

A G E N D A
Perquimans County Board of Commissioners
SPECIAL CALLED MEETING / WORK SESSION
Commissioners' Room - Courthouse Annex
June 17, 2019
7:00 p.m.

- I. **Call to Order**
 - II. **Prayer / Pledge**
 - III. **Public Hearing**
 - A. FY 2019-2020 Budget 7:00 p.m.
The purpose of this meeting is to receive public comments on the proposed FY 2019-2020 Budget.
 - IV. **Approval of Agenda**
 - V. **New Business**
 - A. FY 2018-2019 Year End Budget Amendments
 - B. FY 2019-2020 Budget
 - C.
 - D.
 - E.
 - VI. **Special Called Meeting Adjournment**
 - VII. **Work Session**
 - A.
 - B.
 - VIII. **Adjournment**
- ACTION TAKEN LATER
- ACTION REQUIRED

A G E N D A
Perquimans County Board of Commissioners
SPECIAL CALLED MEETING / WORK SESSION
Commissioners' Room - Courthouse Annex
June 17, 2019
7:00 p.m.

- III. **Enclosure.** The Board of Commissioners will hold two Public Hearings:
 - A. FY 2019-20 Budget 7:00 p.m.
 - *The purpose of this meeting is to receive public comments on the proposed FY 2019-2020 Budget.*
 - V.A. **Enclosures.** County Manager Heath will present the FY 2019-20 year end budget amendments for Board action.
 - V.B. County Manager Heath will request that the Board take action on the FY 2019-20.
- VI. The Special Called Meeting will need to be adjourned and the Regular Work Session will begin.
- VII. Currently, we have no business for the Work Session so it may be cancelled.



PERQUIMANS COUNTY BOARD OF COMMISSIONERS

P.O. BOX 45
HERTFORD, NORTH CAROLINA 27944
TELEPHONE: 1-252-426-7550

MARY P. HUNNICUTT
CLERK TO BOARD

W. FRANK HEATH, III
COUNTY MANAGER

WALLACE E. NELSON
CHAIRMAN
FONDELLA A. LEIGH
VICE CHAIR
JOSEPH W. HOFFLER
T. KYLE JONES
ALAN LENNON
CHARLES WOODARD
W. HACKNEY HIGH, JR.
COUNTY ATTORNEY

NOTICE OF PUBLIC HEARING FOR PROPOSED FY 2019-2020 BUDGET

The proposed FY 2019-2020 Budget for Perquimans County was submitted to the Perquimans County Board of Commissioners on June 3, 2019 and is available for public inspection at the Clerk to the Board of Commissioners' Office in the Courthouse, Hertford, North Carolina and at the Perquimans County Library during regular business hours. A summary of the proposed budget is available on the County's website at www.perquimanscountync.gov. A Public Hearing on the proposed Budget for FY 2019-2020 will be held on June 17, 2019 at 7:00 p.m. in the Commissioners' Room located in the Perquimans County Courthouse Annex, 110 North Church Street, Hertford, NC.

All citizens attending the hearing shall have the right to provide written and oral comments and ask questions concerning the entire Budget for FY 2019-2020.

Frank Heath

Frank Heath, County Manager

Posted: June 12, 2019

Perquimans County's Vision:

To be a community of opportunity in which to live, learn, work, prosper and play.

PERQUIMANS COUNTY
BUDGET ORDINANCE
FY 2019-2020

BE IT ORDAINED THIS 17th DAY OF JUNE, 2019, BY THE BOARD OF
COMMISSIONERS OF PERQUIMANS COUNTY, NORTH CAROLINA:

I. GENERAL FUND

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the General Fund for the operation of the County Government and its activities for the fiscal year beginning July 1, 2019, and ending June 30, 2020, in accordance with the chart of account heretofore established of this County:

| | |
|----------------------------------------------|-----------|
| Governing Body | \$ 68,800 |
| County Manager/Finance/Planning | 465,002 |
| Elections | 206,481 |
| Tax Department | 512,770 |
| Legal | 25,000 |
| Register of Deeds | 281,303 |
| Public Buildings | 773,196 |
| Albemarle Commission | 9,583 |
| Sheriff | 1,342,551 |
| Communications | 605,665 |
| Jail - Operations | 494,780 |
| Jail - Debt Service | 231,406 |
| Tax/Finance Software | 10,000 |
| Jury Commission | 2,000 |
| Fire Departments/Emergency Management | 600,167 |
| Medical Examiner | 5,000 |
| Inspections | 240,985 |
| Forestry Services | 47,996 |
| Emergency Medical Services | 1,599,600 |
| Natural Resource Conservation Service | 55,084 |
| NRCS - Cost Share Program | 16,800 |
| Extension Services | 216,363 |
| Veterans Services | 9,182 |
| Social Services | 2,471,440 |
| Albemarle Regional Health Services | 52,857 |
| Mental Health | 30,406 |
| Schools - Current Expense | 2,900,000 |
| Schools - Capital Outlay | 475,000 |
| Schools - Debt Service | 836,603 |
| Inter County Public Transportation Authority | 6,127 |
| Pettigrew Regional Library | 187,500 |
| Recreation | 325,363 |
| Albemarle RC&D | 750 |
| Various Non-Profit Contributions | 42,569 |
| Revaluation Reserve | 25,000 |
| Scrap Tires/White Goods/Electronics | 21,855 |
| Emergency Services Building Debt Service | 103,509 |
| Aquatic Weed Control | 1,750 |
| Albemarle Regional Planning | 2,253 |
| Education - OJJ Programs | 64,160 |
| College of the Albemarle | 32,500 |
| Senior Citizens | 185,826 |
| Animal Shelter Operations | 61,363 |
| Economic Development | 27,500 |
| County Drainage Study | 20,000 |
| Library Debt Service | 299,027 |
| Tourism Development Authority Contribution | 20,000 |
| Architecture/Capital Improvement Plan | 10,000 |
| Website Update | 5,000 |
| Salary Study | 16,000 |
| Courthouse Phone System | 16,500 |

TOTAL GENERAL FUND

\$ 16,060,572

PERQUIMANS COUNTY

BUDGET ORDINANCE
FY 2019-2020

Section 2: **REVENUES** - It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Ad Valorem Taxes:

| | |
|----------------------|--------------|
| Budget Year | \$ 8,637,695 |
| Current Year | 245,000 |
| Prior Years Summary | 70,250 |
| Penalties & Interest | 80,000 |

Other Taxes & Licenses:

| | |
|------------------------|---------|
| Wine & Beer License | \$ 400 |
| Local Option Sales Tax | 429,408 |
| Local Option Sales Tax | 916,866 |
| Local Option Sales Tax | 361,143 |
| Local Option Sales Tax | 397,008 |

Unrestricted Intergovernmental:

| | |
|----------------------------------|-----------|
| Tax Collections - Municipalities | \$ 15,000 |
| ABC Bottle Revenue | 3,500 |
| Beer & Wine | 45,000 |
| Utility Franchise Distribution | 18,000 |
| Medicaid Hold Harmless | 340,670 |

Restricted Intergovernmental:

| | |
|-------------------------------------------------|--------------|
| State Grants: | |
| Social Services | \$ 1,679,848 |
| Soil Conservation - Operating | 3,600 |
| Soil Conservation - Technician | 19,640 |
| Management Entity Funds | 7,000 |
| OJJ | 64,160 |
| Register of Deeds - A.E. & P.F. | 21,277 |
| Health Department - T/ST/WG | 21,000 |
| School Resource Officer - Board of Education | 100,000 |
| Senior Programs | 3,564 |
| Electronic Recycling Fees | 855 |
| Drainage Fees | 8,500 |
| Emergency Management Grant | 44,000 |
| DWI - DMV License Revocation | 650 |
| Nutrition | 9,000 |
| Floodplain Mapping - Register of Deeds | 5,600 |
| Register of Deeds - Dept. of Cultural Resources | 2,500 |
| Register of Deeds - State General Fund | 2,000 |
| EMS - Post Overdose | 30,000 |

Permits & Fees:

| | |
|-------------------|------------|
| Building Permits | \$ 130,000 |
| Register of Deeds | 140,000 |
| Recreation Fees | 21,000 |
| Ambulance Fees | 630,000 |

PERQUIMANS COUNTY

BUDGET ORDINANCE

FY 2019-2020

Sales & Services:

| | | |
|---------------------------------|----|--------|
| Medicaid Utilization Based Plan | \$ | 10,000 |
| EMS Donations | | 500 |
| Range Management | | 12,000 |
| Officer-Sheriff Fees | | 60,000 |
| Jail Fees | | 5,500 |
| Rents: | | |
| Farm | | 8,400 |
| Tower | | 7,000 |
| Building Leases | | 62,884 |
| Recreation/Senior Center | | 12,500 |
| Investment Earnings | | 55,000 |
| Miscellaneous | | 40,000 |
| Subdivision Fees | | 1,000 |
| Zoning Fees | | 3,000 |
| Tower Consulting Fees | | 2,000 |
| Veterans Monument Contributions | | 150 |
| State Funds - Drug Tax | | 13,556 |
| State Grants - Senior Medicare | | 3,000 |
| Federal Drug Funds | | 14,925 |
| Recreation Concessions | | 4,000 |
| Local Funds - Sheriff Canine | | 50 |

Transfer from Other Funds:

| | | |
|----------------------------|----|---------|
| Water System | \$ | 100,000 |
| Municipal Dispatch Fees | | 92,030 |
| Other Revenues: | | |
| Land Transfer Tax Proceeds | | 450,000 |
| E-911 Funds | | 1,000 |

Fund Balance Appropriated

\$ 597,943

TOTAL GENERAL FUND:

\$ 16,060,572

II. WATER DEPARTMENT

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the Water System Fund for the fiscal year beginning July 1, 2019, and ending June 30, 2020.

| | | |
|------------------------------|----|-----------|
| Administration & Operations | \$ | 2,129,088 |
| Loan Principal | | 388,195 |
| Loan Interest | | 32,179 |
| Contribution to General Fund | | 100,000 |

TOTAL WATER SYSTEM FUND

\$ 2,649,462

Section 2: REVENUES - It is estimated that the following revenues will be available in the Water System Fund for the fiscal year beginning July 1, 2019, and ending June 30, 2020.

| | | |
|---------------------------|----|-----------|
| Transfer from Phase III | \$ | 13,565 |
| Investment Earnings | | 10,000 |
| Sale of Water | | 1,960,000 |
| Taps & Connections | | 40,000 |
| Reconnections | | 9,000 |
| Penalties & Interest | | 42,500 |
| Rent: Towers | | 5,400 |
| Miscellaneous | | 7,500 |
| Water Improvement Fund | | 1,000 |
| Fund Balance Appropriated | | 560,497 |

TOTAL WATER SYSTEM FUND

\$ 2,649,462

PERQUIMANS COUNTY

BUDGET ORDINANCE

FY 2019-2020

III. SOLID WASTE FUND

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the Solid Waste Fund for the fiscal year beginning July 1, 2019, and ending June 30, 2020.

| | | |
|-------------------------------|-----------|----------------|
| Administration & Operations | \$ | 966,109 |
| Recycling Centers Maintenance | | 5,000 |
| Solid Waste Refunds | | 3,000 |
| TOTAL SOLID WASTE FUND | \$ | 974,109 |

Section 2: REVENUES - (Solid Waste Fee: \$140.00 per Household). It is estimated that the following revenues will be available in the Solid Waste Fund for the fiscal year beginning July 1, 2019, and ending June 30, 2020.

| | | |
|-------------------------------|-----------|----------------|
| Solid Waste Fees | \$ | 943,000 |
| Investment Earnings | | 950 |
| Disposal Tax | | 6,500 |
| Fund Balance Appropriated | | 23,659 |
| TOTAL SOLID WASTE FUND | \$ | 974,109 |

IV. REVALUATION RESERVE FUND

1. **Section 1: APPROPRIATIONS** - The following amounts are hereby appropriated in the Revaluation Reserve Fund for the fiscal year beginning July 1, 2019, and ending June 30, 2020.

| | | |
|-------------------------------|-----------|---------------|
| Reserve for Revaluation | \$ | 25,200 |
| TOTAL REVALUATION FUND | \$ | 25,200 |

2. **Section 2: REVENUES** - It is estimated that the following revenues will be available in the Revaluation Reserve Fund for the fiscal year beginning July 1, 2019, and ending June 30, 2020.

| | | |
|-------------------------------|-----------|---------------|
| Investment Earnings | \$ | 200 |
| Transfer from General Fund | | 25,000 |
| TOTAL REVALUATION FUND | \$ | 25,200 |

V. COURT FACILITIES FUND

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the Court Facilities Fund for the fiscal year beginning July 1, 2019, and ending June 30, 2020.

| | | |
|----------------------------------|-----------|---------------|
| Administration & Maintenance | \$ | 19,000 |
| District Attorney Office Expense | | 14,140 |
| Fine & Forfeitures | | 65,000 |
| TOTAL COURT FACILITIES | \$ | 98,140 |

PERQUIMANS COUNTY

BUDGET ORDINANCE

FY 2019-2020

Section 2: REVENUES - It is estimated that the following revenues will be available in the Court Facilities Fund for the fiscal year beginning July 1, 2019, and ending June 30, 2020.

| | | |
|-------------------------------|-----------|---------------|
| Investment Earnings | \$ | 0 |
| Facility Fees | | 26,000 |
| Fines & Forfeiture Fees | | 65,000 |
| Fund Balance Appropriated | | 7,140 |
| TOTAL COURT FACILITIES | \$ | 98,140 |

VI. ECONOMIC DEVELOPMENT FUND

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the Economic Development Fund for the fiscal year beginning July 1, 2019, and ending June 30, 2020.

| | | |
|-----------------------------------|-----------|---------------|
| Professional Services & Expenses | \$ | 58,600 |
| TOTAL ECONOMIC DEVELOPMENT | \$ | 58,600 |

Section 2: REVENUES - It is estimated that the following revenues will be available in the Economic Development Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

| | | |
|-----------------------------------|-----------|---------------|
| Transfer from General Fund | \$ | 27,500 |
| Investment Earnings | | 50 |
| Fund Balance Appropriated | | 31,050 |
| TOTAL ECONOMIC DEVELOPMENT | \$ | 58,600 |

VII. TOURISM DEVELOPMENT FUND - OCCUPANCY TAX

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the Tourism Development Fund for the fiscal year beginning July 1, 2019, and ending June 30, 2020.

| | | |
|-------------------------------------------|-----------|---------------|
| Promotions, Marketing, Operating Expenses | \$ | 32,100 |
| Fireworks Contribution | | 1,500 |
| TOTAL TOURISM DEVELOPMENT | \$ | 33,600 |

Section 2: REVENUES - It is estimated that the following revenues will be available in the Tourism Development Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

| | | |
|----------------------------------|-----------|---------------|
| Local Funds | \$ | 3,000 |
| Transfer from General Fund | | 20,000 |
| Occupancy Tax | | 8,000 |
| Intergovernmental Transfers | | 2,000 |
| Interest | | 100 |
| Fund Balance Appropriated | | 500 |
| TOTAL TOURISM DEVELOPMENT | \$ | 33,600 |

PERQUIMANS COUNTY

BUDGET ORDINANCE

FY 2019-2020

VII. EMERGENCY TELEPHONE FUND

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the Emergency Telephone Fund for the fiscal year beginning July 1, 2019, and ending June 30, 2020.

| | |
|---------------------------------------|-------------------|
| Operating Expenses | \$ 297,051 |
| TOTAL EMERGENCY TELEPHONE FUND | \$ 297,051 |

Section 2: REVENUES - It is estimated that the following revenues will be available in the Emergency Telephone Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

| | |
|---------------------------------------|-------------------|
| State Grants | \$ 0 |
| Emergency 911 Fee | 279,041 |
| Investment Earnings | 10 |
| TOTAL EMERGENCY TELEPHONE FUND | \$ 279,051 |

IX. COUNTY CONSTRUCTION FUND

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the County Construction Fund for the fiscal year beginning July 1, 2019, and ending June 30, 2020.

| | |
|-----------------------------------------|---------------------|
| Capital - Perquimans Marine Park Basin | \$ 2,882,325 |
| Capital - Recreation, Courthouse, ARPDC | 23,448 |
| TOTAL COUNTY CONSTRUCTION FUND | \$ 2,905,773 |

Section 2: REVENUES - It is estimated that the following revenues will be available in the County Construction Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

| | |
|---------------------------------------|---------------------|
| Investment Earnings | \$ 12,000 |
| Perquimans Marine Park Basin | 2,882,325 |
| Fund Balance Appropriated | 11,448 |
| TOTAL COUNTY CONSTRUCTION FUND | \$ 2,905,773 |

X. OTHER PROVISIONS

Section 1: The Budget Officer is hereby authorized to transfer appropriations within a fund contained herein under the following conditions:

- a) The Budget Officer may transfer amounts between objects of expenditures within a department except salary amounts without limitation.
- b) The Budget Officer may not transfer any amount between funds nor from any contingency appropriations within any fund.

Section 2: The Board of Commissioners hereby authorizes the attached Fee Schedule for FY 2019-2020.

PERQUIMANS COUNTY

BUDGET ORDINANCE

FY 2019-2020

XI. TAX LEVY

Section 1: There is hereby levied a tax at the rate of 59¢ (fifty-nine cents) per one hundred dollars (\$100) valuation of property listed for taxes as of January 1, 2019 for the purpose of raising the revenue listed as "Budget Year's Taxes" in the General Fund - Part I, Section 2 of this Ordinance.

Section 2: This rate of tax is based on an estimated total valuation of property for the purpose of taxation of \$1,406,726,379 and an estimated collection rate of 97.0%.

This Budget was approved with a vote of ____ () to ____ () on June 17, 2019, by a quorum of the Perquimans County Board of Commissioners being present and all present casting a vote.

Wallace E. Nelson, Chairman
Perquimans Co. Board of Commissioners

There is hereby established, for the fiscal year beginning July 1, 2019, and ending June 30, 2020, the following fees for services as indicated:

Building Inspections

Construction Fees

| | |
|----------------------------------|-----------|
| Square Foot | |
| Minimum Fee | \$.25/SF |
| State Fee | \$50.00 |
| In-ground pool (Residential) | \$10.00 |
| In-ground pool (Commercial) | \$50.00 |
| Carports (open all 4 sides) | \$125.00 |
| Large Metal Buildings | \$.125/SF |
| Daycare & ABC | \$.125/SF |
| Group/ Foster Homes | \$75.00 |
| Storage Building 12 x 12 or less | \$50.00 |
| | \$25.00 |

Electrical Fees

| | |
|---------------------------------|----------------|
| Minimum Fee | \$50.00 |
| Square Foot | \$.10/SF |
| Temporary Service | \$30.00 |
| Service Repair | \$30.00 |
| Service Charge | \$.30/amp |
| Swimming Pools | \$30.00 |
| Sub panel | \$10.00 |
| Generators | \$10.00 |
| Baseboard Heat (per thermostat) | \$10.00 |
| Photovoltaic/Solar | \$5 per string |

Plumbing Fees

| | |
|-------------|---------|
| Minimum Fee | \$50.00 |
| Per Fixture | \$5.00 |
| Sprinklers | \$50.00 |
| Per Head | \$5.00 |

Mechanical Fees

| | |
|----------------------------------|---------|
| Central Heating/Air Conditioning | |
| Central - Additional Unit | \$55.00 |
| Minimum Fee | \$55.00 |
| Hood System | \$30.00 |
| | \$50.00 |

Insulation Fees

| | |
|------------|---------|
| Insulation | \$50.00 |
|------------|---------|

L.P. & Natural Gas Fees

| | |
|----------------|---------|
| Minimum Fee | \$50.00 |
| Per Gas Outlet | \$5.00 |

Sign Fees

| | |
|---------------|---------|
| Free Standing | \$50.00 |
|---------------|---------|

Renovation Fees

1/2 New Construction

Fire Inspection Fees

| | |
|-----------------------------|---------|
| Mandatory Fire Code Permits | \$50.00 |
| Group/ Foster Homes | \$50.00 |
| Nursing Homes and Daycares | \$75.00 |

Manufactured Homes

| | |
|----------------|----------|
| Single Section | \$150.00 |
| Multi Section | \$185.00 |
| Electrical | \$50.00 |
| Mechanical | \$50.00 |
| Plumbing | \$50.00 |

Modular Homes

| | |
|------------|------------|
| All set-up | \$.25/SF |
| Electrical | \$.30/amp |
| Plumbing | \$50.00 |
| Mechanical | \$55.00 |

Administrative, Negligence & Reinspections

| | |
|----------------|----------|
| Administrative | \$50.00 |
| Negligence | \$50.00 |
| 2nd Negligence | \$100.00 |
| Re-Inspection | \$50.00 |

Sheriff Department Fees

| | |
|------------------------------------------|-------------------|
| Fingerprints | |
| Gun Purchase Permits | \$5.00/card |
| Concealed Handgun Permits | \$5.00 each |
| Concealed Handgun Permit Renewals | \$90.00 |
| Service Fees (civil papers) | \$75.00 |
| Out of State Service Fees (civil papers) | \$30.00/service |
| Notary | \$100.00 |
| | \$5 per signature |

EMS Fees

| | |
|-------------------------------------------------------------|------------------------|
| ALS-I Emergency A0427 | |
| ALS-II Emergency A0433 | \$593.66 |
| ALS-I or II Treatment / No Transport A0999 (including Helo) | \$867.68 |
| ALS-I Non Emergency A0426 | \$300.00 |
| BLS-Emergency A0429 | \$378.62 |
| BLS-Non Emergency A0428 | \$504.63 |
| Transports to Funeral Homes | \$315.52 |
| Ambulance Crew Standby - 1st 2 hours | \$225.00 |
| Ambulance Crew Standby - additional hours | \$120.00 |
| Zone Car Standby- per hour | \$50.00/hour |
| Attorney's Fees (patient's records) | \$45.00 |
| Ground Mileage - ALS or BLS | \$12.00 |
| Specialty Care A0434 | \$14.33/Loaded Mileage |
| | \$1,025.43 |

Recreation Fees

Rental Fees:

| | |
|-------------------------------|---------------------------|
| Meeting Room/Kitchen | \$60.00/hr (3 hr minimum) |
| Gymnasium (1/2 day) | \$250.00 |
| Gymnasium (full day) | \$400.00 |
| Tennis Courts (1/2 day) | \$50.00 |
| Tennis Courts (full day) | \$100.00 |
| Outside Basketball (1/2 day) | \$50.00 |
| Outside Basketball (full day) | \$100.00 |
| Field Rental (1/2 day) | \$75.00/field |
| Field Rental (full day) | \$150.00/field |
| Lights additional | \$25.00/hour |
| Field Rental for practices | \$15.00/hour |
| Non Rec. teams with lights | \$25.00/hour |

Deposit in addition to any rental fees. All fees are refundable if cancelled at least 72 hrs before scheduled rental day.

Registration Fees

| | |
|-------------------|---------------|
| Youth Soccer | \$20.00 |
| Youth Basketball | \$20.00 |
| Volleyball | \$20.00 |
| Softball (9-16) | \$20.00 |
| Babe Ruth (13-15) | \$20.00 |
| Football | \$20.00 |
| Cheerleading | \$30.00 |
| T-Ball (4-6) | \$20.00 |
| Coach Pitch (7-8) | \$20.00 |
| Adult Softball | \$200.00/team |
| Adult Basketball | \$200.00/team |
| Open Gym | No charge |
| Skate Park | No charge |

There is a maximum of \$50 per family for each activity.

Register of Deeds

All Instruments (Except Deeds of Trust)

| | |
|-----------------------------------------|---------|
| Pages 1-15 | \$26.00 |
| Each additional page thereafter | \$4.00 |
| Multi-instrument | \$10.00 |
| <u>Deed of Trust 1st thru 35th Page</u> | \$64.00 |
| Each additional page | \$4.00 |

UCC

| | |
|-------------------------------------------|---------|
| 1 to 2 pages | \$38.00 |
| 3 to 10 pages | \$45.00 |
| Over 10 pages (Plus \$2 per page over 10) | |
| Search per name | \$30.00 |
| Copy per page | \$2.00 |

| | | |
|---------------------------------------------------|--|-------------|
| <u>Plats</u> | | |
| 1st page | | \$21.00 |
| Each additional page | | \$21.00 |
| <u>DOT Highway Maps</u> | | |
| 1st page | | \$21.00 |
| Each additional page thereafter | | \$5.00 |
| <u>Copies</u> | | |
| Plat copies | | \$3.00 each |
| Regular copies (per page) | | \$0.25 |
| <u>Certified copies (instruments & plats)</u> | | |
| 1st page | | \$5.00 |
| Each additional page | | \$2.00 |
| <u>Notary</u> | | |
| Oath | | \$10.00 |
| Commission verification | | \$5.00 |
| <u>Marriage License</u> | | |
| Issuance of license | | \$60.00 |
| <u>Vital Records</u> | | |
| Certified copy (birth, death, marriage) | | \$10.00 |
| Delayed birth applications | | \$20.00 |
| Amendments | | \$15.00 |
| Records search from Vital Records | | \$24.00 |
| Plus payable to Vital Records | | \$24.00 |
| Legitimations | | \$15.00 |
| Plus payable to Vital Records | | \$15.00 |
| Tax Department | | |
| Copies | | \$0.25 |
| Non-aerial maps | | \$0.50 |
| Aerial maps | | \$1.20 |
| <u>GIS Mapping Price List</u> | | |
| Plotter | | |

| Size | Black & White | Image Color |
|----------|---------------|-------------|
| 8.5 x 11 | \$1.00 | \$2.00 |
| 11 x 17 | \$2.00 | \$3.00 |
| 16 x 20 | \$3.00 | \$5.00 |
| 22 x 34 | \$5.00 | \$8.00 |
| 34 x 48 | \$8.00 | \$10.00 |

| Size | Black & White | Image Color |
|----------|---------------|-------------|
| 8.5 x 11 | \$0.50 | \$1.25 |
| 8.5 x 14 | \$0.75 | \$1.50 |
| 11 x 17 | \$1.00 | \$1.75 |

| | | |
|----------------------------------------------------------------------------------------------------------------------------------------|--|------------------------------------------------------|
| <u>Data Layers</u> | | |
| Entire County parcels with aerial images and ownership information <i>(Available on CD & ZIP drive)</i> | | \$200.00 |
| Individual Layers | | \$50.00 first layer \$25.00 each additional layer |
| <u>Individual Plotter Maps</u> | | |
| Township & Municipality Street Maps | | Price based on size/color |
| Zoning Maps per Township/Municipality | | Price based on size/color |
| Full County Zoning Map | | \$12.00 |
| County street maps, subdivision maps, and other maps created without image and little color same as listed under Plotter Black & White | | |
| Flood maps, soil maps, census maps and others created with full color same as listed under Plotter Image/Color | | |

Availability
Requests can be made Monday through Friday from 8 am to 5 pm except holidays. All efforts will be made to provide information within 5 working days

Payment
Payment is required prior to preparation of CD's, extensive copying requests, maps to be sent by mail and ftp uploads

Custom Work
A fee of \$25.00 per hour will be charged for requests for maps that we do not have the data layers for. For instance, having to go on the internet to download information.

| | | |
|-----------------------|--|---------|
| County Manager | | |
| Zoning Ordinance | | \$15.00 |
| Subdivision Ordinance | | \$10.00 |

Junk Ordinance
 Junkyard Ordinance
 Manufactured Home Park Ordinance
 Minimum charge for copy of any other Ordinance
 Copies

III.A. - Page 11 \$10.00
 \$10.00
 \$5.00
 \$5.00
 \$0.25

Water Department

Rate Schedule

WATER RATES- There is a min. charge of \$15 for the first 1000 gallons; each additional thousand gallons will be \$7.00/1000 gal.

Tap-on Fees

| Size Meter | Cost of Tap |
|----------------------|-------------|
| 3/4" | \$1,500.00 |
| 1" | \$2,500.00 |
| 2" | \$5,000.00 |
| Late Payment Charge | 10% of bill |
| Renter's Deposit | \$75.00 |
| Reconnection Fee | \$25.00 |
| Water Meter Test Fee | \$100.00 |

Seasonal Water Conservation Rates

\$9/1000 gallons for usage more than 8000 gallons per month from May 1 through October 31

Water System Development Fee

\$500 per lot for up to and including four lots on main roads, 6 lots on secondary roads

\$2,500 per lot for any lots over four on main roads, 6 lots on secondary roads

System Development Fee must be paid before the Final Subdivision Plat is recorded in the Perquimans County Register of Deeds' Office.

Planning/Zoning

Zoning Permit (Residential/Home Occupation) \$0.00
 Zoning Permit (for Commercial/Industrial) \$100.00
 Certificate of Compliance (after first site visit) \$100.00
 Sign Permit \$50.00
 Certificate of Compliance (after first site visit) \$50.00
 Zoning Map Change (Re-Zoning) \$450.00
 Zoning Text Change \$500.00
 Planned Unit Development \$600.00 + atty. & eng. Fees, i/a
 Conditional Use Permit/ District \$300.00 + atty. & eng. Fees, i/a
 Appeal or Interpretation \$300.00
 Zoning Variance Request \$300.00
 Variance to Subdivision Regulations \$100.00
 Subdivision Sketch Plat \$100.00
 Minor or Abbreviated Subdivision Plan \$50.00
 Preliminary Plat \$100.00 + \$15.00 per lot
 Final Plat \$100.00 + \$15.00 per lot
 Wireless Telecommunication Facility \$500.00 County fee
 +Minimum consultant cost of \$6,500.00
 +Certificate of Zoning Compliance (after first visit): \$100.00
 Wireless Telecommunication Facility
 (eligible facilities request applications processed per NCGS 153A-349.53) County fee of \$500.00
 +Minimum consultant cost of \$1000.00
 +Certificate of Zoning Compliance (after first visit): \$100.00 County Fee
 +Certificate of Zoning Compliance (Consultant fee for verification): \$3,000.00
 County Zoning Permit Fee of \$500.00
 Wind Energy Facilities
 +Certificate of Zoning Compliance (after first visit) \$100.00
 +Initial Escrow Deposit (Medium Facility) \$50,000.00
 +Initial Escrow Deposit (Large Facility) \$50,000.00

Effective 1-04-16, Zoning Permit Fees and Escrow Deposits to be paid at the time Zoning Permit Application, Fees and detailed Site Plans are submitted for review. If Escrow Account drops below \$10,000, Applicant shall replenish to the original amount before any further action or consideration is taken on any County Permit. Remaining balance will be refunded upon Applicant receiving approval of As-Built Drawings or if Applicant fails to complete project.

**Fees denoted for a given application do not include fees for subsequent applications and stages of review. Separate fees will apply for building and other permits.*

PERQUIMANS COUNTY
CAPITAL PROJECTS ORDINANCE
COUNTY CONSTRUCTION FUND

This Capital Projects Ordinance is being authorized for the Perquimans Library Project.

Section 1: **APPROPRIATIONS** - The following amounts are hereby appropriated in this County Construction Fund beginning July 1, 2019, and ending June 30, 2020

| | |
|----------------------------------------------|---------------------|
| <u>Capital: Perquimans Marine Park Basin</u> | \$ 2,882,325 |
| <u>Capital - Recreation/Courthouse/ARPC</u> | 23,448 |
| TOTAL COUNTY CONSTRUCTION FUND | \$ 2,905,773 |

Section 2: **REVENUES** - It is estimated that the following revenues will be available for appropriation in the County Construction Fund beginning July 1, 2019, and ending June 30, 2020.

| | |
|---------------------------------------|---------------------|
| <u>Fund Balance Appropriated</u> | \$ 2,905,773 |
| TOTAL COUNTY CONSTRUCTION FUND | \$ 2,905,773 |

Wallace E. Nelson, Chairman
Perquimans Co. Board of Commissioners

PERQUIMANS COUNTY
CAPITAL PROJECTS RESERVE ORDINANCE
LAND TRANSFER TAX
FOR
CAPITAL PROJECTS

This Capital Projects Ordinance is being authorized to provide a portion of the required funds needed for the School Construction Project debt service and for the other Capital Projects deemed appropriate by the Board of Commissioners.

The following appropriations are being made with revenues, as listed, being available for this fund.

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in this Capital Projects Ordinance beginning July 1, 2019, and ending June 30, 2020

| | |
|-----------------------------------------|------------|
| Transfer to General Fund | \$ 450,000 |
| TOTAL CAPITAL RESERVE/LAND TRANSFER TAX | \$ 450,000 |

Section 2: REVENUES - It is estimated that the following revenues will be available for appropriation in the Capital Projects Reserve Ordinance beginning July 1, 2019, and ending June 30, 2020.

| | |
|-----------------------------------------|------------|
| Land Transfer Tax | \$ 380,000 |
| Investment Earnings | 5,000 |
| Fund Balance Appropriated | 65,000 |
| TOTAL CAPITAL RESERVE/LAND TRANSFER TAX | \$ 450,000 |

Wallace E. Nelson, Chairman
 Perquimans Co. Board of Commissioners

PERQUIMANS COUNTY
 CAPITAL PROJECTS ORDINANCE
 FOR
 NC HOUSING FINANCE AGENCY
 SINGLE FAMILY REHABILITATION PROGRAM

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in this Capital Projects Ordinance beginning July 1, 2019, and ending June 30, 2020

| | | |
|----------------------------------------------------|----|------------------|
| <u>Rehabilitation</u> | \$ | 44,017 |
| <u>Program Costs</u> | | <u>16,000</u> |
| TOTAL CAPITAL RESERVE/NC HOUSING FINANCE AGENCY | | \$ <u>60,017</u> |

Section 2: REVENUES - It is estimated that the following revenues will be available for appropriation in the Capital Projects Ordinance beginning July 1, 2019 and ending June 30, 2020.

| | | |
|----------------------------------------------------|----|------------------|
| <u>Single Family Rehab</u> | \$ | 60,017 |
| TOTAL CAPITAL RESERVE/NC HOUSING FINANCE AGENCY | | \$ <u>60,017</u> |

Wallace E. Nelson, Chairman
 Perquimans Co. Board of Commissioners

The FY18/19 Year-End Budget Amendment is very similar to previous years. However, there are three departments we'd like to give you a brief explanation about...

We would like to point out that the Sheriff budget is overspent mostly due to providing coverage for Town of Hertford. We have received reimbursement for those expenses and they are posted to misc. revenue. The other departments that we want to point out are Dispatch and EMS. Both of which had to rely heavily on part-time staff to fill open shifts due to unscheduled medical leave. They also had to respond to emergency situations. Most of which we have not yet received reimbursement. An example being the response to Hurricane Florence - we had staff members working around the clock to provide coverage.

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
GENERAL FUND
NO. 20

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 17th DAY OF JUNE, 2019, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2018 - 2019 BUDGET.

| CODE NUMBER | DESCRIPTION OF CODE | AMOUNT | |
|-------------------------------------------------|-------------------------------------|----------|----------|
| | | INCREASE | DECREASE |
| 10-420-740 | County Manager - Capital Outlay | | 2,000 |
| 10-420-330 | Supplies | 1,800 | |
| 10-420-061 | Retiree Hospitalization | 200 | |
| 10-430-032 | BOE - Part-Time Salaries | | 1,750 |
| 10-430-020 | Full-Time Salaries | 100 | |
| 10-430-031 | Salaries/Officers | 1,650 | |
| 10-301-011 | DMV Current Year | 12,430 | |
| 10-450-740 | Tax - Capital Outlay | | 2,500 |
| 10-450-050 | Tax - FICA | | 500 |
| 10-450-030 | Tax - Temp Lister | | 4,500 |
| 10-450-060 | Tax - Group Insurance | | 1,500 |
| 10-450-020 | Salaries | 18,000 | |
| 10-450-061 | Retiree Hospitalization | 130 | |
| 10-450-070 | Retirement | 1,300 | |
| 10-450-452 | NCVTS - State Fees | 2,000 | |
| 10-356-000 | ROD Fees | 9,000 | |
| 10-480-452 | ROD - Conveyance Tax | 9,000 | |
| 10-345-002 | Sales Tax - Local Option B | 2,850 | |
| 10-301-001 | Ad Valoren Taxes - Current Year | 6,930 | |
| 10-329-000 | Investment Earnings | 30,000 | |
| 10-500-061 | Buildings - Retiree Hospitalization | 8,930 | |
| 10-500-150 | Maintenance/Repair - Buildings | 17,000 | |
| 10-500-160 | Maintenance/Repair - Equipment | 10,500 | |
| 10-500-020 | Salaries | 3,000 | |
| 10-500-070 | Retirement | 350 | |
| EXPLANATION: General Fund year-end entry | | | |

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, 17th DAY OF JUNE, 2019

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 17th DAY OF JUNE, 2019

Chairman, Board of Commissioners

Finance Officer

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
GENERAL FUND
NO. 20 (CONTINUED)

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 17th DAY OF JUNE, 2019, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2018 - 2019 BUDGET.

| CODE NUMBER | DESCRIPTION OF CODE | AMOUNT | |
|-------------------------------------------------|-------------------------------|----------|----------|
| | | INCREASE | DECREASE |
| 10-351-000 | Sheriff Fees | 3,000 | |
| 10-510-450 | Concealed Gun Permits | 3,000 | |
| 10-355-000 | Building Permits | 14,940 | |
| 10-301-010 | DMV Taxes - Budget Year | 22,820 | |
| 10-335-000 | Miscellaneous Revenue | 80,000 | |
| 10-510-061 | Retiree Insurance | | 3,000 |
| 10-510-062 | Sheriff Supplemental | | 440 |
| 10-510-021 | Separation Allowance | | 500 |
| 10-510-020 | Sheriff - Salaries | 80,000 | |
| 10-510-050 | FICA | 5,200 | |
| 10-510-070 | Retirement | 36,500 | |
| 10-301-000 | Ad Valorem Tax - Budget Year | 1,930 | |
| 10-301-001 | Ad Valorem Tax - Current Year | 3,070 | |
| 10-511-070 | Dispatch - Retirement | | 5,000 |
| 10-511-060 | Dispatch - Group Insurance | | 10,000 |
| 10-511-020 | Dispatch - Salaries | | 20,000 |
| 10-511-030 | Dispatch - Part-Time Salaries | 40,000 | |
| EXPLANATION: General Fund year-end entry | | | |

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, 17th DAY OF JUNE, 2019

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 17th DAY OF JUNE, 2019

Chairman, Board of Commissioners

Finance Officer

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
GENERAL FUND
NO. 20 (CONTINUED)

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 17th DAY OF JUNE, 2019, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2018 - 2019 BUDGET.

| CODE NUMBER | DESCRIPTION OF CODE | AMOUNT | |
|-------------------------------------------------|--------------------------------|----------|----------|
| | | INCREASE | DECREASE |
| 10-301-000 | Ad Valorem Tax - Budget Year | 7,934 | |
| 10-345-001 | Sales Tax - Local Option A | 41,866 | |
| 10-345-005 | Sales Tax - Rural | 22,000 | |
| 10-345-000 | Sales Tax - 1% | 7,550 | |
| 10-592-060 | EMS - Group Insurance | | 18,000 |
| 10-592-061 | EMS - Retiree Hospitalization | | 300 |
| 10-592-020 | EMS - Full-Time Salaries | 1,050 | |
| 10-592-030 | EMS - Part-Time Salaries | 85,000 | |
| 10-592-050 | FICA | 3,000 | |
| 10-592-070 | Retirement | 2,200 | |
| 10-592-170 | Maintenance/Repair - Vehicles | 3,000 | |
| 10-592-740 | Capital Outlay | 3,400 | |
| 10-301-000 | Ad Valorem Taxes - Budget Year | 11,000 | |
| 10-600-040 | Medical Examiner Fees | 11,000 | |
| 10-335-002 | Veterans Memorial Contribution | 400 | |
| 10-607-332 | Veterans Memorial Bricks | 400 | |
| 10-660-020 | Senior Center - Salaries | | 915 |
| 10-660-030 | Senior - Part-Time Salaries | 500 | |
| 10-660-050 | FICA | 350 | |
| 10-660-740 | Capital Outlay | 65 | |
| 10-610-020 | DSS - Salaries | | 1,500 |
| 10-610-740 | Capital Outlay | 1,500 | |
| EXPLANATION: General Fund year-end entry | | | |

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, 17th DAY OF JUNE, 2019

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 17th DAY OF JUNE, 2019

Chairman, Board of Commissioners

Finance Officer

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
WATER FUND
NO. 21

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 17th DAY OF JUNE, 2019, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2018 - 2019 BUDGET.

| CODE NUMBER | DESCRIPTION OF CODE | AMOUNT | |
|-----------------------------------------------|---------------------------------|----------|----------|
| | | INCREASE | DECREASE |
| 35-720-060 | Water - Group Insurance | | 2,000 |
| 35-720-061 | Water - Retiree Hospitalization | 1,500 | |
| 35-720-070 | Water - Retirement | 500 | |
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| EXPLANATION: Water Fund year-end entry | | | |

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, 17th DAY OF JUNE, 2019

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 17th DAY OF JUNE, 2019

 Chairman, Board of Commissioners

 Finance Officer