

CRAVEN COUNTY

Fiscal Year 2019 Budget Amendments

Budget Amendments for May 20, 2019

Local Government Federal Credit Union (LGFCU) Budget Amendment

The Board was requested to approve the following budget amendment for funds received from LGFCU to assist with budget work session meals. Commissioner Mark moved to approve the budget amendment, as requested, seconded by Commissioner Mitchell and in a roll call vote carried unanimously 7-0.

4110 – Commissioners

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1010000-38300 Donations	\$400.00	1014110-43300 Miscellaneous	\$400.00
TOTAL	\$400.00	TOTAL	\$400.00

Justification: Funds received from LGFCU to help pay for budget work session meals.

DEPARTMENTAL MATTERS: SHERIFF

Budget Amendment Capital Outlay

Chief Deputy, Bobby West, presented the Board with a \$22,000 Budget Amendment for Capital Outlay to pay for six outstanding invoices for the up fitting with equipment, bar lights, and graphics.

Commissioner Liner indicated his frustration in the fact that the Board is learning of this after the money has already been spent; and that the original request had been for three outstanding invoices, not six.

McCabe motioned to approve the following Budget Amendment for \$22,000 for Capital Outlay, seconded by Commissioner Mitchell and in a roll call vote approved unanimously 7-0.

Sheriff's 4310

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101000-39900 General Fund/Fund Balance Approp	\$22,000.00	1014310-47301 Capital Outlay Over \$5,000	\$22,000.00
TOTAL	\$22,000.00	TOTAL	\$22,000.00

Justification: Allow for the payment of six outstanding invoices for the upfitting of six patrol cars not budgeted for under the capital outlay expenditure line. These cars were ordered last budget year and needed to be upfitted with reliable equipment and marked with graphics and bar lights to increase officer safety and visibility in the community.

Sheriff's 4310

Chief Deputy West presented a \$30,000 Budget Amendment to cover fuel expenditures, stating there was a drastic increase in patrol operations with the hurricane, as well as more officers now being on the road. Commissioner McCabe moved to approve the following budget amendment, seconded by Commissioner Jones and carried unanimously in a roll call vote 7-0.

Sheriff's 4310

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1010000-39900 General Fund/Fund Balance Approp	\$30,000.00	1014310-43101 Fuel/Other	\$30,000.00
TOTAL	\$30,000.00	TOTAL	\$30,000.00

Justification: To cover an anticipated shortage in the fuel line item this FY. Due to Hurricane Florence there were two months that fuel costs were much higher than average which contributed to this end of year shortage. There was a drastic increase in patrol operations with the staffing of multiple shelters and FEMA relief centers, as well as some vehicle repairs.

This budget amendment will allow the department to pay outstanding invoices through the end of the budget year.

Budget Amendments for May 6, 2019

EMS – Fire Department Budget Amendment

Commissioner Mark moved to approve the following budget amendment, seconded by Commissioner McCabe and approved unanimously, as presented 7-0.

Fire Department

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
2000000-39901	\$44.00	2004340-44600	\$44.00
Fund Balance		Gen. Ins – Rhems	
2010000-39901	\$39.00	2014340-44600	\$39.00
Fund Balance		Gen. Ins – Vanceboro	
2020000-39901	\$39.00	2024340-44600	\$39.00
Fund Balance		Gen. Ins – Tri Com	
2030000-39901	\$39.00	2034340-44600	\$39.00
Fund Balance		Gen. Ins – Little Swift Creek	
2040000-39901	\$78.00	2044341-44600	\$42.00
Fund Balance		Gen. Ins – Cove City	
2050000-39901	\$44.00	2044342-44600	\$36.00
Fund Balance		Gen. Ins – Dover	
2060000-39901	\$44.00	2054340-44600	\$44.00
Fund Balance		Gen. Ins. – Harlowe	
2070000-39901	\$25.00	2064340-44600	\$44.00
Fund Balance		Gen. Ins – TWP #6	
2080000-39901	\$39.00	2074340-44600	\$25.00
Fund Balance		Gen Ins. – TWP #7	
		2084340-44600	\$39.00
		Gen. Ins – West NB	
TOTAL	\$391.00	TOTAL	\$391.00

Justification: To cover shortage of Fire Departments General Insurance lien item for VFIS invoice dated 3/22/19 in the amount of \$23,215.00.

DEPARTMENTAL MATTERS: SOCIAL SERVICES – DISASTER SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM ADMINISTRATIVE FUNDING BUDGET AMENDMENT

Geoffrey Marett, Deputy Social Services Director, explained that Social Services has received additional State funding in the amount of \$52,415.00 for the Disaster Supplemental Nutrition Assistance Program (DSNAP) administrative expenses and requested that the Board approve the following budget amendment. Commissioner Mitchell moved to approve the budget amendment, as requested, seconded by Commissioner McCabe and in a roll call vote approved 7-0.

DSS 1015210 Admin

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-5213-33420	\$52,415.00	101-5210-44050	\$52,415.00
CPS Staff & Overhead		Contractual Employee	

TOTAL	\$52,415.00	TOTAL	\$52,415.00
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Justification: Additional 100% state funding received for DSNAP administrative expenses. Revenue needs to be placed in the contractual employee’s line item to cover the cost of child welfare employee contract employees needed to manage caseloads that exceed the mandated caseload to worker ratio in In Home Services and Permanency Planning/Foster Care.

Budget Amendments for April 15, 2019

DEPARTMENTAL MATTERS: HEALTH

Budget Amendment

Scott Harrelson, Health Director, presented the Board with a \$19,307 Budget Amendment for additional funding received from the State to purchase contraceptives. Commissioner Mitchell moved to approve the budget amendment, as presented, seconded by Commissioner McCabe. In a roll call vote, there were six (6) “ayes” from Commissioners Bucher, Jones, Mitchell, Mark, McCabe and Sampson, and one (1) “nay” from Chairman Liner.

Health/Family Planning

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-5080-334-10 State Rev – Family Planning	\$19,307.00	101-5080-432-05 Prescription Drugs	\$19,307.00
TOTAL	\$19,307.00	TOTAL	\$19,307.00

Justification: Additional funding received from the State to provide additional services based on locally determined needs and circumstances. CCHD will use these funds to purchase long acting contraceptives such as nexplanon, mirena, paragard, skyla and depo-provera.

DEPARTMENTAL MATTERS: TAX – BI-TECH TAX SOFTWARE CONTRACT AND BUDGET AMENDMENT

Ronnie Antry, Tax Director, presented the Board with a proposal to replace the 35 year old software, created by Dennis Holton, Information Technology Director. He indicated it has worked well, but there are more modern software options available now. He stated that upon visiting several other county sites, Bi Tech Software was deemed the best option. The cost of the software, along with related expenses for the first year is \$659,732, which is significantly less than the amount included in the Capital Improvement Plan, which is budgeted at \$1,200,000.

Commissioner Sampson motioned to approve the contract with Bi-Tech and to adopt the following budget ordinance and budget amendment moving funds from the CIP to the project budget. His motion was seconded by Commissioner Mitchell and approved in a roll call vote.

ERP Software Replacement Project
Fund 413
Revised 4/9/19

This ordinance is hereby approved in the following amount for expenditure of the ERP Software Replacement Project

Phase I Expenditures (Financials, Payroll, Permitting, Utilities):

Software and Implementation Services	\$ 1,145,911.00
Computer Equipment and Hardware	\$ 103,952.00
Contingency	\$ 64,494.00

Phase II Expenditures (Tax Software):

Software and Implementation Services	\$ 497,600.00
Computer Equipment and Hardware	\$ 127,132.00
Contingency	\$ 35,000.00

TOTAL	\$ 1,972,089.00
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The following revenue are hereby estimated for the ERP Software Replacement Project

Revenues

From Capital Reserve Fund	\$ 1,518,867.00
From Water Reserve	\$ 183,222.00
From General Fund	\$ 270,000.00

TOTAL	\$ 1,972,089.00
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This ordinance is hereby approved this 15th day of April, 2019.

4170 – Tax

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
40000000-39901 Fund Balance Current Year	\$659,732.00	4004150-49793 Transfers to Projects	\$659,732.00
4130000-39802 Transfers from Capital Reserve	\$659,732.00	4134170-44000 Contractual Services 4134170-47301 C/O over \$5,000	\$497,600.00 \$127,132.00

		4134170-44159 Contingency	\$35,000.00
TOTAL	\$1,319,464.00	TOTAL	\$1,319,464.00

Justification: Budget Amendment needed to transfer funds from Capital Reserve into ERP Software Project Fund for Bi-Tek Tax Software and related equipment.

DEPARTMENTAL MATTERS: FINANCE – BUDGET AMENDMENT

Craig Warren, Finance Director, presented the Board with a budget amendment in the amount of \$8,335,000.00, explaining that on March 28, 2019, the County closed on the 2019 General Obligation Refunding Bond. In order to make all the necessary entries into the financial system to record this transaction, a budget amendment was needed. The amendment appropriates the inflow of the bond proceeds to the County and the corresponding outflows to the escrow agent and for issuance costs.

Commissioner Mark motioned to approve the following Bond Proceeds Budget Amendment, seconded by Commissioner Bucher and unanimously carried in a roll call vote.

Non-Departmental 4290

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1014290-391000 Bond Proceeds	\$8,335,000.00	1014290-48033 Bond Issuance Costs	\$ 38,344.00
		1014290-48032 Payment to Escrow Account	\$8,296,656.00
TOTAL	\$8,335,000.00	TOTAL	\$8,335,000.00

Justification: To budget Craven County General Obligation Refunding Bonds Series 2019.

Budget Amendments for April 1, 2019

DEPARTMENTAL MATTERS: SOCIAL SERVICES – BUDGET AMENDMENT

Geoffrey Marett, DSS Deputy Director, presented the following budget amendment in the amount of \$4,942.00, adjusting to align with revisions for additional funds for the Home & Community Care Block Grant (HCCBG) from the Division of Aging for Fiscal Year 2018-2019.

Commissioner McCabe moved to approve the budget amendment, as requested, seconded by Commissioner Sampson and unanimously carried in a roll call vote.

DSS/CARTS/Havelock

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-7295-377-28-00 HCCBG Home Delivered	\$4,778.00	101-7295-450-40-00 Contractual Services	\$6,920.00
101-0000-399-00-01 Fund Balance	\$ 530.00		
101-7295-377-18-00 USDA Home Delivered	\$ 850.00		
101-0000-399-00-01 Fund Balance	\$ (850.00)		
101-7295-377-26-00 HCCBG Congregate	\$1,451.00		
101-0000-399-00-01 Fund Balance	\$ 161.00		
101-7295-377-16-00 USDA Congregate	\$ 185.00		
101-0000-399-00-01 Fund Balance	\$ (185.00)		
101-7002-348-04-00 Tran St GRN	\$2,320.00	101-7001-450-31-01 Fuel & Other	\$2,320.00
101-7004-348-04-00	\$3,480.00	101-7003-450-31-01	\$3,480.00
101-0564-377-26-00 HCCBG Havelock Snr	\$(7,000.00)	101-0564-450-91-24 Havelock Senior	\$(7,000.00)
101-0000-399-00-01 Fund Balance	\$(778.00)	101-0564-450-96-91	\$(778.00)
101-0564-377-16-00 USDA Havelock Sen	\$(1,197.00)		
101-0000-399-00-01 Fund Balance	\$ 1,197.00		
101-7221-349-79-00 Care Management	\$4,641.00		
101-0000-399-00-01 Fund Balance	\$(4,641.00)		
TOTAL	\$4,942.00	TOTAL	\$4,942.00

Justification: Adjusting line items to align with revision for additional funds for the Home & Community Care Block Grant (HCCBG) from the Division of Aging for Fiscal Year 18-19. Funding is 90% Fed/State with a 10% County match.

Budget Amendments for March 18, 2019

Emergency Services – Budget Amendment

Commissioner Mark moved to approve the following budget amendment, as presented, seconded by Commissioner Sampson and unanimously carried in a roll call vote.

Emergency Services

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-2303-336-00-00 Misc Rev/Donation	\$2,100.00	101-2303-410-32-22 Donation Supplies	\$2,100.00
TOTAL	\$2,100.00	TOTAL	\$2,100.00

Justification: Funds donated by the New Bern Women’s Club to purchase CERT backpacks.

DEPARTMENTAL MATTERS: ELECTIONS – BUDGET AMENDMENT

Meloni Wray, Elections Director, stated that due to the death of Representative Walter Jones, a Special Elections is required and will be held on April 30, 2019, which was not included in this year’s budget; therefore, she requested that a Budget Amendment in the amount of \$89,047 be approved. This amendment also includes a one-time cost of \$12,875 to purchase the Ballot on Demand Balotar system which enables them to print ballots at the One-Stop location and for Absentee by mail ballots. Several more special elections will be held and budgeted for in the FY 2019-2020.

Commissioner Mitchell moved to approve the following budget amendment, seconded by Commissioner Mark and unanimously carried in a roll call vote.

Chairman Liner noted for the public that no funding is provided from the State for these special elections.

Elections

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
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101-0000-399-01-00	\$89,047.00	101-0601-400-10-01	\$ 2,950.00
Fund Balance		Fees to Board Members	
		101-0601-400-10-04	\$16,900.00
		Part-time	
		101-0601-400-27-00	\$ 1,122.00
		Advertising	
		101-0601-400-32-45	\$15,000.00
		Ballots	
		101-0601-400-40-00	\$11,700.00
		Contractual Services	
		101-0601-400-40-09	\$28,500.00
		Precinct Officials	
		101-0601-400-73-01	\$12,875.00
		C/O Over \$5,000	
TOTAL	\$89,047.00	TOTAL	\$89,047.00

Justification: To cover the unbudgeted expense of the April 30, 2019 Special Election ordered by the Governor of NC; and to purchase the Ballot on Demand-Balotar system from ES&S to be able to print ballots when the voter votes at the Board of Elections One-Stop location and for the Absentee by mail ballots. This will decrease the amount of ballots that need to be ordered, the number of unused ballots and the space to store the unused ballots.

Budget Amendments for February 18, 2019

DEPARTMENTAL MATTERS: HEALTH

New Fee Recommendation for Adopting Pets During Special Events

Scott Harrelson, Health Director, presented the Board with the new fee recommendations, to be observed whenever Craven County Animal Services hosts public events to increase public awareness and promote animal adoption and responsible pet ownership. The intention is to develop up to six events each year. The fee to adopt a dog would be reduced to \$70 from \$105; and to \$50 from \$80 for cats during these six events. Commissioners Mitchell and Jones made inquiries into the number of euthanized animals and the process by which a citizen had to go through to adopt a pet. Ms. Elma Green, Animal Services Director, responded to their inquiries.

Chairman Liner requested that Mr. Harrelson and Ms. Green inform the County Manager of the dates of these events.

Commissioner Sampson motioned to adopt the following fees, as presented, and to keep the County Manager informed of the event dates, seconded by Commissioner Mark and unanimously carried in a roll call vote.



New Fee Recommendation

Description Special Event Pet Adoption Fee

Proposed Fee

Current Adoption fees:
 Dogs: \$105
 Cats: \$80

Adoption fee reduction:
 Dogs: \$70
 Cats: \$ 50

Recommended Effective Date: 2/18/19

Reason / Animal Services is developing bi-monthly public events (up to 6 annually) to increase public
Justification: awareness of services offered, control rabies and other zoonotic diseases, and promote animal adoption and responsible pet ownership.
 Reduction of adoption fees during events can improve adoption rates and will demonstrate Craven County’s commitment to support humane and effective animal sheltering.

<u>Line Item & Section for Cats</u>	<u>Current Fee:</u>	<u>Proposed Fee:</u>
<u>101-2601-357.37-00 spay neuter fee</u>	\$50	\$50
<u>101-2601-357.18-00 animal fee-rabies vaccine</u>	\$10	\$ 0
<u>101-2601-357.29-00 animal fee-rabies control fee – Admin</u>	\$20	\$ 0

<u>Line Item & Section for Dogs</u>	<u>Current Fee:</u>	<u>Proposed Fee:</u>
<u>101-2601-357.37-00 spay neuter fee</u>	\$65	\$65
<u>101-2601-357.18-00 animal fee-rabies vaccine</u>	\$10	\$ 0
<u>101-2601-357.29-00 animal fee-rabies control fee – Admin</u>	\$20	\$ 0
<u>101-2601-357.18-01 microchip</u>	\$10	\$ 5

Maternity and Child Health State Funding Budget Amendment

Mr. Harrelson presented a Maternity and Child Health State Funding Budget Amendment for \$20,757.

He indicated it would be used to strengthen existing efforts and program activities by purchasing programmatic equipment such as a vision screener, a non-stress maternity machine, and computers.

Commissioner Sampson moved to approve the following budget amendment, as requested, seconded by Commissioner McCabe and unanimously approved in a roll call vote.

Health/Maternity & Child Health

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-5700-349-14-00	\$11,085.00	101-5700-440-32-40	\$ 1,845.00
Maternity – State		Other Supplies	
101-5800-349-05-00	\$ 9,672.00	101-5700-440-73-01	\$ 5,500.00
Child Health – State		C/O Over \$5,000	
		101-5700-440-73-21	\$ 3,740.00
		C/O \$500-\$4,999	
		101-5800-440-32-40	\$ 1,097.00
		Other Supplies	
		101-5800-440-73-01	\$ 6,705.00
		C/O Over \$5,000	
		101-5800-440-73-21	\$ 1,870.00
		C/O \$500-\$4,999	
TOTAL	\$20,757.00	TOTAL	\$20,757.00

Justification: One-time additional state funding in the amount of \$20,757 awarded to the Maternity and Child Health programs to purchase programmatic equipment and materials needed in order to strengthen program activities. Funds to be spent on a Vision Screener used during Child Health exams, NST (non-stress test) machine in Maternity, 6 laptops, 5 desk scanners, 3 recliners to perform NST on maternity patients, and car seats and educational materials to help reduce child fatality.

Healthy Mother Healthy Children State Funding

Mr. Harrelson presented a budget amendment for \$12,397 for additional Healthy Mother Health Children state funding which was awarded to Craven County Health Department to provide additional services for outside lab testing, tele-language slides and electronic medical records training.

Commissioner Sampson moved to approve the following budget amendment, as presented, seconded by Commissioner Mitchell and unanimously carried in a roll call vote.

Health/Maternity & Child Health

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
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101-5700-349-14-00	\$12,397.00	101-5700-440-40-00	\$12,397.00
Maternity – State		Contract Services	
TOTAL	\$12,397.00	TOTAL	\$12,397.00

Justification: Healthy Mother Healthy Children state funding awarded to Craven County Health Department to provide additional services based on locally determined needs of program. Funds will be spent to cover contracted Maternity expenses such as LabCorp (outside lab testing), Telelanguage (Interpretation services), and expenses associated with the Electronic Medical Records (EMR) such as HIPPA security risk assessment costs, electronic claims and submissions, and patient statements.

DEPARTMENTAL MATTERS: SHERIFF – MOBILE RADIOS BUDGET AMENDMENT

Chip Hughes, Sheriff, and Jesse Pittman, Administrative Captain, presented a budget amendment, requesting five (5) mobile in-car radios at a cost of \$4,000 each for new Sheriff’s vehicles that were purchased this fiscal year so that vehicles may be put into service. He stated that in prior years the department has transferred radios from older cars to be installed in new vehicles.

Due to Hurricane Florence, some vehicles were destroyed, along with the radio equipment inside of them. All radios available have been installed and the department is in need of five (5) more to complete this fiscal year vehicle cycle.

Commissioner McCabe moved to approve the following budget amendment, as requested, seconded by Sampson and unanimously carried in a roll call vote.

Sheriff’s

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-0000-399-01-00	\$20,000.00	101-2001-410-73-01	\$20,000.00
Fund Balance Approp/Fund Balance Current Year		Capital Outlay over \$5,000	
TOTAL	\$20,000.00	TOTAL	\$20,000.00

Justification: The Sheriff’s Department is currently in need of five mobile in-car radios at a price of \$4,000 each for new Sheriff’s vehicles that were purchased this fiscal year so that the vehicles may be put into service. In prior years the department has always transferred radios from older cars to be installed in new vehicles. Due to hurricane Florence some of the vehicles were lost along with the radio equipment inside the vehicles. All the mobile radios available have been installed and are in need of five more to complete this FY vehicle cycle.

Commissioner Mitchell made the motion to award the contract to Haywood Baker for leveling the Convention Center and to approve the Budget Amendment in the amount of \$936,000.00. Her motion was seconded by Commissioner McCabe and carried unanimously in a roll call vote.

Convention Center

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-8201-366-07-00 Transfer from Reserve	\$468,000.00	101-8201-430-73-02 Other Improvements	\$468,000.00
371-0000-399-01-00 Fund Balance Current Year	\$468,000.00	371-0571-400-97-01 Transfer to General	\$468,000.00
TOTAL	\$936,000.00	TOTAL	\$936,000.00

Justification: Funds will be used towards Convention Center floor repair. Contract awarded to Hayward Baker.

Commissioner Mitchell made the motion to appropriate \$2.5 million from the fund balance to pay for Hurricane Florence expenses. Commissioner McCabe seconded the motion, which was approved unanimously in a roll call vote.

Non-Departmental

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-0000-399-01-00 Fund Balance Current Year	\$2,500,000.00	101-0560-400-96-97 Hurricane Florence	\$2,500,000.00
TOTAL	\$2,500,000.00	TOTAL	\$2,500,000.00

Justification: Additional funds needed to cover expenditures related to Hurricane Florence recovery efforts.

SHERIFF’S REQUESTS

Commissioner Jones made a motion to approve \$44,700 to fund the Sheriff’s request for the SRT equipment. Commissioner McCabe seconded the motion. In a roll call vote, the motion passed with five (5) “ayes” from Commissioners Mark, McCabe, Jones, Mitchell and Sampson, there being one (1) “nay” from Chairman Liner.

Sheriff

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-0000-399-01-00 Fund Balance Current Year	\$44,700.00	101-2008-410-73-21	\$44,700.00
TOTAL	\$44,700.00	TOTAL	\$44,700.00

Budget Amendments for February 4, 2019

DEPARTMENTAL MATTERS: SHERIFF – BUDGET AMENDMENT

Sheriff Chip Hughes addressed the Board requesting two (2) Chevrolet Tahoe four-wheel drive vehicles with equipment to enable his deputies to access difficult terrain, specifically mentioning the Croatan area, and to be able to navigate better during storms without getting stuck. Sheriff Hughes also requested thirty VIPER radios, which would enable his deputies to have clear communications with 911 and other public safety agencies, from any point in the County. He highlighted that in areas near Harlowe and the western part of the County, his deputies currently have no means to communicate, putting them at risk. He referenced the need for such communications in the recent search and rescue.

Commissioner McCabe moved to approve the following budget amendment, as requested, seconded by Commissioner Sampson and unanimously carried in a roll call vote.

Sheriff's 2001

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-0000-399-01-00 Fund Balance Appropriation/Fund Balance Current Year	\$198,216.00	101-2001-410-73-01 C/O over \$5,000 101-2001-410-73-21 C/O \$500-\$4,999	\$102,067.00 \$ 96,149.00
TOTAL	\$198,216.00	TOTAL	\$198,216.00

Justification: These vehicles will be utilized during inclement weather or conditions that require an emergency response where conditions may not be favorable for regular travel. There are areas of the County that are currently not accessible due to rugged terrain or wet conditions. The vehicles will also serve as a mobile command center for Special Response Team members during an active scene that requires mobile command access. Viper radios will enable deputies to effectively communicate with dispatch in outlying areas of the County where radio reception is nonexistent. During the recent search and rescue the present form of VHF communication hindered our efforts to readily relay important information. The Viper radios will allow for deputies to utilize the NC State Viper and communication effectively.

Commissioner Mark moved to approve the following budget amendment, as requested, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

Jail 2008

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-0000-399-01-00 Fund Balance/Current Year	\$19,200.00	101-2008-410-26-01 M & R/Building & Grounds	\$19,200.00
TOTAL	\$19,200.00	TOTAL	\$19,200.00

Justification: Repairs to jail door locking system. Approved by the Craven County Board of Commissioners on Feb. 4, 2019.

Budget Amendments for January 22, 2019

DEPARTMENTAL MATTERS: SOCIAL SERVICES

Social Services Block Grant Additional Funds

Geoffrey Marett, Deputy Director, presented the following budget amendment, requesting to budget an additional \$13,072 in federal funding received from the Social Services Block Grant. Commissioner Mitchell moved to approve the budget amendment, as requested, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

DSS 7201 Admin

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-7221-349-22-00 Service Staff & Overhead	\$13,072.00	101-7201-450-40-50 Contractual Employee	\$13,072.00
TOTAL	\$13,072.00	TOTAL	\$13,072.00

Justification: Additional 100% federal funding received from the Social Services Block Grant.

LIEAP Additional Funds Budget Amendment

Mr. Marett presented the following budget amendment, requesting to add an additional \$86,968 in federal funding received for the Low Income Energy Assistance Program (LIEAP). Funds are 100% federal, there is no County match. Commissioner Sampson moved to approve the budget amendment, as presented, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

Mandated 7291

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-7291-349-32-00 CIP, NCNG, CP&L	\$86,968.00	101-7291-450-23-07 Energy LIEAP	\$86,968.00
TOTAL	\$86,968.00	TOTAL	\$86,968.00

Justification: Additional funding received for Low Income Home Energy Assistance Program (LIEAP). There is no County match. Funds are 100% federal. Current budget in the HTE is the state estimate for the year of \$359,718. This additional funding authorization results in an additional \$86,968 for a new total allocation of \$446,686.

Title III D Funding Budget Amendment

Mr. Marett presented the following budget amendment to reflect the correct original allocation for Title III D Health Promotion funds from the Area Agency on Aging. There is a 10% County match. The contract amount received is less than the original budget anticipated. Commissioner McCabe moved to approve the budget amendment, as requested, seconded by Commissioner Sampson and unanimously carried in a roll call vote.

DSS 7295 Senior FY 18/19

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-7295-377-55-00 Title IIID Health Promotion	\$(1,701.00)	101-7295-450-39-37 Title IIID Health Promotion	\$(1,890.00)
101-0000-399-01-00 Fund Balance	\$(189.00)		
TOTAL	\$(1,890.00)	TOTAL	\$(1,890.00)

Justification: Adjusting line items to agree with contracted amounts from Eastern Carolina Council of Governments (ECC) for the Title IIID Health Promotion grant less than originally anticipated amount. Funds are 90% reimbursed, with 10% County match.

Senior Program Roll Forward Budget Amendment

Mr. Marett presented the following budget amendment, requesting to roll forward from prior fiscal year unspent funds donated to the Senior Program, Meals Program and Sunshine Program. Commissioner McCabe moved to approve the budget amendment, as requested, seconded by Commissioner Mitchell and unanimously carried in a roll call vote.

DSS 7292 & 7295 Senior FY 18/19

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-0000-399-01-00 Fund Balance	\$21,053.00	101-7295-450-32-29 Donations – Meals	\$ 971.00
		101-7295-450-32-31 Donations – Senior	\$16,338.00
		101-7292-450-32-22 Donation Supplies	\$ 3,744.00
TOTAL	\$21,053.00	TOTAL	\$21,053.00

Justification: Roll forward unspent funds donated to the Senior Program, Meal’s Program and Sunshine Program in FY 2017-2018.

Budget Amendments for January 7, 2019

DEPARTMENTAL MATTERS: ECONOMIC DEVELOPMENT – ACCEPT PROPOSAL AND AWARD CONTRACT

Timothy Downs reviewed that in 2018 the Craven Alliance purchased property for the purpose of constructing a shell building. He utilized maps to illustrate the proposed placement of the shell building in relationship to another piece of property being considered by another entity. The needed sewer and water infrastructure, if extended 450 feet, will serve both pieces of property.

Craven County solicited proposals from firms willing and able to perform the necessary engineering and construction to install the required water and sanitary sewer infrastructure. Tarheel Building Systems returned a proposal with a bid of \$120,520.00. As a general contractor, Tarheel solicited quotes from engineering firms and construction firms. Since Tarheel was the only firm that returned a proposal to the County, staff requested Tarheel to make solicitations for additional quotes. After several weeks, none were returned. Staff recommended that the Board accept the proposal and award the contract to Tarheel Building Systems in an amount not to exceed \$125,000.

Commissioner Mark made the motion to award the contract to Tarheel Building Systems and approve the following budget amendment in the amount of \$125,000. His motion was seconded by Commissioner McCabe and approved unanimously in a roll call vote.

Economic Development

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-0000-399-01-00 Fund Balance current year	\$125,000.00	101-4401-430-73-02 C/O-Other Improvements	\$125,000.00
TOTAL	\$125,000.00	TOTAL	\$125,000.00

Justification: Budget amendment is needed to cover contract with Tarheel Buildings Systems extending water and sewer infrastructure at the industrial park. This additional infrastructure will provide required services to the new 20,000 square foot shell building being constructed by the Craven 100 Alliance (C1A). The proceeds from the sale of land to the C1A for this building totaled \$262,000 and will be the source of funding for this project.

County Manager Jack Veit introduced the new Economic Development Director, Jeff Wood. Mr. Wood addressed the Board expressing that he and his wife Jennifer are very excited to be in Craven County and that economic development has a lot to do with the community and for whom you work.

Mr. Veit confirmed the February 18th work session with the Board and requested that they provide him with other topics that they would like to have on the agenda that day.

Budget Amendments for December 17, 2018

DEPARTMENTAL MATTERS: HEALTH – BEHAVIORAL HEALTH BUDGET AMENDMENT

Scott Harrelson, Health Director, requested approval of a Behavioral Health Budget Amendment for the approved Health Resources and Services Administration grant in the amount of \$285,000, with recurring funding of \$100,000 annually. Since these funds are being received between fiscal years, they would like to utilize \$220,000 for this fiscal year and carry forward \$65,000. Mr. Harrelson explained that these funds will be used to address mental health issues within their patient population. He relayed that expanding clinical services would cut County costs.

Commissioner Sampson moved to approve the budget amendment, as requested, seconded by Commissioner Mitchell.

Mr. Harrelson addressed questions regarding inmates being released from jail, substance abuse, existing mental health resources, and the probability of long-term funding. Chairman Liner stated that if the motion to approve the budget amendment passes, and Federal funding is lost, then County funding is not coming forward. As a result of the discussion, Commissioner Mark made the motion to amend their support of the budget amendment to reflect that if federal funds are discontinued, then the program ends. His amendment was seconded by Commissioner Jones and unanimously approved in a roll call vote. The budget amendment was then approved in a roll call vote.

Behavioral Health

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-6620-337-00-00	\$ 100.00	101-6620-40-10-02	\$69,353.00
Misc Revenue		Full-time salaries	
101-6620-352-09-00	\$ 250.00	101-6620-440-11-01	\$ 5,306.00
1 st Party Payments		FICA	
101-6620-353-11-00	\$ 400.00	101-6620-440-11-02	\$ 5,423.00
3 rd Party Payments		Retirement	
101-6620-370-05-00	\$ 4,500.00	101-6620-440-11-03	\$ 2,774.00
Medicaid		401K	
101-6620-371-05-00	\$ 1,000.00	101-6620-440-11-04	\$ 284.00
Medicare		W/Comp	
101-6620-377-43-00	\$213,750.00	101-6620-440-11-06	\$11,340.00
Federal Funding FQHC		Health Insurance	
		101-6620-440-11-07	\$ 846.00
		Dental Insurance	
		101-6620-440-11-08	\$ 31.00
		Life	
		101-6620-440-11-09	\$ 56.00
		Disability	
		101-6620-440-15-15	\$ 1,535.00
		Dues/Subscriptions	
		101-6620-440-20-00	\$ 465.00
		Postage	
		101-6620-440-22-00	\$ 837.00
		Telephone	
		101-6620-440-25-00	\$ 3,000.00
		Travel/Training	
		101-6620-440-26-02	\$ 1,000.00
		Repair/Equipment	
		101-6620-440-27-00	\$10,000.00
		Advertising	

	101-6620-440-31-11	\$ 400.00		
	Gasoline			
	101-6620-440-32-01	\$ 2,500.00		
	Office Supplies			
	101-6620-440-32-05	\$ 5,000.00		
	Prescription Drugs			
	101-6620-440-32-06	\$ 500.00		
	Non-Prescription Drugs			
	101-6620-440-32-07	\$ 500.00		
	Janitorial Supplies			
	101-6620-440-32-08	\$ 4,000.00		
	Medical Supplies			
	101-6620-440-32-40	\$ 7,000.00		
	Other Supplies			
	101-6620-440-32-42	\$ 5,000.00		
	Lab Supplies			
	101-6620-440-40-00	\$10,000.00		
	Contract Services			
	101-6620-440-40-50	\$35,000.00		
	Contract Employees			
	101-6620-440-46-00	\$ 1,000.00		
	General Insurance			
	101-6620-440-73-01	\$32,000.00		
	Over \$5,000			
	101-6620-440-73-21	\$ 4,850.00		
	C/Outlay \$500-\$4,999			
TOTAL	\$220,000.00		TOTAL	\$220,000.00

Justification: Craven County Health Department recently received a Notice of Award for \$285,000 in order to expand its role to integrate Behavioral Health in the Primary Care setting. Since these funds were received between the fiscal year, carryover of unspent funds will be allowed by HRSA into FY20. For this reason, the department is pro-rating only 9 months (\$213,750) of federal funds.

To effectively have a behavioral health program, the department will need at a minimum a Processing Assistant IV, a Licensed Clinical Social Worker (LCSW), and a contract Psychiatrist to provide telehealth services. Capital items consist of two laptops and desks for the Processing Assistant and LCSW and two Polycoms in order to perform psychiatry services at both the New Bern and Havelock locations. Remaining expenses will cover all start-up expenses related to this new program.

DEPARTMENTAL MATTERS: RECREATION AND PARKS – BUDGET AMENDMENT

Eddie Games, Recreation and Parks Director, reported that they were recently awarded a \$20,000 grant from the Harold H. Bate Foundation to replace the old basketball court at Rocky Run Park.

He stated it was contingent upon Craven County matching the grant with \$20,000, for a total project cost of \$40,000. He highlighted the components of the project.

Commissioner Mark moved to approve the following budget amendment, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

8001 – Recreation

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-0000-399-01-00	\$20,000.00	101-8001-460-73-02	\$40,000.00
Fund Balance Current Year		C/O Other Improvements	
101-8001-346-02-00	\$20,000.00		
Safe Foundation			
TOTAL	\$40,000.00	TOTAL	\$40,000.00

Justification: Approval of these funds will allow Craven County to match the Harold H. Bate Foundation grant and replace the old basketball court at Rocky Run Park. This project was identified as a priority of improvements for this park and will be heavily used by the community. The \$20,000 Bate grant is contingent upon Craven County matching with \$20,000.

Budget Amendments for November 19, 2018

Budget Amendment – Animal Shelter Hours of Operation and Personnel Request

Mr. Harrelson presented the Board with a new schedule of Animal Shelter operation hours open to the public, to be effective January 1, 2019, which allows time for staff to come in the morning to clean and set-up. Commissioner Dacey made the motion to adopt the new hours, as follows, seconded by Commissioner Tyson.

- Monday.- 10:30 a.m.-5:30 p.m.
- Tuesday.- 10:30 a.m.-5:30 p.m.
- Wednesday 1:00 p.m.-5:30 p.m.
- Thursday- 10:30 a.m.-5:30 p.m.
- Friday- 10:30 a.m.-5:30 p.m.
- Saturday- 10:30 a.m.-3:00 p.m.

Commissioner Dacey inquired as to how someone would be able to drop off an animal before going to work. Elma Greene, Animal Services Director, responded that someone is always present during the work day and that they would not refuse a citizen at the door.

A roll call vote was taken and the motion was approved unanimously.

Mr. Harrelson presented a budget amendment requesting an additional Animal Shelter Attendant and a request to maintain their current contract employee through a staffing agency through the end of the year. He reported that staff is at the Animal Shelter seven days a week, and staff is needed on the shelter side. This additional employee would give them nine full-time employees, two part-time employees, and four temporary positions.

Commissioner Dacey made the motion to adopt the following budget amendment, seconded by Commissioner Sampson.

There was discussion on the utilization of volunteers; the fact that no matter how big the facility, there will be an overabundance of unwanted animals and the need to lessen those; other counties bringing animals into the County shelter; and the Animal Control Steering Committee's opportunity to devise plans to address the issues.

In a roll call vote, the budget amendment was approved unanimously.

Health/Animal Control

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-0000-399-01-00	\$44,354.00	101-2601-410-10-02	\$15,728.00
Fund Balance		Full-time Salaries	
		101-2601-410-11-01	\$ 1,204.00
		FICA	
		101-2601-410-11-02	\$ 1,230.00
		Retirement	
		101-2601-410-11-03	\$ 630.00
		401K	
		101-2601-410-11-04	\$ 461.00
		W/Comp	
		101-2601-410-11-06	\$ 4,410.00
		Health Insurance	
		101-2601-410-11-07	\$ 329.00
		Dental Insurance	
		101-2601-410-11-08	\$ 12.00
		Life	
		101-2601-410-11-09	\$ 22.00
		Disability	
		101-2601-410-40-50	\$20,328.00
		Contract Employee	
TOTAL	\$44,354.00	TOTAL	\$44,354.00

Justification: Due to the size and complexity of the Animal Shelter after the expansion, the health department realized there is not enough manpower to maintain the overall operations with our current. Request for an additional Animal Shelter Attendant (Grade 58-2; 14 pay periods) and to maintain the current contract employee through Executive Personnel through year end (\$15.40/hr. x 40/wk. x 33 wks. =\$20,328).

DEPARTMENTAL MATTERS: COURT FACILITIES – BUDGET AMENDMENT

Gene Hodges, Assistant County Manager, and Steven Creel, Facilities Director, requested that the Board approve a budget amendment for the NC Administrative Officer of the Court (AOC) Public Defender program which was approved this fiscal year by the State of NC General Assembly for District 3B, but approval came after the County budget was finalized for this fiscal year. The program requires space at the Judicial Center located at Clarks Road, and the Courthouse Annex, for up to eight employees. Purchases need to be made related to all necessary office furniture and court records shelving, building sign changes, some electrical and data infrastructure, and minor general construction alterations to accommodate new office layouts in order to be ready to begin servicing Craven County as close to December 4th as possible.

Jack Veit, County Manager, shared that these are one-time monies, but stated there will be reoccurring costs such as utilities and janitorial services.

Commissioner Tyson moved to approve the following budget amendment, seconded by Commissioner McCabe.

Commissioner Sampson stated that he has been trying to get this position funded since he has been on the Board and indicated that some prisoners have been incarcerated for several years without being tried, stressing the necessity of this position.

Commissioner Jones thanked Vice Chairman Dacey and Senator Norman Sanderson for their diligence in making this a reality for Craven County.

Commissioner Tyson emphasized that this would save the taxpayers money and would also be a benefit to inmates. He expressed gratitude to Vice Chairman Dacey, as well as David McFayden.

In a roll call vote, the following budget amendment was approved unanimously.

Court Facilities

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-0000-399-01-00	\$35,000.00	101-1301-400-26-01	\$12,000.00
Fund Balance		Building & Grounds	
		101-1301-400-73-01	\$23,000.00

Capital Outlay (Furniture/shelving)

TOTAL	\$35,000.00	TOTAL	\$35,000.00
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Justification: NC AOC Public Defender program approved this year by State of NC for District 3B but after County budget was already submitted for this fiscal year. Program will require space at Judicial Center and Courthouse Annex for up to eight employees and all the necessary office furniture and court files record shelving, building & marquis sign changes, electrical/date infrastructure no in place in certain areas, and minor general construction alterations to accommodate new office layouts. The Public Defender would like to be ready to begin servicing Craven County as close to December 4, 2018 as possible.

Budget Amendments for October 22, 2018

COMPENSATION STUDY

Human Resource Director, Amber Parker, stated that a salary study was authorized in last year's budget and introduced, via phone conferencing, Ann Antonsen, Vice President with Springsted Incorporated, who conducted the study.

Ms. Antonsen reviewed the objectives, the methodology and the recommendations provided in the study informational packet. She outlined the objectives were to: attract and retain qualified workers, provide equitable and competitive salaries for all workers; develop a salary structure that provides for internal equity and ensures external competitiveness; and to review current compensation practices and policies and develop recommendations for ongoing administration and maintenance of the proposed Classification and Compensation Plan.

Ms. Antonsen stated the methodology incorporated: meeting with Human Resources to review current policies and practices and to collect data on the organization structure and operations; meeting with all department heads to collect information on staffing and to identify specific departmental needs; review copies of existing job descriptions and current pay scale and compensation policies; conducting a comprehensive market survey that included fifteen governmental entities; gathering information minimum, maximum, and actual salaries for benchmarked positions surveyed, as well as a variety of fringe benefits; evaluating the salary data using nine factors; and developing guidelines for implementation and ongoing administration of the compensation program.

Ms. Antonsen highlighted that their overall goal was to provide equitable and fair compensation and internal equity of all positions. She outlined the proposed salary schedule and referred the Board to Appendix III in their packet. The proposed pay scale mirrors the County's current scale with 43 pay grades with a 5% spread between grades. It proposes to drop 2 steps from the bottom of the scale to ensure a more competitive starting wage and add 2 steps to the top of the

scale. She stated this would increase the starting wage by 7.2% and that the addition of the top steps adds 4.8% to the top of the pay plan.

Ms. Antonsen reviewed Implementation Option 2 for the Board in which all employee salaries are brought to the minimum of the proposed pay grade or moved to the step closest to the employees' current wage (without an employee seeing a decrease in pay). Employees whose current salary is at or above \$80,000 annually will not see any increases, as they will benefit from increased earning potential. She stated the estimated costs, excluding social security and any benefits for 561 employees, is just under \$418,000. Ms. Antonsen highlighted this would increase market accountability and address the issues of wage compression

Mr. Veit reminded the Board that during the economic downfall, the County was not able to keep up and there were a period of years where there were no increases made. He indicated he thinks the cost associated with this is a good deal and he recommends the Boards' support. He commended Ann, Amber and her team for their hard work.

Commissioner Dacey inquired about new hires and Mr. Veit responded by offering a compensation study scenario to illustrate how that would work. Commissioner Jones inquired about the total cost once taxes and benefits are added. Ms. Parker responded that \$480,000 is estimated based on current salaries at this point in time. Commissioner Dacey stated he was favorable of the plan but has an issue voting on it during a work session, as it would add ½ cent to taxpayers.

Commissioner Tyson made the motion to adopt Compensation Study Option Two (2) and the following Budget Amendment in the amount of \$250,000 to implement the payroll increase in January, 2019. His motion was seconded by Commissioner Sampson.

After some discussion, a roll call vote was taken with six (6) voting in favor: Commissioners Tyson, Jones, Liner, Mark, Sampson, and McCabe; and one (1) voting against: Commissioner Dacey (stating it is with no disrespect for all the work that has been done.)

The motion carried.

Non-Dept

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-0000-399-01-00 Fund Balance Current Year	\$250,000.00	101-0560-400-40-44 Personnel Study	\$250,000.00
TOTAL	\$250,000.00	TOTAL	\$250,000.00

Justification: Implementation of Compensation Study; effective first payroll January 2019.

Budget Amendments for October 15, 2018

DEPARTMENTAL MATTERS: HEALTH

Budget Amendment – One Time Supplemental Funding

Scott Harrelson, present the following budget amendment for the Board's approval. Commissioner Sampson moved for its approval, as requested, seconded by Commissioner Sampson and unanimously carried in a roll call vote.

Health/Adult Primary Care

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-6612-377-43-00	\$11,320.00	101-6612-440-15-15	\$1,935.00
FQHC		Dues/Subscriptions	
		101-6612-440-25-00	\$2,722.00
		Travel/Training	
		101-6612-440-25-02	\$ 100.00
		Mileage Reimbursement	
		101-6612-440-32-40	\$ 100.00
		Gasoline	
		101-6612-440-32-40	\$1,000.00
		Other Supplies	
		101-6612-440-73-21	\$5,463.00
		C/O \$500-\$4,999	
TOTAL	\$11,320.00	TOTAL	\$11,320.00

Justification: One time supplemental funding provided to CCHD in order to continue to strengthen quality improvement activities. Funds will be used to provide a webinar subscription for billers to stay current in medical coding, billing, auditing, compliance, practice management, etc. for all billing sources including Medicare. Funds will also be used to complete Behavioral Health & Substance Abuse training as well as training needed to achieve Patient Medical Home Recognition. Remaining funds will be used to purchase Dragon Medical Software for two Nurse Practitioners and one Medical Doctor which will boost efficiency and improve documentation quality and other supplies such as brochures, copier paper, notebooks, binders, etc.

Budget Amendment – Use of Current Year Fund Balance Appropriation

Mr. Harrelson presented the following budget amendment for the Board's approval. Commissioner Liner moved for its approval, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

Health/Misc Depts

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-0000-399-01-00	\$128,857.00	101-5001-440-31-01	\$ 12.00
Fund Balance Current Year		Fuel & Other	
		101-5001-440-40-00	\$56,142.00
		Contract Services	
		101-5001-440-73-01	\$36,180.00
		C/Outlay Over \$5,000	
		101-5005-440-32-40	\$ 550.00
		Other Supplies	
		101-2601-410-26-01	\$ 5,000.00
		Bldg/grounds	
		101-2601-410-26-02	\$19,283.00
		Maintenance/Repair Equipment	
		101-5200-440-40-00	\$ 6,825.00
		Contract Services	
		101-3101-420-32-40	\$ 1,200.00
		Other Supplies	
		101-5500-440-32-08	\$ 962.00
		Medical Supplies	
		101-5500-440-73-21	\$ 2,703.00
		C/Outlay \$500-\$4,999	
101-6502-399-01-00	\$21,779.00	101-6502-440-31-01	\$ 6.00
Fund Balance		Fuel & Other	
		101-6502-440-32-40	\$ 850.00
		Other Supplies	
		101-6502-440-73-21	\$ 2,833.00
		C/Outlay \$500-\$4,999	
		101-6502-440-73-01	\$ 18,090.00
		C/Outlay over \$5,000	
101-6612-399-0100	\$15,484.00	101-6612-440-40-50	\$13,440.00
Fund Balance		Contract Employees	
		101-6612-440-73-21	\$ 2,044.00
		C/Outlay \$500-\$4,999	
101-5800-399-08-00	\$ 2,115.00	101-5800-440-32-40	\$ 600.00
Fund Balance		Other Supplies	
		101-5800-440-73-21	\$ 1,515.00
		C/Outlay \$500-\$4,999	
101-5700-399-08-00	\$ 4,384.00	101-5700-440-362-40	\$ 424.00
Fund Balance		Other Supplies	

		101-5700-440-73-21	\$ 3,960.00
		C/Outlay \$500-\$4,999	
TOTAL	\$172,619.00	TOTAL	\$172,619.00

Justification: Utilization of \$172,619 of the revenues earned from last year to purchase much needed items for the Health Department ranging from new vehicles to computer equipment to furniture, etc. within the health department as well as control systems, security camera system, and a new booster pump system for the Animal Shelter.

Budget Amendments for October 1, 2018

Fire Department Budget Amendment

Commissioner Sampson moved to approve the following budget amendment, as requested, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

Fire Department – Multiple

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
242-0000-399-01-00 Tri-Community	\$1,532.00	242-2900-410-11-04 WC – Tri Community	\$1,532.00
244-0000-399-01-00 Twp. Three	\$ 275.00	244-2902-410-11-04 W/C Dover	\$ 215.00
246-0000-399-01-00 Twp. Six	\$ 330.00	244-2903-410-11-04 WC Ft. Barnwell	\$ 60.00
247-0000-399-01-00 Twp. Seven	\$2,390.00	246-2900-410-11-047 WC Twp. Six	\$ 330.00
		247-2900-410-11-04 Twp. Seven	\$2,390.00
TOTAL	\$4,527.00	TOTAL	\$4,527.00

Justification: To cover shortage of Fire Department Worker’s Compensation line item for VIS invoice dated 08/30/18 in the amount of \$105,662.50

DEPARTMENTAL MATTERS: BUDGET AMENDMENT - EMS GRANT MATCH

Stanley Kite, Emergency Services Director and Travis Blalock, Township Seven Assistant Chief, informed the Board of a 2017-2018 EMS Grant from the NC Department of Insurance for turnout pants, coats, helmets, boots and gloves and requested a County match of \$24,713.00.

County Manager, Jack Veit, conveyed to the Board that they are technically a year behind in asking and he would recommend the funds be taken from the Fund Balance that is held for this department. Finance Director, Craig Warren, stated they have a sufficient amount to cover the requests.

Commissioner Dacey moved to approve the following budget amendment, as requested, seconded by Commissioner Liner and unanimously carried in a roll call vote.

2900 – Fire District

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
247-0000-399-01-00 Fund Balance Current Year	\$24,713.00	247-2900-410-96-99 Grant Match	\$24,713.00
TOTAL	\$24,713.00	TOTAL	\$24,713.00

Justification: Township Seven Fire & Rescue was awarded the 2017-2018 EMS Grant from NC DOI for turnout pants, coats, helmets, boots and gloves. Requesting funds to meet the required 50/50 match.

Mosquito Spraying Fund

Scott Harrelson, Health Director, reported that Craven County has received \$173,899 from the State to address the mosquito issue. He indicated a plan has been put together that fits the County fairly well given the different situations faced. The plan calls for two sprayers being set up in current County vehicles in which several different chemicals would be utilized in combination with a larvicide pellet. Mr. Harrelson reported there are 45,000 acres not accessible by truck, which would be covered by aerial spraying.

Commissioner Dacey moved to approve the following budget amendment for mosquito control, as requested, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

5902 Vector Control

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-5901-349-45-00 State	\$173,899.00	101-5901-440-15-16 Membership Fee	\$ 45.00
		101-5901-440-25-00 Travel Training	\$ 1,000.00
		101-5901-440-26-02 M&R Equipment	\$ 500.00
		101-5901-440-31-11 Gasoline	\$ 1,500.00
		101-5901-440-32-14	\$ 1,600.00

		Larvicide	
		101-5901-440-32-40	\$42,899.00
		Other Supplies	
		101-5901-440-40-00	\$99,555.00
		Contractual Services	
		101-5901-440-40-50	\$ 4,800.00
		Contract Employee	
		101-5901-440-73-01	\$22,000.00
		Capital over \$5,000	
TOTAL	\$173,899.00	TOTAL	\$173,899.00

Justification: One-time emergency state funding awarded to Craven County for mosquito control following Hurricane Florence.

There were inquiries regarding how this treatment would impact bees. Jeff Hottenstein, Clarke Mosquito Control, highlighted that spraying would be done after dusk and before dawn, when bees are not active; and that the product he was recommending, Duet, had no adverse effects on bees.

Mr. Harrelson stated they would like for citizens who do not want spraying or do want spraying to inform the Health Department at 636-4920, as FEMA reimbursements require correspondence and documentation.

Budget Amendments for September 21, 2018

Finance Director, Craig Warren, requested that the Board consider a \$2.5 million dollar budget amendment to cover the estimated costs incurred by the County during the preparation and recovery efforts as a result of Hurricane Florence. He indicated the funds would be transferred from the County's Fund Balance and moved into a Special Appropriation Hurricane Florence fund. Commissioner Sampson made the motion to adopt the following \$2.5 million budget amendment. His motion was seconded by Commissioner Dacey and was approved in a roll call vote. County Manager, Jack Veit, commented that this is just a starting point. Mr. Warren indicated that this is why there is a fund balance and that the County was in good shape.

Finance/Non-Departmental

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-0000-399-01-00	\$2,500,000.00	101-0560-400-96-97	\$2,500,000.00
Fund Balance Current Year		Special Appropriation Hurricane Florence	
TOTAL	\$2,500,000.00	TOTAL	\$2,500,000.00

Justification: To cover estimated cost by the County incurred during the preparation and recovery efforts as a result of Hurricane Florence.

Budget Amendments for September 4, 2018

DEPARTMENTAL MATTERS: SHERIFF

Budget Amendment – SRO Grant Position and Equipment for James W. Smith Elementary School and Budget Amendment - SRO Grant Position and Equipment for Roger Bell Academy

As Superintendent of Craven County Schools, Meaghan Doyle, Sheriff Monette, and Administrative Captain Pittman approached the podium, County Manager, Jack Veit, highlighted that the agenda showed two separate items for the two schools, due to the timing of when the information came in, but indicated they could be addressed as one item.

Dr. Doyle reviewed the grant applications and the needs assessment, identifying the four schools to receive SRO's, two of which fall under the Craven County.

She stated that the Board of Education applied for, and was awarded a grant, in the amount of \$200,000. The grant award is \$133,332, and requires a match from the Board of Education in the amount of \$66,668.00. The grant will provide for full-time School Resource Officers at J.W. Smith Elementary, Roger Bell Academy, Oaks Road Elementary and JT Barber Middle School. The Sheriff's Office requested that funding be accepted and a position be established for an SRO at James W. Smith Elementary and Roger Bell Academy. She thanked the parents that spoke on behalf of their schools and confirmed that due to distances and infrastructure difficulties where cell phone coverage is not 100%, the need for School Resource Officers at these schools is of high importance.

Commissioner Sampson made the motion to approve the following two Budget Amendments, both in the amount of \$73,858.00, to fund a School Resource Officer position at James W. Smith Elementary and a SRO position at Roger Bell Academy. Commissioner McCabe seconded the motion.

Commissioner Jones thanked the citizens from his district who came to support this topic. He recognized the various individuals and highlighted their connections in the community. He urged his colleagues to support the SRO for James W. Smith Elementary. He reported that it is located fourteen miles from the Sheriff's Office, and that deputies could be anywhere in Craven County and outlined the various distances. He stated that this school is vulnerable and in need of protection for their children and citizens.

Commissioner Liner thanked Mr. Mantino for speaking on behalf of Roger Bell Academy. He stated that Roger Bell is in his and Commissioner McCabe's districts and there is an obligation and duty to protect those children. He stated there is no way to calculate the value of the

relationship between the police officer and the students. Commissioner Liner urged support for the funding of the SROs.

Commissioner McCabe, speaking as a retired police officer, agreed with the support of both schools receiving SROs.

Commissioner Sampson stated that he was concerned about the youth. He referenced that he had ten children himself, and he knows firsthand how difficult it is to get them through school. He appreciates the need and opportunity to work together on this.

Commissioner Dacey reviewed what SRO's are expected to do at the school they serve besides providing for their safety. Some examples of the SRO's work include: counsel students in special situations, as needed, or when requested by parents or school officials; initiate conflict resolutions with students, parents and teachers; deal with youth and build trusting relationships, and deliver classroom presentations concerning law enforcement and safety. Commissioner Dacey referenced the D.A.R.E. program, to which Administrative Captain, Jesse Pittman, provided some feedback.

Commissioner Dacey relayed the importance of having local officers that are connected to the community they serve and inquired about the selection process. He also remarked on a recent post on the Sheriff Department webpage about seeking funding for three more positions, highlighting that it was the school system that requested these funds. Sheriff Monette responded that the information was not posted by his agency and was later removed.

Commissioner Liner suggested the possibility of having the Chairman put together a committee to address and settle some of these issues prior to the next budget year. He recognized the City of New Bern for stepping up and doing what was right in funding two other SRO positions. Commissioner Jones added that if a committee were formed, it would be necessary to bring in the City of New Bern and the City of Havelock for discussion and mentioned the possibility of a tax increase.

Commissioner Tyson asked when the positions would start and what they would be doing when school was not in session. Sheriff Monette indicated they would start sometime in October 2018 and they would be utilized to work in the lab, issue child support warrants, and participate in training when school is not in session.

Chairman Mark commended Superintendent Doyle and the Sheriff Department for providing the proper information to enable the Board to make their decisions.

In a roll call vote, the motion carried unanimously.

Sheriff's 2001

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-2001-348-02-00	\$49,500.00	101-2001-410-10-02	\$25,306.00
Resource Officer Grant		Salaries	
101-0000-399-01-00	\$24,358.00	101-2001-410-11-01	\$ 1,936.00
Fund Balance Current Year		FICA	
		101-2001-410-11-02	\$ 2,152.00
		Retirement	
		101-2001-410-11-05	\$ 1,266.00
		LEO – 401k	
		101-2001-410-11-04	\$ 752.00
		W/C	
		101-2001-410-11-06	\$ 5,670.00
		Health Insurance	
		101-2001-410-11-08	\$ 16.00
		Life Insurance	
		101-2001-410-11-09	\$ 28.00
		Disability	
		101-2001-410-11-07	\$ 432.00
		Dental	
		101-2001-410-73-21	\$ 4,300.00
		C/O \$500-\$4,999	
		101-2001-410-73-01	\$32,000.00
		C/O over \$5,000	
TOTAL	\$73,858.00	TOTAL	\$73,858.00

Justification: This amendment will allow for the acceptance of grant monies from the Board of Education to fund a School Resource Officer position at James W. Smith Elementary School. Monies in the amount of \$49,500 have been dedicated to the establishment of this position. The proposed position will become effective October 17, 2018. The salary and fringe benefits for 17 pay periods will be \$37,558.00. The remaining balance will go towards the purchase of car and equipment. It is requested that \$24,358.00 from fund balance cover equipment supplies.

Sheriff's 2001

101-2001-348-02-00	\$49,500.00	101-2001-410-10-02	\$25,306.00
Resource Officer Grant		Salaries	
101-0000-399-01-00	\$24,358.00	101-2001-410-11-01	\$ 1,936.00
		FICA	
		101-2001-410-11-02	\$ 2,152.00
		Retirement	
		101-2001-410-11-05	\$ 1,266.00
		LEO – 401K	

	101-2001-410-11-04	\$ 752.00		
	W/C			
	101-2001-410-11-06	\$ 5,670.00		
	Health Insurance			
	101-2001-410-11-08	\$ 16.00		
	Life Insurance			
	101-2001-410-11-09	\$ 28.00		
	Disability			
	101-2001-410-11-07	\$ 432.00		
	Dental			
	101-2001-410-73-21	\$ 4,300.00		
	C/O \$500-\$4,999			
	101-2001-410-73-01	\$32,000.00		
	C/O over \$5,000			
TOTAL	\$73,858.00		TOTAL	\$73,858.00

Justification: This amendment will allow for the acceptance of grant monies from the Board of Education to fund a School Resource Officer position at Rodger Bell Elementary School in Havelock. Monies in the amount of \$49,500 have been dedicated to the establishment of this position. The proposed position will become effective October 17, 2018. The salary and fringe benefits for 17 pay periods will be \$37,558.00. The remaining balance will go towards the purchase of car and equipment. It is requested that \$24,358.00 from fund balance cover equipment supplies.

Budget Amendments for August 20, 2018

DEPARTMENTAL MATTERS: SOCIAL SERVICES – BUDGET AMENDMENT – CAPB BUDGET COMMITTEE RECOMMENDATIONS

DSS Deputy Director, Geoffrey Marett, presented on behalf of the Craven Aging Planning Board, the following budget amendment for \$25,695.00, which adjusts line items to align with the revision for additional funds for the Home & Community Care Block Grant (HCCBG). Commissioner Liner made the motion to approve the budget amendment, as presented; his motion was seconded by Commissioner McCabe. In a roll call vote, the budget amendment was approved unanimously.

DSS/CARTS/Havelock

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-7295-377-28-00	\$ 8,721.00	101-7295-450-40-00	\$15,754.00

HCCBG Home Delivered
 101-0000-399-00-01 \$ 969.00
 Fund Balance
 101-7295-377-18-00 \$ 1,551.00
 Home Delivered
 101-0000-399-00-01 \$ (1,551.00)
 Fund Balance
 101-7295-377-26-00 \$ 5,461.00
 Congregate
 101-0000-399-00-01 \$ 603.00
 Fund Balance
 101-7295-377-16-00 \$ 692.00
 USDA Congregate
 101-0000-399-00-01 \$ (692.00)

Contractual Services

101-7002-348-04-00 \$ 1,042.00
 HCCGB Tran St GRN
 101-7004-348-04-00 \$ 1,563.00
 HCCBG Tran St GRN

101-7001-450-31-01 \$ 1,042.00
 Fuel & Other
 101-7003-450-31-01 \$ 1,563.00
 Fuel & Other

101-0564-377-26-00 \$ 5,431.00
 HCCBG Havelock Senior
 101-0000-399-00-01 \$ 603.00
 Fund Balance
 101-0564-377-16-00 \$ 1,302.00
 USDA Havelock Senior

101-0564-450-91-24 \$ 6,733.00
 Havelock Senior
 101-0564-450-96-91 \$ 603.00
 HCCBG Havelock Senior

TOTAL \$25,695.00

TOTAL \$25,695.00

Justification: Adjusting line items to align with revision for additional funds for the Home & Community Care Block Grant (HCCBG) from the Division of Aging for Fiscal Year 1819. Funding is 90% Fed/State with a 10% match.

Budget Amendment to Carryover Remaining Balance of Dental Trailer

Mr. Harrelson presented a budget amendment in the amount \$247,160 for the new dental trailer, which also reflects the sale of the old dental trailer.

Commissioner Liner moved to approve the following budget amendment, as presented, seconded by Commissioner Sampson and in a roll call vote was unanimously carried.

Health/Dental

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-5500-399-08-00	\$147,160	101-5500-440-73-01	\$247,160

Fund Balance Appropriation/Carryover		C/Outlay Over \$5,000	
101-0000-335-01-00	\$100,000		
Sales of Asset-Misc Revenue			

TOTAL	\$147,160	TOTAL	\$147,160
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Justification: Construction of the new dental unit not completed in FY18. Plan to utilize the old dental unit when the new one is complete. Martin, Tyrrell and Washing Counties plan to purchase the old dental trailer for \$100,000.

DEPARTMENTAL MATTERS: BUDGET AMENDMENT – FIRE DEPARTMENTS

Craig Warren, Finance Director, presented the following budget amendment for the Board’s approval. At the June 4, 2018 meeting, the Board approved matching grant funds for the following Volunteer Fire Departments who were awarded equipment grants from the State’s Volunteer Fire Department Fund. He stated that all grant matches were approved from the general fund with the exception of Vanceboro VFD. Their grant match was approved from their fire district’s reserve held on the County’s books. Due to timing, grant matches were not able to be included in the original 2019 adopted budget.

Commissioner Tyson moved to approve the following budget amendment, as requested, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

Little Swift Creek, Ft. Barnwell, No. 9 Township & Vanceboro

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
243-0000-366-01-00	\$24,305.00	243-2900-410-96-99	\$24,305.00
From General Fund		Grant Match/LSC	
244-0000-366-01-00	\$21,405.00	244-2902-410-96-99	\$21,405.00
From General Fund		Grant Match/Dover	
244-0000-366-01-00	\$30,000.00	244-2903-410-96-99	\$30,000.00
From General Fund		Grant Match/Ft. Barnwell	
249-0000-366-01-00	\$ 9,000.00	249-2900-410-96-99	\$ 9,000.00
From General Fund		Grant Match/No. 9	
101-0000-399-01-00	\$84,710.00	101-0567-410-97-83	\$84,710.00
Current Year Fund Balance		VFD Grant Match	
241-0000-399-01-00	\$12,900.00	241-2900-410-96-99	\$12,900.00
Current Year Fund Balance		Grant Match/Vanceboro	
TOTAL	\$182,320.00	TOTAL	\$182,320.00

Justification: To budget 50% county match of state grants awarded to VFD’s. Request for grant matches were approved by BOC on June 4, 2018; however, due to timing were not able to be rolled into fiscal 2019’s adopted budget. County grant matches from the general fund were awarded up to \$24,304.43 for LSC, \$30,000 for Ft. Barnwell, \$9,000 No. 9 Twp., and \$21,405

for Dover. The grant match for Vanceboro VFD was appropriated from their respective fire service district fund's reserve.

Budget Amendments for August 6, 2018

DSS Budget Amendment: Additional Crisis Funds

Commissioner McCabe moved to approve the following budget amendment, as presented, seconded by Commissioner Sampson and unanimously carried in a roll call vote.

DSS 7295 Senior

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-7295-36-06-00 Crisis Funds	\$646.00	101-7295-450-39-31 Crisis Funds	\$646.00
TOTAL	\$646.00	TOTAL	\$646.00

Justification: Funds received from Eastern Carolina Council on Aging for the purchase of emergency meals to have on hand in preparation for inclement weather.

DEPARTMENTAL MATTERS: SOCIAL SERVICES

Budget Amendment – Crisis Intervention Program

Geoffrey Marett, DSS Deputy Director, presented the following budget amendment for the Board's approval. Commissioner Tyson moved for its approval, as requested, seconded by Commissioner Sampson and unanimously carried in a roll call vote.

Mandated 7291

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-7291-349-32-00 CIP, NCNG, CP&L	\$86,968.00	101-7291-450-23-04 Energy CIP	\$86,968.00
TOTAL	\$101,251.00	TOTAL	\$101,251.00

Justification: Additional funds received for the Crisis Intervention Program (CIP). This program assists low-income persons with a heating or cooling related crisis. The maximum assistance distributed to vendors on behalf of eligible households is up to \$600 per state fiscal

year. Payment amounts vary based on the crisis and the amount needed to alleviate the energy crisis. Additional funds also received for Crisis Intervention Program and Low Income Energy Assistance Program Administration to provide additional funds for temporary staff to assist in determining eligibility for these programs. Funds are 100% federal. Budgeting the difference between funding authorization amount received and originally budgeted amount in H.T.E. (according to original State Budget Estimates).

Embrace Recovery Rally Update

Sandra Kutkuhn, Family Support and Education Supervisor with DSS, reported to the Board that the Embrace Recovery Rally’s purpose is to bring awareness about substance abuse, to provide information about where to go for resources, and to give hope for those in recovery. She remarked that this is their third year, and it will be held on September 15th from 2:00 pm until 5:00 pm at Union Point. The event showcases speakers, music, children’s activities and food to get the whole community involved. Ms. Kutkuhn stated they have a strong base of sponsorships to help cover their costs.

Commissioner Jones informed the Board that Ms. Kutkuhn had recently spoken to his opioid task force outreach committee and talked about funding for the rally and seeking donations. He indicated that his committee expressed interest in investing in educational materials for this event. There was some discussion to glean information about the rally’s needs.

Commissioner Jones motioned to take \$1,000.00 from Fund Balance and appropriate funds to the Embrace Recovery Rally for the purpose of educational materials for this event. His motion was seconded by Commissioner McCabe and through a roll call vote, it was approved.

DSS 7231 TANF

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-0000-399-01-00 Fund Balance	\$1,000.00	101-7231-450-39-47 Embrace Recovery	\$1,000.00
TOTAL	\$1,000.00	TOTAL	\$1,000.00

Justification: Funds appropriated for materials in support of the Embrace Recovery Rally.

**DEPARTMENTAL MATTERS: PLANNING – HURRICANE MATTHEW
RECOVERY-CDBG-NEIGHBORHOOD REVITALIZATION GRANT**

Chip Bartlett with Holland Consulting Planners reported that Craven County will be receiving \$750,000 to help citizens recover from the effects of Hurricane Matthew. The proposed budget includes the following housing-related CDBG activities:

Rehabilitation	\$300,000
Reconstruction	\$375,000

Program Administration \$ 75,000
 \$750,000

He stated that these funds are proposed to be used to rehabilitate four (4) structures and to demo and reconstruct two (2) homes that received damage as a result of Hurricane Matthew. Currently the needs assessment and qualification determination are being completed, so individual recipients have not been chosen at this time. The area of concentration will be the communities of Chips and along River Road in western Craven County.

In order to move forward with the administration of these grant funds a resolution of support is needed from the Board of Commissioners approving the budget amendment, budget ordinance, and administrative guidelines and policies.

There was some discussion regarding the FEMA regulations, the new proposed flood maps, and how applicants are selected, which were addressed by Mr. Bartlett and Planning Director, Don Baumgardner.

Commissioner Sampson made the motion to approve the supporting resolutions, and to adopt the following Project Budget Ordinance, Budget Amendment, and authorize the Chairman’s signature to proceed with the CDBG-NR Project. His motion was seconded by Commissioner McCabe. In a roll call vote, the motion was approved.

Planning

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
292-0000-348-92-00 NC Dept of Commerce	\$750,000.00	292-4033-430-76-00 Construction	\$750,000.00
TOTAL	\$750,000.00	TOTAL	\$750,000.00

Budget Amendments for July 2, 2018

DEPARTMENTAL MATTERS: SOCIAL SERVICES – BUDGET AMENDMENT

Geoffrey Marett, Deputy DSS Director, presented the following budget amendment for the Board’s approval. Commissioner Liner moved for its approval, as presented, seconded by Commissioner Sampson and unanimously carried.

DSS 7231 TANF

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
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101-7231-399-08-00	\$36,000.00	101-7231-450-39-30	\$43,200.00
Carryover Balance		Special Adoption	
101-7231-349-28-00	\$ 7,200.00		
CPS Staff Overhead			
TOTAL	\$43,200.00	TOTAL	\$43,200.00

Justification: Rolling forward Adoption Promotion money received during fiscal year of \$36,000.00. Funds are awarded by the State based on the number of adoptions that are finalized, and are given to DSS to use in the adoption program. An additional \$7,200.00 was received in the current fiscal year making the total roll forward amount \$43,200.00. There is no County match, and unspent funds are to be rolled forward to the next fiscal year.

DEPARTMENTAL MATTERS: COOPERATIVE EXTENSION

Mike Carroll, Cooperative Extension Agent, requested that unspent funds from the AgPrime grant source be transferred into the current fiscal year’s budget. He also requested that the Board approve a budget amendment to include revenue and expenditure of new grant funds from NC Cooperative Extension Innovation in the FY 2018-2019 budget. Commissioner Dacey moved to approve the following budget amendment, as requested, seconded by Commissioner Jones and unanimously carried.

4201 – Cooperative Extension

101-4201-399-01-00	\$ 3,762.00	101-4201-420-40-00	\$31,338.00
Fund Balance – current year		Contractual Services	
101-4201-348-00-00	\$ 27,576.00		
TOTAL	\$31,338.00	TOTAL	\$31,338.00

Justification: Continuation of grant-funded UAV flights as a tool for tobacco and peanut crops project is being carried forward from FY18 into FY19. Original grant was for \$8,470, of which \$5,775 was received and \$2,013 was expended in FY18. Carry forward from fund balance \$3,762 (\$5,775-\$2,013) and additional revenue to be received in FY19 is \$27,576.

DEPARTMENTAL MATTERS: ECONOMIC DEVELOPMENT – BUDGET AMENDMENT

Timothy Downs, Economic Development Director, requested approval of the following budget amendment. Commissioner Dacey moved for its approval, seconded by Commissioner Liner and unanimously carried in a roll call vote.

Economic Development

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
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371-0000-399-01-00 \$63,445.00
Fund Balance – Current Year
101-4401-366-07-00 \$63,445.00
Transfer from Capital Reserve

TOTAL \$63,445.001

371-0571-400-97-01 \$63,445.00
Transfer to General Fund
101-4401-430-40-00 \$63,445.00
Contractual Services

TOTAL \$63,445.01