003
SHERIFF'S OFFICE	INTEL ANALYST	65	\$	43,201	\$ 56,161	\$ 69,122	P08	\$	48,825	\$ 65,914	\$ 83,003
DETENTION CENTER	IT SPECIALIST	65	\$	43,201	\$ 56,161	\$ 69,122	19	\$	46,692	\$ 63,035	\$ 79,377
SHERIFF'S OFFICE	ACCREDITATION MANAGER	65	\$	43,201	\$ 56,161	\$ 69,122	19	\$	46,692	\$ 63,035	\$ 79,377
CENTRAL COMMUNICATIONS CENTER	TELECOMMUNICATOR III	63	\$	38,895	\$ 50,563	\$ 62,232	P07	\$	46,500	\$ 62,775	\$ 79,050
DETENTION CENTER	DEPUTY SHERIFF	64	\$	41,048	\$ 53,362	\$ 65,677	P07	\$	46,500	\$ 62,775	\$ 79,050
DETENTION CENTER	DRUG COURT DEPUTY	64	\$	41,048	\$ 53,362	\$ 65,677	P07	\$	46,500	\$ 62,775	\$ 79,050
DETENTION CENTER	DETENTION CENTER CORPORAL	63	\$	38,895	\$ 50,563	\$ 62,232	P07	\$	46,500	\$ 62,775	\$ 79,050
SHERIFF ANIMAL PROTECTIVE SVC	DEPUTY SHERIFF	64	\$	41,048	\$ 53,362	\$ 65,677	P07	\$	46,500	\$ 62,775	\$ 79,050
SHERIFF'S OFFICE	DEPUTY SHERIFF	64	\$	41,048	\$ 53,362	\$ 65,677	P07	\$	46,500	\$ 62,775	\$ 79,050
SHERIFF'S OFFICE	ADMINISTRATIVE ASSISTANT II	65	\$	43,201	\$ 56,161	\$ 69,122	18	\$	44,469	\$ 60,033	\$ 75,597
CENTRAL COMMUNICATIONS CENTER	TELECOMMUNICATOR II	62	\$	36,742	\$ 47,764	\$ 58,787	P06	\$	44,286	\$ 59,786	\$ 75,286
DETENTION CENTER	JAILER II	62	\$	36,742	\$ 47,764	\$ 58,787	P06	\$	44,286	\$ 59,786	\$ 75,286

2021 Pay Study Recommended Grade Placements

Dept Name	Job Class	Current					Proposed				
		Grd	Curr Min	Curr Mid	Curr Max		GRADE	Prop Min	Prop Mid	Prop Max	
SHERIFF ANIMAL PROTECTIVE SVC	ANIMAL CONTROL OFFICER II	63	\$ 38,895	\$ 50,563	\$ 62,232		P06	\$ 44,286	\$ 59,786	\$ 75,286	
SHERIFF'S OFFICE	EQUIPMENT TECHNICIAN	64	\$ 41,048	\$ 53,362	\$ 65,677		17	\$ 42,351	\$ 57,174	\$ 71,997	
CENTRAL COMMUNICATIONS CENTER	TELECOMMUNICATOR I	61	\$ 34,590	\$ 44,967	\$ 55,344		P05	\$ 42,177	\$ 56,939	\$ 71,701	
DETENTION CENTER	JAILER I	61	\$ 34,590	\$ 44,967	\$ 55,344		P05	\$ 42,177	\$ 56,939	\$ 71,701	
DETENTION CENTER	JAILER I CERT	61	\$ 34,590	\$ 44,967	\$ 55,344		P05	\$ 42,177	\$ 56,939	\$ 71,701	
DETENTION CENTER	JAILER I/ADMIN	61	\$ 34,590	\$ 44,967	\$ 55,344		P05	\$ 42,177	\$ 56,939	\$ 71,701	
DETENTION CENTER	ADMINISTRATIVE ASSISTANT I	63	\$ 38,895	\$ 50,563	\$ 62,232		16	\$ 40,335	\$ 54,452	\$ 68,569	
SHERIFF ANIMAL PROTECTIVE SVC	ADMINISTRATIVE ASSISTANT I	63	\$ 38,895	\$ 50,563	\$ 62,232		16	\$ 40,335	\$ 54,452	\$ 68,569	
SHERIFF'S OFFICE	ADMINISTRATIVE ASSISTANT I	63	\$ 38,895	\$ 50,563	\$ 62,232		16	\$ 40,335	\$ 54,452	\$ 68,569	
CENTRAL COMMUNICATIONS CENTER	CALL TAKER	60	\$ 32,437	\$ 42,168	\$ 51,899		P03	\$ 38,256	\$ 51,645	\$ 65,035	
SHERIFF ANIMAL PROTECTIVE SVC	ADOPTION OUTREACH COORD	60	\$ 32,437	\$ 42,168	\$ 51,899		14	\$ 36,585	\$ 49,389	\$ 62,194	
SHERIFF ANIMAL PROTECTIVE SVC	ANIMAL PLACEMENT COORD	60	\$ 32,437	\$ 42,168	\$ 51,899		14	\$ 36,585	\$ 49,389	\$ 62,194	
SHERIFF ANIMAL PROTECTIVE SVC	SR OFFICE ASSISTANT	60	\$ 32,437	\$ 42,168	\$ 51,899		14	\$ 36,585	\$ 49,389	\$ 62,194	
SHERIFF'S OFFICE	SR OFFICE ASSISTANT	60	\$ 32,437	\$ 42,168	\$ 51,899		14	\$ 36,585	\$ 49,389	\$ 62,194	
SHERIFF'S OFFICE	OFFICE CLERK	57	\$ 25,979	\$ 33,772	\$ 41,566		11	\$ 31,603	\$ 42,664	\$ 53,725	
CENTRAL COMMUNICATIONS CENTER	CUSTODIAL ASSISTANT I	57	\$ 25,979	\$ 33,772	\$ 41,566		10	\$ 30,098	\$ 40,633	\$ 51,167	
SHERIFF'S OFFICE	CUSTODIAL ASSISTANT I	57	\$ 25,979	\$ 33,772	\$ 41,566		10	\$ 30,098	\$ 40,633	\$ 51,167	

2021 Pay Study Recommended Grade Placements

Dept Name	Job Class	Current Grd	Curr Min	Curr Mid	Curr Max	Proposed GRADE	Prop Min	Prop Mid	Prop Max
SOIL & WATER	SOIL AND WATER DIRECTOR	68	\$ 49,659	\$ 64,557	\$ 79,455	23	\$ 56,755	\$ 76,619	\$ 96,483
SOIL & WATER	DISTRICT TECHNICIAN	64	\$ 41,048	\$ 53,362	\$ 65,677	17	\$ 42,351	\$ 57,174	\$ 71,997
SOIL & WATER	PROGRAM COORDINATOR	60	\$ 32,437	\$ 42,168	\$ 51,899	14	\$ 36,585	\$ 49,389	\$ 62,194

2021 Pay Study Recommended Grade Placements

Dept Name	Job Class	Current Grd	Curr Min	Curr Mid	Curr Max	Proposed GRADE	Prop Min	Prop Mid	Prop Max
TAX ADMINISTRATION	TAX ADMINISTRATOR/REVENUE COLLECTOR	84	\$ 84,104	\$ 109,335	\$ 134,566	34	\$ 97,070	\$ 131,044	\$ 165,019
TAX ADMINISTRATION	ASSISTANT TAX ADMINISTRATOR	74	\$ 62,576	\$ 81,349	\$ 100,122	28	\$ 72,435	\$ 97,787	\$ 123,140
TAX ADMINISTRATION	ASSISTANT ASSESSOR	72	\$ 58,270	\$ 75,751	\$ 93,232	26	\$ 65,701	\$ 88,696	\$ 111,691
TAX ADMINISTRATION	GIS ADMINISTRATOR	73	\$ 60,423	\$ 78,550	\$ 96,677	25	\$ 62,572	\$ 84,472	\$ 106,373
TAX ADMINISTRATION	DEPUTY TAX COLLECTOR	71	\$ 56,118	\$ 72,954	\$ 89,789	25	\$ 62,572	\$ 84,472	\$ 106,373
TAX ADMINISTRATION	CHIEF APPRAISER	70	\$ 53,965	\$ 70,155	\$ 86,344	23	\$ 56,755	\$ 76,619	\$ 96,483
TAX ADMINISTRATION	BUSINESS/PERS PROPERTY SUPV	68	\$ 49,659	\$ 64,557	\$ 79,455	22	\$ 54,052	\$ 72,970	\$ 91,889
TAX ADMINISTRATION	REAL ESTATE APPRAISER II	68	\$ 49,659	\$ 64,557	\$ 79,455	22	\$ 54,052	\$ 72,970	\$ 91,889
TAX ADMINISTRATION	LAND RECORDS/MAPPING SUPV	68	\$ 49,659	\$ 64,557	\$ 79,455	21	\$ 51,478	\$ 69,496	\$ 87,513
TAX ADMINISTRATION	APPRAISAL ANALYST	67	\$ 47,506	\$ 61,758	\$ 76,010	20	\$ 49,027	\$ 66,186	\$ 83,346
TAX ADMINISTRATION	GIS ANALYST	67	\$ 47,506	\$ 61,758	\$ 76,010	20	\$ 49,027	\$ 66,186	\$ 83,346
TAX ADMINISTRATION	REAL ESTATE APPRAISER I	66	\$ 45,353	\$ 58,959	\$ 72,565	20	\$ 49,027	\$ 66,186	\$ 83,346
TAX ADMINISTRATION	ADMINISTRATIVE ASSISTANT II	65	\$ 43,201	\$ 56,161	\$ 69,122	18	\$ 44,469	\$ 60,033	\$ 75,597
TAX ADMINISTRATION	GIS SPECIALIST	65	\$ 43,201	\$ 56,161	\$ 69,122	18	\$ 44,469	\$ 60,033	\$ 75,597
TAX ADMINISTRATION	BUS PERS PROPERTY APPRAISER	62	\$ 36,742	\$ 47,764	\$ 58,787	17	\$ 42,351	\$ 57,174	\$ 71,997
TAX ADMINISTRATION	ADDRESS ADMINISTRATOR	63	\$ 38,895	\$ 50,563	\$ 62,232	16	\$ 40,335	\$ 54,452	\$ 68,569
TAX ADMINISTRATION	ADMINISTRATIVE ASSISTANT I	63	\$ 38,895	\$ 50,563	\$ 62,232	16	\$ 40,335	\$ 54,452	\$ 68,569
TAX ADMINISTRATION	MAPPER II	63	\$ 38,895	\$ 50,563	\$ 62,232	16	\$ 40,335	\$ 54,452	\$ 68,569
TAX ADMINISTRATION	DELINQUENT TAX SPECIALIST	61	\$ 34,590	\$ 44,967	\$ 55,344	14	\$ 36,585	\$ 49,389	\$ 62,194
TAX ADMINISTRATION	DMV SPECIALIST	61	\$ 34,590	\$ 44,967	\$ 55,344	14	\$ 36,585	\$ 49,389	\$ 62,194
TAX ADMINISTRATION	RMV SPECIALIST	61	\$ 34,590	\$ 44,967	\$ 55,344	14	\$ 36,585	\$ 49,389	\$ 62,194
TAX ADMINISTRATION	TAX APPRAISAL SPECIALIST	61	\$ 34,590	\$ 44,967	\$ 55,344	14	\$ 36,585	\$ 49,389	\$ 62,194
TAX ADMINISTRATION	TAX SUPPORT SPECIALIST	61	\$ 34,590	\$ 44,967	\$ 55,344	14	\$ 36,585	\$ 49,389	\$ 62,194
TAX ADMINISTRATION	LAND RECORDS TRANSFER SPECIALIST	60	\$ 32,437	\$ 42,168	\$ 51,899	13	\$ 34,842	\$ 47,037	\$ 59,232
TAX ADMINISTRATION	SR TAX SPECIALIST	60	\$ 32,437	\$ 42,168	\$ 51,899	13	\$ 34,842	\$ 47,037	\$ 59,232
TAX ADMINISTRATION	TAX LISTING SPECIALIST	59	\$ 30,284	\$ 39,369	\$ 48,454	12	\$ 33,183	\$ 44,797	\$ 56,412
TAX ADMINISTRATION	TAX SPECIALIST	59	\$ 30,284	\$ 39,369	\$ 48,454	12	\$ 33,183	\$ 44,797	\$ 56,412

2021 Pay Study Recommended Grade Placements

Dept Name	Job Class	Current Grd	Curr Min	Curr Mid	Curr Max	Proposed GRADE	Prop Min	Prop Mid	Prop Max
WATER-ADMINISTRATION	PUBLIC UTILITIES DIRECTOR	93	\$ 103,479	\$ 134,523	\$ 165,566	37	\$ 112,371	\$ 151,700	\$ 191,030
WASTEWATER-ADMINISTRATION	DEPUTY DIRECTOR WW OPERATIONS	78	\$ 71,187	\$ 92,544	\$ 113,900	31	\$ 83,853	\$ 113,201	\$ 142,549
WATER-ADMINISTRATION	DEPUTY DIRECTOR - DESIGN & CONSTRUCTION	78	\$ 71,187	\$ 92,544	\$ 113,900	31	\$ 83,853	\$ 113,201	\$ 142,549
WATER-ADMINISTRATION	SR UTILITIES MANAGER - CIP	77	\$ 69,034	\$ 89,745	\$ 110,455	30	\$ 79,860	\$ 107,810	\$ 135,761
WATER-ADMINISTRATION	WATER RESOURCES MANAGER	77	\$ 69,034	\$ 89,745	\$ 110,455	30	\$ 79,860	\$ 107,810	\$ 135,761
211 WATER TREATMENT PLANT	WATER RESOURCES SUPERINTENDENT	74	\$ 62,576	\$ 81,349	\$ 100,122	28	\$ 72,435	\$ 97,787	\$ 123,140
NW WATER TREATMENT PLANT	WATER RESOURCES SUPERINTENDENT	75	\$ 64,728	\$ 84,147	\$ 103,565	28	\$ 72,435	\$ 97,787	\$ 123,140
WASTEWATER-ADMINISTRATION	PROJECT MANAGER	75	\$ 64,728	\$ 84,147	\$ 103,565	28	\$ 72,435	\$ 97,787	\$ 123,140
WASTEWTR-FIELD OPERATIONS	WASTEWATER SUPERINTENDENT	74	\$ 62,576	\$ 81,349	\$ 100,122	28	\$ 72,435	\$ 97,787	\$ 123,140
WATER-CONSTRUCTION DIVISION	CONSTRUCTION SUPERINTENDENT	74	\$ 62,576	\$ 81,349	\$ 100,122	28	\$ 72,435	\$ 97,787	\$ 123,140
WATER-FACILITY OPERATIONS DIV	I/E SUPERINTENDENT	74	\$ 62,576	\$ 81,349	\$ 100,122	28	\$ 72,435	\$ 97,787	\$ 123,140
WATER-FIELD OPERATIONS	WATER DISTRIBUTION SUPERINTENDNT	74	\$ 62,576	\$ 81,349	\$ 100,122	28	\$ 72,435	\$ 97,787	\$ 123,140
WEST REGIONAL WASTEWATER	WASTEWATER SUPERINTENDENT	75	\$ 64,728	\$ 84,147	\$ 103,565	28	\$ 72,435	\$ 97,787	\$ 123,140
WASTEWATER-ADMINISTRATION	SAFETY OFFICER	73	\$ 60,423	\$ 78,550	\$ 96,677	25	\$ 62,572	\$ 84,472	\$ 106,373
WATER-ADMINISTRATION	LOGISTICS & ASSET MGMT COORD	70	\$ 53,965	\$ 70,155	\$ 86,344	25	\$ 62,572	\$ 84,472	\$ 106,373
WATER-ADMINISTRATION	CONSTRUCTION MANAGER	70	\$ 53,965	\$ 70,155	\$ 86,344	24	\$ 59,592	\$ 80,450	\$ 101,307
WATER-ADMINISTRATION	UTILITIES PURCHASING MANAGER	70	\$ 53,965	\$ 70,155	\$ 86,344	24	\$ 59,592	\$ 80,450	\$ 101,307
LCFWSA-REIMBURSEABLE	WATER RESOURCES SUPERVISOR	69	\$ 51,811	\$ 67,354	\$ 82,898	23	\$ 56,755	\$ 76,619	\$ 96,483
WASTEWATER-ADMINISTRATION	SAFETY SUPV	71	\$ 56,118	\$ 72,954	\$ 89,789	23	\$ 56,755	\$ 76,619	\$ 96,483
WASTEWATER-ADMINISTRATION	SR CONSTRUCTION INSPECTOR	69	\$ 51,811	\$ 67,354	\$ 82,898	23	\$ 56,755	\$ 76,619	\$ 96,483
211 WATER TREATMENT PLANT	CHIEF UTILITY PLANT OPERATOR	66	\$ 45,353	\$ 58,959	\$ 72,565	22	\$ 54,052	\$ 72,970	\$ 91,889
NORTHEAST REGIONAL WASTEWATER	CHIEF UTILITY PLANT OPERATOR	66	\$ 45,353	\$ 58,959	\$ 72,565	22	\$ 54,052	\$ 72,970	\$ 91,889
NW WATER TREATMENT PLANT	CHIEF UTILITY PLANT OPERATOR	66	\$ 45,353	\$ 58,959	\$ 72,565	22	\$ 54,052	\$ 72,970	\$ 91,889
OCEAN ISLE BEACH WWTP	CHIEF UTILITY PLANT OPERATOR	66	\$ 45,353	\$ 58,959	\$ 72,565	22	\$ 54,052	\$ 72,970	\$ 91,889
WASTEWATER-ADMINISTRATION	PUBLIC UTILITIES INSPECTOR	68	\$ 49,659	\$ 64,557	\$ 79,455	22	\$ 54,052	\$ 72,970	\$ 91,889
WATER-ADMINISTRATION	PUBLIC UTILITIES INSPECTOR	68	\$ 49,659	\$ 64,557	\$ 79,455	22	\$ 54,052	\$ 72,970	\$ 91,889
WATER-FACILITY OPERATIONS DIV	PROGRAMMER/SCADA	67	\$ 47,506	\$ 61,758	\$ 76,010	22	\$ 54,052	\$ 72,970	\$ 91,889
WEST REGIONAL WASTEWATER	CHIEF UTILITY PLANT OPERATOR	66	\$ 45,353	\$ 58,959	\$ 72,565	22	\$ 54,052	\$ 72,970	\$ 91,889
WATER-FACILITY OPERATIONS DIV	INSTRUMENTATION/ELEC FOREMAN	67	\$ 47,506	\$ 61,758	\$ 76,010	21	\$ 51,478	\$ 69,496	\$ 87,513
LCFWSA-REIMBURSEABLE	FACILITY OPERATOR	66	\$ 45,353	\$ 58,959	\$ 72,565	20	\$ 49,027	\$ 66,186	\$ 83,346
NORTHEAST REGIONAL WASTEWATER	WASTEWATER OPERATOR IV	64	\$ 41,048	\$ 53,362	\$ 65,677	20	\$ 49,027	\$ 66,186	\$ 83,346
NW WATER TREATMENT PLANT	WATER TREATMENT OPERATOR IV	64	\$ 41,048	\$ 53,362	\$ 65,677	20	\$ 49,027	\$ 66,186	\$ 83,346
OCEAN ISLE BEACH WWTP	WASTEWATER OPERATOR IV	64	\$ 41,048	\$ 53,362	\$ 65,677	20	\$ 49,027	\$ 66,186	\$ 83,346
SOUTHWEST REGIONAL WASTEWATER	WASTEWATER OPERATOR IV	64	\$ 41,048	\$ 53,362	\$ 65,677	20	\$ 49,027	\$ 66,186	\$ 83,346
WASTEWATER-CONSTRUCTION DIV	UTILITIES FOREMAN	66	\$ 45,353	\$ 58,959	\$ 72,565	20	\$ 49,027	\$ 66,186	\$ 83,346
WASTEWTR-FIELD OPERATIONS	UTILITIES FOREMAN	66	\$ 45,353	\$ 58,959	\$ 72,565	20	\$ 49,027	\$ 66,186	\$ 83,346
WATER-ADMINISTRATION	GIS ANALYST	67	\$ 47,506	\$ 61,758	\$ 76,010	20	\$ 49,027	\$ 66,186	\$ 83,346
WATER-CONSTRUCTION DIVISION	WATER DISTRIBUTION FOREMAN	66	\$ 45,353	\$ 58,959	\$ 72,565	20	\$ 49,027	\$ 66,186	\$ 83,346
WATER-FACILITY OPERATIONS DIV	GENERATOR MAINTENANCE SUPERVISOR	66	\$ 45,353	\$ 58,959	\$ 72,565	20	\$ 49,027	\$ 66,186	\$ 83,346
WATER-FACILITY OPERATIONS DIV	INSTRUMENTATION CONTROL TECH II	66	\$ 45,353	\$ 58,959	\$ 72,565	20	\$ 49,027	\$ 66,186	\$ 83,346
WATER-FIELD OPERATIONS	METERING & TECHNOLOGY MANAGER	66	\$ 45,353	\$ 58,959	\$ 72,565	20	\$ 49,027	\$ 66,186	\$ 83,346
WATER-FIELD OPERATIONS	WATER DISTRIBUTION FOREMAN	66	\$ 45,353	\$ 58,959	\$ 72,565	20	\$ 49,027	\$ 66,186	\$ 83,346

2021 Pay Study Recommended Grade Placements

Dept Name	Job Class	Current Grd	Curr Min	Curr Mid	Curr Max	Proposed GRADE	Prop Min	Prop Mid	Prop Max
WEST REGIONAL WASTEWATER	WW TREATMENT MAINT FOREMAN	66	\$ 45,353	\$ 58,959	\$ 72,565	20	\$ 49,027	\$ 66,186	\$ 83,346
WEST REGIONAL WASTEWATER	WASTEWATER OPERATOR IV	64	\$ 41,048	\$ 53,362	\$ 65,677	20	\$ 49,027	\$ 66,186	\$ 83,346
NW WATER TREATMENT PLANT	LABORATORY TECHNICIAN III	66	\$ 45,353	\$ 58,959	\$ 72,565	19	\$ 46,692	\$ 63,035	\$ 79,377
WATER-ADMINISTRATION	ACCOUNTING SPECIALIST	65	\$ 43,201	\$ 56,161	\$ 69,122	19	\$ 46,692	\$ 63,035	\$ 79,377
WEST REGIONAL WASTEWATER	LABORATORY TECHNICIAN III	66	\$ 45,353	\$ 58,959	\$ 72,565	19	\$ 46,692	\$ 63,035	\$ 79,377
211 WATER TREATMENT PLANT	WATER TREATMENT OPERATOR II	62	\$ 36,742	\$ 47,764	\$ 58,787	18	\$ 44,469	\$ 60,033	\$ 75,597
NW WATER TREATMENT PLANT	LABORATORY TECHNICIAN II	65	\$ 43,201	\$ 56,161	\$ 69,122	18	\$ 44,469	\$ 60,033	\$ 75,597
NW WATER TREATMENT PLANT	WATER TREATMENT OPERATOR II	62	\$ 36,742	\$ 47,764	\$ 58,787	18	\$ 44,469	\$ 60,033	\$ 75,597
SOUTHWEST REGIONAL WASTEWATER	WASTEWATER OPERATOR II	62	\$ 36,742	\$ 47,764	\$ 58,787	18	\$ 44,469	\$ 60,033	\$ 75,597
WASTEWATER-ADMINISTRATION	INDUSTRIAL PRE-TREATMENT COORD	65	\$ 43,201	\$ 56,161	\$ 69,122	18	\$ 44,469	\$ 60,033	\$ 75,597
WASTEWATER-CONSTRUCTION DIV	COLLECTIONS MECHANIC IV	65	\$ 43,201	\$ 56,161	\$ 69,122	18	\$ 44,469	\$ 60,033	\$ 75,597
WASTEWTR-FIELD OPERATIONS	COLLECTIONS MECHANIC IV	65	\$ 43,201	\$ 56,161	\$ 69,122	18	\$ 44,469	\$ 60,033	\$ 75,597
WATER-ADMINISTRATION	ADMINISTRATIVE ASSISTANT II	65	\$ 43,201	\$ 56,161	\$ 69,122	18	\$ 44,469	\$ 60,033	\$ 75,597
WATER-FACILITY OPERATIONS DIV	INSTRUMENTATION CONTROL TECH I	64	\$ 41,048	\$ 53,362	\$ 65,677	18	\$ 44,469	\$ 60,033	\$ 75,597
WATER-FIELD OPERATIONS	AMI METER TECHNICIAN	65	\$ 43,201	\$ 56,161	\$ 69,122	18	\$ 44,469	\$ 60,033	\$ 75,597
WATER-FIELD OPERATIONS	CROSS CONNECT CONTROL COORD	65	\$ 43,201	\$ 56,161	\$ 69,122	18	\$ 44,469	\$ 60,033	\$ 75,597
WATER-FIELD OPERATIONS	DISTRIBUTION MECHANIC IV	65	\$ 43,201	\$ 56,161	\$ 69,122	18	\$ 44,469	\$ 60,033	\$ 75,597
WEST REGIONAL WASTEWATER	WASTEWATER OPERATOR II	62	\$ 36,742	\$ 47,764	\$ 58,787	18	\$ 44,469	\$ 60,033	\$ 75,597
211 WATER TREATMENT PLANT	UTILITY PLANT OPERATOR-C	61	\$ 34,590	\$ 44,967	\$ 55,344	17	\$ 42,351	\$ 57,174	\$ 71,997
211 WATER TREATMENT PLANT	WATER TREATMENT OPERATOR I	61	\$ 34,590	\$ 44,967	\$ 55,344	17	\$ 42,351	\$ 57,174	\$ 71,997
NORTHEAST REGIONAL WASTEWATER	UTILITY PLANT MAINT MECH IV	64	\$ 41,048	\$ 53,362	\$ 65,677	17	\$ 42,351	\$ 57,174	\$ 71,997
NW WATER TREATMENT PLANT	UTILITY PLANT OPERATOR-C	61	\$ 34,590	\$ 44,967	\$ 55,344	17	\$ 42,351	\$ 57,174	\$ 71,997
NW WATER TREATMENT PLANT	WATER TREATMENT OPERATOR I	61	\$ 34,590	\$ 44,967	\$ 55,344	17	\$ 42,351	\$ 57,174	\$ 71,997
WASTEWATER-CONSTRUCTION DIV	COLLECTIONS MECHANIC III	64	\$ 41,048	\$ 53,362	\$ 65,677	17	\$ 42,351	\$ 57,174	\$ 71,997
WASTEWTR-FIELD OPERATIONS	COLLECTIONS MECHANIC III	64	\$ 41,048	\$ 53,362	\$ 65,677	17	\$ 42,351	\$ 57,174	\$ 71,997
WATER-CONSTRUCTION DIVISION	DISTRIBUTION MECHANIC III	64	\$ 41,048	\$ 53,362	\$ 65,677	17	\$ 42,351	\$ 57,174	\$ 71,997
WATER-CONSTRUCTION DIVISION	UTILITY LOCATOR II	64	\$ 41,048	\$ 53,362	\$ 65,677	17	\$ 42,351	\$ 57,174	\$ 71,997
WATER-FIELD OPERATIONS	DISTRIBUTION MECHANIC III	64	\$ 41,048	\$ 53,362	\$ 65,677	17	\$ 42,351	\$ 57,174	\$ 71,997
WEST REGIONAL WASTEWATER	LABORATORY TECHNICIAN I	64	\$ 41,048	\$ 53,362	\$ 65,677	17	\$ 42,351	\$ 57,174	\$ 71,997
WEST REGIONAL WASTEWATER	UTILITY PLANT MAINT MECH IV	64	\$ 41,048	\$ 53,362	\$ 65,677	17	\$ 42,351	\$ 57,174	\$ 71,997
WEST REGIONAL WASTEWATER	WASTEWATER OPERATOR I	61	\$ 34,590	\$ 44,967	\$ 55,344	17	\$ 42,351	\$ 57,174	\$ 71,997
211 WATER TREATMENT PLANT	WATER TREATMENT MECHANIC II	63	\$ 38,895	\$ 50,563	\$ 62,232	16	\$ 40,335	\$ 54,452	\$ 68,569
211 WATER TREATMENT PLANT	WATER TREATMENT OPERATOR (TR)	60	\$ 32,437	\$ 42,168	\$ 51,899	16	\$ 40,335	\$ 54,452	\$ 68,569
NORTHEAST REGIONAL WASTEWATER	WASTEWATER OPERATOR I (TR)	60	\$ 32,437	\$ 42,168	\$ 51,899	16	\$ 40,335	\$ 54,452	\$ 68,569
NW WATER TREATMENT PLANT	WATER TREATMENT OPERATOR (TR)	60	\$ 32,437	\$ 42,168	\$ 51,899	16	\$ 40,335	\$ 54,452	\$ 68,569
OCEAN ISLE BEACH WWTP	UTILITY PLANT MAINT MECH III	63	\$ 38,895	\$ 50,563	\$ 62,232	16	\$ 40,335	\$ 54,452	\$ 68,569
WASTEWATER-ADMINISTRATION	ADMINISTRATIVE ASSISTANT I	63	\$ 38,895	\$ 50,563	\$ 62,232	16	\$ 40,335	\$ 54,452	\$ 68,569
WASTEWTR-FIELD OPERATIONS	COLLECTIONS MECHANIC II	63	\$ 38,895	\$ 50,563	\$ 62,232	16	\$ 40,335	\$ 54,452	\$ 68,569
WATER-CONSTRUCTION DIVISION	DISTRIBUTION MECHANIC II	63	\$ 38,895	\$ 50,563	\$ 62,232	16	\$ 40,335	\$ 54,452	\$ 68,569
WATER-CONSTRUCTION DIVISION	UTILITY LOCATOR I	63	\$ 38,895	\$ 50,563	\$ 62,232	16	\$ 40,335	\$ 54,452	\$ 68,569
WATER-FACILITY OPERATIONS DIV	GENERATOR MAINTENANCE TECH I	63	\$ 38,895	\$ 50,563	\$ 62,232	16	\$ 40,335	\$ 54,452	\$ 68,569
WEST REGIONAL WASTEWATER	WASTEWATER OPERATOR I (TR)	60	\$ 32,437	\$ 42,168	\$ 51,899	16	\$ 40,335	\$ 54,452	\$ 68,569
211 WATER TREATMENT PLANT	WATER TREATMENT MECHANIC I	62	\$ 36,742	\$ 47,764	\$ 58,787	15	\$ 38,414	\$ 51,859	\$ 65,304

2021 Pay Study Recommended Grade Placements

Dept Name	Job Class	Current				Proposed			
		Grd	Curr Min	Curr Mid	Curr Max	GRADE	Prop Min	Prop Mid	Prop Max
NORTHEAST REGIONAL WASTEWATER	MAINTENANCE MECHANIC II	62	\$ 36,742	\$ 47,764	\$ 58,787	15	\$ 38,414	\$ 51,859	\$ 65,304
NW WATER TREATMENT PLANT	WATER TREATMENT MECHANIC I	62	\$ 36,742	\$ 47,764	\$ 58,787	15	\$ 38,414	\$ 51,859	\$ 65,304
WASTEWATER-CONSTRUCTION DIV	COLLECTIONS MECHANIC I	62	\$ 36,742	\$ 47,764	\$ 58,787	15	\$ 38,414	\$ 51,859	\$ 65,304
WASTEWTR-FIELD OPERATIONS	COLLECTIONS MECHANIC I	62	\$ 36,742	\$ 47,764	\$ 58,787	15	\$ 38,414	\$ 51,859	\$ 65,304
WATER-CONSTRUCTION DIVISION	DISTRIBUTION MECHANIC I	62	\$ 36,742	\$ 47,764	\$ 58,787	15	\$ 38,414	\$ 51,859	\$ 65,304
WATER-FIELD OPERATIONS	DISTRIBUTION MECHANIC I	62	\$ 36,742	\$ 47,764	\$ 58,787	15	\$ 38,414	\$ 51,859	\$ 65,304
WEST REGIONAL WASTEWATER	UTILITY PLANT MAINT MECH II	62	\$ 36,742	\$ 47,764	\$ 58,787	15	\$ 38,414	\$ 51,859	\$ 65,304
LCFWSA-REIMBURSEABLE	UTILITY PLANT MAINT MECH I	61	\$ 34,590	\$ 44,967	\$ 55,344	14	\$ 36,585	\$ 49,389	\$ 62,194
WATER-ADMINISTRATION	UTILITIES DISPATCH	61	\$ 34,590	\$ 44,967	\$ 55,344	14	\$ 36,585	\$ 49,389	\$ 62,194
WATER-ADMINISTRATION	WAREHOUSE ASSISTANT	61	\$ 34,590	\$ 44,967	\$ 55,344	14	\$ 36,585	\$ 49,389	\$ 62,194

Request Info	
Type	Budget Amendment
Description	Total Compensation Study GF
Justification	Board Meeting 04/18/2022-Appropriate funds for a Classification and Total Compensation Study to be implemented this fiscal year to ensure that our compensation levels are competitive and to continue to attract and retain highly qualified individuals.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
104110	412100	Governing Body	Salary and Wages-Regular	936	Increase	Debit
104110	418100	Governing Body	FICA	72	Increase	Debit
104110	418200	Governing Body	Retirement	153	Increase	Debit
104110	418400	Governing Body	Disability and Long-Term Ins	3	Increase	Debit
104120	412100	County Administration	Salary and Wages-Regular	10499	Increase	Debit
104120	418100	County Administration	FICA	803	Increase	Debit
104120	418200	County Administration	Retirement	1712	Increase	Debit
104120	418400	County Administration	Disability and Long-Term Ins	35	Increase	Debit
104125	412100	Human Resources	Salary and Wages-Regular	8806	Increase	Debit
104125	418100	Human Resources	FICA	674	Increase	Debit
104125	418200	Human Resources	Retirement	1436	Increase	Debit

104125	418400	Human Resources	Disability and Long-Term Ins	29	Increase	Debit		
104126	412100	Communications	Salary and Wages-Regular	4090	Increase	Debit		
104126	418100	Communications	FICA	313	Increase	Debit		
104126	418200	Communications	Retirement	667	Increase	Debit		
104126	418400	Communications	Disability and Long-Term Ins	13	Increase	Debit		
104130	412100	Finance	Salary and Wages-Regular	13800	Increase	Debit		
104130	418100	Finance	FICA	1056	Increase	Debit		
104130	418200	Finance	Retirement	2251	Increase	Debit		
104130	418400	Finance	Disability and Long-Term Ins	46	Increase	Debit		
104140	412100	Tax Administration	Salary and Wages-Regular	43346	Increase	Debit		
104140	418100	Tax Administration	FICA	3316	Increase	Debit		
104140	418200	Tax Administration	Retirement	7070	Increase	Debit		
104140	418400	Tax Administration	Disability and Long-Term Ins	143	Increase	Debit		
104150	412100	Legal Department	Salary and Wages-Regular	7853	Increase	Debit		
104150	418100	Legal Department	FICA	601	Increase	Debit		
104150	418200	Legal Department	Retirement	1281	Increase	Debit		
104150	418400	Legal Department	Disability and Long-Term Ins	26	Increase	Debit		
104170	412100	Board Of Elections	Salary and Wages-Regular	5179	Increase	Debit		
104170	418100	Board Of Elections	FICA	396	Increase	Debit		
104170	418200	Board Of Elections	Retirement	845	Increase	Debit		

104170	418400	Board Of Elections	Disability and Long-Term Ins	17	Increase	Debit		
104180	412100	Register Of Deeds	Salary and Wages-Regular	11084	Increase	Debit		
104180	418100	Register Of Deeds	FICA	848	Increase	Debit		
104180	418200	Register Of Deeds	Retirement	1808	Increase	Debit		
104180	418400	Register Of Deeds	Disability and Long-Term Ins	37	Increase	Debit		
104210	412100	Information Technology	Salary and Wages-Regular	33252	Increase	Debit		
104210	418100	Information Technology	FICA	2544	Increase	Debit		
104210	418200	Information Technology	Retirement	5423	Increase	Debit		
104210	418400	Information Technology	Disability and Long-Term Ins	110	Increase	Debit		
104250	412100	Fleet Services	Salary and Wages-Regular	9247	Increase	Debit		
104250	418100	Fleet Services	FICA	707	Increase	Debit		
104250	418200	Fleet Services	Retirement	1508	Increase	Debit		
104250	418400	Fleet Services	Disability and Long-Term Ins	31	Increase	Debit		
104270	412100	Engineering	Salary and Wages-Regular	7308	Increase	Debit		
104270	418100	Engineering	FICA	559	Increase	Debit		
104270	418200	Engineering	Retirement	1192	Increase	Debit		
104270	418400	Engineering	Disability and Long-Term Ins	24	Increase	Debit		
104280	412100	Operation Services	Salary and Wages-Regular	42118	Increase	Debit		
104280	418100	Operation Services	FICA	3222	Increase	Debit		
104280	418200	Operation Services	Retirement	6869	Increase	Debit		

104280	418400	Operation Services	Disability and Long-Term Ins	139	Increase	Debit
104310	412100	Sheriff's Office	Salary and Wages-Regular	260546	Increase	Debit
104310	418100	Sheriff's Office	FICA	19932	Increase	Debit
104310	418200	Sheriff's Office	Retirement	44918	Increase	Debit
104310	418400	Sheriff's Office	Disability and Long-Term Ins	860	Increase	Debit
104320	412100	Detention Center	Salary and Wages-Regular	163582	Increase	Debit
104320	418100	Detention Center	FICA	12514	Increase	Debit
104320	418200	Detention Center	Retirement	28202	Increase	Debit
104320	418400	Detention Center	Disability and Long-Term Ins	540	Increase	Debit
104330	412100	Emergency Services	Salary and Wages-Regular	7948	Increase	Debit
104330	418100	Emergency Services	FICA	608	Increase	Debit
104330	418200	Emergency Services	Retirement	1296	Increase	Debit
104330	418400	Emergency Services	Disability and Long-Term Ins	26	Increase	Debit
104332	412100	Emergency Medical Services	Salary and Wages-Regular	159216	Increase	Debit
104332	418100	Emergency Medical Services	FICA	12180	Increase	Debit
104332	418200	Emergency Medical Services	Retirement	25968	Increase	Debit
104332	418400	Emergency Medical Services	Disability and Long-Term Ins	525	Increase	Debit
104350	412100	Bldg Inspections and CP	Salary and Wages-Regular	60294	Increase	Debit
104350	418100	Bldg Inspections and CP	FICA	4612	Increase	Debit
104350	418200	Bldg Inspections and CP	Retirement	9834	Increase	Debit

104350	418400	Bldg Inspections and CP	Disability and Long-Term Ins	199	Increase	Debit
104355	412100	Fire Inspections	Salary and Wages-Regular	9040	Increase	Debit
104355	418100	Fire Inspections	FICA	692	Increase	Debit
104355	418200	Fire Inspections	Retirement	1474	Increase	Debit
104355	418400	Fire Inspections	Disability and Long-Term Ins	30	Increase	Debit
104375	412100	Central Communications Center	Salary and Wages-Regular	63155	Increase	Debit
104375	418100	Central Communications Center	FICA	4831	Increase	Debit
104375	418200	Central Communications Center	Retirement	10301	Increase	Debit
104375	418400	Central Communications Center	Disability and Long-Term Ins	208	Increase	Debit
104380	412100	Sheriff Animal Protective Svc	Salary and Wages-Regular	13008	Increase	Debit
104380	418100	Sheriff Animal Protective Svc	FICA	995	Increase	Debit
104380	418200	Sheriff Animal Protective Svc	Retirement	2122	Increase	Debit
104380	418400	Sheriff Animal Protective Svc	Disability and Long-Term Ins	43	Increase	Debit
104720	412100	Solid Waste	Salary and Wages-Regular	8120	Increase	Debit
104720	418100	Solid Waste	FICA	621	Increase	Debit
104720	418200	Solid Waste	Retirement	1324	Increase	Debit
104720	418400	Solid Waste	Disability and Long-Term Ins	27	Increase	Debit
104908	412100	Community Enforcement	Salary and Wages-Regular	2556	Increase	Debit
104908	418100	Community Enforcement	FICA	196	Increase	Debit
104908	418200	Community Enforcement	Retirement	417	Increase	Debit

104908	418400	Community Enforcement	Disability and Long-Term Ins	8	Increase	Debit
104910	412100	Planning	Salary and Wages-Regular	12694	Increase	Debit
104910	418100	Planning	FICA	971	Increase	Debit
104910	418200	Planning	Retirement	2070	Increase	Debit
104910	418400	Planning	Disability and Long-Term Ins	42	Increase	Debit
104960	412100	Soil And Water	Salary and Wages-Regular	3145	Increase	Debit
104960	418100	Soil And Water	FICA	241	Increase	Debit
104960	418200	Soil And Water	Retirement	513	Increase	Debit
104960	418400	Soil And Water	Disability and Long-Term Ins	10	Increase	Debit
105820	412100	Veterans Services	Salary and Wages-Regular	4999	Increase	Debit
105820	418100	Veterans Services	FICA	382	Increase	Debit
105820	418200	Veterans Services	Retirement	815	Increase	Debit
105820	418400	Veterans Services	Disability and Long-Term Ins	16	Increase	Debit
106110	412100	Library	Salary and Wages-Regular	12791	Increase	Debit
106110	418100	Library	FICA	979	Increase	Debit
106110	418200	Library	Retirement	2086	Increase	Debit
106110	418400	Library	Disability and Long-Term Ins	42	Increase	Debit
106130	412100	Parks	Salary and Wages-Regular	12302	Increase	Debit
106130	418100	Parks	FICA	941	Increase	Debit
106130	418200	Parks	Retirement	2006	Increase	Debit

106130	418400	Parks	Disability and Long-Term Ins	41	Increase	Debit		
106132	412100	Parks	Salary and Wages-Regular	26319	Increase	Debit		
106132	418100	Parks	FICA	2013	Increase	Debit		
106132	418200	Parks	Retirement	4293	Increase	Debit		
106132	418400	Parks	Disability and Long-Term Ins	87	Increase	Debit		
100000	323402	General Revenues	Medicaid Hold Harmless	1268263	Increase	Credit		

Total								
Grand Total:						2536526		

Request Info	
Type	Budget Amendment
Description	Total Compensation Study Public Housing
Justification	Board Meeting 04/18/2022-Appropriate funds for a Classification and Total Compensation Study to be implemented this fiscal year to ensure that our compensation levels are competitive and to continue to attract and retain highly qualified individuals.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
114971	412100	Public Housing-Section 8	Salary and Wages-Regular	2843	Increase	Debit
114971	418100	Public Housing-Section 8	FICA	217	Increase	Debit
114971	418200	Public Housing-Section 8	Retirement	464	Increase	Debit
114971	418400	Public Housing-Section 8	Disability and Long-Term Ins	9	Increase	Debit
119800	398110	Interfund Trans Public Housing	Trans Frm General Fund	3533	Increase	Credit

Total	
Grand Total:	7066

Request Info	
Type	Budget Amendment
Description	Total Compensation Study Health Fund
Justification	Board Meeting 04/18/2022-Appropriate funds for a Classification and Total Compensation Study to be implemented this fiscal year to ensure that our compensation levels are competitive and to continue to attract and retain highly qualified individuals.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
135100	412100	Family Health Personnel	Salary and Wages-Regular	48186	Increase	Debit
135100	418100	Family Health Personnel	FICA	3686	Increase	Debit
135100	418200	Family Health Personnel	Retirement	7859	Increase	Debit
135100	418400	Family Health Personnel	Disability and Long-Term Ins	159	Increase	Debit
135155	412100	Medicaid Nutrition Program	Salary and Wages-Regular	1338	Increase	Debit
135155	418100	Medicaid Nutrition Program	FICA	102	Increase	Debit
135155	418200	Medicaid Nutrition Program	Retirement	218	Increase	Debit
135155	418400	Medicaid Nutrition Program	Disability and Long-Term Ins	4	Increase	Debit
135169	412100	WIC-Client Services	Salary and Wages-Regular	10365	Increase	Debit
135169	418100	WIC-Client Services	FICA	793	Increase	Debit
135169	418200	WIC-Client Services	Retirement	1691	Increase	Debit

135169	418400	WIC-Client Services	Disability and Long-Term Ins	34	Increase	Debit		
135181	412100	Environmental Health	Salary and Wages-Regular	16354	Increase	Debit		
135181	418100	Environmental Health	FICA	1251	Increase	Debit		
135181	418200	Environmental Health	Retirement	2667	Increase	Debit		
135181	418400	Environmental Health	Disability and Long-Term Ins	54	Increase	Debit		
135186	412100	Bioterrorism Preparedness	Salary and Wages-Regular	792	Increase	Debit		
135186	418100	Bioterrorism Preparedness	FICA	61	Increase	Debit		
135186	418200	Bioterrorism Preparedness	Retirement	129	Increase	Debit		
135186	418400	Bioterrorism Preparedness	Disability and Long-Term Ins	3	Increase	Debit		
139800	398110	Interfund Transfer Health	Trans Frm General Fund	95746	Increase	Credit		

Total								
Grand Total:						191492		

Request Info	
Type	Budget Amendment
Description	Total Compensation Study DSS Fund
Justification	Board Meeting 04/18/2022-Appropriate funds for a Classification and Total Compensation Study to be implemented this fiscal year to ensure that our compensation levels are competitive and to continue to attract and retain highly qualified individuals.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
145310	412100	DSS-Administration	Salary and Wages-Regular	207124	Increase	Debit
145310	418100	DSS-Administration	FICA	15845	Increase	Debit
145310	418200	DSS-Administration	Retirement	33782	Increase	Debit
145310	418400	DSS-Administration	Disability and Long-Term Ins	684	Increase	Debit
145310	331000	DSS-Administration	Federal Revenues	102974	Increase	Credit
149800	398110	Interfund Trans Social Service	Trans Frm General Fund	154461	Increase	Credit

Total	
Grand Total:	514870

Request Info	
Type	Budget Amendment
Description	Total Compensation Study GF Transfer
Justification	Board Meeting 04/18/2022-Appropriate funds for a Classification and Total Compensation Study to be implemented this fiscal year to ensure that our compensation levels are competitive and to continue to attract and retain highly qualified individuals.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
109800	498011	Interfund Trans General Fund	Trans To Public Housing	3533	Increase	Debit
109800	498013	Interfund Trans General Fund	Trans To Health	95746	Increase	Debit
109800	498014	Interfund Trans General Fund	Trans To Social Services	154461	Increase	Debit
100000	323402	General Revenues	Medicaid Hold Harmless	3533	Increase	Credit
100000	323402	General Revenues	Medicaid Hold Harmless	95746	Increase	Credit
100000	323402	General Revenues	Medicaid Hold Harmless	154461	Increase	Credit

Total	
Grand Total:	507480

Request Info	
Type	Budget Amendment
Description	Total Compensation Study ROD Technology Fund
Justification	Board Meeting 04/18/2022-Appropriate funds for a Classification and Total Compensation Study to be implemented this fiscal year to ensure that our compensation levels are competitive and to continue to attract and retain highly qualified individuals.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
324180	412100	ROD-Technology Reserve Fund	Salary and Wages-Regular	1060	Increase	Debit
324180	418100	ROD-Technology Reserve Fund	FICA	81	Increase	Debit
324180	418200	ROD-Technology Reserve Fund	Retirement	173	Increase	Debit
324180	418400	ROD-Technology Reserve Fund	Disability and Long-Term Ins	3	Increase	Debit
324180	334100	ROD-Technology Reserve Fund	ROD-Recording Fees	1317	Increase	Credit

Total	
Grand Total:	2634

Request Info	
Type	Budget Amendment
Description	Total Compensation Study Wastewater Fund
Justification	Board Meeting 04/18/2022-Appropriate funds for a Classification and Total Compensation Study to be implemented this fiscal year to ensure that our compensation levels are competitive and to continue to attract and retain highly qualified individuals.
Originator	Tiffany Rogers

Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
617110	412100	Water - Administration	Salary and Wages-Regular	21753	Increase	Debit
617110	418100	Water - Administration	FICA	1664	Increase	Debit
617110	418200	Water - Administration	Retirement	3548	Increase	Debit
617110	418400	Water - Administration	Disability and Long-Term Ins	72	Increase	Debit
617120	412100	NW Water Treatment Plant	Salary and Wages-Regular	29024	Increase	Debit
617120	418100	NW Water Treatment Plant	FICA	2220	Increase	Debit
617120	418200	NW Water Treatment Plant	Retirement	4734	Increase	Debit
617120	418400	NW Water Treatment Plant	Disability and Long-Term Ins	96	Increase	Debit
617130	412100	211 Water Treatment Plant	Salary and Wages-Regular	14417	Increase	Debit
617130	418100	211 Water Treatment Plant	FICA	1103	Increase	Debit
617130	418200	211 Water Treatment Plant	Retirement	2351	Increase	Debit

617130	418400	211 Water Treatment Plant	Disability and Long-Term Ins	48	Increase	Debit		
617140	412100	Water - Distribution Division	Salary and Wages-Regular	12270	Increase	Debit		
617140	418100	Water - Distribution Division	FICA	939	Increase	Debit		
617140	418200	Water - Distribution Division	Retirement	2001	Increase	Debit		
617140	418400	Water - Distribution Division	Disability and Long-Term Ins	40	Increase	Debit		
617150	412100	LCFWSA - Reimbursable	Salary and Wages-Regular	2242	Increase	Debit		
617150	418100	LCFWSA - Reimbursable	FICA	172	Increase	Debit		
617150	418200	LCFWSA - Reimbursable	Retirement	366	Increase	Debit		
617150	418400	LCFWSA - Reimbursable	Disability and Long-Term Ins	7	Increase	Debit		
617160	412100	Utility Billing	Salary and Wages-Regular	9410	Increase	Debit		
617160	418100	Utility Billing	FICA	720	Increase	Debit		
617160	418200	Utility Billing	Retirement	1535	Increase	Debit		
617160	418400	Utility Billing	Disability and Long-Term Ins	31	Increase	Debit		
617170	412100	Instrumentation/Electrical Div	Salary and Wages-Regular	11553	Increase	Debit		
617170	418100	Instrumentation/Electrical Div	FICA	884	Increase	Debit		
617170	418200	Instrumentation/Electrical Div	Retirement	1884	Increase	Debit		
617170	418400	Instrumentation/Electrical Div	Disability and Long-Term Ins	38	Increase	Debit		
617180	412100	Water - Construction Division	Salary and Wages-Regular	11004	Increase	Debit		
617180	418100	Water - Construction Division	FICA	842	Increase	Debit		
617180	418200	Water - Construction Division	Retirement	1795	Increase	Debit		

617180	418400	Water - Construction Division	Disability and Long-Term Ins	36	Increase	Debit	
619800	498041	Interfund Trans Water Fund	Transfer to Water Capital Proj	-138799	Decrease	Credit	

Total							
Grand Total:				0			

Request Info						
Type		Budget Amendment				
Description		Total Compensation Study Wastewater Fund				
Justification		Board Meeting 04/18/2022-Appropriate funds for a Classification and Total Compensation Study to be implemented this fiscal year to ensure that our compensation levels are competitive and to continue to attract and retain highly qualified individuals.				
Originator		Tiffany Rogers				
Items						
Department	Object	Dept Desc	Object Desc	Amount	Incr/Decr	Dr/Cr
627210	412100	Wastewater - Administration	Salary and Wages-Regular	10812	Increase	Debit
627210	418100	Wastewater - Administration	FICA	827	Increase	Debit
627210	418200	Wastewater - Administration	Retirement	1763	Increase	Debit
627210	418400	Wastewater - Administration	Disability and Long-Term Ins	36	Increase	Debit
627220	412100	Collection Division	Salary and Wages-Regular	15147	Increase	Debit
627220	418100	Collection Division	FICA	1159	Increase	Debit
627220	418200	Collection Division	Retirement	2470	Increase	Debit
627220	418400	Collection Division	Disability and Long-Term Ins	50	Increase	Debit
627225	412100	Sewer Construction Division	Salary and Wages-Regular	3163	Increase	Debit
627225	418100	Sewer Construction Division	FICA	242	Increase	Debit
627225	418200	Sewer Construction Division	Retirement	516	Increase	Debit
627225	418400	Sewer Construction Division	Disability and Long-Term Ins	10	Increase	Debit

627250	412100	Northeast Regional Wastewater	Salary and Wages-Regular	7671	Increase	Debit		
627250	418100	Northeast Regional Wastewater	FICA	587	Increase	Debit		
627250	418200	Northeast Regional Wastewater	Retirement	1251	Increase	Debit		
627250	418400	Northeast Regional Wastewater	Disability and Long-Term Ins	25	Increase	Debit		
627290	412100	Southwest Regional Wastewater	Salary and Wages-Regular	5230	Increase	Debit		
627290	418100	Southwest Regional Wastewater	FICA	400	Increase	Debit		
627290	418200	Southwest Regional Wastewater	Retirement	853	Increase	Debit		
627290	418400	Southwest Regional Wastewater	Disability and Long-Term Ins	17	Increase	Debit		
627320	412100	West Regional Wastewater	Salary and Wages-Regular	15263	Increase	Debit		
627320	418100	West Regional Wastewater	FICA	1168	Increase	Debit		
627320	418200	West Regional Wastewater	Retirement	2489	Increase	Debit		
627320	418400	West Regional Wastewater	Disability and Long-Term Ins	50	Increase	Debit		
627340	412100	Ocean Isle Beach WWTP	Salary and Wages-Regular	4739	Increase	Debit		
627340	418100	Ocean Isle Beach WWTP	FICA	363	Increase	Debit		
627340	418200	Ocean Isle Beach WWTP	Retirement	773	Increase	Debit		
627340	418400	Ocean Isle Beach WWTP	Disability and Long-Term Ins	16	Increase	Debit		
629800	399200	Interfund Trans Wastewater Fnd	Expendable Net Assets Appopr	77090	Increase	Credit		
Total								
Grand Total:				154180				



Brunswick County Board of Commissioners
ACTION AGENDA ITEM
April 18, 2022

Action Item # VII. - 1.

From:
John Nichols, P.E.

Utilities - 2022 Drinking Water Week Resolution (John Nichols,
PE - Director of Public Utilities)

Issue/Action Requested:

Request that the Board of Commissioners resolve to recognize May 1-7, 2022, as Drinking Water Week.

Background/Purpose of Request:

In 1988, the American Water Works Association brought Drinking Water Week to the attention of the U.S. Government and formed a coalition along with the League of Women Voters, the Association of State Drinking Water Administrators, and the US Environmental Protection Agency.

Rep. Robert Roe and Sen. Dennis DeConcini subsequently sponsored a resolution to name the first week of May as Drinking Water Week, and the week-long observance was declared in a joint congressional resolution signed by then President Ronald Reagan.

For more than 40 years, the American Water Works Association and its members have used Drinking Water Week as a unique opportunity for both water professionals and the communities they serve to recognize the vital role that water plays in our daily lives.

This year's recognition will be May 1-7, 2022.

Staff recommends approval of the resolution.

Fiscal Impact:

Not Applicable

Approved By County Attorney:

Yes

Advisory Board Recommendation:

Not Applicable.

County Manager's Recommendation:

Recommend that the Board of Commissioners resolve to recognize May 1-7, 2022, as Drinking Water Week.

ATTACHMENTS:

Description

▣ Utilities - Resolution - Attach 1

County of Brunswick
Office of the County Commissioners



**RESOLUTION RECOGNIZING DRINKING WATER WEEK IN BRUNSWICK
COUNTY, NORTH CAROLINA**

WHEREAS, the Board of Commissioners for Brunswick County (County) wishes to provide and promote the importance of safe drinking water in Brunswick County; and

WHEREAS, Brunswick County Public Utilities (BCPU) serves not only the unincorporated areas of the County; but also, within the municipalities of Boiling Spring Lakes, Bolivia, Calabash, Carolina Shores, Caswell Beach, parts of Leland, Navassa, Northwest, parts of Oak Island, St. James, Sandy Creek, parts of Southport, Sunset Beach, and Varnamtown; and

WHEREAS, for nearly four decades Brunswick County Public Utilities has faithfully provided water to other utilities (wholesale customers) including Ocean Isle Beach, Holden Beach, Oak Island, Bald Head Island, Southport, Shallotte, and H2GO; and

WHEREAS, the County recognizes that water is our most valuable natural resource, and that access to safe drinking water is a necessity; and

WHEREAS, Brunswick County Public Utilities operates a premier drinking water system, that has been awarded the NC American Water Works Association Water Large Distribution System of the Year Award five consecutive years, that safeguards public health by producing and distributing drinking water to citizens throughout Brunswick County; and

WHEREAS, the County's water system also provides fire protection, supports the continued growth essential to the economic health of the region, and enhances the quality of life for all citizens of the County; and

WHEREAS, the County has taken extraordinary steps to provide sufficient water quantity and to safeguard the health and economic future of its residents and customers by undertaking construction of an expansion of the Northwest Water Treatment Plant and the addition Low Pressure Reverse Osmosis to remove emerging contaminants in its source water; and

WHEREAS, the County calls upon the residents and businesses of our County, the regulatory agencies tasked with source water protection, and all residents and visitors within the state that impact the upstream river system, to protect our source waters from pollution, to practice water conservation, and to support efforts to provide high quality drinking water for the residents and visitors of Brunswick County.

NOW, THEREFORE BE IT RESOLVED, by the Chairman and the Board of Commissioners of Brunswick County that the first full week of May is proclaimed as Drinking Water Week.

THEREFORE, BE IT FURTHER RESOLVED, that a copy of this resolution be recorded in the permanent minutes of this Board.

Adopted this 18th day of April 2022.

Randy Thompson, Chairman
Brunswick County Board of Commissioners

ATTEST:

Daralyn Spivey, NCCC
Clerk to the Board